



**CROOK COUNTY SCHOOL BOARD
MONDAY, MARCH 9, 2020
SCHOOL BOARD MINUTES**

BOARD MEMBERS PRESENT: Scott Cooper, Patti Norris, Doug Smith, Walt Wagner, Gwen Carr
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, Rob Bonner, Michael Allen

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 Agenda Additions, Deletions, or Revisions & Agenda Approval

Additions to the Agenda:

- 1.6 Teacher & Coach Recognition: Macy Hagensee, Culinary Arts Teacher of the Year for the State of Oregon; Jake Gonzales, 5-A Wrestling Coach of the Year for the State of Oregon
- 4.6 Additional Resignations:
 - 4.6.2 – Nicole Sloper, Elementary Teacher (*has been on LOA during 2019-20 SY*)
 - 4.6.3 – George Winterscheid, Behavior Specialist
 - 4.6.4 – Holly Scholz, Communication and Community Engagement
 - 4.6.5 – Maci Jones, BBE 5th Grade Teacher (*June 2020*)
- 4.9 Additional Retirement:
 - 4.9.3 Jean Bucknum, CCHS Secretary (*retirement moved from June to April 10, 2020*)
- 6.2 Data Centers Recognition
- 6.3 Crook County Foundation Update

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

1.5 Recognition of Retirement - Gretchen Stack, Brothers Elem. Teacher (January 2020)

Brothers Principal Jim Bates came forward with Gretchen Stack to recognize her for her 35 years in education, 22 of which were with CCSD. Over the years she has taught at Ochoco Elementary, Crooked River Elementary, Barnes Butte Elementary, and for the last three years at Brothers Elementary. Mr. Bates credits her with helping open the rural Brothers School in 2015 with five students. Their highest enrollment during her tenure was 13 students with nine grade levels. Ms. Stack plans to enjoy traveling, family and friends in retirement. She was presented with an inscribed Hydro Flask.

1.6 Teacher & Coach Recognition: Macy Hagensee and Jake Gonzales

CCHS Principal Michelle Jonas called Macy Hagensee forward and presented him with a recognition plaque. Macy was named Culinary Arts Teacher of the Year for the State of Oregon. The Culinary Arts students recently competed in Salem, and placed fourth in the state.

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CCHS Athletic Director Rob Bonner called Jake Gonzales forward and presented him with a recognition plaque. Jake was named the 5-A Wrestling Coach of the Year for the State of Oregon. He also received the Coach of the Year for the IMC league.

1.7 Presentation from Pioneer Alternative High School

Assistant Principal Pete Goodrich came forward and talked about the additional curriculum they have added at Pioneer Alternative HS. He had two students with him, Azlyn Nelson and Maggie Richesin, who talked about two of the programs that are in place – Robotics (Technical Math) and Smart Reader (Literature of a Theme).

For the Smart Reader program Maggie and other students go to the Ochoco Head Start classroom and read to the students, which has been very successful. She enjoys seeing how excited the students get about the stories. Azlyn is taking the Robotics class. She brought with her a robot that she made and explained how it works. This class has been rewarding and very helpful for her because she plans to become a video game designer. The coding used to build the robots is very similar to the coding used in video game designing.

2.0 PUBLIC COMMENTS

None.

3.0 OTHER AGENCY / DEPARTMENT REPORTS – 7:20 pm

3.1 Concussion Statistics 2016-17 – 2019-20

Rob Bonner, CCHS Athletic Director, Michael Estes, Athletic Trainer, and Stuart Schmidt with The Center came forward and reported on the concussion statistics from 2016-17 – 2019-20. There is a combination of factors to determine symptoms of concussion. They explained the symptoms when a student gets a concussion and the level of severity. They also explained the process in following up with students who receive a concussion. The students go through training each year regarding concussion. Michael Estes attends all parent meetings prior to each season and explains the symptoms of concussions and how to watch their student for symptoms. He also attends a practice of each team the first week of practice and explains the signs of a concussion. They find that many students do not report an injury because they want to continue in the competition and do not want to be sidelined. They will try to hide their symptoms from the coach and athletic trainer, but most times will tell their parents. The coaches and trainer count on parents to come forward.

Rob stated that they are seeing more concussions being reported than in the past. This does not mean there are more concussions, but rather the students and/or parents are coming forward more than in the past.

Terry Rich, CCHS nurse, also spoke about concussions and the protocol she follows with a student who receives and reports a concussion. She has a lot of experience in this area. Terry is retiring at the end of this school year. Scott Cooper asked HR Director Sean Corrigan to be sure concussion protocol and training are included in the job description when they post the nurse position.

3.2 Nutrition Services Update

Facilities Director Leland Bliss and Nutrition Services Supervisor Denny Bauldree came forward with updated Nutrition Services data as follows.

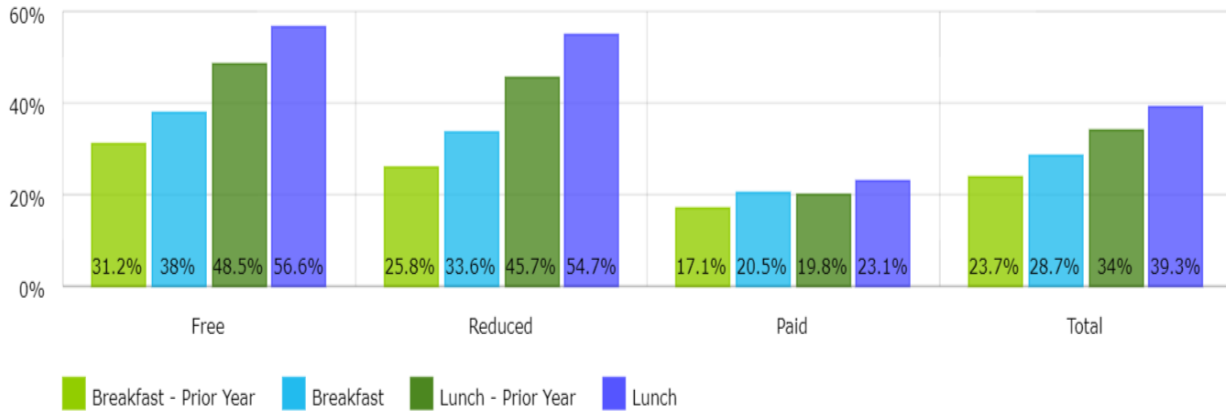
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Meal Eligibility:

Eligibility / 3/9/2020 / All Schools



Participation Comparison 1/1/2020 – 12/31/2020



The District kitchens have all passed Health Dept. inspections. They are providing less pre-packaged breakfast meals than in the past. They have the Summer Program coming up. They will be adding a site location at the Splash Park for a total of four overall in town. They will not have a food site at Pioneer this summer because of the construction.

4.0 APPROVAL OF CONSENT AGENDA

- 4.1 February 10, 2020 Regular School Board Meeting Minutes
- 4.2 February 24, 2020 Special School Board Meeting Minutes
- 4.3 Donations
- 4.4 Enrollment Report
- 4.5 Hiring – Classified Staff
 - 4.5.1 – Sarah Otis, CRE Cafeteria Attendant
 - 4.5.2 – Travis Lyle, BBE Custodian
- 4.6 Resignations – (*Licensed, Confidential*)
 - 4.6.1 – Reuben Steinglass, Pioneer Alt HS Teacher (*June 2020*)
 - 4.6.2 – Nicole Sloper, Elementary Teacher (*has been on LOA during 2019-20 SY*)

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- 4.6.3 – George Winterscheid, Behavior Specialist
- 4.6.4 – Holly Scholz, Communication and Community Engagement
- 4.6.5 – Maci Jones, BBE 5th Grade Teacher (*June 2020*)
- 4.7 Leave of Absence Request – Licensed Staff
 - 4.7.1 Jamie Bedortha, Elementary Teacher (*one year – 2020-21*)
- 4.8 Administrator Re-Assignment
 - 4.8.1 – Joel Hoff, Assistant Superintendent
- 4.9 Retirements
 - 4.9.1 Terry Rich, CCMS & CCHS Nurse (*retirement June 2020*)
 - 4.9.2 Jan Martin, Executive Assistant to Superintendent and School Board (*retirement June 2020*)
 - 4.9.3 Jean Bucknum, CCHS Secretary (*retirement moved from June 2020 to April 10, 2020*)
- ~~4.10 Salary Scale Revision~~
- 4.11 SIA Application

Doug Smith asked to have 4.10 pulled from the Consent Agenda, which was done. He expressed concerns about the number of step movements (12) for non-licensed directors, compared to 4 steps for licensed directors. He would like to see further fine-tuning of this salary schedule.

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

The Board then discussed the Salary Schedule. There was discussion regarding the Director of Communication and Projects. This position has not yet been fine-tuned and Sara would like to pull that line from the salary schedule.

Anna Logan would like the Board to approve the Assistant Superintendent and Middle School Assistant Principal pay lines so that they can proceed effective March 1.

Patti Norris moved and Gwen Carr seconded the Board approve the Amended Salary Schedule just for the position of Assistant Superintendent and Middle School Assistant Principal. 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 New Elementary School Name, Mascot, and Colors

After discussion regarding the school name, mascot and colors, the following motion came forward.

Patti Norris moved and Doug Smith seconded the new elementary be named Steins Pillar Elementary, Eagles as the mascot, and blue and green for school colors. The motion passed with a vote in favor 4-1 as follows: Yea – Scott Cooper, Doug Smith, Patti Norris, Gwen Carr; Nay – Walt Wagner.

6.0 SCHOOL BOARD UPDATE

6.1 Facilities Committee Proposal

Committee Chair Doug Smith stated they did not have a meeting last week because of illness. There is a meeting this week with the contractor and the committee. Asbestos abatement price came in lower than anticipated. Also, if anyone knows of community members who might be interested in serving on the committee, please let Doug know.

6.2 Recognition Of Data Centers

Scott Cooper stated that March 25 is International Data Center Day. On behalf of the School Board and School District, Scott has written a letter to Apple and to Facebook extending appreciation for their contributions to our community and school district.

6.3 Crook County Foundation

Brandi Ebner, Executive Director for Crook County Foundation, came forward to discuss a change in the Articles of Incorporation for CCF as a result of state and federal statutes, which has required a motion to be passed by the Crook County School Board as well as the other four entities who are voting members of the Foundation.

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Patti Norris moved and Gwen Carr seconded that it is acknowledged that, as a voting member of Crook County Foundation, the approval of Crook County School District (the "District") is required under ORS 65 to remove voting members from the organization. It is further acknowledged that the working relationship between the District and Crook County Foundation does not reflect the legal requirements of voting membership in a nonprofit corporation, and removing the District as a voting member of Crook County Foundation and instead formalizing the District's authority to appoint one member to the Crook County Foundation Board of Directors will accurately reflect the entities' working relationship and increase legal compliance.

As such, it is RESOLVED that the District hereby approves the Restated Articles of Crook County Foundation in substantially the form presented at this meeting and attached to the minutes, removing the District as a voting member of Crook County Foundation.

The motion passed unanimously in favor as follows 5-0: Yea - Scott Cooper, Patti Norris, Doug Smith, Gwen Carr, Walt Wagner.

7.0 FINANCE – 8:15 pm

Anna Logan

7.1 Finance Report

Director of Business and Finance Anna Logan reported that this Finance Report is very similar to the prior month's projection. It does not include estimates for changes on the salary schedule. This will be updated next month. We are still expecting that any excess fund balance will be used for Pioneer North renovations.

Anna also reported that the auditors are coming tomorrow.

7.2 2020-21 Budget Update

Administration has developed a wish list that has been reviewed by the administrative team and ranked. At this time, she does not have the final results. They are still developing the labor budget, which is the most substantial part of the budget. She hopes to have the budget document ready to send out a few days prior to the budget meeting scheduled for April 16, with the second meeting scheduled for April 23.

8.0 BOARD POLICIES

~~8.1 EEAE-AR – Proof of Vehicle Liability Insurance~~

8.2 JGAB – Use of Restraint & Seclusion

8.3 JGAB-AR – Use of Restraint & Seclusion

8.4 JGAB-AR (2) and (3) – Use of Restraint & Seclusion

Patti Norris moved and Doug Smith seconded the Board adopt policy JGAB – Use of Restraint & Seclusion and JGAB-AR – Use of Restraint & Seclusion, and delete Policy ARs JGAB-AR (2) and JGAB-AR (3) as presented. The motion passed unanimously in favor as follows 5-0: Yea - Scott Cooper, Patti Norris, Doug Smith, Gwen Carr, Walt Wagner.

8.5 Final Process for Updating Board Policies

The Board reviewed the several options available from OSBA for keeping the Board Policy Book updated. They were in favor of combining the following two options:

Online Policy Manual Webhosting, includes Policy Update. \$1095/year, one-time \$600 set-up fee, conversion fee waived if subscribing within a year of the policy rewrite. With this service OSBA maintains the district's policy manual on OSBA server. The district accesses the manual via a link to the online manual. When the Board makes changes to policies and/or ARs they notify OSBA of the date and what changes were made. OSBA make the changes to the online manual. (OSBA would maintain our policy website. Whenever we update a policy, the Board approves and then we send to OSBA to do the update online.)

Policy Plus. \$1440/year for 4 years. This is an add on to the online policy manual webhosting shown above. When the Policy Update is sent OSBA will edit the district's policies, rather than sending their sample policies, indicating the recommended changes. This way the policies are ready to go directly to the board for adoption after whatever review process the district has implemented. At the end of the 4 years' subscription, the district can elect to do a desk rewrite for \$1000. A desk rewrite is similar to the rewrite Crook County did but there are no meetings. OSBA reviews and makes recommendations then sends the reviewed manual to the district for any recommended updating. If the district has kept up on updating the manual via the Policy Updates, there should be very few edits. *(This would be*

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\$1,095 per year plus \$1,440 [\$2,535 total] per year. They would be updating the policies at their end and forwarding to us for Board review and approval.)

Doug Smith moved and Gwen Carr seconded the Board approve the combination of the Online Policy Manual Webhosting along with Policy Plus, both as described above, for a total annual fee of \$2,535 annually. The motion passed unanimously in favor 5-0 as follows: Yea - Scott Cooper, Patti Norris, Doug Smith, Gwen Carr, Walt Wagner.

9.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the upcoming meeting dates.

10.0 ADJOURNMENT

The meeting was adjourned at 8:15.

Scott Cooper

Scott Cooper, School Board Chair

Jan Martin

Jan Martin, Board Secretary

April 13, 2020

Date Minutes Approved