



**CROOK COUNTY SCHOOL BOARD
NOVEMBER 12, 2019
School Board Minutes**

BOARD MEMBERS PRESENT: Scott Cooper, Patti Norris, Doug Smith, Walt Wagner, Gwen Carr (*left at 8:30*)
ADMINISTRATORS PRESENT: Sara Johnson, Anna Logan, Mona Boyd, Stacy Smith, Sean Corrigan, Joel Hoff, Jim Bates, Kimberly Bonner, Kurt Sloper, Marques Hase, Leland Bliss, Denny Bauldree, Pete Goodrich, Rob Bonner, Michelle Zistel, Jake Huffman

1.0 CALL TO ORDER

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

Board Chair Scott Cooper called the meeting to order, led the audience in the flag salute, established a quorum, and recognized visitors.

1.4 Special Recognition – Brandin Noland, SRO for CCHS and Pioneer Alternative HS

CCHS Assistant Principal Jake Huffman introduced SRO Brandin Noland. Brandin graduated from CCHS in 2003, and has three daughters in our schools. He has worked for the Prineville Police Dept. for ___ years, and also served in the military. He has done an outstanding job at CCHS. Sara stated she has received compliments from parents regarding his presence.

1.5 Agenda Additions, Deletions, or Revisions & Agenda Approval

4.8: Resignations / Retirements / Separations – Confidential, Licensed, Classified

- 4.8.1 Larry Jones, Payroll Specialist
- 4.8.2 Kristen Grace, CCHS Math Teacher
- 4.8.3 Cheryl Lehmborg, CCHS Librarian
- 4.8.4 Judy Faulkner, Cafeteria Attendant
- 4.8.5 Greg Schmidt, Temporary IA II

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

1.6 Presentation by Crook County Middle School Staff and Students

Principal Kurt Sloper came forward and introduced Katie Koch, 2nd year art teacher at CCMS. Principal Sloper indicated she has done an outstanding job. Ms, Koch came forward and talked about art at the middle school, and what is taught at 6th, 7th, and 8th grade levels.

The Goal:

To affirm the identity, culture, and perspectives of students by providing them a safe space to learn, explore, create, and grow as artist.

Curriculum: Behind choice based practice

Teaching for artistic behavior allows students to experience the work of the artist through teaching, which is responsive to their needs and interests. It turns the classroom into a studio.

Growing from Student to Artist

- 6th grade: Foundations / Elements of Art
 - Line Form Value Color
- 7th grade: Material Exploration
 - Material Exploration; Developing Aesthetics
- 8th grade: Finding their Voice
 - Collaborative Murals

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The Future of CCMS Art

- Continue to adjust curriculum to give students a more choice-based experience
- Have students critique each other’s work more often
- Bigger community based art projects

Choice-Based Curriculum.

Would like to do projects with the elementary students and community projects.

The Board asked Katie if she had more funding, what would she spend it on. Katie stated she would like to use ceramics, more plaster (used all the plaster that had been left from previous years). She would like better ventilation in the classroom. She would also like a larger classroom and one with windows. They have no windows and a small room that used to be an auto mechanics classroom.

Katie was asked if she had collaborated with the high school art teacher, Kristy Struck. Katie indicated they have talked but have not had deep conversations about the curriculum and what Katie could be teaching the 8th graders so they are ready for high school art.

Scott Cooper added that Katie should look outside the school for programs that could bring art into the classroom.

Students who came forward and shared some of their art projects included 7th grader Denise Toledo, 8th graders Joei Koivisto and Andraya McNary.

2.0 PUBLIC COMMENTS

No comments.

3.0 OTHER AGENCY / DEPARTMENT REPORTS

3.1 Report Card Data

Director of School Improvement Joel Hoff and Stacy Smith came forward. They spoke about the Report Card data as follows:

What is a regular attender:

- “Missing 10 percent or more of school days in an academic calendar year for any reason including excused, unexcused and disciplinary exclusion.”
- May 1st Cutoff
- Allows for approximately 14 days
- Regular attender rate is the % of students that are “regular attender”

CCSD Regular Attenders:

BBE – 86% CRE – 86% Paulina – 95% CCMS – 80% CCHS – 77% PAHS – 12% Bros – 91%

Average Class Sizes:

BBE – 25 CRE – 22.5 Brothers – 12 Paulina – 10.5 CCMS – 26

On Track to Graduate at CCHS: 90%; College Going – 52%

Next Steps:

- Science #s released in the Spring
- Graduation Rates released in January
- Full electronic report cards re-emailed
- Continuing to monitor ELA/Math through PLCs
- Continuing to monitor attendance through weekly data & Stacy’s bi-weekly attendance meetings

We have received some support from the ESD to improve attendance from a staff member hired by the ESD, using ODE provided funds. Sara stated that ODE had a big focus on attendance, and now they are looking at other things. Therefore, support for this person has gone away from ODE.

3.2 HDESD Board Highlights

The Board reviewed the HDESD Board Highlights.

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3.3 Resilience Conversation Announcement.

Patti, Stacy and Mona spoke about the community resilience announcement. there will be a luncheon on Monday, November 18, at the Bowman Museum to discuss issues related to Resilience and Trauma Informed Care. the event will run from noon to 2:00 p.m.

4.0 APPROVAL OF CONSENT AGENDA

- 4.1 October 7, 2019 School Board Work Session Minutes
- 4.2 October 14, 2019 Regular School Board Meeting Minutes
- 4.3 Donations
- 4.4 Enrollment Report
- 4.5 Hiring – Classified Staff
 - 4.5.1 Lyn Williams – Temporary BBE IA II
 - 4.5.2 Heidi Storer – Temporary BBE IA II
 - 4.5.3 Megan Foster – Temporary CCMS IA II
- 4.6 Resignations – Classified Staff
 - 4.6.1 Kesia Larson, BBE Welcome Center Coordinator
 - 4.6.2 Sharon Cummins, BBE IA II
 - 4.6.3 Glenda Hudspeth, School Bus Driver
- 4.7 Hiring - Confidential
 - 4.7.1 Kyra Smith, Staff Accountant
- 4.8: Resignations / Retirements / Separations – Confidential, Licensed, Classified
 - 4.8.1 Larry Jones, Payroll Specialist
 - 4.8.2 Kristen Grace, CCHS Math Teacher
 - 4.8.3 Cheryl Lehmborg, CCHS Librarian
 - 4.8.4 Judy Faulkner, Cafeteria Attendant
 - 4.8.5 Greg Schmidt, Temporary IA II

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

5.0 SUPERINTENDENT UPDATE

5.1 Staff Survey Results

Director of School Improvement Joel Hoff came forward to present the data collected from the staff survey.

Job Role:	Top results ▼
Certified Employee	108
Classified Employee	56
Administrator	6
Confidential Employee	6
Director	4
Other	1
Supervisor	1

Primary Job Site	Top results ▼
Crook County High School	45
Crooked River Elementary	37
Barnes Butte Elementary	35
Crook County Middle School	28
District Office	8
Other	8
Transportation Department Building	7
Pioneer Alternative School	4
Maintenance Office	3
Paulina K-8 School	3
Central Kitchen	1
Technology Department Office	1

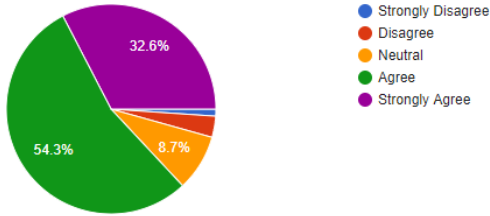
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Central Kitchen	1
Technology Department Office	1

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Top Four Rated Items:

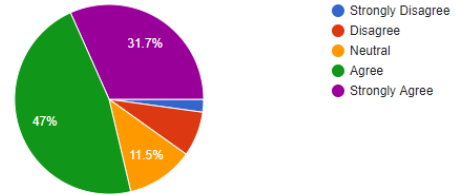
I am proud to work for the Crook County School District.

184 responses



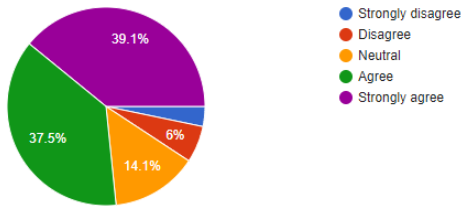
I would recommend my school/site as a great place to work.

183 responses



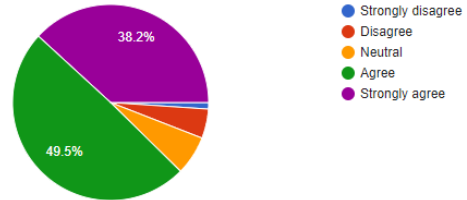
My supervisor(s) is a great role model for employees.

184 responses



I know what I need to do to be successful in my role.

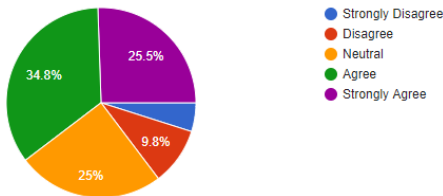
186 responses



Bottom Three Rated Items:

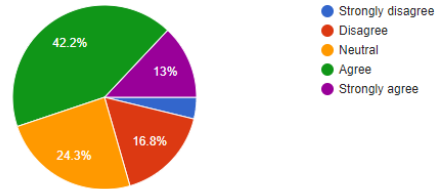
I receive appropriate recognition when I do good work.

184 responses



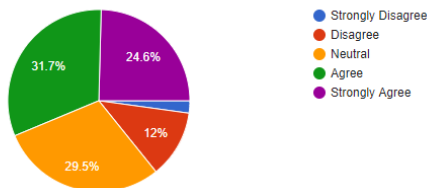
Most of the systems and processes at my school/site support us getting our work done effectively.

185 responses



The leader(s) at my school/site has communicated a vision that motivates me.

183 responses



Next Steps

- Results sent to all staff
- Each building received disaggregated survey results
 - Dig deeper into building specific areas
- Continue "Voices" annual cycle
 - Students
 - Youth Truth –(Winter)
 - Oregon Healthy Teens – (Spring)
 - Parents/Guardians
 - End of Year Parents (Spring)
 - Employees
 - Employee Survey (Fall)
- Building trend data

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5.2 Healthy Teen Survey Results

Joel Hoff provided information on the Oregon Healthy Teen Survey that took place in the Spring of 2019.

What Does OHT Measure?

- Substance Abuse
- Physical Health
- Sexual Risk Behaviors
- Mental Health Concerns
- Risk Behaviors (i.e. motor vehicle crashes)
- Health Care Access
- Basic Demographics
- Reflection of culture/community health trend

Celebrations:

	11 th Grade	8 th Grade
There is at least one teacher or other adult in my school that really cares about me. <i>(Very or pretty much true)</i>	82.5%	75.9%

Concerns:

	11 th Grade	8 th Grade
There is at least one teacher or other adult in my school that really cares about me. <i>(Very or pretty much true)</i>	82.5%	75.9%

Next Steps:

- Full Report is Released Mid-November
 - Compare Data with Other Counties
 - Plan another board report if needed
- CCSD Press Release (11/13)
- Plan for Mental Health Support as part of Student Success Act
- Continue to Support Family Access Network
- Continue Substance Abuse Prevention Efforts w/ Student Groups (SADD) & Health Department
- Continue push for every student to have positive relationships w/ an individual staff member

6.0 SCHOOL BOARD UPDATE

6.1 AP Committee Update

Joel Hoff presented information on AP data,

Participants:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Jake Huffman • Michelle Jonas • Scott Cooper • Patti Norris • Joel Hoff | <ul style="list-style-type: none"> • Amanda Groves • Jeff Lowenbach • Kersey Booster • Heather Wiles |
|---|--|

All students in “AP Chemistry” receive CCHS credit that counts towards Oregon graduation requirement.

In addition to the CCHS credit, some students will elect to take the official “AP Chemistry Test” in the Spring. If they score a “3” or above, then some colleges will give them additional college credit.

Some students may choose to complete the course for “Dual Credit” from a partner Community College. They will receive the Community College Credit in addition to the CCHS Credit and could also take the AP test if they desired.

Taking the AP Test

Benefits

- Enhances College Applications
- College Pre/Rigor
- Potential College Credit
- Potential Money Savings

Drawbacks

- Non Uniform Acceptance
- Exam Costs (\$94, \$0)
- Extra Studying
- Test Passing Rate
- Incongruent Timeline

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Dual Credit

Benefits

- Less expensive or free
- Reduces credits needed in college
- Not based on a single, high-stakes test
- Generally, more support at CCHS compared to universities
- Staff from colleges work with CCHS staff throughout year

Drawbacks

- May not be accepted by all colleges
- May impact college GPA
- Counts towards max financial aid award
- Admissions offices may view dual credit less than AP

There was discussion by the Board that some teachers are not highly qualified to teach the AP classes they are teaching. We need to put systems in place to check with teachers to see who needs more training.

6.2 Facilities Committee Update

Sara reported on the current facilities situation. BBE and CRE are getting more and more crowded. We have been looking at ways to relieve the stress at each building. There is room at the Pioneer Complex where we could start a magnet school where students would apply, thus relieving the crowding at both in-town elementary schools. There are nine to 14 classrooms that would be available in south Pioneer. We would hope to have two classrooms per grade. It was decided it would not be good to have a grade five magnet classroom because those students would be moving again the following year to middle school. We could start with a K-4 (two rooms per grade) for a total of 10 classrooms, which could be accommodated. PAHS would move to north Pioneer, using the south side of the building, away from 3rd St. traffic noise. Other programs could be housed on the north side of Pioneer North, such as kitchen and cafeteria, conference room, library. We would put extra services in the portables. The Technology Dept. could remain in South Pioneer next year, and then move the following year to Pioneer North, when the magnet program would move to K-5.

Committee Chair Doug Smith stated the committee plans to come back to the Board in December with a formal presentation, January latest.

Walt stated we need to keep in mind the increased commuter time, perhaps too narrow of a curriculum, student separation from their friends. We need to take a look at the whole picture and its impact to think about students and make sure we really want this in this county.

Sara stated the next step would be to take that information and narrow down a theme that would be appealing to the parents and community.

Facilities Director Leland Bliss stated he has contacted two architectural firms, as well as an energy services company. There are a lot of energy projects that need to be looked at where we could save money by upgrading. Asbestos surveys have been done. There is some asbestos in North Pioneer, but not too severe. There are a lot of ADA issues that need to be addressed. The entrance to the gym needs to be redone. Lead testing has taken place and there are some issues in the north building to be addressed. They completed a surplus sale on Saturday, November 9, which drew a huge crowd. They were able to get rid of a lot of surplus, but still have more to get rid of.

The Pioneer Alternative Building may need to be demolished as they look at traffic patterns in and out of Pioneer North and South. They are looking at the cost for demolition, and hope to come to the Board in December for Board action on demolition.

6.3 Superintendent Evaluation Process

6.4 Board Self-Evaluation Process

Scott Cooper stated the Board had previously decided to use the OSBA evaluation process for both the Superintendent Evaluation and the Board Self-Evaluation. Evaluation information and documents will be sent to the Board for both Superintendent Evaluation and School Board Self-Evaluation. An Executive Session will be scheduled for the Board only to review and finalize Sara's evaluation. There will be an Executive Session scheduled preceding the 6:30 Board Meeting on January 13 to review the evaluation with Sara. At the regular meeting the Board will approve the evaluation.

6.5 Student Success Act (SSA) and District Comprehensive Improvement Plan (CIP) Approval

Joel Hoff presented data on the SSA and CIP.

- Gathered Student & Parent Voice Through Surveys
- What's Brewing Community Survey & Presentation
- Employee Survey
- 2 Listening Sessions for Community Stakeholders
- Gathered Student & District Data

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- Stakeholder Data Review
- Develop CIP based on emerging themes
- November Board District CIP Approval & Publication

Goal #1) All students will demonstrate proficiency or mastery of grade-level math standards.	Easy CBM
	OSAS IABs
	Instructional Walk-Throughs
Goal #2) Increase the 4-year graduation rates for all student groups to 80% or above.	Credits Updated Every Semester
	Freshmen-On Track Rate
Goal #3) All students will have access to adequate mental health support.	OHT Rating: % of students report a positive relationship with a caring staff member at their school. DESSA
	Youth Truth: % “When I’m feeling upset, stressed or having problems, there are programs or services at my school that can help me.”

- SIA (Student Investment Account) Plan Approval at February Board Meeting
- COSA Estimate = \$650/student

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

7.0 FINANCE

7.1 Finance Report

Anna Logan reported on the district’s General Fund projection for the current year. Revenue through the end of October is lower than at the same time last year, which is due to the prior year’s ending fund balance being significantly higher, and timing of property tax receipts. As of November 12th, revenue is higher than it was last year at this time. Expenses are projected to exceed budgeted amounts, which may result in the need for a supplemental budget prior to actually spending the projected amounts. Revenue should exceed budget due to increased enrollment, which will cover the additional expenses.

7.2 PERS Update

Anna expected to receive a report, however, it has not arrived yet. She will bring it forward next month.

7.3 Audited Financial Statement

Anna presented the Audited Financial Statement. Everything was in order. Sara complimented Anna on her excellent work with the finances.

Anna asked the Board for their approval of the 2018-19 Audited Financial Statement

Doug Smith moved and Patti Norris seconded the Board approve the 2018-19 Audited Financial Statement The vote was unanimous in favor 4-0 as follows: Yea – Scott Cooper, Patti Norris, Doug Smith, Walt Wagner.

7.4 Budget Calendar Adoption

Anna Logan presented the proposed Budget Calendar. She has made some changes from the usual budget calendar by requesting Budget Committee approval earlier than usual and then Board approval in May. She feels this should not be a problem. After the Board reviewed the calendar, they agreed to the timeframe.

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

7.5 Meadows Scholarship Update and Resolution #03-2019-20

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Anna indicated she does not have a completed resolution yet. Our Legal Dept. is reviewing the document. We are hoping we will be ready to bring forward in December for Board approval.

8.0 BOARD POLICIES AND AR's

8.1 Section A/B – Board Governance & Operations

8.1.1 AB – The People and their School District (*recommended for deletion*)

8.1.2 AD – Educational Philosophy (*recommended for deletion*)

8.1.3 BA – School Board Goals (*recommended for deletion*)

Scott feels these three policies are important and should remain, even though OSBA does not have these as sample policies. Patti feels they are not necessary. Doug feels two of the policies are not necessary.

Patti Norris moved and Doug Smith seconded Policy AB – The People and their School District, be deleted at the December 9, 2019 Board Meeting. The motion passed with a vote of 3-1 in favor as follows: Yea – Patti Norris, Doug Smith, Walt Wagner; Nay – Scott Cooper.

Policy AB will be deleted.

Patti Norris moved Policy AD – Educational Philosophy be deleted at the December 9, 2019 Board Meeting. The motion failed for no second.

Policy AD will remain with no changes.

Patti Norris moved and Doug Smith seconded Policy BA – School Board Goals, be deleted at the December 9, 2019 Board Meeting. The motion passed with a vote of 3-1 in favor as follows: Yea – Patti Norris, Doug Smith, Walt Wagner; Nay – Scott Cooper.

Policy BA will be deleted.

8.2 Section C – General School Administration

8.2.1 CBA – Qualifications and Duties of the Superintendent (*recommended for deletion*)

HR Director Sean Corrigan has developed a Superintendent Job Description to take the place of this policy.

Patti Norris moved and Doug Smith seconded Policy CBA – Qualifications and Duties of the Superintendent be deleted at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy CBA will be deleted.

8.2.2 CCC – Hiring and Assigning Licensed Administrators (*On Hold . . . recommended for deletion*)

Patti Norris moved and Walt Wagner seconded Policy CCC – Hiring and Assigning Licensed Administrators be deleted at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy CCC will be deleted.

8.3 Section D – Fiscal

8.3.1 DA – Fiscal Management Goals & Policies (*recommended for deletion...being replaced by DBDB – Fund Balance*)

Patti Norris moved and Doug Smith seconded Policy DA – Fiscal Management Goals & Policies be deleted at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy DA will be deleted.

8.3.2 DBDB – Fund Balance (*new policy to take the place of DA, recommended for deletion*)

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Patti Norris moved and Doug Smith seconded Policy DBDB – Fund Balance take the place of Policy DA at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy DBDB will be adopted.

8.3.3 DFEA – Free Admission to Athletic Events (*policy has been updated and ready for approval*)
Athletic Director Rob Bonner answered questions regarding the change in the policy.

Patti Norris moved and Walt Wagner seconded Policy DFEA – Free Admission to Athletic Events be adopted (with typo correction) at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy DFEA will be adopted.

8.4 Section F – Facilities Development

8.4.1 FFA - Memorials (*policy has been updated and ready for approval*)

Patti Norris moved and Doug Smith seconded Policy FFA – Memorials be adopted at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy FFA will be adopted.

8.5 Section I – Instruction

8.5.1 IGCA Post-Graduate Scholar Program (*new policy, recommended for adoption*)

This proposed policy was put on hold for the high school to review once again and will be brought forward on December 9, 2019.

8.5.2 IICA – Field Trips (*policy has been updated and ready for approval*)

8.5.3 IICA-AR – Field Trips (*policy has been updated and ready for approval*)

Doug Smith moved and Patti Norris seconded Policy IICA and IICA-AR – Field Trips be adopted (with the removal of “Elementary School Music Travel (Out-of-District)” at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy and AR IICA and IICA-AR will be adopted.

8.5.4 IKE – Promotion and Retention of Students• (*policy has been updated and ready for approval*)

Patti Norris moved and Doug Smith seconded Policy IKE – Promotion and Retention of Students be adopted at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy IKE will be adopted.

8.6 Section J – Students

8.6.1 JFCEB - Personal Electronic Devices and Social Media - Students• (*policy has been updated and ready for approval*)

Patti Norris moved and Walt Wagner seconded Policy JFCEB – Personal Electronic Devices and Social Media - Students be adopted at the December 9, 2019 Board Meeting. The motion passed unanimously 4-0 as follows: Yea – Patti Norris, Doug Smith, Walt Wagner, Scott Cooper.

Policy JFCEB will be adopted.

9.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the meetings. The OSBA Fall Convention takes place later this week.

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10.0 ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

Patti Norris _____

Patti Norris, School Board Vice-Chair

Jan Martin _____

Jan Martin, Board Secretary

12-9-19 _____
Date Minutes Approved