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Crook County School District

Where Students Dream, Learn, & Succeed

CROOK COUNTY SCHOOL BOARD
Regular School Board Meeting Minutes

Monday, December 11, 2017

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

Board Member Not Present: Gwen Carr

Administrators Present: Duane Yecha, Anna Logan, Stacy Smith, Mona Boyd, Leland Bliss, Jim Bates, Cheri Rasmussen, Kurt Sloper, Joel Hoff, Michelle Jonas, Michael Allen, 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 6:30 p.m., the flag salute was recited, a quorum was established, and visitors recognized.

1.4 Agenda Additions, Deletions or Revisions & Agenda Approval

One agenda item added: 3.1.4 – CCSD Lock Upgrades

Patti Norris moved and Scott Cooper seconded the Board approve the agenda as amended. The vote was unanimous in favor 4-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, and Scott Cooper.

1.5 Barnes Butte Elementary School Presentation

BBE Principal Jim Bates reported to the Board on the math professional development happening at the elementary level this year. First, he thanked the Board for their investment in the math program for this year and next year. The teachers will meet to train and learn six times this year. They have completed three meetings as follows: Saturday, October 14, they met for seven hours of intensive training with Melinda Knapp. On October 17 and 18, and December 4 and 5, there were trainings at both schools. There will be day-long trainings at both schools on January 9, 10, 11, and 12. On February 26-27 additional training is scheduled at both schools. The last training session will be April 30-May 1.

During these trainings, teachers plan a lesson, go to a host room to deliver the lesson and involve students in the process. Students are trained on Math Talk, where they explain how they came up with the answer to the math problem. The work has been very impressive.

Jim then introduced Stacy Keller, CRE teacher, and Michelle Powers, BBE teacher, to talk about the math professional development they have experienced so far this year.

Stacy Keller indicated her lessons are much more structured than in the past. During class time, she serves as a facilitator and the students use each other as a resource to come up with the process to solve the problems. The students share their work with other students. Michelle Powers stated she is more strategic in planning than she has been in the past. The students seem to be working harder. The teachers feel they instantly walk away with what they have learned during the math training.

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Scott would like to see the association put together a plan encouraging teachers going through this math program to stay with the district. How do we keep these teachers with CCSD? He does not want CCSD to become a training ground for teachers who then leave the district once trained.

Michelle Powers indicated she could work with staff members on a proposal to present to the Board at a later date.

Doug asked what the plan is for next year for the students who are taking part in this math training. Would they be in a class with a teacher who received the training this year, or with a teacher who will start the training next year? This is yet to be determined. Michelle Powers feels that some of the strategies they are learning this year will be shared with the teachers not in the training so that some of the new methods will be in place in all classrooms this year.

Scott indicated that if the teachers feel they need more training in particular areas the Board would like to know this. Michelle Powers stated that she would like to see the K-12 math discussion take place.

2.0 PUBLIC COMMENTS

No comments.

3.0 OTHER AGENCY / DEPARTMENT REPORTS

3.1 Facilities Update

3.1.1 – CM/GC Evaluation – 1st Street Remodel

Leland Bliss reviewed the information presented in the CM/GC evaluation of the 1st St. remodel project. They saved \$24,000. The process was very easy dealing with the contractor.

3.1.2 – Brothers Well – Timeline and Plan

Leland plans to award the bid tomorrow to Abbas Well Drilling out of Terrebonne with a low bid of \$40,000. They received two bids from the original four contractors that came forward. They will go down 500 ft. They hope to start the process during Spring Break and it should take about a week.

3.1.3 – Misc. Facilities Projects Update

CRE reader board should be shipped tomorrow; cabinets should arrive on Friday to be installed over the winter break. Painting will start at the middle school over winter break. The striping at CRE should happen within the next week.

3.1.4 – CCSD Lock Upgrades

Leland indicated the Board originally approved \$60,000 for new locks at the high school and \$8,000 at CRE. After reviewing all the locks, they found they could do it for a lot less cost. They also found all the locks at Pioneer need to be upgraded, and several locks at the middle school need to be changed. He is asking the Board to approve the change in scope and cost.

Patti Norris moved and Scott Cooper seconded the Board approve the change in the lock upgrades, adding the additional sites with the overall cost at \$40,000. **The vote was unanimous in favor 4-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, and Scott Cooper.**

3.2 Transportation Department Update

Transportation Dept. Supervisor Michelle Saavedra gave the Board an update on hiring in the Transportation Dept. The \$150 incentive was offered to five people. They completed their initial training within the required time period. Two are in driver training; two are starting training next week with one additional person to train. She is looking to bring in an additional trainer to assist with the training. Walt Wagner indicated he has talked with two drivers who indicated they were very pleased with Michelle and appreciate that she also drives when needed.

Patti would like to put this topic on the agenda in the spring to make sure things are still working, or if we need to make some additional changes. Doug Smith asked that this topic be put on the April agenda.

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Scott Cooper would like to see Michelle come back to the Board in **January** regarding Wi-Fi on the buses.

3.3 Math Initiative Update

Curriculum Director Stacy Smith reported on the Math Initiative at the secondary level. Shannon McCaw came to the middle school in the morning and then met with math teachers in the afternoon on October 20. She provided data that we had not accessed in the past. She brought forward what she has been doing in the math workshops, which has been extremely effective. Both buildings met to go over the data, and came back to Stacy with a proposal. Christine Kasberger and Matt Fischer are looking at the proposal, and we will probably go forward as presented.

Regarding the K-12 discussion with math, Stacy feels this is important and they will make that happen. They can get subs on those days for this discussion, or use staff development days next year. We are currently at a level 1 or 2. We want the teachers to move to level 3 and 4.

Scott Cooper asked how the district is doing in the sub-population groups, such as Special Ed and ELL. Stacy indicated the math instruction is going to help all groups. We will not have the data results until we do Board goals next year.

Stacy added that students are expecting more from their teachers. He thanked the administrative team for taking their time with their staff during the math staff development. He is seeing math instruction confidence increase in the elementary teachers. Stacy thanked the Board for their support and commitment to the math training.

3.4 HDESD Board Highlights

The Board reviewed the highlights from the HDESD Board Meeting.

4.0 **SUPERINTENDENT REPORT**

Superintendent Yecha indicated the folder the Board received this evening includes the Board goals documents that they will need on Saturday, December 16, for the Board Work Session.

Kurt Sloper shared a letter he received from a parent thanking CCMS for their fine work with their students and with the middle school programs. They moved from the valley this fall, which was a big change for their two middle school students. The students were not happy about the move. However, at Thanksgiving they told their grandparents they like this school much better than in the valley. Their parents wanted to express their gratitude to the school and all the staff.

Scott Cooper brought forward a complaint from a parent who is very disappointed with the ripped jeans students are wearing at school. Superintendent Yecha indicated they have already started a discussion on that topic.

5.0 **APPROVAL OF CONSENT AGENDA**

The Board reviewed the Consent Agenda.

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5.2 Donations

5.3 Hiring – Classified:

5.3.1 – Kami Dunlap, Paulina Nutrition Services

5.3.2 – Cindy Jones, Brothers IA and School Secretary

5.3.3 – Cody Standiford, Bus Driver

5.4 Resignations – Classified

5.4.1 – John Malpass, Bus Driver

5.4.2 – Miranda Smith, BBE Instructional Assistant II

5.5 Enrollment Report

5.7 Finance Report

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Scott Cooper moved and Patti Norris seconded the Board approve the Consent Agenda as presented. The vote was unanimous in favor 4-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, and Scott Cooper.

6.0 FINANCE

6.1 Resolution #04-2017-18 – Budget Appropriation Transfers

Anna Logan presented the Budget Appropriation Transfer resolution.

Scott Cooper moved and Patti Norris seconded the Board approve Resolution #04-2017-18 Budget Appropriation Transfers as presented. The vote was unanimous in favor 4-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, and Scott Cooper.

6.2 Nutrition Services Audit

Anna presented the Nutrition Services Audit. We had an audit of every program. Every three years we have a more comprehensive audit, which happened this year. The auditors were very impressed with our program, and said we should be very proud of the result.

6.3 Budget Committee Appointments

As of today, we have not received any applications for the two open Budget Committee positions. Scott Cooper indicated he has someone in mind who might be willing to serve on the Budget Committee.

7.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

7.1 Superintendent Search Update

7.1.1 Declare Superintendent Opening

7.1.2 Adopt Superintendent Search Calendar

Board Chair Doug Smith provided an update on the superintendent search. Tonight the Board needs to declare the superintendent opening effective July 1, 2018. They also need to adopt the Superintendent Search Calendar. The Board then reviewed the calendar. The first step will be to select the application screening committee. It was decided we would post an application on our website for staff and community members interested in serving on the screening committee. The *Central Oregonian* will run an article in the paper with details on how people can apply to serve on the committee. We will also make an announcement on Facebook and send out a notice to employees. The screening committee members would then be announced at the January 8, 2018 Board meeting. The hope is to conduct interviews between March 5 – March 10, and to be able to select a new superintendent prior to Spring Break and announce the hiring at the April 9, 2018 Board Meeting.

It was decided to start the two special meetings, February 21 and February 26, at 6:30 p.m. Times may change when the dates get closer.

Patti Norris moved and Walt Wagner seconded the Board declare a Superintendent Opening effective July 1, 2018; and adopt the Superintendent Search Calendar as presented, with the added times set for special meeting and executive sessions as outlined. The vote was unanimous in favor 4-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, and Scott Cooper.

7.2 Student Information System

Technology Director Michael Allan reported on a new student information system the district would like to contract with – Edupoint Synergy. We have had our current program, SchoolMaster, for 20 years. It is no longer being updated and has many problems. This new program offers many new features. Redmond and Bend use Edupoint Synergy, along with many districts throughout the state. The District would like to contract with the ESD and Edupoint for this new student information system, and is looking for Board approval.

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Patti Norris moved and Scott Cooper seconded the Board approve the new Student Information System - Edupoint Synergy, contracting through the HDES as the host. The vote was unanimous in favor 4-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, and Scott Cooper.

7.3 PBCCS Meeting Update

Board Chair Doug Smith reported on the meeting held with PBCCS Board. Scott and Doug met with the PBCCS and reached out to offer, when they were ready, to rejoin the district. Doug added that it might be a good idea to schedule a joint meeting on an annual basis.

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

- 8.1 JO/IGBAB – Education Records/Records of Students with Disabilities (second reading)
- 8.2 JO/IGBAB-AR – Records of Students With Disabilities Management (second reading)
- 8.3 JOA – Directory Information (second reading)
- 8.4 JOB – Personally Identifiable Information (second reading)
- 8.5 KBA – Public Records (second reading)
- 8.6 KBA-AR – Public Records (second reading)
- 8.7 KI – Public Solicitation In / On District Facilities (first reading)
- 8.8 EBAC – Safety Committee (first reading)
- 8.9 EBAC-AR (1) – Safety Committees (first reading)
- 8.10 EBAC-AR (2) – Central Safety Committee Charter (first reading)

The Board reviewed the second reading of the first six policies and ARs. It was decided to pull policy JOA – Directory Information, until they receive further clarification from legal counsel. We will plan to set up a conference call with the attorney at the January 8 Board meeting.

The Board then reviewed the first reading of the remaining policies and ARs. It was decided there needed to be more clarification on policy KI – Public Solicitation In/On District Facilities.

Scott Cooper moved and Walt Wagner seconded the Board adopt revised policies and AR's as follows: JO/IGBAB – Education Records/Records of Students with Disabilities; JO/IGBAB-AR – Records of Students With Disabilities Management; JOB – Personally Identifiable Information; KBA – Public Records; KBA-AR – Public Records; EBAC – Safety Committee, EBAC-AR (1) – Safety Committees; EBAC-AR (2) – Central Safety Committee Charter. The vote was 4-0 in favor as follows: Yea – Doug Smith, Patti Norris, Scott Cooper, and Walt Wagner.

9.0 **FUTURE MEETINGS / IMPORTANT DATES**

The Board reviewed the upcoming meetings and important dates. Doug reminded the Board of the December 16 Board Work Session regarding Board Goals.

10.0 **ADJOURNMENT**

The meeting was adjourned at 8:55 p.m.

Doug Smith

Doug Smith, School Board Chair

Jan Martin

Jan Martin, Board Secretary

January 8, 2018

Date Minutes Approved