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Crook County School District

Where Students Dream, Learn, & Succeed

CROOK COUNTY SCHOOL BOARD
Monday, July 9, 2018

REGULAR SCHOOL BOARD MEETING MINUTES

Board Members Present: Doug Smith, Patti Norris, Walt Wagner, Gwen Carr, Scott Cooper
Administrators Present: Sara Johnson, Anna Logan, Stacy Smith, Sean Corrigan, Leland Bliss, Jim Bates, Cheri Rasmussen, Kurt Sloper, Dana Rudy, Michael Allen

1.0 CALL TO ORDER

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

Acting 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.

Doug Smith thanked the School Board for the last four years while he has served as Board Chair. He appreciated their support. Doug indicated the Board and District have accomplished a lot, but still have a long way to go, which we will continue to do.

- 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.

Walt Wagner nominated Scott Cooper as Board Chair and Gwen Carr seconded the nomination. The result of the vote: 5-0 in favor. Scott Cooper was named the Board Chair.

Board Chair Scott Cooper also thanked Board Chair Doug Smith and the Board for all their support through very many difficult situations, and getting through it as a team. Scott also acknowledged Sara Johnson, our new superintendent.

Scott then opened the floor to nominations for Board Vice-Chair.

Walt Wagner nominated Patti Norris as Board Vice-Chair and Doug Smith seconded the nomination. The result of the vote: 5-0 in favor. Patti Norris was named the Board Vice-Chair.

- 1.6 Agenda Additions, Deletions, or Revisions & Agenda Approval

There were no changes to the agenda.

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

2.0 PUBLIC COMMENTS

None.

3.0 BOARD ANNUAL ORGANIZATION ACTIONS

- 3.1 Resolution #01-2018-19 – Designations & Authorizations
- 3.2 Resolution #02-2018-19 – Annual Review Authorizing Short Term Inter-Fund Loans

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Patti Norris moved and Gwen Carr seconded the Board adopt Resolution #01-2018-19 – Designations & Authorizations, and Resolution #02-2018-19 - Annual Review 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 2018-19 School Board Meeting Schedule

3.4 2018-19 School Board Roster

Doug Smith moved and Patti Norris seconded the Board adopt the 2018-19 School Board Meeting Schedule and the 2018-19 Board Roster. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

4.0 OTHER AGENCY / DEPARTMENT REPORTS

4.1 Facilities Update

Facilities Manager Leland Bliss indicated he had nothing to report. Projects are just starting.

4.2 Transportation Schedule

4.3 School Start and Stop Times

Transportation Manager Michelle Williams indicated they are changing from separate busing of elementary and secondary students to combined K-12, which will be more efficient. Part of the problem last year was the length of time students were on the bus. If elementary students have in-district transfers from one elementary to the other elementary, it takes up extra time to complete this process. She met with all the principals. The proposal that was agreed upon was to enforce the in-district boundary. Currently, that is not happening. Students in the dual language program would be bussed regardless of their home boundary. Michelle indicated the problem is not picking up and delivering students in the morning, but rather the extra time it takes for loading at the end of the day.

Michelle stated there is a bus stop on Lynn Blvd, that picks up students who attend both BBE and CRE, even though the bus stop is in an area close enough to CRE that bus service should not be provided for CRE students. However, many of the students are attending BBE. It would be difficult to tell children at the bus stop that they cannot ride the bus to CRE. Doug Smith asked if we get state reimbursement for those students. Michelle indicated only for the BBE students.

Anna suggested perhaps the policy be enforced only in the afternoon.

Doug has a concern about taking the flexibility away from parents allowing their students to attend an out-of-boundary elementary school.

Patti indicated this could create safety issues for elementary students walking to CRE in an area that does not have sidewalks. We are trying to reduce absenteeism, and by making it harder for students to get to school will not help.

Scott said if we were to take away a stop we have had for a long time, parents would be upset. Doug wants to leave the decision to the superintendent to make the best decision for students and parents.

The question came up about meeting the proper number of minutes per year if we change start and stop times. Curriculum & Special Programs Director Stacy Smith indicated that if time were adjusted one way or the other at the end of the school day, the difference would be made up at the beginning of the school day.

Scott thanked Michelle for bringing this situation forward before a change was made so that the district can make the best decision. Sara indicated it is the district's job to make this work. They will bring this information back to the Board at a later date.

4.4 HDESD Board Highlights

The Board reviewed the highlights.

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5.0 SUPERINTENDENT REPORT

5.1 2018-19 Organizational Chart

Superintendent Johnson presented the 2018-19 Organizational Chart for Board review and approval.

Doug Smith moved and Patti Norris seconded the Board approve the 2018-19 Organizational Chart as presented. The vote was unanimous in favor 5-0 as follows: Yea – Patti Norris, Gwen Carr, Doug Smith, Scott Cooper, and Walt Wagner.

5.2 Summer School Programs

Superintendent Johnson reported on the Summer School Programs taking place in the District this summer as follows:

- Credit Recovery Summer School – Pioneer Alternative HS - 54 students
- Pre-Algebra classes for incoming 9th graders (*The Board would like to know the number of students and how they are chosen, and what is being taught in the class.*)
- Kiwanis Summer School – CRE - 87 students
- ESY Summer School – K-12 Special Ed
- Jumpstart – CRE and BBE – Kindergarten

Scott would like to see some research and possibility of offering a summer class for AP classes to get the students started on these classes early. Stacy will look into this.

5.3 AVID Conference Report

Superintendent Johnson reported on the AVID conference that was attended by 42 CCSD staff members in Anaheim. Sara also attended. She attended a strand for superintendents and district leaders. Each day of the conference, our staff members were in a strand half a day and the other half worked with their own staff. Input from staff was collected and each submitted a vision for the upcoming year. They talked about attendance, connecting students to school, success for the future, college readiness skills, and how they are applicable in the job force. We believe it was a productive conference and appreciate the grants that came forward and for district funding. Sara would like to have information prepared that shows how many staff members have been trained, how many not trained, how we plan to grow, and how to sustain it. Joel Hoff will bring forward a report in August.

6.0 APPROVAL OF CONSENT AGENDA.

- 6.1 June 11, 2018 Budget Hearing and Regular School Board Minutes
- 6.2 Donations
- 6.3 Enrollment
- 6.4 Resignations / Retirements – Classified Staff
 - 6.4.1 - Charity Hardy, CRE IA II (*resignation*)
 - 6.4.2 – Carol Burkhart – CCMS Nutrition Services (*retirement*)
- 6.5 Resignations – Licensed Staff
 - 6.5.1 – Hannah Moorman, CCMS & CCHS Choir Teacher
 - 6.5.2 – Mike Shinkle, CCMS Shop Teacher (has been on LOA)
 - 6.5.3 – Jake Huffman, CCHS Spec. Ed. Teacher (*took another position in the district*)
 - 6.5.4 – Heather Wales, BBE Spec. Ed. Teacher
- 6.6 Hiring – Classified Staff
 - 6.6.1 – Erin Miller, CRE Title I IA II
 - 6.6.2 – Karissa Kingsbury, CCHS College Readiness Coordinator
 - 6.6.3 – Daphne DeHart, CRE Media Tech/Lab Monitor
 - 6.6.4 – Tracie Silvers, CCMS Swing Shift Custodian
 - 6.6.5 – Brian Van Alstine, CCHS/Fac. Swing Shift Custodian
 - 6.6.6 – Vanessa Harper – CRE Spec. Ed. IAII
 - 6.6.7 – Marcia Stefanek – CRE Spec. Ed. IA II
- 6.7 Hiring – Licensed Staff
 - 6.7.1 – Jake Huffman, CCHS Dean of Students
 - 6.7.2 – John Cripe, CCMS 7th Grade Teacher

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- 6.7.2 - Kaitlyn Duncan, CCMS Temporary Health Teacher
- 6.8 Finance Report
- 6.9 Annual School Health Services Statistics and Evaluation-2017-18
- 6.10 Annual Restraint and Seclusion Review – 2017-18

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

7.0 FINANCE

7.1 Annual Re-adoption of Policy DFAA Short Form Investments – Bond Proceeds Only
Finance Director Anna Logan informed the Board this policy needs to be readopted each year. There are no changes to the policy.

Patti Norris moved and Gwen Carr seconded the board adopt Board Policy DFAA, Short Form Investments, as presented. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.

7.2 School Bus Purchases

Transportation Manager Michelle Williams reported on the three school bus purchases she is asking the Board to approve for a total cost of \$379,796.

2020 Blue Bird Vision Conventional Buses

- 77 passenger route bus at \$114,979 (propane powered)
- 20 passenger + 2WC SPED bus at \$119, 858 (propane powered)

2020 Blue Bird All American Rear Engine Bus

- 84 passenger route/trip bus at \$144,959
- Cummins diesel powered
- Cummins L9, 300 hp engine for extra power during trips over the mountain
- Push through cargo bays for added storage

Once the buses are ordered, we will receive them in approximately 180 days.

Patti Norris moved and Gwen Carr seconded the Board approve the purchase of three buses as presented for a total cost of \$379,796. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.

8.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

Sara indicated the following topics have come forward to the Board in the past. Having administrators come to the Board to make presentations is not usual. However, the administrators wanted to come to the Board to provide information regarding these requests.

8.1 Behavior Support Systems

Curriculum Director Stacy Smith reported on the Behavior Support System statistics. He reported on the Tier 1, Tier 2 and Tier 3 involved in PBIS.

There were questions regarding the difference between a Dean of Students and a Counselor at the middle school. Principal Kurt Sloper indicated that a Dean of Students handles discipline with students, while a Counselor handles student needs not necessarily related to discipline, but also includes severe discipline with students.

Stacy reviewed mental health facts as shown in the Board Packet.

Doug Smith asked if the programs that were developed this past year at the middle school (Waypoint Academy) have been effective. Stacy indicated the Board provided funding for Waypoint Academy at the middle school and they are now asking for additional funds. The programs were wonderfully successful, and many students have graduated from those programs and are now performing successfully in the

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classroom. He believes that the demand has outgrown the supply. Principal Kurt Sloper said that during his first year at the middle school he had 22 expulsions. This year they had four expulsions because of Waypoint Academy.

After several more questions from the Board, Board Chair Scott Cooper asked the Board to hold their questions until the end of the additional presentations.

8.2 Budget Addition Considerations 2018-19

- Wellness Rooms – CRE and BBE
 - * Request to hire one IA I at each School

Counselors Patty Schmitz and Collin Hester, presented information regarding the Wellness Rooms they wish to establish at the two elementary schools and the need to hire an IA I for each Wellness Room.

Cheri sent Patti and Adam to a conference where they gained a lot of information regarding Wellness Rooms and Calm Corners. A Calm Corner is in the classroom. You have a beanbag chair in the corner of the classroom with calming items, such as a timer, stress ball, coloring book and crayons and books. When a student gets agitated and needs a time-out, they go to the Calm Corner, usually not more than 5 minutes. They are able to calm down and then return to their desk. When students are totally out of control they need to go to the Wellness Room for more intense calming mechanisms.

Jim Bates indicated his wife spent last year working with high needs kids. Her recommendations have influenced his thoughts this year. The Board has done a lot of work investing in the students over the last few years, which he greatly appreciates. There is still more to be done. They are asking the board to support the hiring of two IAs, one for each school, to be in the Wellness Rooms.

Patti Norris indicated she has done a lot of reading on this topic. She wonders how disruptive it is to have kids in and out of the room all the time. Cheri indicated it would be teacher controlled. Kids are out of the room all the time for RTI. It would not be any more disruptive. The teacher would first try to control the situation. If that doesn't work, the teacher would page the office to have someone come talk to the student. The next step would be the Wellness Room.

Gwen asked if each school has a space for a wellness room. Jim stated they have taken half of a Special Ed classroom and separated the room for a Wellness space. Cheri is using the Building Coach's room and turning it into the Wellness Room.

Scott asked where the funding would come from. Anna stated the money they are proposing to use is General Fund excess funds. There is a potential the following year we may end up having to make cuts, or we may be okay. Right now we have excess funds that are not benefiting students. The textbook fund has 10 years of funding. She believes the money would be better spent on student needs rather than in the textbook reserve account.

Gwen asked what type of investment we would be looking at in this program outside of staff support. Cheri stated the original investment would be in getting items for the rooms such as sandboxes, blocks, yoga mats, etc.

Doug stated that when this concept first came up we were putting \$190,000 in the textbook reserve. Now you are saying this would be a better way to spend the funds. Perhaps we need more elementary teachers to bring down the number of students in a classroom. We have a new superintendent who needs to get her feet on the ground. If we spend all our extra funding on wellness rooms and calm corners, we do not leave the ability for the superintendent to make any decisions. He would like the superintendent to work with the administrators to come together and present what is needed.

- ELL Program - Newcomers Support
 - * Request to hire one ELL IA II

Curriculum Director Stacy Smith reported on the need to provide additional support to Newcomers in our ELL programs that are required by the state. He is asking for one additional IA II for the ELL Newcomer program. This spring the district received many Newcomers to the district, which have presented some

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challenges. They may have no English language skills. Also, if the Newcomer happens to be a secondary student there are additional challenges.

This year we have three Newcomers at the elementary level, five at the middle school, and eight at the high school. The ELD team has recommended a floating IA trained by the ELD staff to provide the support by going into the classrooms to assist students.

Patti questioned having one person to serve students with multiple challenges. Stacy stated the ELD team is going to triage where they are needed the most. Perhaps we can handle the three elementary students at the school level. The IA could then be split between the middle school and high school.

- **Middle School Counselor Request for 2018-19**

Principal Kurt Sloper reported on the need for an additional counselor at CCMS. They average approximately 100 students per year needing counseling for a variety of reasons. The middle school currently has one counselor, who splits his time in half as a counselor and half as a Dean of Students. This happened back in 2008 with budget cuts. The position (Dean of Students) has never been filled since then. Kurt is proposing an additional FTE, which would allow for a fulltime Dean of Students and a fulltime counselor.

- **Director of Student Improvement Request**

Superintendent Johnson has not yet flushed out what that role would look like. She would like to study that position more before making a recommendation.

Sara added that the district needs an enrollment study. The overall enrollment has dropped 4%. We do not know if this is a trend. Enrollment bumped up in 2016-17 and then dropped in 2017-18. She needs to study further to see if 15-16 was just a high year, or if there is a declining projection in enrollment.

Doug stated he would like to hear Dr. Johnson's plan before the district invests further funds. The odds of finding and hiring a counselor at this late date is very slim. He would like Dr. Johnson to get her feet on the ground before spending any money.

Gwen agreed with Doug. We need to take a pause to see what our new superintendent feels we need.

Walt also agreed.

Patti stated that she feels the first three initiatives are important for the mental health of our students. On the other hand, she feels it is somewhat piecemeal. If she were to prioritize, she would put a counselor at the middle school first. We are ready to implement the care corners. She likes the idea of the Wellness Rooms, but she is not sure that throwing a lot of money at it is the solution. She is not seeing how adding one person to the Newcomers program would help.

Board Chair Scott Cooper closed the discussion by indicating there were no motions from the Board.

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

- 9.1 IGAC – Religion In Schools • *(first reading - revision)*
- 9.2 IGAC-AR – Recognition of Religious Beliefs and Customs • *(first reading – new AR)*
- 9.3 IGACA – Recognition of Religious Beliefs and Customs • *(first reading – delete – replaced by IGAC)*
- 9.4 IGACA-AR – Recognition of Religious Beliefs and Customs • *(first reading – delete – replaced by IGAC & AR)*

These policies and AR's have not been updated since they were originally adopted on 04/18/1994. As a result of OSBA's internal policy and legal review process, OSBA is recommending a new sample optional policy and administrative regulation that addresses religion and schools. The new recommended samples should replace previous policies with codes IGAC, IGACA and IGACA-AR. The new administrative regulation, IGAC-AR provides guidance to districts when recognizing religious customs or beliefs in a school setting.

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Patti Norris moved and Walt Wagner seconded the Board approve changes as presented to IGAC – Religion & School; Add new AR – IGAC-AR – Recognition of Religious Beliefs and Customs; Delete the following policy and AR – IGACA – Recognition of Religious Beliefs and Customs, and IGACA-AR – Recognition of Religious Beliefs and Customs. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.

9.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the upcoming meetings and important dates.

Scott indicated he would like to see a report on AP scores with historical data, perhaps in August or September.

10.0 ADJOURNMENT

The meeting was adjourned at 9:15 p.m.

Scott Cooper

Scott Cooper, School Board Chair

Jan Martin

Jan Martin, Board Secretary

Date Minutes Approved: August 13, 2018