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Crook County School District

Where Students Dream, Learn, & Succeed

CROOK COUNTY SCHOOL BOARD MEETING MINUTES

JULY 11, 2016

Board Members Present: Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner

Administrators Present: Duane Yecha, Anna Logan, Stacy Smith, Mona Boyd, Leland Bliss, Joel Hoff, Michael Allen

1.0 CALL TO ORDER

- 1.1 Flag Salute
- 1.2 Roll Call to Establish Quorum

Board Chair Doug Smith called the meeting to order at 6:30 p.m., the flag salute was recited, and a quorum was established.

- 1.3 Election of Board Chair
- 1.4 Election of Board Vice-Chair

The following Board Member was nominated for Board Chair: Doug Smith. The result of the vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner. Doug Smith was elected as Board Chair.

The following Board Member was nominated for Board Vice-Chair: Patti Norris. The result of the vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper and Walt Wagner. Patti Norris was elected as Board Vice-Chair.

- 1.5 Recognition of Visitors

Board Chair Doug Smith recognized visitors.

- 1.6 Agenda Additions, Deletions or Revisions and Agenda Approval

No changes were made to the agenda:

Patti Norris moved and Gwen Carr seconded the Board approve the Agenda as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

2.0 PUBLIC COMMENTS

There were none.

3.0 BOARD ORGANIZATION ACTIONS

- 3.1 2016-17 School Board Meeting Schedule

The Board reviewed the meeting schedule. It was decided to add Brothers and Paulina to the schedule. The October meeting will be at Brothers, April will be at Barnes Butte, and May will be at Paulina. Patti Norris suggested that Jan Martin be given the opportunity to review this new schedule to make sure there are no issues regarding these changes and, if so, to recommend adjusting the schedule.

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Patti Norris moved and Gwen Carr seconded the Board approve the meeting schedule as amended. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

3.2 Resolution #01-2016-17 – Designations & Authorizations

The Board reviewed the Designations & Authorizations. Scott recommended that for next year we get bids from auditors rather than just going with same auditor. Anna said she has been planning to do this and will get that done next year.

Patti Norris moved and Gwen Carr seconded the Board adopt Resolution #01-2016-17 – Designations & Authorizations. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

3.3 2016-17 Board Roster

The Board reviewed the 2016-17 Board Roster. The email addresses need to be changed back to @crookcounty.k12.or.us on the roster now because the new domain is not fully active yet. Walt's email address needs to be corrected and blank line between email address and Term expires for Gwen should be deleted.

Patti Norris moved and Gwen Carr seconded the Board accept the Board Roster as amended. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

4.0 OTHER AGENCY / DEPARTMENT REPORTS

4.1 Proposal for HDESD to Host Day Treatment in CCSD.

HDESD Superintendent John Rexford and Lutheran Community Services Executive Director Scott Willard presented a proposal allowing the HDESD to host a day treatment program in CCSD.

It was explained that this would be a regional program located in Prineville for grades one – six and could eventually have one or two students from CCSD. The last provider left two years ago and an interim program has been in place since then. The goal is to get the children back into their home classroom. This program would help students with severe mental or emotional issues and work in concert with a behavioral classroom at the child's home district.

Transportation remains the responsibility of the home districts. These kids are the 10 – 20 kids in this age group that have the most profound mental and emotional needs. A full clinical assessment would be done to determine what level of care is needed. There would be a significant process to get assigned to this psychiatric day care program

Staffing – There would be a repurposing of some current staff and one or two more staff would be recruited. One would be at a Masters level and one at a Bachelors level with experience. There is substantial child and family staff already here in Prineville.

Mona Boyd – the year before last we had one student that would have benefited from this program. This last year we had one student that could have been placed in this program. Mona explained that this program emphasizes therapy with education and that they have been working for 2 ½ years to get a provider in this area.

The maximum capacity would be 16 students but would initially start with four students. This would be a separate program that would have to be approved by the state. The Budget does not allow over 16 students. Scott Willard explained that two of the locations that have been identified as possible sites for the

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program are the Pioneer Building because it is a separate building but still close to a school, or two modulars at Crooked River, which is the preferred site by the staff.

John Rexford indicated that they hope to have this program fully operational for four students by January. If the ESD is unable to keep the contract for these services, there would be a loss of \$350,000 to this region. This would be the only program of this type in this region. At the end of the most recent school year, there were nine students (average length of stay is six months). Four of those nine students are expected to need continuing services.

Six to eight months would be average time a student spends in the program, with goal of getting them back into a behavioral program and hopefully back into a regular classroom. Five hours per day is typical while in the program with half a week in the program and half a week at their resident district.

Scott Cooper asked if we would be creating a burden in any way for CCSD or creating a situation where people will be put in unsafe environment. Scott Willard said he can't see this creating a burden to local schools. If anything it provides safety and security. Having a team that is specifically trained provides more safety and stability in that classroom. He doesn't see it as being a higher risk, but actually as being a lower risk.

Superintendent Yecha said he has great confidence in working with John Rexford and Scott Willard on this. He believes the program needs to be located where most of the kids are. He does have some concerns about health and safety issues and that the timeline is really tight.

Anna Logan asked if there is a requirement that the program be held in an educational facility. John said there is no requirement, but it is preferable to keep it in a classroom setting as close to a regular school as possible. He also stressed that there is a requirement for the parents to become part of the program.

Scott Cooper moved and Walt Wagner seconded the Board authorize Superintendent Yecha to use his discretion to negotiate a lease for placement of a regional day treatment program in an appropriate Crook County School District facility if in his judgment doing so is in the best interest of Crook County and Central Oregon students and families. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

4.2 HDESD Board Highlights

The Board reviewed the HDESD Board Highlights. There were no questions.

4.3 Construction Update

Project Manager Jerry Milstead updated the Board on the current construction projects by showing a PowerPoint presentation:

Cecil Sly Remodel – the cafeteria now has windows, there will be new flooring in all the classrooms, kitchen and restrooms, cabinetry has been updated in the classrooms, the front entry framing starts on July 12th, the new breezeway is under construction, maintenance will begin polishing the floors July 11th, new classroom furniture will be delivered the week of August 8th, and the Grand Opening is on August 18th at 6:00 pm. Jerry explained that the new breezeway will probably not be finished in time for the Grand Opening due to our late decision to go forward with this work.

Cecil Sly Traffic Project – the IT building has been demolished, asphalt has been removed from the old parking lot and grading work is in process for the new parking lot and bus turnout.

First Street Remodel – the building has been completely emptied and asbestos abatement is in process with all the layers of flooring being removed throughout the building. We have a meeting this week with the contractor and architect to look at the budget and finalize the design to present to the Construction Committee so that construction can begin.

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Powell Butte Roof & Windows – all the old layers of roofing have been removed and the new metal roof has been installed on the eastern end of the building and a new single-ply roof over the gym. The roof project will be finished in August. The new windows are being installed and look very much like the style of the old windows and will be completed by the end of July.

CCMS Remodel – the boys and girls restrooms near the front entry have been gutted and will be brought up to ADA standards, the new fire alarm system is being installed, the old tennis courts have been removed, the bus turnout work has begun and the top section of the chimney is being removed.

CCHS Paving Project – the main entrance and west parking lot have been improved including removing and replacing deteriorated asphalt, repairing cracks, seal coating and new striping.

Stadium Repairs – repairs to the sidewalls of the stadium should be completed by August 20th in time for the first football game. The repairs include the installation of steel columns to provide more stability to the sidewalls. The work will begin very soon.

5.0 SUPERINTENDENT REPORT

Superintendent Yecha introduced Leland Bliss, our new Maintenance Director. He formerly worked at Sisters and was very proactive in getting their water tested. Here in Crook County, half the schools have been tested so far. Rural schools such as Paulina and Brothers with wells already had a requirement for quarterly testing for lead, copper and other things. We started testing the in-town schools when the ODE put out the recommendation to do so. Barnes Butte was certified when new. Crooked River also passed which included testing the drinking fountains, kitchen sinks and staff sinks. Lead levels have been quite low. Yet to be tested are the High School, Middle School and Cecil Sly. Because Cecil Sly just got a new main water line and will have all new fixtures, it will be tested when that system is up and running.

6.0 APPROVAL OF CONSENT AGENDA

The Board reviewed the consent agenda.

Patti Norris moved and Scott Cooper seconded the Board approve the Consent Agenda as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

7.0 FINANCE

7.1 Finance Report

Anna Logan reviewed the Finance Report.

7.2 Annual Review & Re-Adoption of Investment Policy – DFAA – Short Form Investments – Bond Proceeds Only.

Anna Logan indicated there are no changes to the investment policy and asked the Board to re-adopt policy DFAA as required on an annual basis.

Patti Norris moved and Gwen Carr seconded the Board re-adopt policy DFAA – Short Form Investments – Bond Proceeds Only as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

7.3 COIC Annual Contract

Anna Logan recommended approving the annual contract with no changes. Even though some changes may occur next year, COIC will still operate the GED program for us and off-track kids will be going to Pioneer.

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Patti Norris moved and Scott Cooper seconded the Board approve the COIC Annual Contact as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

7.4 PBCCS Contract

Anna Logan explained that there are three contracts that all go together that includes one for transportation, the charter and the lease. Prior to the last Board meeting Anna, Walt and Scott met with members from the Powell Butte Charter on ideas to reduce costs for Powell Butte. Any significant topics for discussion were summarized on the first page.

Scott Cooper would prefer to have the committee discuss this further to make a recommendation to the Board. Jackie LaFrenz said she would appreciate a written proposal of a revised timeline. Superintendent Yecha agreed to provide this.

Scott Cooper moved and Patti Norris seconded to send this back to the committee to make a recommendation to the Board at a later date. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

7.5 Resolution #02-2016-17 – Authorizing Short Term Inter-Fund Loans

Anna Logan asked that this annual resolution be adopted.

Patti Norris moved and Gwen Carr seconded the Board adopt Resolution #02-2016-17 – Authorizing Short Term Inter-Fund Loans as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

8.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

8.1 Graduation Rate Report

Stacy Smith and Joel Hoff were asked to give a report regarding graduation rates. Joel prepared this report and presented it on a PowerPoint. The incoming Seniors Class for CCHS for 2017 will have 176 incoming seniors including 152 seniors (87%) are on track, and 24 (13%) are off track, meaning they have not earned at least 18 credits. Of the 24 off-track seniors, 11 are currently enrolled in summer school.

Pioneer – 35 incoming Seniors. 11 of these are enrolled in summer school (and are not included in the 11 above). Probably 33 are off track.

Interventions for all off-track students (Freshmen through Seniors) include: Summer school letters and phone calls, Counselors complete transcript analysis prior to school year and build their schedule accordingly, Early-bird or late-bird online classes, Parent meetings, phone calls & letters, Weekly check-ins from counselor and administrative staff (especially Senior year), Assigning hybrid Pioneer/CCHS schedule, Mid-year transcript analysis & plan adjustments.

Pioneer Interventions for off-track seniors includes: Entry meeting & transcript analysis, Individualized OdysseyWare Credit Recovery Schedule, Class-by-class transcript update and analysis, Constant parent contact regarding student academic progress, and Summer school.

Class of 2016 Seniors – of 236 total Seniors 24 have exit code IA, (Fifth year Senior). Two have exit code IB (transfer to alternative school), 21 have exit code 3E Status Unknown (we need to improve here). Joel explained that the graduation percentage we calculate is not the same as what ODE will report. The difference is that any students who left CCSD in their 9th, 10th, or 11th grade years, and are now attending a different high school anywhere in the state, will be included in CCSD's data.

Joel recently received great news for the 2015/2016 Freshman class on-track validation:

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- 2015/2016 – CCSD 90.3%, CCHS 92.5%
- 2014/2015 – CCSD 69.4%, CCHS 81.9%
- 2013/2014 – CCSD 67.6%, CCHS 76.6%

The CCHS rate should be even higher as we have a few freshmen students in our credit-recovery summer school. This is the 3 year trend for CCSD and CCHS and we can clearly see the impact of Insight Online.

Joel added these are preliminary, unofficial projections.

9.0 BOARD POLICIES AND AR’S – FIRST AND/OR SECOND READING OF NEW OR UPDATED POLICIES & AR’S

- 9.1 JFCH - Alcohol (*second reading*)
- 9.2 JFCI – Substance/Drug Abuse (*second reading*)
- 9.3 IIBGA – Electronic Communications System (*second reading*)
- 9.4 IIGBA-AR – Electronic Communications System (*second review*)

The word “minor” was changed back to “student” as requested by the Board. The definition of “student” in this policy was added.

The Board reviewed the changes made at Board request to JFCI.

Patti Norris moved and Scott Cooper seconded the Board approve JFCH – Alcohol, JFCI – Substance/Drug Abuse, and IIBGA – Electronic Communications Systems as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

- 9.5 GCBF – Voluntary Early Retirement For Licensed Staff (*Rescind*)
- 9.6 GCBF-AR – Voluntary Early Retirement For Licensed Personnel (*Rescind*)

The policy and AR referring to early retirement expired as of June 30, 2016. Anna Logan will check with Jayel Hayden regarding the labor contract issues.

10.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed meetings and upcoming important dates.

Scott Cooper recognized the work done by Terry Rich and Wendy Perrin on the School Health Services report they prepared.

11.0 ADJOURNMENT

The meeting was adjourned at 8:47 p.m.

Doug Smith

Doug Smith, School Board Chair

Heidi Freeman

Heidi Freeman, Acting Board Secretary

August 8, 2016
Date Minutes Approved