

OFFICIAL



CROOK COUNTY SCHOOL BOARD
Regular School Board Meeting Minutes
Monday, July 10, 2017

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

Administrators Present: Duane Yecha, Anna Logan, Stacy Smith, Leland Bliss, Jim Bates, Jayel Hayden, Cheri Rasmussen, Dana Rudy, Michael Allen

1.0 CALL TO ORDER

1.1 Flag Salute

Acting Board Chair Doug Smith called the meeting to order and the flag salute was recited.

1.2 Swearing In of Re-Elected Board Members

Acting Board Chair Doug Smith led the swearing in of re-elected Board Members Scott Cooper (Zone 2) and Gwen Carr (At Large Position).

1.3 Roll Call to Establish Quorum

Acting Board Chair Doug Smith established a quorum.

1.4 Election of Board Chair

1.5 Election of Board Vice-Chair

Acting Board Chair Doug Smith opened the floor for nominations for Board Chair and Vice-Chair.

Scott Cooper nominated Doug Smith as Board Chair and Patti Norris as Board Vice-Chair. Walt Wagner seconded the nomination. 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 and Patti Norris elected as Vice-Chair.

1.6 Recognition of Visitors

Board Chair Doug Smith recognized visitors.

1.7 Agenda Additions, Deletions or Revisions & Agenda Approval

The following additions were added to the Agenda:

Classified Hiring

6.5.5 Nikki Bennight, CRE IAll

6.5.6 Chelsea Ramsey, CCHS IAll

Licensed Hiring

6.6.7 Julie Neuhaus, CCMS Science Teacher

6.6.8 Kelly Martin, CCMS Special Ed Life Skills Teacher

6.6.9 Kim Crofcheck, CCHS Avid Teacher (currently CCHS Spanish)

6.6.10 Marissa Stafford, CRE Third Grade Teacher

OFFICIAL

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, Walt Wagner, and Scott Cooper.

2.0 PUBLIC COMMENTS

No comments.

3.0 BOARD ANNUAL ORGANIZATION ACTIONS

3.1 Resolution #01-2017-18 – Designations & Authorizations

3.2 Resolution #02-2017-18 - Annual Review Authorizing Short Term Inter-Fund Loans

Patti Norris moved and Scott Cooper seconded the Board adopt Resolution #01-2017-18 – Designations & Authorizations and Resolution #02-2017-18 – Authorizing Short Term Inter-Fund Loans. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

3.3 2017-18 School Board Meeting Schedule

The Board reviewed the 2017-18 School Board Meeting Schedule as presented.

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

3.4 2017-18 Board Roster

The Board reviewed the 2017-18 Board Roster as presented. There were no changes. The roster was accepted as presented.

4.0 OTHER AGENCY / DEPARTMENT REPORTS

4.1 Construction Update

Facilities Supervisor Leland Bliss provided the Board with an update on current facilities projects. Doug Smith commented on how nice the 1st Street building looks. Leland indicated they are preparing two more classrooms for this coming year at the Pioneer Complex. The work is being done in-house. They have replaced rails, steps, and added railings along the side of the dock.

The seismic project is on schedule and will be completed before school starts. They have been working on their regular summer projects including the Pioneer South heating system as well as the heating system at Crooked River Elementary.

It was mentioned that there are lights out at the football field. Leland indicated they would need to bring in a huge lift in order to reach the lights that need to be changed. Doug Smith indicated that Ken Sabin would have the proper equipment to accomplish this task.

4.2 Opportunity to Comment on Application for State Highway Approach (CRE Access Road)

Leland Bliss described where the property is located. It should not bother the school district in any way. It is a driveway that enters out onto Combs Flat Rd.

4.3 HDESD Board Meeting Highlights

The Board reviewed the highlights.

OFFICIAL

5.0 SUPERINTENDENT REPORT

5.1 CCSD Summer School Programs

Superintendent Yecha reviewed the list of programs that are happening in the schools this summer.

5.2 2017-18 Organization Chart

Superintendent Yecha reviewed the updated 2017-18 Organization Chart, which is required to be presented to the Board on an annual basis.

6.0 APPROVAL OF CONSENT AGENDA

The Board reviewed the Consent Agenda.

6.1 June 12, 2017 Budget Hearing Minutes

6.2 June 12, 2017 Regular School Board Minutes

6.3 Donations

6.4 Enrollment

6.5 Hiring - Classified:

6.5.1 Tracie Peterson, CCHS FAN Advocate

6.5.2 Esmeralda Figueroa, CCHS Juntos Coordinator

6.5.3 Jaime Lopez, CCMS Juntos Coordinator

6.5.4 Patty Schmitz, BBE Latino Family Literacy Coordinator

6.5.5 Nikki Bennight, CRE IAI

6.5.6 Chelsea Ramsey, CCHS IAI

6.6 Hiring – Licensed:

6.6.1 Stacy Papasergia, District Spec. Ed. Autism Teacher

6.6.2 Bonnie Finley, BBE Life Skills Teacher

6.6.3 Lesley Hanson, .5 PBCCS Special Ed Teacher

6.6.4 Stacy Bates, District Temporary Special Ed/Behavior Specialist Coordinator (TOSA)

6.6.5 Minda Morton, Pioneer HS Science / Math Teacher

6.6.6 Blake Poynor, CCMS Science Teacher

6.6.7 Julie Neuhaus, CCMS Science Teacher

6.6.8 Kelly Martin, CCMS Special Ed Life Skills Teacher

6.6.9 Kim Crofcheck, CCHS Avid Teacher (currently CCHS Spanish)

6.6.10 Marissa Stafford, CRE Third Grade Teacher

6.7 Resignations:

6.7.1 Barbara Burns, PBCCS SLPA

6.7.2 Don Williams, Bus Driver

6.7.3 Jason Dornhecker, CRE 5th Grade Teacher

6.7.4 Danielle Harris, CRE/BBE ESOL Teacher

6.7.5 Jake Zywicke, CCMS Science Teacher

6.8 Restraint & Seclusion Annual Review – 2016-17

6.9 School Health Services for CCSD Annual Report 2016-17

6.10 Finance Report

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

OFFICIAL

7.0 FINANCE

7.1 Budget Addition Considerations 2017-18

Anna Logan reviewed the proposed additional budget considerations for Board approval. We have a balanced budget based on the state approving \$7.8 million. In the end, the state budget was approved at a higher level (\$8.2 billion), which means an additional \$1.5 million for CCSD.

Duane indicated he feels quite optimistic about Measure 98 funding. It looks like there will be approximately \$460 per student, which is close to our estimate. Measure 98 funds not used in 2017-18 would be rolled over to 2018-19; however, if there are still funds left, they would not roll over another year.

There was considerable discussion regarding possibilities for additional areas that could be funded.

The following are high priority items from the district's "wish list":

- Fulltime HR Director - \$150,000
- Remodel Pioneer North - \$1,500,000 (these funds would be transferred to reserve, with remodel timeframe and scope of work to be determined at a later date)
- Additional SRO - \$56,000
- Elementary Counselor (shared) - \$90,000

Scott Cooper indicated the #1 priority should be long-term stabilization of the district, such as additional reserves for PERS costs. He would also like to make sure we have the necessary funding to purchase buses in time to meet the exhaust standards. Anna stated that if the district purchases three buses every year, we could meet the deadline for bus requirements. We did budget for three buses this year.

There was discussion regarding getting our buildings ready for the possibility of offering pre-school. Scott feels the elementary schools are doing a great job preparing elementary students for the secondary level. He would like to see the emphasis at the secondary level, especially for math.

Walt Wagner indicated when he talks to former students about what they felt they needed more of in school, their response is they needed more math.

Anna suggested that the district could prepare a proposal to the Board with a possible math solution-funding program.

Duane stated that before the district comes forward with a proposal, we need more research and planning for what we need and what we can fund.

Patti indicated she is not sure she is willing to commit as much funding to a math program as was suggested by Scott. Also, setting aside funding for pre-school may not be the best choice. She would like to see elementary counselors funded. Regarding an HR Director, she understands that Jayel has indicated we cannot have him forever and we need to prepare for that.

Anna added that Jayel's salary is currently paid for through LSP dollars. We would need to fund this position through the General Fund. We could use the LSP dollars the first year for our upcoming change in our student information system.

Patti asked if we had the opportunity to lengthen the school day or school year, would this be valuable and how much pushback would the district get from the unions, and how much would it cost?

Scott asked if we would get more out of adding paid staff training days rather than adding more student contact time. Patti added that she would like to see additional training days added to the beginning of the school year or at the end, rather than adding days during the school year.

Regarding hiring an HR Director, Scott indicated we are fortunate for the HR person that we have in Jayel. He wants to make sure we do not rush into filling this position too quickly and perhaps hire a poor quality

OFFICIAL

HR person just to fill the position. Anna added that ideally we would like to fill the position in January. We would still have Jayel to train and mentor that person until July.

Doug indicated that his take on funding is we want to have a plan where we focus some money on instruction, with math the #1 topic. He is not opposed to putting money in reserves for future building, and he is not opposed to considering an elementary counselor. Also, he is not opposed to a fulltime HR Director. He also indicated that perhaps we could hire a career education person along with the Avid position. He added that Summit has a pre-nursing class. Perhaps as we build CTE, this could be an area of interest.

Patti added that perhaps an area of interest would be construction, which Scott commented on last month.

After more discussion, it was determined the Board needs to meet prior to the August Board Meeting in order to make decisions sooner. After checking their calendars, it was decided to hold a special meeting on Monday, July 17, at 5 p.m. – 7 p.m. They would like Duane and Anna to meet with administrators and come to the meeting with a proposal on funding priorities.

7.2 Annual Readoption of Policy DFAA – Short Form Investments – Bond Proceeds Only
Anna Logan reviewed the changes to this policy, which needs to be approved by the Board on an annual basis.

Scott Cooper moved and Patti Norris 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.

8.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

8.1 OSBA Selected Proposals for 2017 OSBA Annual Convention

- 8.1.1 Proven Intervention & Tracking Systems for At-Risk Student Populations – Joel Hoff, CCHS
- 8.1.2 Elementary K-5 Math and Writing Short Cycle Assessments - Supporting Staff And Student Growth – Jim Bates, BB Principal

Superintendent Yecha reviewed the accepted proposals for the November 2017 OSBA Convention.

8.2 Unrepresented Staff (Admin / Supv / Conf) Salary Request

HR Director, Jayel Hayden, reviewed the proposed recommendation for salaries and COLA request for the unrepresented staff made up of administrators, supervisors, and confidential staff. He is asking the Board to approve the following changes:

- 2% increase for all groups as shown on the revised schedule
- Award a step if employees are eligible for a step
- \$30 increase on the insurance cap
- Increase the buy-back of a personal day from \$100 per day to \$150 per day

These requests are consistent with what we bargained with the licensed staff. He is also asking for a 2% COLA increase for the superintendent.

Scott asked about the Special Ed Director and Middle School Principal salaries. He was thinking they should be at a higher rate. Duane indicated this is comparable with the COSA rates for other districts. The Board would like to see a comparison of salaries with other districts our size. Jayel will do a comparison study using the COSA study and report to the Board on Monday, July 17.

OFFICIAL

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

- 9.1 GCBDA/GDBDA - Family Medical Leave
- 9.2 GCBDA/GDBDA-AR(1) - Federal Family and Medical Leave/State Family Medical Leave
- 9.3 GCBDA/GDBDA-AR(2) - Request for Family and Medical Leave
- 9.4 GCBDA/GDBDA-AR(3)(A) - Certification of Health Care Provider (Employee)
- 9.5 GCBDA/GDBDA-AR(3)(B) - Certification of Health Care Provider (Family Member)
- 9.6 GMBA – Whistleblower

The Board reviewed the policies and ARs. Regarding the FMLA policies and ARs, Jan Martin explained that the OSBA Policy Department, working with their Labor & Negotiations Dept., did an internal review of its FMLA/OFLA policy and ARs and made the changes as shown.

Patti Norris moved and Scott Cooper seconded the Board adopt the following revised policies as presented: GCBDA/GDBDA - Family Medical Leave; GCBDA/GDBDA-AR(1) - Federal Family and Medical Leave/State Family Medical Leave; GCBDA/GDBDA-AR(2) - Request for Family and Medical Leave; GCBDA/GDBDA-AR(3)(A) - Certification of Health Care Provider (Employee); and GCBDA/GDBDA-AR(3)(B) - Certification of Health Care Provider (Family Member); GBMA – Whistleblower. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, Walt Wagner.

9.7 EFAA-AR – Reimbursable School Meals Programs

Last month the Board appointed a committee to review this AR. Changes that were made are reflected in blue print.

Dana Rudy indicated the language added in blue is language required by law to be in our policy AR regarding reimbursable meals.

Scott Cooper added that students will not be denied a regular lunch, even if their account is delinquent. Efforts will continue throughout the year to get student lunch accounts paid by the end of the school year. For those accounts that have not set up a payment plan or have not responded regarding payments due, the accounts will be turned over for collection after June 30.

Dana indicated we had overdue accounts in the amount of \$16,000 at the end of last year, and this year approximately \$22,000 in unpaid lunch bills.

The superintendent can designate a building administrator to complete the free and reduced application if the parent does not come forward and the administrator knows the student's situation.

Patti Norris moved and Gwen Carr seconded the Board adopt EFAA-AR – Reimbursable School Meals Programs, as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, and Walt Wagner.

10.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the list of meetings and important dates.

OFFICIAL

11.0 ADJOURNMENT

The meeting was adjourned at 8:28 p.m.

Doug Smith

Doug Smith, School Board Chair

Jan Martin

Jan Martin, Board Secretary

August 14, 2017

Date Minutes Approved