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CROOK COUNTY SCHOOL BOARD
Regular School Board Meeting Minutes

Monday, June 12, 2017

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

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 6:05 p.m., the flag salute was recited, a quorum was established, and visitors recognized.

1.4 Agenda Additions, Deletions or Revisions & Agenda Approval

There were no changes.

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 – Doug Smith, Patti Norris, Gwen Carr, Walt Wagner, Scott Cooper.

2.0 PUBLIC COMMENTS

No comments.

3.0 OTHER AGENCY / DEPARTMENT REPORTS

3.1 Program Evaluations – Powell Butte Community Charter School & COIC-Prineville Center

Kathy McCollum, ALO Coordinator for the HDESD reported on the success of the two schools. She introduced Jen Berry-O'Shea, PBCCS administrator, Dr. Bouchard from COIC, Kevin Bradley, director at COIC, Amy York, COIC teacher, and Patty McLean and Samantha Smith, both board members for PBCCS.

Kathy is looking for Board action on the evaluations and for contracts to be renewed for these programs.

Keven Bradley and Dr. Bouchard came forward to report on the COIC program. There will be 33 students who will earn their GED, with a possible two additional students meeting this requirement. They struggle with attendance. They have great collaboration with CCHS staff and the Juvenile Dept. They had 75 referrals this year, which is less than in past years. They are concentrating on students earning their GED, while Pioneer focuses on credit recovery. Dr. Bouchard indicated that the 33 students is a big jump from last year's 17 students. Kevin referenced their work program for the students, which he feels is the best program in Central Oregon.

Jen Berry-Oshea came forward to report on PBCCS. Their school is a place-based focus. Their goal this year was to make sure place-based integrated into all curriculum areas, along with math. They did K-8 place-based learning in forestry and it was very successful. They were engaged with 40 community partners, which included two field studies focused on forestry content. They have collaborated with other place-based schools in Oregon and have done collaboration and professional development. The middle

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school grades wanted to push to focus on service and career education. Another instructional focus was math. They received a grant last year for PE and have implement a K-5 PE program. They received a grant this year for a place-based coordinator.

Scott Cooper moved and Gwen Carr second the Board accept the COIC and PBCCS evaluations for 2016-17. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr and Walt Wagner.

3.2 Facilities Update

3.2.1 CRE Back Parking Lot & Fencing Project

Facilities Supervisor Leland Bliss presented two possible plans for the CRE back parking lot and fencing project. The drawings were reviewed on the overhead projector. Dow Engineering has been called in to review the area and get an idea of what would need to be done. There was discussion among Board members and staff regarding possible problems and what could be done to make this work. Doug Smith indicated that we have a traffic problem vs. a parking problem. There was discussion about out-of-town buses arriving for sports events. Someone needs to be directing where the sports buses can park that would not cause traffic problem for after school pickup. The estimated cost would be \$535,000, which does not include the demolition of two buildings, decommission of the well, and construction of a building. Overall cost would be approximately \$650,000.

It was mentioned that the playground at the old CRE location needs some work. At BBE we have some dead trees and weeds. Leland indicated the trees are under warranty and will be replaced. He will look at the playground to see what needs to be done.

3.3 CTE Program Update – Measure 98 Funding Plan / Proposal

Stacy Smith, Michelle Jonas and Anna Logan provided an update regarding plans to use Measure 98 Funds to create or expand CTE offerings, expand college credit earning opportunities at the high school and to prevent dropouts. Michelle explained that we had information that the program was going to receive approximately half of the original fund amount and with Anna's help, created a maximum budget amount of just under \$400,000 dollars.

Michelle explained that the items in the spreadsheet are loosely prioritized and that the group that met and brainstormed the various items on the list were seeking Board feedback on the group's prioritization, and whether the Board had additional input regarding other ideas. Ideas on the list ranged from increasing staffing for the AVID elective program and a Graphics Design teacher, all the way down to providing daycare for pregnant and parenting students.

Scott Cooper indicated that he would like to see us explore opportunities around getting students involved in the construction trades, including welding.

Patty Norris mentioned that she would like to purchase equipment and materials for a Digital Arts Program and encouraged high school administration to check on the state of the equipment in the manufacturing department.

Michelle Jonas agreed to check on those areas and report to the Board when there is a clearer picture of what the actual fund amount will be, and the ability to put the Board's wishes in place. They will proceed starting the hiring process for a Drop-Out Coordinator, and AVID teacher, and a Graphics Design teacher, with the understanding, the position will be filled based on approved funding.

3.4 CCMS Alternative Program

CCMS Principal Kurt Sloper and Assistant Principal Kimberly Bonner reported on the success of the middle school alternative program this year. Placement can be for behavior intervention, IEP placement, students at risk to themselves or others, and repeated types of behavior. The tutoring placement happens in the academy and keeps students on campus vs. being tutored off campus. They have only had three students on behavior issues. Referrals have been down every month this year except for September. Waypoint Academy and the Lab have been very successful.

Kimberly thanked the school board for supporting this very important and successful program.

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3.5 HDESD Board Meeting Highlights

The Board reviewed the highlights.

4.0 **SUPERINTENDENT REPORT**

4.1 OSBA Leadership Oregon Graduate – Patti Norris

Superintendent Yecha recognized Patti Norris for her completion of the OSBA Leadership Oregon program this year. Patti reviewed the program content.

4.2 P-3 Grant Funding Approved – Oregon Community Foundation

Mona Boyd has been leading this program and has found funding for two additional years for the summer school program.

5.0 **APPROVAL OF CONSENT AGENDA**

The Board reviewed the Consent Agenda.

- 5.1 May 8, 2017 Regular School Board Minutes
- 5.2 Donations
- 5.3 Enrollment
- 5.4 Resignations / Retirements
 - 5.4.1 Rebekah Bowerman, CRE Special Ed Teacher
 - 5.4.2 Bleu Turrell, CCMS Special Ed Teacher
 - 5.4.3 Fred Hisaw, CCMS Science Teacher (*retirement*)
 - 5.4.4 Shawna Smith, CCHS Math Teacher
 - 5.4.5 Jason Ritter, CCHS Social Studies Teacher
 - 5.4.6 Trish Christopher, District School Psychologist
 - 5.4.7 Lisa Lopez, Bus Driver/Trainer
 - 5.4.8 Cody Waetjen, Bus Driver
 - 5.4.9 John Malpass, Bus Driver
- 5.5 Hiring
 - 5.5.1 Kailey Sutton, CRE 3rd Grade Teacher
 - 5.5.2 Heather Wales, BBE Special Ed Teacher
 - 5.5.3 Betty Evans, CCMS Math Teacher
 - 5.5.4 Connor Booster, CCMS Temporary Social Studies Teacher
 - 5.5.5 Tammy Crouch, CCMS Temporary Social Studies Teacher
 - 5.5.6 Jason Mumm, CCHS Science Teacher
 - 5.5.7 Jacob Williams, CCHS Advanced Math Teacher
 - 5.5.8 Mariella Nolfo, District Speech Pathologist
 - 5.5.9 Tina Simmons, District Admin. Office HR Specialist
 - 5.5.10 Victoria Mize, CRE Secretary
 - 5.5.11 Tera Rozewski, BBE Secretary
 - 5.5.12 Shannon Scott, Transportation Dispatcher/Bookkeeper
 - 5.5.13 Mark Nyman, Temporary Groundskeeper
 - 5.5.14 Kim Quesenberry, Production Kitchen Lead Cook

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

The Board would like to invite Fred Hisaw to the July meeting to thank him for his 35 year with CCMS.

6.0 **FINANCE**

6.1 Contract Review and Approval – COIC

Anna Logan reported on the changes to the contract between COIC and CCSD.

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

6.2 Finance Report

Anna Logan reported on the latest finance figures. She prepared a special report on Brothers School Financial Information. We are currently more than breaking even in Brothers. We bought furniture this year for about \$7,000. This cost will not be shown next year. Estimated enrollment will be 10 students next year.

Anna then reviewed other areas of the Finance Report. Line 19 went from surplus \$320K last month to deficit of \$434K this month because of the following: Transfer to other funds \$850,000; Fund balance – started the year with \$2.5 million, with deficit reduced to \$2.1 million; this is \$1.1 million more than budgeted 1/3 of the difference is from Beginning Fund Balance; 2/3 of difference is from revenue. Salaries and payroll expenses are closer to budget than previously reported because the budget was adjusted. The budgeted Beginning Fund Balance for next year is \$88K less than current projection.

6.3 Resolution #11-2016-17 – Year-End Budget Adjustments

Anna Logan reviewed the budget adjustments that need to be made and answered questions by Board members.

Scott Cooper moved and Patti Norris seconded the Board adopt Resolution #11-2016-17 – Year-End Budget Adjustments as presented. The vote was in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Walt Wagner, Scott Cooper.

6.4 2017-18 Budget Adoption

6.4.1 Resolution #08-2016-17 – Adopting The Budget

6.4.2 Resolution #09-2016-17 – Making Appropriations

6.4.3 Resolution #10-2016-17 – Imposing and Categorizing Taxes Combined

Anna Logan reviewed the three resolutions for budget adoption.

Scott Cooper moved and Gwen Carr seconded the Board adopt Resolution #08-2016-17 – Adopting the Budget; Resolution #09-2016-17 – Making Appropriations; and Resolution #11-2016-17 – Imposing and Categorizing Taxes Combined as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

6.5 Online Option Course Fees

Curriculum Director Stacy Smith reported on our online program. When we reach the end of the school year we stop receiving revenue. Our relationship with Fuel Ed is they continue to provide services through June 30. They allow students to start early in July for next year's classes. If we choose to do that, it is money out of the district's pocket. Bend charges \$50 for students to continue through June per class and charges \$250 to begin early. If a student is almost done with a class, and it only cost \$50, they might agree. It costs CCSD \$299 per class. He is asking the Board the direction they would like to go.

Gwen Carr asked how many students would probably not finish by June 30. Stacy indicated there are currently five or six students who still need to finish by June 30.

Scott Cooper commented that if the district does not work with these families, they may leave and go to RPA and the District would lose the ADM. Stacy added that the majority of families asking to start early want to get ahead of their program. The cost is \$299 per calls and most students take four to six classes.

Doug Smith would like to see the District find a way to work with the students and for the District to find a way to support the program.

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Patti Norris would like to not charge with a stipulation we do not extend beyond the first deadline.

Stacy Smith indicated that if he sees an alarming trend he would come back to the Board. The Board is asking Stacy to come back in the fall to let the Board know how much the program is costing. They would like to see a quarterly report on FuelEd.

Stacy will check with Bend to see how they handle extending students beyond the original course deadline.

7.0 **BOARD REVIEW / DISCUSSION / ACTION ITEMS**

7.1 Certification of Election Results – School Board Directors

The Board reviewed the Board of Directors election results for Crook County and Deschutes County.

Patti Norris moved and Walt Wagner seconded the Board certify the results of the May 16, 2017 Special District Election for Board of Director positions for Crook County and Deschutes County as follows: Zone 2 – NE Area – Scott Cooper; Zone 5 – At Large Position – Gwen Carr. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

7.2 CCEA / CCSD Collective Bargaining Agreement 2017-2019

HR Director Jayel Hayden reviewed the agreed upon changes to the CBA. He thanked the certified association for their continued work between the association and district going through the process. CCEA President Michelle Powers made the same comment about the district.

Scott Cooper moved and Walt Wagner seconded the Board adopt the CCEA/CCSD Collective Bargaining Agreement for 2017-19 as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

7.3 Unrepresented Staff (Admin / Supv / Conf) – COLA Request – Appoint a Committee to Review Request

The purpose of this topic is to appoint a couple Board members to serve on a committee to review compensation for administrators, supervisors, and confidential staff, relating to COLA. Doug Smith and Patti Norris will serve on this committee.

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

- 8.1 DBEA – Budget Committee
- 8.2 DLB – Payroll Deductions
- 8.3 DLB-AR – Tax Sheltered Annuity Vendor

Anna has updated DBEA by adding language regarding a definition of a majority for the Budget Committee; updated DLB to reflect current payroll practices; and updated DLB-AR to reflect changes in vendors.

Patti Norris moved and Gwen Carr seconded the Board adopt revised policy DBEA – Budget Committee, revised policy DLB – Payroll Deductions; revised policy AR DLB-AR – Tax Sheltered Annuity Vendor as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

8.4 GBA-AR – Veterans' Preference

Jayel Hayden has updated this policy AR to reflect federal and state definitions of a Veteran as it relates to recruitment and hiring procedures.

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Patti Norris moved and Scott Cooper seconded the Board adopt revised policy AR GBA-AR – Veterans’ Preference as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

- 8.5 IGDA – Student Organizations
- 8.6 IGDA-AR – Student Organizations

Minor changes were made to this policy and AR updating a 1994 policy and AR.

Scott Cooper moved and Gwen Carr seconded the Board adopt revised policy IGDA – Student Organizations, and IGDA-AR – Student Organizations, as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

- 8.7 EFA – Local Wellness Program
- 8.8 EFA-AR – Local Wellness Program
- 8.9 EFAA-AR – Reimbursable School Meals Programs

There were questions regarding competitive food and beverage that meet nutrition guidelines. There was discussion regarding the PE rules relating to the number of minutes that will be required. There has been an extension on implementing the current recommended minutes. The Board would like to see a committee formed that includes a couple Board members. He would then like the committee to bring forward in August or September the policy and two AR’s. Scott Cooper and Walt Wagner have volunteered to serve on this committee. Kurt Sloper, Jim Bates and Dana Rudy will serve on the committee. We will also ask one of our school nurses to serve on the committee as well.

8.10 IKF – Graduation Requirements

After reviewing the revised policy, CCHS Principal Michelle Jonas indicated more changes need to be made to the policy. She will review, make changes, and we will bring the policy back for Board review in August.

9.0 **FUTURE MEETINGS / IMPORTANT DATES**

The Board reviewed the list of meetings and important dates.

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

July 10, 2017

Date Minutes Approved