

OFFICIAL



Crook County School District

Where Students Dream, Learn, & Succeed

CROOK COUNTY SCHOOL BOARD
Regular School Board Meeting Minutes

Monday, October 9, 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, Jim Bates, Cheri Rasmussen, Kurt Sloper, Joel Hoff, Michelle Jonas

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, a quorum was established, and visitors recognized.

1.4 Agenda Additions, Deletions or Revisions & Agenda Approval

Scott Cooper asked to add a topic regarding Budget Planning. This will be 7.5.

Patti Norris moved and Gwen Carr 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.

1.5 Brothers Elementary School Presentation

Teacher Gretchen Stack welcomed everyone. Students came forward to tell everyone why they like Brothers School and their teacher. They also recognized Tom Collier, who provides the school with many schools supplies and backpacks every year.

2.0 **PUBLIC COMMENTS**

Parents thanked the Board for coming to Brothers for the Board Meeting and thanked them for opening the school. Board members commented on the success of the school and thanked the students for their presentation. Their plan is to keep the school open for many, many years.

3.0 **OTHER AGENCY / DEPARTMENT REPORTS**

- 3.1 Construction Update
 - 3.1.1 Brothers Elementary

Facilities Supervisor Leland Bliss reported on the Brothers well. The well is not producing adequate water to irrigate the grass at the school. When they try to fill the cistern the pump will run for about 5 minutes and then shut down when the well does not provide adequate water. It then takes about 40 minutes for the well to recover in order for the pump to be able to run again.

A new well will cost between \$20,000 and \$25,000, and this does not include the cost to install the domestic water hardware that will need to be included if we make the well a domestic well.

Artificial turf on top of 3" of compacted gravel will cost about \$10 per ft., which would equal about \$20,000 for a 2000 square foot area.

OFFICIAL

3.1.2 Paulina Elementary

Leland indicated they experienced a failure of the jet pump. Due to the amount of mud they received from a fixture, they thought the well had possibly collapsed; but it was just a pump failure. They replaced the pump with one from the shop. The well passed all of its tests. Leland asked Paulina staff to make sure they keep at least one-day's water on site in the case of emergencies

3.1.3 CRE Parking Lot

They are tentatively planning to open this project up for bidding on October 10 at 10 am. The hope is to get the project completed sometime in early November. The work is for the bulb-out removal only.

3.2 Transportation – Bus Driver Hiring Plan

Transportation Supervisor Michelle Saavedra gave the Board an update on bus driver hiring. The district received three applications this past weekend. She interviewed a fully licensed bus driver that morning. If hired, this person could start very soon. She has five applicants in the DMV process. The DMV process is slow. Four tests must be taken. This is slowing down the process for the applicants.

Michelle will interview an applicant on Tuesday. One recently trained driver resigned because of the low 3 hours a day. She indicated that the insurance incentive they put in place last year is not working, which allowed drivers with 3 hours a day to become eligible for insurance. With only working 15 hours a week, they cannot afford the insurance and would still be eligible for the Oregon Health Plan insurance.

The District has put together an incentive for bus drivers in the form of an MOA with the classified bargaining group. The District will pay new bus drivers a \$150 incentive payment if they complete all of the DMV requirements for a CDL Learner's Permit within two weeks from the date of the job offer. The new drivers would not be eligible for the incentive payment until they meet all of the requirements for an Oregon School Bus Driver's Certification qualifying them to drive the District's large school buses and they actually serve as a bus driver for the District for a period of at least 30 days.

They are also looking into increasing the three-hour driver routes by adding additional work by offering a two-hour maintenance position in the middle of the day. Other increased hours could be removing the fueling of buses from the mechanics to a bus driver, increasing their hours from three to four hours a day.

Board members asked what other districts are doing as incentive for hiring bus drivers. Michelle indicated that Redmond is offering a \$50 signing bonus and offering current employees a referral stipend. In addition, most of their routes are six hours with staggered start times. Michelle and Anna will be looking into the cost of CCSD moving to staggered starts.

The Board would like to see a plan in place offering six hours a day for a driver / maintenance combination-type position. Doug would like Anna and Michelle to work on a staggered start, showing costs and what the impact would be on the District. The Board would also like a solution in place for sports trips to avoid students having to leave school earlier than necessary so that drivers can come back and drive an afternoon route.

3.3 Curriculum

3.3.1 Achievement Data Update

Curriculum Director Stacy Smith reported on English and Math scores by grade level over the past four years. ELA scores reflect beginning with a deficit in the primary grades, but beginning in 4th grade the number of students meeting proficiency begins to increase and this trend continues until 11th grade. With math, the same early deficit exists, however, the percentage of students meeting proficiency actually begins to decrease as the students matriculate through the grades, until only about 25% of 11th graders are meeting proficiency. There was considerable discussion on what needs to be done to improve the results. The main factors included additional help for teachers in improving their quality of instruction. Board members expressed frustration in the lack of improvement. They would like to know what the District can do different

OFFICIAL

to improve the results. Also, what can we do to improve the results of students taking and passing Algebra II? A short discussion about the positive Science performance followed.

3.3.2 Math Improvement Update

Curriculum Director Stacy Smith reported on what has taken place since last month's report to the Board. At the elementary level, the work with Melinda Knapp at OSU/Cascades has been defined. Teachers will receive 40 hours of training in math best practices and coaching in either year 1 or year 2. Plans include staff at Brothers and Paulina schools. CCEA has signed an MOU regarding any equity issues that might crop up due to these trainings. At the secondary level, the work with Shannon McCaw has been defined. All secondary staff will kick-off their work by attending a full-day workshop at one of four presented throughout the state. Stacy congratulated Kurt Sloper and Joel Hoff for attending the workshop alongside staff to show the district's commitment to these improvement efforts. Shannon will be in-district on November 29 and 30 to observe all math instruction and to meet with teachers. From that baseline data, she will meet with administrators and Math Benchmark Coordinators to create a plan for her continued work. She has scheduled dates to return to CCSD for January, March and May.

The Board would like to get the message out to staff that they are investing in the teachers, are looking for improvement, and appreciate their efforts. We hope the staff will be on board to make this improvement. Doug and Scott will work with Duane to get a message out to staff.

3.3.3 SAT Scores

CCHS Principal Michelle Jonas, and CCHS Assistant Principal Joel Hoff, reported on the recent SAT scores that were published in the *Bulletin*. They discussed CCSD's SAT participation rate and scores compared with the other Central Oregon school districts. They also provided a document showing five-year trends – percent of students who met college readiness benchmark; five year trends – average ACT scores; and five year trends – average ACT scores nationwide. The board and administrators discussed how the trends were moving in a positive direction. There was also discussion on the benefits and drawbacks of the SAT, ACT, & SBAC.

4.0 **SUPERINTENDENT REPORT**

4.1 OSBA Central Region, Position # 3, Nomination – Patti Norris

Superintendent Yecha reported that both CCSD and Bend/LaPine School District have nominated Patti Norris to fill the Central Region, Position #3, on the OSBA Board position.

5.0 **APPROVAL OF CONSENT AGENDA**

The Board reviewed the Consent Agenda.

5.1 September 11, 2017 Regular School Board Meeting Minutes

5.2 September 14, 2017 Board Work Session Minutes

5.3 September 25, 2017 Special School Board Meeting

5.4 Donations

5.5 Hiring - Classified:

5.5.1 – Karissa Kingsbury, .5 Secretary - CCHS

5.5.2 – Mark Nyman, Maintenance I – Facilities Dept.

5.5.3 – Sherry Lockling, IAII – BBE

5.5.4 – Miles Voakes, Bus Driver (*hiring in process*)

5.5.5 – Robert Gallegos, Bus Driver (*hiring in process*)

5.5.6 – Carol Selby, Bus Driver (*hiring in process*)

5.5.7 – Debra Leffler, Bus Driver (*hiring in process*)

5.6 Hiring – Licensed:

5.6.1 – Glenifer Fields, .5 Mentor Teacher - Elementary

5.6.2 – Kara Adkisson, .5 ELD Teacher / .5 Teacher Substitute - CCHS

5.7 Resignations – Classified:

OFFICIAL

5.7.1 – Trudy Ford, Production Attendant – NS Production Kitchen

5.7.2 – Laura Wiltsey, Bus Driver

5.8 Enrollment Report

Patti Norris moved and Gwen Carr 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, and Scott Cooper.

6.0 FINANCE

6.1 Finance Report

Anna Logan reviewed the Enrollment Report and the Finance Report. Current year enrollment for traditional programs is 4% below budget, which could affect State School Fund revenue. Expenses are projected to be below budget, mainly due to staffing composition changes due to turnover, PERS savings, and health insurance enrollment savings.

6.2 PERS Report

Anna Logan reported on future changes in PERS rates, which will be going up, but we will not have final rates for the next biennium until September 2018.

6.3 Budget Committee Openings

There are two Budget Committee Openings, Position #7 and Position #8, both three-year terms. We will advertise for these two openings.

7.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

7.1 Superintendent Search Update

Anna Logan reported on the Superintendent search. An RFP has been issued for a Search Consultant, which was sent to eight to ten firms. The RFP responses are due this Friday, October 13. Patti and Doug will review the applications and make a recommendation to the Board.

7.2 Human Resource Director Update

Superintendent Yecha gave an update on the HR Director opening. At this time, we have only received one application. The position closes October 16. It was mentioned that this might not have been the best time to advertise for an HR Director. HR Departments are extremely busy this time of year.

7.3 Public Charter Schools – Senate Bill 208

Superintendent Yecha reported on the recent Senate Bill 208 allowing charter school students to participate in interscholastic activities. This ruling is just rolling out, and the state is still working on the language for how this would be implemented. We should have more answers by the end of October. We want to be ready for students at PBCCS who would like to interface with middle school interscholastic activities. We would have to work out an agreement with them. We could charge them something because it costs us. Or, we could choose not to charge them. The suggested ruling indicates the fee a school district could charge cannot exceed five percent per fiscal year regardless of the number of interscholastic activities the student participates. However, if the interscholastic activity requires the student to enroll in a course for credit, there would be an additional annual fee.

The Board agreed they would like to have a policy in place regarding fees for Charter Schools' participating in school district interscholastic activities.

7.4 OSBA Fall Regional Meeting – October 18, Redmond (HDESD)

Jan indicated three Board members have indicated they will be attending the OSBA Fall Regional Meeting on October 18 at the HDESD in Redmond on October 18 – Patti Norris, Gwen Carr, and Walt Wagner. She asked Doug and Scott if they also plan to attend because she needs to submit a final count to the ESD by this coming Friday. Both Doug and Scott will not be able to attend.

7.5 Budget Discussion

Scott would like to see the Board start talking about possible budget ideas they would like to implement prior to the start of the official budget process. Bringing up new ideas once the Budget Committee has

OFFICIAL

convened is too late to get the new programs implemented for the coming year. He would like to see the district add a construction class and perhaps a CNA class. However, this would require pre-planning prior to the budget season if we were to implement these classes for the coming year.

Doug would like to see these new ideas become a part of the Board goal process. As a goal, the Board could then act based on the emphasis on the goal and the cost involved.

Anna Logan stated the Board could have pre-budget committee meetings starting in February and March prior to the first formal budget meeting. At this point, these pre-budget committee meetings would consist of Board members only. Anna added that the Board could add Board Goals that would reflect areas they would like to see in the budget.

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

8.1 KGB – Public Conduct on District Property and at District Contests

8.2 KK – Visitors to District Facilities

Superintendent Yecha indicated that once or twice a year we have a situation where we need to remove someone from school property at school or during school activities. He wanted to bring these policies forward as a reminder to administrators that they have the authority to act on removing someone from school property if necessary. Since these policies were discussed with administrators, we felt it was a good time to get the latest OSBA updates to these policies.

Scott Cooper moved and Patti Norris seconded the Board adopt revised policy KGB – Public Conduct on District Property and at District Contests, and KK- Visitors to District Facilities, as presented. The vote was unanimous 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, Gwen Carr, and Walt Wagner.

9.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the list of meetings and important dates. There was discussion about setting up a work session to discuss Board goals. Superintendent Yecha indicated they are planning to bring forward at the November Board meeting an updated Board Goal document at which time new Board goals could be added and fine-tuned. The Board agreed they would tackle the Board goals document at the November 13 Board Meeting, and then decide if additional work sessions would be needed prior to the budget season. Doug would like Anna to send to the Board the goals and new concepts they may be interested in bringing forward. Patti asked that administrators also be included in receiving this document.

10.0 ADJOURNMENT

The meeting was adjourned at 9:10 p.m.

Doug Smith

Doug Smith, School Board Chair

Jan Martin

Jan Martin, Board Secretary

October 9, 2017

Date Minutes Approved