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CROOK COUNTY SCHOOL BOARD
Monday, May 13, 2019

REGULAR SCHOOL BOARD MEETING MINUTES

Board Members Present: Scott Cooper, Patti Norris, Walt Wagner, Doug Smith, Gwen Carr
Administrators Present: Sara Johnson, Anna Logan, Stacy Smith, Sean Corrigan, Mona Boyd, Kimberly Bonner, Joel Hoff, Jake Huffman, Cheri Rasmussen, Leland Bliss, Adam Stefanek, Kurt Sloper

CALL TO ORDER

- 1.1 Flag Salute
- 1.2 Roll Call To Establish A Quorum

Board Chair Scott Cooper led the audience in the flag salute and established a quorum.

- 1.3 Recognition of Visitors

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

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

Added the following New Hires: 4.6.12 – Jordan Wilcox, BBE Kindergarten Teacher
4.6.13 – Kelsey Jenkins, BBE Temporary Kindergarten Teacher
4.6.14 – Kaitlin Barnhart, CRE Temporary Kindergarten Teacher

Patti Norris moved and Gwen Carr seconded the agenda be approved as adjusted. The vote was unanimous in favor 5-0 as follows: Scott Cooper, Patti Norris, Doug Smith, Gwen Carr, and Walt Wagner.

- 1.5 Crooked River Elementary Presentation

Kindergarten teacher Ashley Smith came forward to show a project students are working on - wooden painted horses. Doug Smith donated the wood, Middle School students cut out the horse shapes. Elementary students painted the horses. They will be placed along the fence outside of the school.

The following students came forward who competed in the Battle of the Books: Katie Anderson, Sophie Fischer, Jillian Mapes and Harper Smith. They explained the process they went through for the competition. They each had to read 15 books. They qualified for the regional competition in Sisters. They made it to the final four, and then missed the championship honor after four overtime rounds.

Students then came forward to talk about their AVID projects. Kaleb Shearer wrote letters to 10 colleges asking about their Football Program and Technical Engineering. He received several letters back along with shirts, brochures, pennants, class catalogs, pens, stickers and decals.

Coen Buresh wrote to LIM College regarding their fashion designer program. He received a letter from the college along with a pennant and a poster.

Hyde Huber talked to the audience about the process for AVID note taking and binder organization.

Fifth grade field trip will go to Astoria, with a lot of stops along the way: Bonneville Dam Tour; Maritime Museum: classes on underwater robotics, weather, etc.; Cannery tours; Oregon Responder; Fishing boat/different gear; Fort Stevens; Tide Pools; College tour (fire science, seamanship, welding, automotive); Cape Disappointment – watershed.

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Zach Levesque, currently a 7th grader at CCMS, spoke about this field trip he took in 5th grade. It was while visiting Astoria and the activities surrounding the Coast Guard, that he decided his future. He plans to join the Coast Guard after graduation.

The School Board praised the students, their parents, and the teachers for the wonderful work going on at CRE.

1.6 Recognition of Non-Licensed Staff Retires

Superintendent Johnson called on Steve Heier - BBE Building Engineer, and Ramona McCallister, Youth Transition Specialist, to come forward along with Facilities Director Leland Bliss and Special Ed Director Mona Boyd. Superintendent Johnson presented Steve and Ramona with a Hydro flask with their name and years' service inscribed on the flask. Leland thanked Steve for his 23 years of service to the district. Special Ed Director Mona Boyd presented Ramona with a bouquet of flowers and talked about her wonderful service to the school district and to the students she served in the Transition Program. Several students and parents were in the audience in recognition of Ramona's retirement. Ramona has served the district for 23 years.

Mona Boyd then called Phyllis Burge forward. Phyllis has served the district for 41 years as an IA II. Several people commented on Phyllis and her service to the district. Two board members, Scott Cooper and Doug Smith, recall Phyllis when they were in elementary school. Superintendent Johnson presented her with a Hydro flask and Mona presented her with a bouquet of flowers.

Debbie Dethman, CCMS Cafeteria Lead, is also retiring at the end of the school year. However, she was not able to be present. Debbie will have served 21 years with the district.

1.7 Recognition of Cindy Porter, Print Shop Operator, for Excellent Customer Service

Director of Business and Finance Anna Logan called Cindy Porter forward to recognize her excellent work in the print shop. She takes on small and large projects, always with a smile, has learned how to repair some of the equipment, works with students who come to help in the print shop. She is happy to work with the students and is very encouraging and thankful for their assistance. Superintendent Johnson presented Cindy with a "Star" pin recognizing her service to the students, staff and district.

1.8 Recognition in memoriam of former school board member Riley Stock.

Former school board member, Riley Stock, recently passed away after a long illness. Riley served on the Board for six years, ending during the 2008-09 school year. The Board recognized Riley for his six years of service to the school district and to the community.

1.9 Recognition in memoriam of community member Craig Woodward

Local business owner and community member Craig Woodward passed away recently. Craig was a big supporter of the school district, and in particular of our athletic program. He has lead athletic fundraisers over the years as well as community fundraisers. He was always there for students and supported those who needed extra help. He was a championship wrestler for CCHS and went on to become an All-American wrestler at EOU. Board Chair Scott Cooper stated that Craig had designated the CCHS Athletic Program as a recipient of memorial gifts. Doug Smith added how important Craig was to CCHS athletic programs and to the students, as well as to the entire community. He will be greatly missed. The Board will determine later a memorial recognition for Craig.

2.0 PUBLIC COMMENTS

There were no comments.

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3.0 OTHER DEPARTMENT OR AGENCY EPORTS

3.1 The Board reviewed the HDESD Board Report.

4.0 APPROVAL OF CONSENT AGENDA

4.1 April 8, 2019 School Board Meeting Minutes

4.2 Enrollment

4.3 Donations

4.4 Hiring – Classified:

4.4.1 Alyssa Palmer – CCMS Swing Shift Custodian

4.4.2 Paul Dixon - Bus Driver

4.4.3 Stacy Koch – CCHS YTP Specialist

4.5 Resignations / Retirements – Classified:

4.5.1 Mandy Arias, CRE IA II (*resignation*)

4.5.2 Cody Standiford, Bus Driver (*resignation*)

4.5.3 Steve Heier, BBE Building Engineer II (*retirement*)

4.5.4 Phyllis Burge, CRE IA II (*retirement*)

4.6 Hiring – Licensed:

4.6.1 Cassandra Leahy, PBCCS Speech Pathologist

4.6.2 Erin Montoya, BBE Dual Language Teacher

4.6.3 Allison Jordan, CRE Speech Pathologist

4.6.4 Tracey Dixon, CRE Special Ed Teacher

4.6.5 Katie Johnson, CCMS 6th Grade LA Teacher (*currently BBE 5th grade teacher*)

4.6.6 Kaitlyn Radabaugh – CCMS Health Teacher (*formerly temporary*)

4.6.7 John Ferraro – CCMS Math Teacher (*formerly temporary*)

4.6.8 Brooks Barnett – CCMS/CCHS Band Teacher

4.6.9 Jessica Cross, CCHS Health Teacher

4.6.10 Jason Ritter, CCHS Student Services Coordinator

4.6.11 Ryan Cochran, CCHS CTE Workforce Development Coordinator (*currently CCHS Health Teacher*)

4.6.12 Jordan Wilcox, BBE Kindergarten Teacher

4.6.13 Kelsey Jenkins, BBE Temporary Kindergarten Teacher

4.6.14 Kaitlin Barnhart, CRE Temporary Kindergarten Teacher

4.7 Resignations / Retirements - Licensed:

4.7.1 Amy Ray, BBE Dual Language Teacher (*resignation*)

4.7.2 Linda Pepper, CCMS 8th Grade Teacher (*retirement*)

4.7.3 Chuck Wilcox, Rimrock Trails Teacher (*retirement*)

4.7.4 Margaret Halsey, BBE 3rd Grade Teacher (*resignation*)(*currently on LOA*)

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

5.0 SUPERINTENDENT UPDATE

5.1 Overview of Communication and Event Specialist Position

Superintendent Johnson and Anna Logan presented details regarding this new position. This position relates to Board Goal #4, which is ***Effective Communication and Community Involvement***. Sara stated we recognize that the district has made some improvement over the last two years. However, we are still in the beginning stages of having a system, with calendaring and connecting with the community. In an

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effort to approach this as effectively and maximize the money we spend, we have reallocated some LSP (Local Service Plan) dollars to cover the cost of this position.

With the hiring of this position, our goal is to:

- Enhance the positive relationship between the District, staff, students, parents and community by providing reliable, timely and engaging communication through a variety of communication channels.
- Highlight CCSD as a top-quality competitive educational organization in Central Oregon.
- Expand the amount of positive news stakeholders receive from the district.
- Highlight the significant and important work the district does to enhance the service to students.
- Receive on-going and new support for educational opportunities through quality, consistent communication.
- Inform the community and parents of school events.
- Provide consistent, well-coordinated event planning and over-sight for scheduling and using CCSD grounds and facilities.

Scott asked if this could be an exempt position. Sara indicated that it is currently posted as a Classified Position with the understanding the daily work hours could change based on the activities that are scheduled. She will look into the possibility of making this an exempt position.

6.0 OLD BUSINESS

6.1 Secure & Healthy Learners Committee Update

Superintendent Johnson, Joel Hoff and Mona Boyd came forward to update the Board on their work on this committee

Joel Hoff presented a PowerPoint covering the following points:

- Committee Overview
 - Purpose
 - Contributors
- Problems
 - Elementary disruptions
 - Secondary students in despair
 - Student physical safety (Internal Threats)
 - No framework of current supports
 - Increase in the amount of student non-academic needs
- Overview of Currently Offered Programs, Supports, & Services
 - Handout Part A
- Overview of Analysis & Evaluation of Currently Offered Programs, Supports, & Services
 - Handout Part B
- Recommendations
 - Handout Part C
 - Conclusions & Next Steps

Current programs offered by CCSD:

All Tier 1:

PBIS -Positive Behavior Instruction Support	
Trauma Informed Practices—New	
School Based Health Center	
Community Programs (i.e. Landing, etc.)	
	Anonymous Text Line
Student Clubs and Activities	Athletics, Student Clubs
Growing Early Minds (GEM)	Character Strong – ELO Lessons

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Kelso's Choices		
Calm Corners		
	Focus Class	
		Link Crew
K-5	6-8	9-12

Some Tier 2:

Special Education		
Lutheran Community Services		
Free and Reduced Lunch		
Individual and Group Counseling		
Deliberate Class/Teacher Placement		
Care Team		
	Juntos	
	Tier 2 Academic Placements (i.e. Read 180)	
		Freshmen At-Risk Team
Wellness Room –New		Mentor Weekly Check-in
		Aspire Mentors
		Alternative Education Placement – COIC, Rimrock, Pioneer, FuelED
		Credit Recovery
K-5	6-8	9-12

Few – Tier 3

Tutoring		
Fan Advocate – Loft, Kits for Kids, Meal Backpacks		
Safe School Assessment—Shifting to Salem Kaiser Model—New		
Special Education		
Wrap Services – Lutheran Community Services		
Staffing		
CRT- Community Resource Team		
Lutheran Community Services Referral		
	Level 7	
Hope Academy K-6		
Kinder/1 st Boost		
Therapeutic Learning Center	Waypoint Behavior Skills Lab	Pioneer/COIC/Rimrock
Group and Individual Counseling School Counselor New- .5	Group and Individual Counseling	Group and Individual Counseling School Counselor—New at PAHS
K-5	6-8	9-12

The committee then took each area referred to and analyzed them according to degree of implementation, as well as scoring them as: x – below average; xx – average; above average – xxx. Specific details are included in the handout provided. The overall committee recommendations included the following:

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Systems

- Fully utilize the supports & services that we currently have in place
 - Retrain staff on the resources available and establish point person at each school
 - Re-Install Positive Behavior Intervention & Support (PBIS) at each school
 - Implement/train staff on Multi-Tiered Systems of Support (MTSS)

People

- Expand system-level support personnel at MS
 - Maintain 1.0 Counseling, add time to Student Success position
- Maintain current counseling levels
 - Financial plan for expiration of current grant
- Coaching for elementary teachers regarding students with extreme social & emotional needs

Curriculum

- Social & emotional skills & strategies taught to every student K-12
 - Purchase/Establish K-12 Social Emotional Learning Curriculum (K-5 Needed)

Student Support/Services

- Clarify & increase behavior supports at elementary level
- Aligning teacher skills to current student needs

Action

- Continue to monitor and study the Secure & Healthy Learners system in order to identify effective/non-effective practices and determine gaps

7.0 NEW BUSINESS

7.1 Finance Report

Director of Business and Finance Anna Logan commented on the Finance Report as follows:

Revenue overall is projected at 1% under budget; Forest fees were received at 94% of PY level, may receive a small additional amount (\$20K); Expenditures are projected very close to budget; Ending Fund Balance projected at \$2.2 million BEFORE the transfers out (Resolution 6) this evening; Budgeted \$2 million to roll forward for next year; Actual transfers will be dependent on fund balance and won't be finalized until September.

7.2 Resolution #05-2018-19 – 2019-20 School Fees

Anna Logan reported on the updated School Fees for the 2019-20 School Year. We are removing the \$5 fee for elementary student activities. We moved the technology fees to the district level, instead of each school level. There was discussion regarding the PTSA testing fee, and some Board members would like to see the test offered free to students. There were questions regarding some of the other fees and if they are necessary, such as the Student Body Card.

Doug Smith moved and Walt Wagner seconded the Board adopt Resolution 05-2018-19 – School Fees.

Anna stated she could review the status of several of the fees and come back to the Board in June with a possible revision to the fee schedule. After further discussion, it was decided Anna would look at the fee schedule and bring it back in June.

Both Doug and Walt withdrew their motion and second to motion.

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7.3 Resolution #06-2018-19 – Appropriations Transfer (allowing to transfer funds out of General Fund)

Anna reviewed Resolution #06-2018-19 with the Board. She is proposing to change the budget to allow transfers out of the General Fund up to \$500,000 more. We would do a transfer to the maintenance fund immediately. Other transfers would wait. We would continue to monitor EFB (Ending Fund Balance) and bring down to the \$2 million base.

Patti Norris moved and Gwen Carr seconded the Board adopt Resolution #06-2018-19 - Appropriations Transfer as presented. The vote was unanimous in favor 5-0 as follows: Scott Cooper, Patti Norris, Doug Smith, Gwen Carr, and Walt Wagner.

7.4 Contracts with Charter Schools Regarding Athletic Fees

Anna reviewed the charter school contracts regarding athletic fees that can now be charged to the charter schools. This is not an action item but rather just information. The new law requires school districts to allow charter school students to participate, while it also allows districts to charge a fee to the charter school. We already allow participation for charter school students; however, the district bears all the cost of the programs. We can now require the charter schools to contribute to the program. As of today, RPA has signed; Baker Charter has signed; no response from Silvies River. Powell Butte Charter questioned whether it is reasonable to ask them to pay this fee since the district already receives 17% of the state funding for PBCCS.

We currently provide the school with a building at very little cost, professional development, and special education services. Anna will review the contracts and fees and report to the Board on June 10 for possible action.

7.5 Graduation Activities and future Choices after Graduation.

The Board members are invited to serve breakfast to the seniors. Regarding the graduation ceremony, last year all Board members sat on the presentation stage. All have agreed to do the same this year. Jan will send out meeting announcements to the Board for all graduation activities.

8.0 BOARD POLICIES AND AR's

8.1 Update on OSBA Policy Re-Write Meeting held April 3, 2019

The next policy re-write committee meeting is Thursday, May 30, 8:30 am – 4:00 pm.

9.0 FUTURE MEETINGS / IMPORTANT DATES

The OSBA Summer Camp for School Board members is July 19-21 at the Riverhouse in Bend. So far, Board members who are planning to attend include Walt Wagner, and Patti Norris, along with Superintendent Johnson. Jan will register Board members soon.

10.0 ADJOURNMENT

The meeting was adjourned at 8:26 p.m.

Scott Cooper

Scott Cooper, School Board Chair

Jan Martin

Jan Martin, Board Secretary

Date Minutes Approved: June 10, 2019