



OFFICIAL

CROOK COUNTY SCHOOL BOARD MONDAY, FEBRUARY 10, 2020 SCHOOL BOARD MEETING MINUTES

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

1.0 CALL TO ORDER

- 1.1 Flag Salute
- 1.2 Roll Call to Establish a Quorum
- 1.3 Recognition of Visitors
- 1.4 Agenda Additions, Deletions, or Revisions & Agenda Approval

School Board Chair Scott Cooper called the meeting to order at 6 pm, established a quorum, recognized visitors, and asked if there were any agenda changes. Patti Norris stated the Board would like to remove 4.10 Salary Scale Revision, for further discussion.

Patti Norris moved and Doug Smith seconded the minutes be approved with the removal of 4.10 - Salary Scale Revision. The vote was unanimous 5-0 in favor as follows: Yea – Scott Cooper, Doug Smith, Patti Norris, Walt Wagner, and Gwen Carr.

1.5 Recognition of Facebook for sending Two Students and Two Teachers to Menlo Park, CA for a Robotics Summit

CCMS Principal Kurt Sloper came forward and introduced teachers Jim Crouch and Katrina Cross, along with students Aspen Cross and Samantha Ramos. Jim Crouch then introduced Facebook representatives William Marks and Ristine Williams from Facebook. Facebook paid for the two teachers and two students to travel to Menlo Park Facebook facility to watch a Vex IQ Robotics Competition. It gave students and teachers firsthand exposure to how robotics can be used in a social, educational and fun experience. They were able to talk to parents, coaches and students about how their programs worked. It was a fun and educational trip. They really appreciated the support and generosity of Facebook for sponsoring their trip.

Doug Smith added that CCSD has grown over the last eight years, with the assistance of organizations such as Facebook. Superintendent Johnson added that when we add all the funds accepted from Facebook over the years it totals over \$1,000,000.

The two students then shared their experiences at the conference and what they learned.

1.6 Recognition of a CCHS Staff Member and Student

Assistant Principal Jake Huffman called student Joey Stenbeck forward to be recognized. Joey says he has always had a love for math. He recently proved that when he scored 100% on the math segment of the PSAT. He took the Preliminary SAT assessment last fall and scored 1350 out of 1520, with a perfect 760 out of 760 on the math portion of the assessment. He credits CCHS math teacher Christine Kasberger for being instrumental in building his knowledge of mathematics. Joey plans to go to college after high school to get a degree in the STEM field.

2.0 PUBLIC COMMENTS

There were none.

3.0 OTHER AGENCY / DEPARTMENT REPORTS

3.1 Willdan Company Introduction

Facilities Director Leland Bliss introduced Lauren Bromley, Project Dev. Mgr. for Willdan. Lauren presented a PowerPoint explaining their services and what they can offer CCSD. They have been developing project plans for the Pioneer complex. She provided a background of the company and their services and looks forward to working with CCSD on the Pioneer project.

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3.2 HDES Local Service Plan (LSP) Presentation

HDES Superintendent Paul Andrews came forward and presented the 2020-21 Local Service Plan (LSP). They have added Private Investigator Services to their list of services as well as Information Security Services. There was then a discussion regarding substitutes and how they are evaluated. Paul will look into the process and get back to the Board with a report.

Doug Smith moved and Walt Wagner seconded the Board approve the 2020-21 Local Services Plan (LSP). The vote was unanimous 5-0 in favor as follows: Yea – Scott Cooper, Doug Smith, Patti Norris, Walt Wagner, and Gwen Carr.

Scott Cooper, who has served on the HDES Budget Committee, has indicated his term has come to an end. After a short discussion, Scott agreed he would be willing to serve another term.

Doug Smith moved and Patti Norris seconded the Board appoint Scott Cooper to serve on the HDES Budget Committee. The vote was unanimous 5-0 in favor as follows: Yea – Scott Cooper, Doug Smith, Patti Norris, Walt Wagner, and Gwen Carr.

3.3 HDES Board Highlights

The Board reviewed the Highlights.

4.0 APPROVAL OF CONSENT AGENDA

- | | | | |
|-----|-------------------------------------------------------------|-----|---------------------------------------------------------------------------------------------|
| 4.1 | January 13, 2020 Regular School Board Meeting Minutes | | 4.5.3 – Jeremy McLean – Temporary TLC Teacher |
| 4.2 | Donations | | 4.5.4 – Kayley Woosley – Temporary BBE 2 nd Grade Teacher |
| 4.3 | Enrollment Report | | |
| 4.4 | Hiring – Classified Staff | 4.6 | Resignations / Retirements - Classified |
| | 4.4.1 - Tonya Thomas – Rimrock Trails IA II / Secretary | | 4.6.1 - Laurie Jones – CCMS Cafeteria Attendant |
| | 4.4.2 – Stephen Ross Johnson – School Bus Driver | | 4.6.2 – Corrie Lester – BBE Swing Custodian |
| | 4.4.3 – Gina Henry – CCHS Temporary Library Tech | | 4.6.3 – Paula Curvin – BBE IA II & Records Clerk (<i>retirement June 2020</i>) |
| | 4.4.4 – Linda Foote – CRE Temporary IA II | 4.7 | 4.6.4 – Chelsea Ramsey – CCHS IA II Resignations / Retirements – Licensed Staff |
| | 4.4.5 – Sheilah Fairless – BBE Temp. IA II | | 4.7.1 – Shellie Currier - CRE 1 st Grade Teacher (<i>retirement June 2020</i>) |
| 4.5 | Hiring – Licensed Staff | | 4.7.2 – Kara Adkisson - CCHS ESOL Teacher |
| | 4.5.1 – Logan Harvey – CCHS Temporary Math/Science Teacher | | 4.7.3 – Brigette Wooldridge – BBE Dual Language Teacher |
| | 4.5.2 – Zachary Smith – CCHS Temporary Math/Science Teacher | 4.8 | Annual Re-Hire Administrators, Supervisors |
| | | 4.9 | Annual Re-Hire – Licensed Staff |

Doug Smith and Walt Wagner both stated they have a potential conflict with 4.9 – Annual re-Hire – Licensed Staff, because they have family members who are teachers with CCSD. Because it was only a potential conflict, Doug and Walt were able to vote on the motion.

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

5.0 SUPERINTENDENT UPDATE

5.1 New Elementary School Update

Superintendent Johnson provided an update on the new elementary school

- Student applications will be open February 15 – March 15;
- The old building on the corner of NE Holly and 3rd has been demolished, along with the old playground equipment;
- Parking control is underway;
- A budget is being developed;

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- We are looking at transportation, furniture, and how to design the playground;
- Sara and Jim met with someone who has a degree in adventure education;
- They need to work on the criteria for students;
- We need to see how many students will be applying;
- We are working on the process for hiring and staffing, daily schedule, registering with ODE, teaching materials, Title I status, and visit to model schools.

Scott wants to make sure there is not an equity issue by offering and accepting registrations only on-line.

5.2 Graduation Data

Michelle Jonas & Joel Hoff came forward and presented data on our graduation data as follows:

CCHS – 152 Students – 94.74% Graduation for 2018-19 School Year:

- Regular High School Diploma – 134
- Modified Diploma – 9
- Post Graduate Scholar – 1
- Non Completers/Dropouts Not Continuing – 7
- Continuing Enrollment – 1
- State of Oregon – 80%
- CCHS - Students with Disabilities 87.50%
- CCHS - White – 93.86%
- CCHS - Hispanic Latino – 96.5%
- CCHS - Underserved Race/Ethnicity – 96.15%
- CCHS - #6 Highest in State

CCHS Systems in Place:

- Relationships
- Individual Mentoring
- Graduation Coach
- At-Risk Tracker
- Credit Recovery Model
- Individualized Planning
- Free Summer School

Non-Traditional Student Grad Rate– 24.63%
(Pioneer, Rimrock, COIC, CCSD Online)

- Regular High School Diploma – 15
- Modified Diploma - 2
- GED – 17
- Non – Completers/ Dropouts Not Continuing – 33
- Continuing Enrollment - 2

Crook County School District Graduation – 72.85%:

(CCHS, Pioneer, COIC, Rimrock, CCSD Online)

- Regular HS Diploma – 149
- Modified Diploma – 11
- Post Graduate Scholar – 1
- GED - 17
- Non – Completer/ Dropouts Not Continuing – 40
- Continuing Enrollment – 3

Future Changes:

- Refining system to add GED program @ PAHS

Refining Relationship:

- Will discontinue serving Rimrock Students, except:
 - Will continue to serve Crook County Students enrolled at Rimrock

5.3 Student Success Act (SSA) Update

Joel Hoff presented information on the SSA.

- **Hiring more teachers to reduce K-5 class sizes**
- 8.5 Elementary Teachers
- **Hiring & retaining more mental health support positions**
- Retain Current Counseling Levels
- Add a counselor at CCHS
- Add a school psychologist
- **Hiring more staff designated to support at-risk secondary students**
- Add a GED/Credit Recovery position at PAHS
- **Hiring more instructional assistants to help with small group ELA, Math, & SEL enrichment & intervention (10)**
- 2 Mag, 3 CRE, 3 BBE, 2 CCMS, .5 Paulina
- **Hiring & retaining support positions for community engagement/support for focal populations**
- 0.5 Community Engagement Specialist
- 2 Welcome Center Staff Members - Retain
- **Hiring to support students' physical health**
- Project Pay Nurse Position
- **Funding summer enrichment opportunities for students**

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- Kiwanis, Jump Start, AP Boot Camp
- **Funding after school activities for students**
- 12 After School Club Stipends
- Reducing or eliminating Pay-to-Play Fees
- **Funding teacher training opportunities in ELA, Math, & SEL/Behavior**
- Math Training, ELA Training, Behavior Training, Imagine Math, Summer Alignment

SIA APPLICATION TIMELINE:

- February 10– Release Link to Initial SIA Application Draft
- February 10– Board “first reading” of Initial SIA Application Draft
- February 10– March 1st – Input from board and public on SIA Application
- March 9– Board approves SIA Application
- March 10 – Submit SIA Application to State
- April – Begin working collaboratively with ODE on Longitudinal Growth Targets

6.0 SCHOOL BOARD UPDATE & ACTION – 7:40 pm

6.1 Facilities Committee Update

Facilities Committee Chair Doug Smith reported that the initial estimate from Willdan on expenses came in high. They are working with Leland to get that cost down.

We need classrooms at the middle school. The committee will meet one more time to talk about that. They are checking into modular units. They are looking at changing the committee by adding more community members. Doug stated to the Board if they have a community member they feel would be a good addition to the committee to let him know.

6.2 Process for Naming The New Elementary School

Superintendent Johnson reported on the process for naming the school. We have received a lot of suggestions for the new school. Some are outside of board policy and some duplicates. She could see coming to the Board with 100 names. She asked the Board if they had a way they would like the District to whittle the list down to a reasonable number of names. Scott suggested the Board whittle down the number of names to the five top names, provide those names to the public for comment. At the March 9 Board Meeting the Board would then choose the name.

6.3 Schedule Board Work Session – Mandatory Reporting Training & Board Self-Evaluation Review

The Board discussed the possibility of a Board Work Session during the month of February. Board members are now Mandatory Reporters by law. OSBA has a 30-minute webinar designed for Board members. All Board members agreed to watch the video on their own rather than take time during a Board Work Session. In the Work Session they will review the Board Self-Evaluation that each Board member completed on their own. They also decided they would narrow down the names of the new elementary school to five names, which means the work session will become a Special Board Meeting. It was decided the Board would also look at options to fund the work at the middle school.

The time for the Special Board Meeting will be 5 pm – 8 pm. *(It was determined later in the meeting another topic would be added to the Special Meeting – Bond Re-Finance – Resolution #07-2019-20 because there were questions regarding the wording in the resolution. Anna will come back to the Board with the answers.)* The Board would also continue their discussion on how to proceed in keeping the Policy Book up-to-date.

6.4 Board Members’ Appointments to Bargaining Teams

It was decided that Patti Norris and Doug Smith would remain on the Certified Bargaining Team, and Walt Wagner and Gwen Carr would remain on the Classified Bargaining Team.

6.5 2020-21 School Calendar Update

Stacy Smith reviewed the initial draft calendar. Labor Day is late this year, which would put school ending June 16. There was discussion about starting school the week prior to Labor Day. Starting school prior to Labor Day runs into the State Fair, which would affect 2-3 employees, and 4-5 students. Stacy asked the Board what they would prefer – starting prior to Labor Day or after Labor Day. Scott, Patti, Gwen and Walt indicated they would be willing to look at both. Doug indicated his preference would be after Labor Day, but that he would also be willing to look at a calendar starting before Labor Day.

7.0 FINANCE – 8:15 pm

7.1 Finance Report

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Anna Logan presented the Finance Report. She has received the new SSF estimate from ODE. She is projecting 2% over budget, in line with enrollment increases. The General Fund projected the Ending Fund Balance at almost \$2 million. However, she is not sure yet what will be needed for next year's budget.

7.2 Budget Priorities

Budget Priorities were discussed last month. Anna had asked the Board to let her know of any initiatives or wish lists they would like to pursue. She has not heard from any Board members.

Scott would like to take a look at the Measure 98 Budget. He added he would also like to add more days to the school year. Patti would like to see the Measure 98 budget list and the SIA budget list. Scott added that we need more alignment top to bottom across subject matter and grade levels.

7.3 Resolution #07-2019-2020 – Bond Refinance

After discussion regarding the Bond Refinance, Walt Wagner proceeded to make a motion based on the following wording:

A RESOLUTION OF THE BOARD OF DIRECTORS OF CROOK COUNTY SCHOOL DISTRICT, CROOK COUNTY, OREGON, AUTHORIZING THE ISSUANCE, SALE, EXECUTION AND DELIVERY IN ONE OR MORE SERIES OF GENERAL OBLIGATION REFUNDING BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NECESSARY TO REFINANCE ON A FEDERALLY TAXABLE BASIS ALL OR A PORTION OF THE DISTRICT'S OUTSTANDING GENERAL OBLIGATION BONDS, SERIES 2013; DESIGNATING AUTHORIZED REPRESENTATIVES AND DELEGATING AUTHORITY; AND RELATED MATTERS.

Before proceeding with the motion, there was discussion regarding the "taxable basis" wording. Anna stated she would need to talk to the Bond Counsel for an explanation. This topic was added to the February 24 Board meeting agenda.

7.4 Scholarship Committee Appointments

Anna indicated the funds from the Scholarship Fund were deposited the first of January in the amount of \$826,979 Interest earned in January totaled \$1,271. All interest earned will remain in the Scholarship Fund. Anna stated that the Board needs to appoint a Scholarship Committee as outlined in the agreement. Make-up of the committee would include two board members, two staff members and one community member. The Board agreed with the suggested names brought forward by Anna as follows:

Board Members: Patti Norris, Scott Cooper

Staff Members: Michelle Jonas, Karissa Kingsbury

Community Member: Jerry Culpeper

7.5 PBCCS Contract for SIA Funds

Anna reported on the contract, which comes from a template that ODE has prepared. If PBCCS should choose to not take part in the SIA, any SIA money that comes in would not come to the district.

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

8.0 **BOARD POLICIES – 8:40 pm**

Scott Cooper

8.1 Establish a Process to Update Board Policies

There was considerable discussion regarding the process to keep the Board Policies updated. The Board and District have just gone through a year-long process working with OSBA to update all Board policies. The final updated policy book should be available soon.

Scott Cooper would like to see all Board members take part in the updating of policies. Jan indicated that she receives from OSBA a quarterly list of Board policies that have been updated or deleted. The list each quarter could have anywhere from five policies to twenty-five policy updates. The updated policies are categorized as Required, Highly Recommended, Optional, or policies that should be deleted. The Board expressed concern on the process of keeping policies that are not brought forward by OSBA also be kept updated.

There was discussion of holding a Board Work Session at least quarterly to review updated policies. Policies that have no changes or very minor changes would be placed on the Consent Agenda. Changes that are made that Board Members feel need to be discussed would appear as Board discussion topics.

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- 8.2 Policy IKE – Promotion and Retention of Students
- 8.3 Policy DFEA – Free Admission To Athletic Events

Patti Norris moved and Gwen Carr seconded the Board approve Policy IKE – Promotion and Retention of Students, and Policy DFEA – Free Admission To Athletic Events. The vote was unanimous 5-0 in favor as follows: Yea – Scott Cooper, Doug Smith, Patti Norris, Walt Wagner, and Gwen Carr.

9.0 FUTURE MEETINGS / IMPORTANT DATES 8:50 pm

The Board reviewed the upcoming meeting dates.

10.0 ADJOURNMENT

The meeting adjourned at 9:26 pm.

Scott Cooper

Scott Cooper, School Board Chair

Jan Martin

Jan Martin, Board Secretary

March 9, 2020

Date Minutes Approved