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Crook County School District

Where Students Dream, Learn, & Succeed

CROOK COUNTY SCHOOL BOARD
Regular School Board Meeting Minutes

Monday, May 14, 2018

Board Members Present: Doug Smith, Patti Norris, Walt Wagner, Gwen Carr, Scott Cooper
Administrators Present: Duane Yecha, Anna Logan, Stacy Smith, Mona Boyd, Sean Corrigan, Leland Bliss,
Jim Bates, Cheri Rasmussen, Kurt Sloper, Michelle Jonas, Joel Hoff, Rob Bonner
Newly Hired Superintendent: Sara Johnson

- 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

The following agenda adjustments were made:

- 3.1.1 - Remove New Mower; add CCHS Controls Project Funding
7.5 - Graduation Activities
8.12 - TAG Policies to be deleted

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, Walt Wagner, Scott Cooper, and Gwen Carr.

1.5 Crooked River Elementary Presentation

Principal Cheri Rasmussen introduced teachers Amber Freeman and Jeri McCormack and explained about the Battle of the Books. Two teams of students were present to answer questions competitively regarding facts from the many books the students had read. The following students were in Team Bookeneers: Issac Freeman, Wyatt King, Max LeFevre, and Tanner Joyce; and Team MFD Quadruplets included Rocky Berger, Addison Floyd, Cairo Wrolson, and Jillian Mapes. In the school competition, the Bookeneers were the champions. This evening the MDF Quadruplets won 18 to 17.

1.6 CCHS Drama Students - Preview of upcoming play May 17-19 - HAY FEVER

CCHS Drama Teacher Anita Hoffman spoke about the play, Hay Fever. Students introduced themselves and stated their participation as an actor or as a stagehand. Students present were Katie Jones, Casey Tunison, Johan Becht, Dallen Nixon, Anna Williamson, and Jenna McWilliams. Anita then introduced Anna Williamson, who was elected to the position of Oregon State Thespian Officer for the Oregon Thespians for 2018-19. She campaigned on a platform of helping other troupes by developing a website that will allow troupes to post items they could share/rent with others across the state. The students then handed out tickets to the play to the Board and audience.

2.0 PUBLIC COMMENTS

None.

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### 3.0 OTHER AGENCY / DEPARTMENT REPORTS

#### 3.1 Facilities Dept. Update

Facilities Manager Leland Bliss indicated he has 23 facilities projects scheduled for this summer.

##### 3.1.1 CCHS Controls Project Funding

The current system is very old and they have had a lot of problems and a very difficult time finding replacement parts. R&W Engineering was hired to review the project. The budget is \$500,000. Leland would like to add an additional \$50,000 to the budget for unforeseen problems that may come up. Energy Trust of Oregon will pay up to \$138,351 towards this project. SB 1149 funds will provide \$70,000 per year. After six years, it will not cost the district any money because of the incentives and SB 1149 funds. This does not count the funds we will save by the efficiency of the new system. He will start working on bid documents now and is looking for the project to be completed sometime in October.

**Patti Norris moved and Walt Wagner seconded the Board approve up to \$550,000 for the CCHS Controls Project, funded by the Energy Trust and SB1455. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.**

#### 3.2 HDESD Board Highlights

The Board reviewed the HDESD Board Highlights.

### 4.0 SUPERINTENDENT REPORT

#### 4.1 Request and Approval for Waiver Extension – Brothers Elementary School

Superintendent Yecha reported on the district's request and approval by ODE for a Waiver Extension for Brothers Elementary School. We have been granted an additional three-year waiver.

#### 4.2 Bus Services for PBCCS

The district has been talking with Powell Butte about bringing back bus service to PBCCS in the hopes it will help with the traffic congestion around the building in the mornings and afternoons. Gwen asked if they have been talking with parents about using the bus system rather than parents driving kids to and from school. Duane did not have details on that. Sean Corrigan commented that he has watched students being dropped off by parents on the other side of the highway, and then the students cross the highway. He feels that if we can get these students on buses that let them off on the correct side of the road, we will save lives. Patti would like to see a count of vehicles now vs. this fall if we provide buses. Walt suggested a survey of the parents would help. Scott Cooper indicated you could also put a vehicle counter across both roads to count vehicles.

### 5.0 APPROVAL OF CONSENT AGENDA.

5.1 April 5, 2018 Special School Board Meeting Minutes

5.2 April 9, 2018 Regular School Board Meeting Minutes

5.3 Donations

5.4 Enrollment Report

5.5 Hiring – Classified:

5.5.1 Perry Cross – Bus Driver

5.5.2 Carolyn Dunaway – BBE Library Tech

5.5.3 Donnie George – Temporary Groundskeeper

5.5.4 Clara Matsler - CRE Records Clerk

5.6 Hiring – Licensed

5.6.1 – Brigitte Wooldridge – BBE Dual Language Teacher

5.6.2 – George Winterscheid – District-wide Special Ed Behavior Specialist

5.6.3 – Kara Adkisson – CCHS One-Year Temporary ELD and Substitute Teacher

5.6.4 – Sandra Grasty – District School Psychologist

5.6.5 – Tammy Crouch – 6<sup>th</sup> Grade Social Studies Teacher

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5.6.6 – Conner Booster – 6<sup>th</sup> Grade Social Studies Teacher

5.6.7 – Michelle Malone – 6<sup>th</sup> Grade Math Teacher

5.6.8 – Catherine Alena – Pioneer Alternative HS Language Arts Teacher

5.6.9 – Kari Cox – CCHS PE Teacher

5.7 Resignations – Classified:

5.7.1 Whitney Carmack, Pioneer South IA II

5.7.2 Donnie George, Bus Driver

5.7.3 Christa Cooley, IA II, BBE

5.8 Finance Report

5.9 Confidential Salary Schedule for 2018-19

**Patti Norris moved and Walt Wager 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.**

### 6.0 FINANCE

#### 6.1 Resolution #06-2017-18 – Student Fees for 2018-19

Anna Logan presented the updated Student Fee Schedule for 2018-19 and asked for Board approval.

She explained the increase to the meal prices and the recommended volunteer background check fee. The fee is being considered because we are looking at using a different background check system. It would be handled online directly with the volunteer and the background company. It would cover all states, not just Oregon. The new system would cost about \$20 for each background check, which is more than budgeted. Currently we pay \$4 for each volunteer check. If we added a \$5 fee perhaps we would not have an abundance of people who sign up to volunteer but never volunteer.

After considerable discussion, it was decided the District would not charge a fee for volunteer background checks. The fee will be removed from the Fee Schedule. The Board would like to go to the more extensive volunteer check, however.

**Scott Cooper moved and Patti Norris seconded the Board adopt Resolution #06-2017-18 – Student Fees for 2018-19, removing the reference of a fee for volunteer checks. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.**

### 7.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

#### 7.1 OSBA Services for PBCCS

Superintendent Yecha reported on the request from PBCCS regarding OSBA Services. Because of a change in status of OSBA moving to a non-profit corporation, they can no longer accept dues and service fees from entities that are not political subdivisions of the state. However, CCSD's membership in OSBA would allow the District to sponsor PBCCS so they could continue to access OSBA's services.

**Patti Norris moved and Gwen Carr seconded the Board approve the MOU between CCSD and PBCCS regarding services provided by the Oregon School Boards Association. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.**

#### 7.2 Special Education Report Card

Special Ed Director Mona Boyd reported on the Special Education Report Card. It comes out in April every year and is two years old by the time the information is reported. The Report Card compiles a lot of data into one category, such as combining CCHS and Pioneer. When you pull out that information, you see that CCHS does a really good job with our Special Education population.

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Mona reported on several statistics she researched that are not included in the report card. She feels CCSD is doing a great job with educating its Special Ed population.

### 7.3 Student Achievement Past Seven Years

Curriculum Director Stacy Smith reported on student achievement the past seven years. A copy of the PowerPoint with details will be included in the Board Minutes binder. Results included:

- Testing results in English Language Arts, Math, and Science divided in groups of grades 3-5; 6-8; and 11.
- The testing results were from 2011-12 through 2016-17.

### 7.4 Administrator / Supervisor / Manager Salary Schedules for 2018-19

#### 7.4 Administrator / Supervisor / Manager Salary Schedules for 2018-19

Anna Logan and Sean Corrigan reported on the updated salary schedules for administrators, supervisors, and managers. They have recommend a 2% COLA, the same as the represented groups, step increases when it applies, adjusting health insurance CAP by \$30, the same as represented groups. Titles have been changed to reflect a difference in managers and supervisors. For Administrators the salary schedule reflects the reduction approved in April from five columns to three columns, with a 2% COLA. The difference between columns was evened out to consistently represent 3% between columns.

Walt indicated he would like to look at performance and accountability for these groups. He would like to review the evaluation process that is being used. He has not been happy with the evaluation process used for the superintendent and would like to see that changed. The administrator/manager/supervisor evaluation process may be fine. He is just not aware of what it is. HR Director Sean Corrigan invited Walt and any Board Member who wishes, to meet with Sean to review the evaluation process for administrators, managers and supervisors.

**Patti Norris moved and Gwen Carr seconded the Board approve the salary schedule for administrators, supervisors and managers for 2018-19 as amended, to reflect the correct contract year, and salary schedule as proposed. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.**

### 7.5 Senior Graduation.

Scott wanted to make a proposal to rethink the Board's involvement on the platform at senior graduation. One Board member is selected each year to sit on the platform. If a Board member has a graduating senior, they were then selected to be on the platform. He would like to recommend that the entire Board sit on the platform. Next year we will have more than one Board member having a graduating senior.

Principal Michelle Jonas indicated they could make that work with a large platform; probably the wrestling stage would be large enough for everyone. She indicated she would send them information regarding graduation. It was decided that the seniors would shake the hand of all Board Members.

Scott also indicated that last year when the School Board served the senior breakfast, they all had a great time. He would like the Board to serve again this year. Michelle Jonas stated she could make that happen.

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

### **First Reading:**

8.1 IGD – Co-Curricular / Extracurricular Activities

8.2 IGD-AR – Athletic / Club Participation

Rob reviewed the policy and AR, linking students taking activities to be held to the same requirements as athletes. The revised AR added activities to the AR that originally was only for athletics. After lengthy discussions among Board Members and Administrators, it was determined that the policy and AR both needed additional work. Rob will establish a separate AR for activities and sports, and come back to the

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board in June or July.

- 8.3 GCBDA/GDBDA – Family Medical Leave
- 8.4 GCBDA/GDBDA-AR (1) – Federal & Medical Leave / State Family Medical Leave
- 8.5 GCBDA/GDBDA-AR (2) – Request For Family & Medical Leave
- 8.6 GCBDA/GDBDA-AR (3) (A) – Certification of Health Care Provider – Employee’s Serious Health Condition
- 8.7 GCBDA/GDBDA-AR (3) (B) - Certification of Health Care Provider – Family Member’s Serious Health Condition
- 8.8 GCBDA/GDBDA-AR (3) (C) – Military Family Leave – Certification of Qualifying Exigency for Military Family Leave
- 8.9 GCBDA/GDBDA-AR (3) (D) – Military Family Leave – Certification for Serious Injury or Illness of Covered Servicemember for Military Family Leave
- 8.10 GCBDA/GDBDA-AR (4) – FMLA/OFLA Eligibility Notice to Employee

**Patti Norris moved and Gwen Carr seconded the Board approve the following policies and AR’s as presented (with typos corrected): IGD – Co-Curricular / Extracurricular Activities; IGD-AR – Athletic / Club Participation; GCBDA/GDBDA – Family Medical Leave; GCBDA/GDBDA-AR (1) – Federal & Medical Leave / State Family Medical Leave; GCBDA/GDBDA-AR (2) – Request For Family & Medical Leave; GCBDA/GDBDA-AR (3) (A) – Certification of Health Care Provider – Employee’s Serious Health Condition; GCBDA/GDBDA-AR (3) (B) - Certification of Health Care Provider – Family Member’s Serious Health Condition; GCBDA/GDBDA-AR (3) (C) – Military Family Leave – Certification of Qualifying Exigency for Military Family Leave; GCBDA/GDBDA-AR (3) (D) – Military Family Leave – Certification for Serious Injury or Illness of Covered Servicemember for Military Family Leave; GCBDA/GDBDA-AR (4) – FMLA/OFLA Eligibility Notice to Employee. The vote was unanimous in favor 5-0 as follows: Yea – Doug Smith, Patti Norris, Walt Wagner, Scott Cooper, and Gwen Carr.**

### **Second Reading:**

- 8.11 IICC – Volunteers

**Patti Norris moved and Gwen Carr seconded the Board adopt policy IICC – Volunteers, as amended. The vote was 5-0 in favor as follows: Yea – Doug Smith, Patti Norris, Gwen Carr, Walt Wagner, and Scott Cooper.**

### **Policies To Be Deleted:**

- 8.12 – IGBBD – Parent Notification and Participation
- 8.13 – IGBBE – Education Records – Talented and Gifted Programs
- 8.14 – IGBBF – Re-evaluation of Student Eligibility/Parent Notification of Termination of Instruction, Program and/or Services

Last month the Board approved revised TAG policies and ARs. These policies have been deleted by OSBA because the information is either not necessary or are included in the other TAG policies and OARs.

After reviewing the requested policies for deletion, the Board decided they wanted to review the updated policies along with the requested polices to be deleted to make sure all pertinent information is included. Stacy Smith indicated the data is included in the required OARs that are referenced in the other TAG policies. The Board would still like the review before approving the deletion of these policies. Stacy will come back next month with copies of the recently approved TAG policies, along with references to OARs that include the data in the above policies.

### **8.0 FUTURE MEETINGS / IMPORTANT DATES**

The Board reviewed the upcoming meetings and important dates. Patti referenced the September 13 OSBA regional meeting and topics to be covered. Doug mentioned that in July or August the superintendent and Board will meet with the hiring consultants for a Board Retreat, which was included in the cost of the hiring consultants’ fee. We will have a date scheduled soon.

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9.0 **ADJOURNMENT**

The meeting was adjourned at 9:05 p.m.

*Doug Smith*

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Doug Smith, School Board Chair

*Jan Martin*

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Jan Martin, Board Secretary

Date Minutes Approved: **June 11, 2018**