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Crook County School District

Where Students Dream, Learn, & Succeed

**CROOK COUNTY SCHOOL BOARD
Regular School Board Meeting Minutes**

Monday, September 12, 2016

Board Members Present: Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner, Doug Smith
Administrators Present: Duane Yecha, Anna Logan, Stacy Smith, Mona Boyd, Jayel Hayden, Leland Bliss, Michelle Jonas, Joel Hoff, Rob Bonner, Jim Bates, Cheri Rasmussen, Carrie Shinkle, Kurt Sloper

1.0 CALL TO ORDER

- 1.1 Flag Salute
- 1.2 Roll Call to Establish Quorum
- 1.3 Recognition of Visitors

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

1.4 Agenda Additions, Deletions or Revisions & Agenda Approval

The following agenda topics were added to the Agenda:

- SUPERINTENDENT REPORT: 4.2 Combs Flat Road Closure & Traffic In General
- CONSENT AGENDA: 5.2.4 Valerie Shelton - One-Year Temp SS Teacher - CCMS
- BOARD REVIEW / DISCUSSION / ACTION ITEMS: 7.8 – CCEA / CCSD Extra Duty Contract Approval - ACTION

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

1.5 Crooked River Elementary Presentation

CRE Principal Cheri Rasmussen introduced Jen Norman, Kindergarten teacher, who demonstrated technology at the Kindergarten level in her classroom.

2.0 PUBLIC COMMENTS

There were none.

3.0 OTHER AGENCY / DEPARTMENT REPORTS

3.1 Construction Update

The Board reviewed the Capital Projects – Financial Report. Superintendent Yecha indicated there is some landscaping and fencing that still needs to be done at the new CRE. There is some funding in the current CRE budget that can be used. The district is in the process of getting bids on landscaping, irrigation, rocks, and fencing. Regarding the breezeway, we are waiting on a custom made heater, which is holding up the

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progress of finishing the breezeway. Once we get to the end of the current projects, the construction committee will reconvene to review all projects and decide where to go from here.

4.0 SUPERINTENDENT REPORT

4.1 Enrollment

Superintendent Yecha reported on the enrollment as we start the school year. The middle school is a little lower in enrollment from last year but ended up with a very large 7th grade class, which has required an additional 7th grade teacher.

Anna Logan reviewed the enrollment report comparing actual enrollment, budgeted enrollment, and the variance between the two years. Superintendent Yecha indicated the elementary numbers have created a challenge for bussing, with very full buses.

4.2 Combs Flat Road And Traffic In General

Superintendent Yecha reported that Combs Flat Rd. will be closed soon, approximately in three weeks, for the building of a new bridge. There is a meeting scheduled for Wednesday, September 14, with ODOT for explanation as to what the road closures will look like. He will be attending the meeting, along with administrators and supervisors. There was discussion about the CRE private road, which is currently open early in the morning, closed starting at 8:15 a.m. until afternoon at about 2:30. Doug would like to see the gate remain closed during the day. Scott's concern is it will be a mess if they pull the bridge and close both lanes on Combs Flat. Scott added it would be helpful for those who will be at the meeting to drive these roads prior to the meeting. The closure is planned September 24 to October 13 (*later changed to October 1-22*).

Patti talked about traffic issues at all the schools and wondered if it would be possible to have police at the schools to direct the traffic in the morning and afternoon.

It was also stated there needs to be proper signage at the middle school in the north parking lot to improve the drop-off and pick-up by parents.

5.0 APPROVAL OF CONSENT AGENDA

The Board reviewed the Consent Agenda with the addition of 5.2.4 – hiring of Valerie Shelton

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5.2 Hiring – Certified:

5.2.1 Lorraine Harnden, Temp. 4th Grade Teacher – BBE

5.2.2 Meridith Foley, One-Year Temp. Special Ed Teacher – PBCCS

5.2.3 Andrew Baldwin, One-Year Temp. Science Teacher – CCMS

5.2.4 Valerie Shelton, One-Year Temp. SS Teacher - CCMS

5.3 Hiring – Classified:

5.3.1 LaDele Harris, Temp. IA II - BBE

5.4 Resignations / Retirements – Classified:

5.4.1 Vicki Kloeppe, Bus Driver

5.4.2 Linda Zeigler, Records Clerk – CCMS

5.4.3 Lou Unis, Bus Monitor

5.4.4 Ted Ball - Custodian – CCHS (Retirement)

5.5 Donations

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

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6.0 FINANCE

6.1 PBCCS Renewal of Contracts

Anna Logan reviewed the PBCCS contract and other documents related to the renewal of the contract. The Board has previously approved the charter itself, while the District worked on final details. We are currently working on the new contract, along with the building lease and transportation contract. Our attorney's main concern was he did not see much give and take, mostly the district giving. Anna referred to the first page of the Charter Contract 3.A.iv: Increase the Enrollment Cap. The enrollment numbers relate to the septic system issues and ODE's rules on enrollment. Both parties have agreed to address this issue at a future time.

Scott Cooper moved and Walt Wagner seconded the Board approve the PBCCS contract agreement and authorize the superintendent to sign the Charter contract along with the building and transportation contracts once finalized. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Scott Cooper, and Walt Wagner.

6.2 General Fund Transfers

Anna Logan reviewed the changes that were made in the 2015-16 budget to allow for transfers out of the General Fund, and listed the funds receiving transfers.

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

7.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

7.1 Board Goals – Review and Update

Doug Smith would like to schedule a work session to review all the goals along with the results of the goals by reviewing data to determine if the goals were met. A work session was scheduled for Saturday, October 8, 1:30 – until tentatively 5:30 p.m. or before. Doug would like the Board to review all the goals prior to the work session. The district will work on getting the data on results as soon as possible before the October 8 work session.

7.2 Naming Facilities

Superintendent Yecha reviewed the recommended new names for the old Crooked River campus.

Crooked River will now mean the old Cecil Sly campus. At the start of the school year, the Pioneer HS program will remain in the same location as before. The First Street side of the old CRE will be in the process of being remodeled. Once the remodel is done (probably around Thanksgiving), the First Street building will contain Pioneer High School, Technology, the Central Kitchen, and the new Behavior Program. The entire old Crooked River site will be referred to as the Pioneer Complex, and the First Street Side will be called "Pioneer South". There are no plans yet for the Third Street side, but it will still need a name – so it will be called "Pioneer North". The gymnasium will be called "Pioneer Gym" and the modulars will be called "Pioneer Modulars". Maintenance will still be called "Maintenance". At this point we don't know what the building that now contains the Pioneer High School program will be called.

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

7.3 Ochoco Contract & Terms Modification

Superintendent Yecha reviewed the documents provided in the board packet. The first document is the letter from Housing Works regarding the purchase agreement, and the second document is a third extension of the agreement moving the final closure date back another few months. Housing Works would continue to pay \$5,000 per month until the purchase is finalized.

Scott Cooper indicated a conflict of interest because his employer works with the Housing Authority (DBA Housing Works) and therefore, withdrew from any comments or vote.

Doug stated we are getting the money to run the building each month, which would continue. The Housing Authority (Housing Works) is working on an additional grant and feel they would be ready to be in a position to close the deal close the end of this year or beginning of next year.

Patti Norris moved and Gwen Carr seconded the Board approve the third extension amendment to the contract between CCSD and Central Oregon Regional Housing Works. The vote was 4-0 in favor as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, and Walt Wagner; One Abstention – Scott Cooper.

7.4 New State Rules Adopted on Healthy & Safe Schools Plans

Superintendent Yecha and Maintenance Supervisor Leland Bliss indicated the State Board has adopted new rules. The District recently submitted a radon report to ODE.

Leland stated this is a master plan and will contain several different plans within it. Radon testing is not required until 2021. We will put buildings on a five-year cycle. That plan is completed. Exposure to lead and water testing will happen. OHA cannot require us to test for lead, but they can require we have a plan. We have tested all the buildings except Brothers. Duane added that all the wells have an annual testing for bacteria. Lead was never required, but will be tested in the future. Leland will set up information on our website with all our results posted. In the safe schools plans we have to annually report the results.

7.5 2015-16 State Test Results Report

Curriculum and Special Programs Director Stacy Smith reported on the 2015-16 state test results, providing a PowerPoint review. He, and other administrators, then answered several questions from Board members.

The Board would like Stacy to compare results from other states using the same tests.

7.6 OSBA Fall Regional Meeting (September 21)

7.7 OSBA Annual Convention (November 11-13)

Board Secretary Jan Martin asked the Board members to let her know regarding their attendance at these two functions.

7.8 Student Representation at Board Meeting

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Doug indicated Patti is interested in having a student representative on the school board, which has become difficult. Rather than having one student all year, perhaps we have students from the leadership class come to a meeting once a year. We would give them a board packet and give them a task on a topic to report on each month.

Michelle Jonas has talked with some students about this. A four-hour meeting is a lot for them. Many students are involved in sports and other after school activities and would find it difficult to put attendance at a Board Meeting into their schedule.

Scott suggested we ask OSBA how other school districts work with student representatives attending school board meetings.

7.9 CCEA / CCSD Extra Duty Contract Approval

HR Director Jayel Hayden indicated that CCEA has ratified the Extra Duty Contract language. He is asking the Board to approve the document. The group met for several months and narrowed down the updates at this time to athletics. This document would become a part of the CBA.

Patti Norris moved and Gwen Carr seconded the Board approve the CCEA/CCSD Appendix D Athletic Extra Duty Contract language. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Scott Cooper, and Walt Wagner.

8.0 **BOARD POLICIES AND AR's – First And / Or Second Reading of New or Updated Policies & AR's**

8.1 EFA – Local Wellness Program (second reading)

8.2 EFA-AR – Local Wellness Program (second review and reading)

The Board discussed the policy and AR at length. They were not happy with the changes that are being required to become part of the policy and AR.

Patti Norris moved the Board approve the changes to Policy EFA and EFA-AR – Local Wellness Program. The motion died for a lack of a second to the motion.

Superintendent Yecha will follow-up with ODE regarding this policy and AR and how it may affect CCSD relating to the Reimbursable School Meals Program.

8.3 EFAA – District Nutrition & Food Services (first reading)

8.4 EFAA-AR – Reimbursable School Meals Program (first review & reading)

After Board discussion on the policy and AR, the Board suggested two changes as follows:

EFAA-AR: General USDA NSLP/SBP Requirements:

- Change #3 from lunch being served between 10 a.m. and 2 p.m. to 11 a.m. – 1 p.m.;
- Change #7 by removing the following sentence: Students may charge no more than two meals.

Patti Norris moved and Gwen Carr seconded the Board adopt policy EFAA – District Nutrition & Food Services and EFAA-AR – Reimbursable School Meals Program as amended. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Scott Cooper, and Walt Wagner.

8.5 KG – Community Use of District Facilities (third reading)

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8.6 KG-AR (2) Building Use Agreement (third review)

After considerable discussion the following changes were made:

Policy KG - Under B - Building Use Decision, move #5 to become #12 under C – Responsibilities of the User, with the following change in language:

~~B5~~ 12C: Violation of the terms and conditions of the Use Contract shall constitute grounds for revocation of the contract and ~~for refusal of permission to use the facilities at any future time~~ **may result in a ban on future use of the facility for up to 12 months for the person or group reserving the facility.**

The current #6 under B – Building Use Decision, which was new language, will be removed. Most of the language will become part of C12 as indicated above.

Scott Cooper moved and Gwen Carr seconded the Board adopt revisions to KG – Community Use of District Facilities as amended above. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Scott Cooper, and Walt Wagner.

The change in language in KG-AR(2) will also be made to reflect the same language used for C12 in the policy.

8.7 IGBI – Bilingual Education (first reading)

8.8 IGD – Co-Curricular / Extracurricular Activities (first reading)

After a quick review the Board agreed with the updates in the policies.

Scott Cooper moved and Gwen Carr seconded the Board adopt the revisions to Policy IGBI – Bilingual Education, and IGD – Co-Curricular/Extracurricular Activities. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Scott Cooper, and Walt Wagner.

8.9 IGD-AR – Athletic Participation Policy Procedures (first review)

The change in required credits is a new OSAA ruling. The changes in B2 is matching up to the Middle School’s requirements, which will also be followed by the High School.

9.0 **FUTURE MEETINGS / IMPORTANT DATES**

The board reviewed the list of future meetings and important dates. Saturday, October 8, 1:30 – 5:30 p.m. was added to the Meeting Schedule as a Board Work Session for Goal Setting.

10.0 **ADJOURNMENT**

The meeting was adjourned at 9:30 p.m.

Doug Smith

Doug Smith, School Board Chair

Jan Martin

Jan Martin, Board Secretary

October 10, 2016

Date Minutes Approved