

OFFICIAL



CROOK COUNTY SCHOOL BOARD
Monday, March 11, 2019

REGULAR SCHOOL BOARD MEETING MINUTES

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

Board Member Absent: Scott Cooper

Administrators Present: Sara Johnson, Anna Logan, Stacy Smith, Sean Corrigan, Mona Boyd, Kimberly Bonner, Kurt Sloper, Joel Hoff, Jake Huffman, Cheri Rasmussen, Leland Bliss, Rob Bonner, Adam Stefanek

1.0 CALL TO ORDER – Board Vice-Chair Patti Norris called the meeting to order at 6:30 pm.

1.1 Flag Salute

1.2 Roll Call To Establish A Quorum

Patti Norris led the audience in the flag salute and established a quorum.

1.3 Public Recognition – Assistant Principal Finalists

- Introduction of Assistant Principal Jake Huffman, CCHS
- Introduction of Assistant Principal Marques Hayes, CCMS

CCMS Principal Kurt Sloper introduced Marques Hase, who currently is Dean of Students at Elton Gregory Middle School in Redmond, a coach, and an AVID leader. Marques will now become CCMS Assistant Principal starting with the 2019-20 school year.

Michelle Jonas introduced Jake Huffman, who currently fills the role of Dean of Students at CCHS, and has been with CCSD since 2007. Jake will become CCHS Assistant Principal beginning with the 2019-20 school year.

Both new assistant principals received CCSD notebooks, coffee mugs, and t-shirts.

- Pioneer Alternative High School Student Presentation

Principal Cheri Rasmussen indicated the two students who were going to present this evening were not able to be here. Math teacher Minda Morton took the audience to her math room to show them what the students have been working on. She presented a Power Point highlighting the math and physics students undertook to build mobiles. The creativity and objects used for the mobiles were very creative and were a talking piece when the board observed them.

1.4 Recognition of Visitors

Visitors were recognized and asked to sign in on the Sign-In sheet.

1.5 Agenda Additions, Deletions, or Revisions & Agenda Approval

There was one agenda adjustment. Kiwanis Summer School Presentation to the Board is moved to the April 8 Board Meeting. In its place, we have moved 5.2 – CTE Report, to 3.1.

Doug Smith moved and Gwen Carr seconded the Agenda be approved as amended. The vote was unanimous in favor 4-0 as follows: Patti Norris, Gwen Carr, Doug Smith, and Walt Wagner.

2.0 PUBLIC COMMENTS

No comments.

3.0 OTHER DEPARTMENT OR AGENCY REPORTS

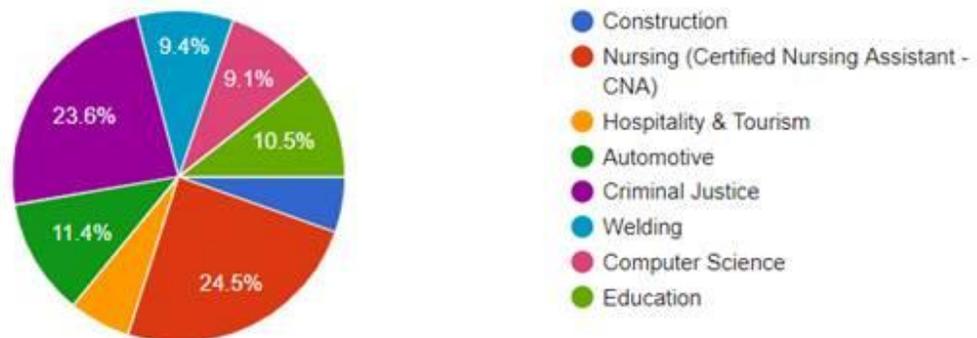
3.1 CTE Update.

Jake Huffman and Joel Hoff came forward to update the Board on what they have been doing for CTE ideas. Jake stated the middle school students will travel to the high school and will review all the CTE strands. Grayson Munn is preparing a promotional video the first of April for 8th graders. It will also be shown to Freshmen.

Joel Hoff indicated they surveyed high school students asking what CTE subjects they would most be interested in taking part. Below is the response.

Which of the following Career & Technical Education (CTE) subjects would you most be interested in taking class in?

351 responses



Doug Smith stated it may be wise to reach out to unions, such as electricians. They have a training center in Redmond. See what we could offer our students here so they would have a head start when they graduate. Also, work with COCC jointly to see what we can do together for students.

3.2 HDESD Board Meeting Report

The Board reviewed the HDESD report.

4.0 APPROVED OF CONSENT AGENDA

- 4.1 5 min February 11, 2019 Regular School Board Minutes
- 4.2 Enrollment
- 4.3 Donations
- 4.4 Hiring – Administrative
 - 4.4.1 Jake Huffman, CCHS Assistant Principal (7/1/19)
 - 4.4.2 Marques Hase, CCMS Assistant Principal (7/1/19)
- 4.5 Hiring – Classified Staff
 - 4.5.1 Jamie Anderson, Temp IA II/Secretary at Rimrock Trails
- 4.6 Resignations – Classified & Licensed Staff
 - 4.6.1 Shani Wood, PBCCS Speech Pathologist Assistant (6/12/19)

OFFICIAL

- 4.6.2 Emily Taylor, PBCCS Speech Pathologist (6/14/19)
- 4.7 Resignations – Administrative /Supervisory Staff
 - 4.7.1 Dana Rudy, Nutrition Services Supervisor (2/26/19)
 - 4.7.2 Jeremy McLean, BBE Assistant Principal (6/20/19)
- 4.8 Salary Schedule Adjustments
 - 4.8.1 Deletion of Policy GCBA – Salary Placement – Out of District Experience
 - 4.8.2 Administrator Salary Schedule
 - 4.8.3 Supervisory / Non-Licensed Directors Salary Scale

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

5.0 SUPERINTENDENT UPDATE

5.1 Ancillary Services Update

Superintendent Johnson gave an update on CCSD Ancillary Services, which has been restructured. Leland Bliss will be directing and leading Facilities, Safety, and including Nutrition Services. Leland has worked with the team to assess the current status of the Nutrition Services Department; he is spending more time in the kitchens and cafeterias; restructuring the inventory system – including inventory control and orders. We have Katrina Wiest from Bend/LaPine Nutrition Services serving as a consultant three days a week working with menus, nutritional analysis, and providing support as needed.

Regarding Facilities, the roofing assessment was completed and a report will be made to the Long Range Planning Committee on March 20. Summer Projects are being planned and laid out, which are still in the planning process.

Classroom Emergency Support kits – otherwise called “Buckets”, have arrived. They include bathroom supplies in these kits to keep students safe and comfortable during an emergency.

~~5.2 — CTE Update (moved to 3.1)~~

5.3 Snow Report

Superintendent Johnson updated the Board on the snow situation relating to schools. We had hero level service in Transportation (Michelle Williams and her team) and Facilities (Leland Bliss and his team). They removed all of the snow in our lots and access to all rooms in-house with one exception. They had to hire a contractor to do the High School parking lot once. They started removing snow from the edges of our roofs immediately. We experienced a few minor issues (leaks and vent pipe damage) but much less than two years ago.

They spent a significant amount of time on the roof at the Middle School gym and started removing snow from the roof as soon as they saw snow levels reach 10”. They also measured random areas and weighed the snow to ensure we did not exceed the maximum snow load rating of 24 lbs. sq².

The Transportation team kept the snow off the buses and kept them ready to go as soon as the roads were passable.

Doug Smith congratulated the staff for their hard work out in the cold and snow day after day.

6.0 OLD BUSINESS

6.1 Long Range Facilities Planning Committee Update

OFFICIAL

Committee Chair Doug Smith reported on the activities of the Long Range Facilities Planning Committee. There is no recommendation from the committee that we have a Bond in 2027. That would be when the data centers would be online tax-wise. We have a lot of maintenance needed prior to that date. We had a \$32 M bond that passed, not the \$50 M bond that would have been necessary to cover all that was needed. From an enrollment standpoint, the committee believes we need to plan for expansion; however, the enrollment reports show lower enrollment. We have 15 classrooms in the Pioneer facility. When we do a final recommendation, we would keep money in reserve until we know exactly how to use the facilities. This would be a conservative recommendation. Don't spend money. Keep money in the bank in case we need to expand at the elementary level. In the middle school, there are a couple big-ticket items – the roof and the age of the boiler system. The job of the committee is only to recommend to the Board. Anything the committee says has no binding on the Board. The Board chair got concerned about the article in the paper that stated we were going to have a bond in 2027, which is not the intent.

Other topics the committee talked about was the district office. We are trying to renegotiate a contract below \$65,000, which we are now paying annually. The ESD has contributed some funds towards the building. The original intent was the school district would eventually own the building. That hasn't happened. He has asked Anna and Dr. Johnson what we would need to do to make that happen. The print shop should be at the DO, but currently it is in a classroom at the high school, and before that at the former Cecil Sly Elementary.

We have talked about repairs at Pioneer North and the Old Pioneer building on the corner of Holly and 3rd. We are paying to heat it and keep ice off the roof. We need a recommendation on what to do with that building. Last year we agreed to do the outside work on the Pioneer building on 3rd St., which will start soon. The gym and boiler rooms need to be added to the recommendation to be included in that work.

Regarding CTE, we have a solid core at the high school as to what we need to teach CTE. There are places we will have some challenges. We need to update the culinary arts area. We are looking at what we need today, and what we need to do tomorrow. We need Dr. Johnson to provide us with that information. We think we can expand the CTE program using the high school campus with additional rooms. We need to hire a consultant to work with the high school staff as to what is needed.

We hope to have a recommendation to the Board by the April meeting.

6.2 Secure & Healthy Learners Committee Update

There is no report this month because the scheduled meeting fell on one of the snow days last month. Their next meeting will be March 20.

7.0 **NEW BUSINESS**

7.1 Finance Report

Director of Finance & Business Anna Logan updated the Board on the Finance Report. The General Fund projected Ending Fund Balance is \$2.6 million. The District needs to plan for \$1.5 to \$2 million to roll forward to next year. This will provide the opportunity to transfer funds to designated funds, such as Technology and Transportation. She will have a better idea on how much to transfer in May.

7.2 New "Assigned" Funds

The handout in the board packet explains the advantages for creating some new fund accounts. There is no Board action required at this meeting. They are not technically "new funds" because they are sub-funds of the General Fund. The reserve funds shown are really used as assigned funds now. This does not eliminate the current funds. It just changes them to be more like reserve funds instead of operational funds.

OFFICIAL

7.3 Make-Up For Four Snow Days (February 25-28, 2019)

Curriculum Director Stacy Smith presented the proposal for making up the four snow days that took place Monday through Thursday, February 25-28. April 5, currently a grading day, would become a school day. Teachers would work their normal 8-hour day, and then have 8 hours of flextime to complete grades. April 17 would become a school day, rather than a parent conference day. April 18 would still be a parent conference day, 8 am – 8 pm. In addition, teachers would have 8 hours of flextime to schedule conferences with parents at a time that works for parents and teachers outside the time allowed on April 18. June 14 would become a staff workday for a CharacterStrong training. During the months of April and May, each building principal would lead the staff in nine “School Improvement Wednesdays” around the following four themes: CharacterStrong, CCSD Math Initiative, Trauma Informed Practice, and AVID.

Doug Smith moved and Gwen Carr seconded the Board approve the Snow Day Plan as presented by Stacy Smith. The vote was unanimous in favor 4-0 as follows: Yea: Patti Norris, Doug Smith, Gwen Carr, and Walt Wagner.

8.0 BOARD POLICIES AND AR’S

8.1 GBM-AR (1) Grievance / Dispute Resolution Procedures

We need to strike the two paragraphs referring to the Employment Policy for Administrators, Managers, and Supervisors; and Article XI of the Employment Memorandum for Confidential Employees. These documents no longer exist.

8.2 JHFF-AR Student Sexual Conduct Complaint Form

We do not have in place the Complaint Form that goes with Policy JHFF.

Doug Smith moved and Gwen Carr seconded the Board adopt GBM-AR (1) – Grievance/Dispute Resolution Procedures, and JHFF-AR – Student Sexual Conduct Complaint Form. The vote was unanimous in favor 4-0 as follows: Yea: Patti Norris, Doug Smith, Gwen Carr, and Walt Wagner.

9.0 FUTURE MEETINGS / IMPORTANT DATES

9.1 May 1, 2019 is the first Budget Committee Meeting, at 6:30 in the District Office.

10.0 ADJOURNMENT

The meeting was adjourned at 7:50 p.m.

Scott Cooper

Scott Cooper, School Board Chair

Jan Martin

Jan Martin, Board Secretary

Date Minutes Approved: 4/8/19