



Crook County School District

Where Students Dream, Learn, & Succeed

District Office – 471 NE Ochoco Plaza Dr., Prineville, OR 97754 (541) 447-5664

February 25, 2013 – 6:30 p.m.

School Board Meeting Minutes

Board Members Present: Patti Norris, John Lang, Doug Smith
Board Member Absent: Scott Cooper
Administrators Present: Duane Yecha, Mona Boyd, Dennis Kostelecky, Anna Logan, Rocky Miner, Stacy Smith, Dave Robinson, Kurt Sloper, Bruce Hahn, Deen Hylton, Jayel Hayden, Jim Bates, Cheri Rasmussen

1.0 CALL TO ORDER

- 1.0 Flag Salute 1.2 Roll Call to Establish Quorum 1.3 Recognition of Visitors
1.4 Agenda Additions, Deletions or Revisions and Agenda Approval

Board Chair Patti Norris called the meeting to order at 6:30 p.m. The flag salute was recited, a quorum was established, and visitors were recognized and asked to sign in on the sign-in sheet. Under Agenda Adjustments the following change was made to the agenda.

- Remove 7.1 - Principal hiring and discuss it under 4.2.

Doug Smith moved and John Lang seconded the Board approve the agenda as adjusted. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.

2.0 PUBLIC COMMENTS

No comments.

3.0 OTHER AGENCY / DEPARTMENT REPORTS

3.1 High Desert ESD Local Service Plan Proposal

HDESD Superintendent, John Rexford, presented the Local Service Plan for the 2013-14 school year. The ESD will be constructing their budget based on the governor’s proposed budget. John will know more next week regarding the amount of funds that will be allocated. He added that the governor’s office has indicated they have backed off from the initial discussion of a reduction of 35% to ESDs.

Doug Smith moved and John Lang seconded the Board adopt the 2013-14 Local Service Plan presented by HDESD Superintendent, John Rexford. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.

3.2 Elementary Report Card Revamp

Elementary Instructional Coach, Carrie Shinkle, presented proposed changes to the elementary report card. The Report Card Committee was formed last year to start the process of changing the report card to match the Common Core Standards. Carrie reviewed a survey completed by elementary teachers regarding how well they felt the current report card was meeting the needs of students. The overall result was the report card does need to be changed. They are looking at developing a standards based report card. The goal is to have the report card revamped to meet the requirements of HB2220 regarding academic performance.

3.3 Assistive Technology Presentation

Special Ed Director, Mona Boyd, gave a presentation on Assistive Technology. Several staff members were also present and assisted in the presentation. They demonstrated several technology tools that help students. Staff and students presented in person and via Skype and Face Time. Jacob Morrison, a 10th grader,

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demonstrated how the I-Pod helps him every day with his class work. His grades have improved to As and Bs. Shawn Waite demonstrated how the LiveScribe pen works by allowing the student to take notes while recording what the teacher is saying via the pen.

4.0 SUPERINTENDENT REPORT

4.1 Board Member Selection to Serve on OSEA (Classified) Bargaining Team and CCEA (licensed) Bargaining Team

Superintendent Yecha asked for Board volunteers, two each, to serve on the Classified District Bargaining Team and Licensed District Bargaining Team. Board members will serve as follows:

Classified District Bargaining Team: Scott Cooper & John Lang

Licensed District Bargaining Team: Doug Smith & Patti Norris

4.2 Update on Principal Hiring

Superintendent Yecha reviewed the process of the principal hiring for both middle school and high school. We have finished the interview process for the high school which included student meet and greet, community and staff meet & greet and an interview with the candidates by the Interview Team.

The Middle School interview process will take place this week and next week. The Board has postponed the announcement of the HS principal until after the process is completed for the MS principal. The selection for both positions will be announced at the March 18 board meeting.

5.0 APPROVAL OF CONSENT AGENDA

**John Lang moved and Doug Smith seconded the Board accept the Consent Agenda as presented.**

5.1 Minutes Approval

5.1.1 January 28, 2013 Regular Board Meeting Minutes

5.2 Classified & Licensed Resignations

5.2.1 Grace Hall, CCHS Cook's Helper

5.2.2 Bobbi McDonald, Bus Driver

5.2.3 Sharon Mathews, CSE EAll (at end of 12/13 SY)

5.2.4 Debra Wilson, CCHS Lang. Arts Teacher (at end of 12/13 SY)

5.3 Licensed Retirements (at end of 2012-13 School Year)

5.3.1 Dana Millin, CSE 1<sup>st</sup> Grade Teacher

5.3.2 Cheryl Ervin, Paulina Primary Teacher

5.4 Administrator / Supervisor Retirements (at end of 2012-13 School Year)

5.4.1 Kathy Hudspeth, Transportation Supervisor

5.4.2 Dennis Kostelecky, Curriculum & Special Programs Director

5.5 Personnel – Licensed & Administrator/Supervisor Staff Annual Re-Hiring

5.6 Donations

\$13.00	CCHS Cross County Ski Team	Video Hut
\$15.00	CCHS NJROTC Drill Team	Tonya Howard
\$20.00	CSHS Sophomore Class of 2015	Traci Dearth
\$20.00	CCHS Sophomore Class of 2015	Nancy Bradford
\$25.00	CCHS Varsity Dance Sponsorships	Prineville Veterinary Clinic
\$45.00	CCHS Volleyball Team	Bethene Grimes
\$50.00	CCHS Wrestling Program	Barbara & Dick Hoppes
\$50.00	CCHS FFA – In Memory of Jere Breese	Lawrence & Carol Weberg
\$50.00	CCHS Varsity Dance Sponsorships	Mark Haden Landscape
\$50.00	CCHS Varsity Dance Sponsorships	Outwest Insurance Services
\$50.00	CCHS Varsity Dance Sponsorships	Tramps Salon
\$88.44	CCHS NJROTC	Pro-Vend Services
\$100.00	CCHS Varsity Dance Sponsorships	Reva Morgan
\$100.00	CCHS Varsity Dance Sponsorships	Les Schwab Tires
\$100.00	CCHS Varsity Dance Sponsorships	Oryan Ranches
\$100.00	CCHS Varsity Dance Sponsorships	Barbara Reed
\$100.00	CCHS Varsity Dance Sponsorships	Prineville Elks #1814

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\$100.00	CCHS Jazz Choir	Mary Mayes
\$105.00	CCHS Wrestling Program	Cheri & Randy Rasmussen
\$250.00	CCHS Volleyball Team	David & Alice Armstrong-Revocable Trust
\$250.00	CCHS NJROTC Drill Team	Bend Agility Action Dogs Inc.
\$250.17	CCHS NJROTC	Pro-Vend Services
\$310.00	CCHS Wrestling Program	Robert Freeman
\$500.00	\$100 CCHS Girls Basketball, \$100 CCHS Boys Basketball, \$100 CCHS Wrestling, \$100 CCHS Volleyball, \$100 CCHS Athletics	James & Barbara Minturn
\$750.00	CCHS Track & Cross Country Athletes	Cornelius & Allison McCormick
\$765.00	CCHS Volleyball	CCHS Cowboy Booster Club
\$792.00	Pitney Bowes Mail Machine Ink Cartridges (9) for District Admin. Office	Crestview Cable
\$1,000.00	CCHS Wrestling Program	Workman Insurance
\$1,000.00	CCHS Volleyball Program	Teresa Kraemer
\$1,500.00	CCHS Wildland Fire Science Program	Crook County Treasurer / Finance
\$1,600.00	CCHS NJROTC Drill Team	Crook County Treasurer / Finance
\$100,000.00	CCHS for science, technology, engineering and mathematics	Facebook
<b>\$109,356.61</b>	<b>TOTAL</b>	

**The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

6.0 FINANCE

6.1 Enrollment Report

Superintendent Yecha reviewed the enrollment report, which is very similar to last month.

6.2 Finance Report

Anna Logan presented the Finance Report and responded to Board members' questions. She reviewed the recent process of going out for a request for services for banking. The HDESD, along with the other local school districts in the region, are working on this together. They are also getting ready to do the same request process for insurance.

6.3 Nutrition Services

Anna indicated the district will be making some changes in the Nutrition Services Dept to improve efficiencies. In all schools we have the same structure of staff. They are looking at consolidating tasks. A from-scratch entrée will be made at one location and delivered to all the other school sites each day. We already have the hot food carriers needed as well as available transportation. This will require a transfer of some employees and restructuring of duties for some of the staff. We can implement these changes without reducing current staff hours because of recent attrition.

Liane Kaiser, Nutrition Services Supervisor, indicated reviews from the state have directed us to look at consolidating some of our production, inventory and ordering systems. The timing of two staff members leaving has given the Nutrition Department an opportunity to implement now.

Teacher Grace Deboodt commented that when her 5<sup>th</sup> grade students get to the lunchroom many times the main entrée is gone and they get cheese sticks and graham crackers. Liane commented that she appreciated hearing that because she had not heard of this happening from her kitchen staff. She will discuss this with her staff.

Liane stated they will be working on a survey that will be given to the students for a response at all grade levels. She would like to then come to the board to share the results.

6.4 Resolution #10-2012-13 – Authorizing The Disposal of Assets

Anna Logan reviewed Resolution #10-2012-13, indicating the District has a vehicle no longer being used and is ready for disposal.

**Doug Smith moved and John Lang seconded the Board adopt Resolution #10-2012-13 – Authorizing The Disposal of Assets as presented. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

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7.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

~~7.1 Principal Hiring (removed from agenda under Agenda Adjustments)~~

7.2 Strategic Plan: District and Board Annual Goals, Vision, Mission Review

Duane reviewed the current goals document, with progress provided in blue ink next to each goal. It is now up to the Board to determine if they feel the District has met or addressed the goals. Superintendent Yecha then reviewed the Springfield SD website showing how they have displayed their goals and progress by using a “dash board”. The Board liked the format and would like to see CCSD develop such a dash board.

Because Scott Cooper was absent this evening, the board decided to table this topic until next month when Scott could be present. Doug Smith felt that setting and reviewing Board goals is the most important part of their job as board members.

7.3 Facilities Committee Elementary Site Recommendation

John Sundell reviewed the Facilities Site Evaluation Survey completed by Facilities Committee members. John reviewed the process involving several factors. The three sites that were reviewed were:

- IronHorse
- Ochoco Lumber
- Yellowpine (Barnes Butte area owned by the District)

IronHorse received the highest rating in every category.

John Lang appreciated the process used for this rating.

Mike Gorman, BLRB Architects, reviewed each site and showed on screen what a school site would look like and how it would fit on the IronHorse property and the Ochoco Lumber property.

7.4 Resolution #11-2012-13 Elementary Site Adoption

After further discussion the Board came to agreement they felt IronHorse would be the best location to build a school.

**Doug Smith moved and John Lang seconded the Board adopt Resolution #11-2012-13 – naming IronHorse Subdivision as the chosen location for an elementary school should the Bond pass in May. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

Doug Smith feels the next action would be to draft a letter to Brooks Resources. Superintendent Yecha will follow-up on this.

7.5 Annual Building Capacity for Open Enrollment Inter-District Transfers

Superintendent Yecha reviewed the annual student capacity for each school as required by the Legislature for the annual Open Enrollment process.

**John Lang moved and Doug Smith seconded the Board approve the annual building capacity for the 2013-14 school year. The vote was unanimous 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

8.0 BOARD POLICY AND AR REVIEW AND APPROVAL

8.1 3<sup>rd</sup> (and 1<sup>st</sup>) Reading New Board Policy AR:

8.1.1 JFCG-GBK-KG – AR - Tobacco-Free Environment – Version 1 & Version 2

Superintendent Yecha reviewed the two versions, the first from the administrators, which is current practice, and the second version was provided by Scott Cooper.

Doug Smith commented that it is against the law to have tobacco on school property. He felt that the second version goes against the law. The District has the obligation to follow the law and reports as required when students are caught with tobacco products on school property.

John Lang asked CCHS Assistant Principal Michelle Jonas and CCMS Assistant Principal Kurt Sloper to come forward and explain the process that is used now. Both assistant principals indicated they currently follow the procedures as outlined in the AR and they feel this is working and has cut down on the number of violations over the last couple years. Michelle Jonas added that she has never had a parent argue with the process when their

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student has been found with tobacco on school property. Students have been made very aware of the no-tolerance policy.

**Doug Smith moved and John Lang seconded the Board table this policy AR since Scott Cooper was the person who brought forward the second version and he is absent this evening. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

This Policy AR will be brought forward next month.

8.2. 2<sup>nd</sup> Reading New and Revised Board Policies & ARs:

8.2.1 BF – Policy Development

Superintendent Yecha indicated this policy is now ready for a 2<sup>nd</sup> reading and adoption.

**Doug Smith moved and John Lang seconded the Board adopt Board Policy BF – Policy Development. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

8.2.2 BBB – School Board Elections

Superintendent Yecha reviewed the policy change indicating this is necessary to match with current practice from 2005 when the School Board voted to move to 4 zones and 1 at-large position. At that time, however, the policy was never changed.

**John Lang moved and Doug Smith seconded the Board adopt Board Policy BBB – School Board Elections. The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

8.2.3 BCB – School Board Officers●

Superintendent Yecha indicated the statute states one board member may serve up to four years as a board chair. Current policy allows a board member to only hold the chair position for two years. Board member Scott Cooper had suggested the Board change current policy from a two-year maximum to a four-year maximum.

**Doug Smith moved and John Lang seconded the Board adopt Board Policy BCB – School Board Officers.**

Doug Smith added that they are not necessarily saying someone will serve for 4 years, but this change in policy allows the Board to do so if they choose.

**The vote was unanimous in favor 3-0 as follows: Yea – Patti Norris, Doug Smith, John Lang.**

9.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the list. Next month's meeting will be at CCMS in the library.

10.0 ADJOURNMENT

The meeting was adjourned at 8:35 p.m.

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Patti Norris, Board Chair

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Jan Martin, Board Secretary

**March 18, 2013**

Date Minutes Approved