

**Yoncalla School District  
BOARD OF DIRECTORS  
REGULAR MEETING  
August 15, 2018  
Yoncalla High School, Library  
282 5<sup>th</sup> Street**

**6:00 PM CALL TO ORDER**

**I. AWARDS, RECOGNITION, CORRESPONDENCE**

**II. PUBLIC FORUM**

The public is invited to attend Board Meetings and will be given limited time of 3 (three) minutes per person to voice opinions or problems, except that all public or board criticism of personnel of the district shall be heard only in executive session. Such items shall be brought to the attention of the superintendent at least 5 (five) business days prior to the board meeting.

**III. ADJUSTMENTS TO THE AGENDA**

**IV. CONSENT AGENDA**

- A. Minutes of School Board meeting, July 18, 2018
- B. Accounts Payable/Funding Update
- C. ECACB – Unmanned Aircraft Systems (UAS) a.k.a. Drone, Conditionally Required
- D. GBN/JBA – Sexual Harassment, Required
- E. GBN/JBA-AR – Sexual Harassment, Required
- F. GCDA/GDDA – Criminal Records Checks and Fingerprinting, Required
- G. GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting, Required
- H. IGBA – Students with Disabilities - Child Identification Procedures\*\*, Required
- I. IGBAG-AR – Special Education – Procedural Safeguards\*\*, Required
- J. IGBAH – Special Education – Evaluation Procedures\*\*, Required
- K. IGBAJ – Special Education – Free Appropriate Public Education (FAPE)\*\*, Required
- L. IGBAJ-AR – Special Education – Free Appropriate Public Education (FAPE)\*\*, Required
- M. IKF – Graduation Requirements\*\* (Version 1 or 2), Required
- N. JBA/GBN – Sexual Harassment, Required
- O. JBA/GBN-AR – Sexual Harassment, Required
- P. JHCD/JHCDA-AR – Medications\*\*, Required
- Q. JHFE-AR(1) – Reporting of Suspected Abuse of a Child, Required
- R. JHFF – Reporting Requirements Regarding Sexual Conduct with Students, Required
- S. KJ - Advertising in District Facilities, DELETE (either version)
- T. Hiring of Darwin Terry for High School Basketball Coach

**V. INFORMATION ITEMS**

- A. Priorities
- B. 10 Year Plan

**VI. REPORTS/DISCUSSIONS**

- A. High School Principal Report
- B. Elementary Principal Report
- C. Preschool/Early Works Report
- D. Financial Update
- E. Superintendent Report
  - Maintenance Report

**VII. ACTION ITEMS**

- A. Consider for approval a new three-year contract for the Superintendent

**VIII. ANOUNCEMENTS**

- A. Future Dates of Importance
  - Board Meeting September 19, 2018
  - 2018 Fall Regional Meetings, September-October 2018
  - OSBA 72<sup>nd</sup> Annual Convention November 8-11, 2018

**IX. OTHER BUSINESS**

**X. ADJOURN**

**YONCALLA SCHOOL DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
July 18, 2018  
Yoncalla High School, Library  
292 5<sup>th</sup> St.**

**BOARD MEMBERS PRESENT**

Carl Van Loon-Chair  
Dave Anderson-Vice Chair  
Eric Gustafson  
Jen Bailey  
Cathey Grimes

**ADMINISTRATION PRESENT**

Brian Berry  
Kelly Campbell-Absent  
Angie Brownson  
Danielle Littlefield  
Laurie Simlness

**CALLED TO ORDER:** Chair Can Loon called the meeting to order at 6:00 PM. Also present: Richard and Sheryl Brawn, Marcy Gustafson.

**REORGANIZE SCHOOL BOARD:** Chair Van Loon nominated Director Gustafson for board chair. Director Bailey seconded passed four to one, with Director Gustafson abstaining. Director Anderson nominated Director Grimes as Vice Chair, Director Van Loon seconded, passed unanimously.

**SEISMIC UPDATE:** The seismic update was cancelled, and may be rescheduled for August if needed.

**PUBLIC FORUM.** Angie Brownson shared changes at the Douglas ESD. Angie will be mentored in a new position, and introduced Danielle Littlefield as the new business manager for Yoncalla School District. Ms. Littlefield is very excited to be working with the district. Community member Sheryl Brawn is also very excited about all the changes, especially with the work being done at the high school.

**ADJUSTMENTS TO THE AGENDA:** Consent Agenda D, Designate Danielle Littlefield as Deputy Clerk. Consent Agenda E, Designate Brian Berry, remove Barb Taylor, as Custodian of funds. Consent Agenda F, Authorize Facsimile Signatures of Brian Berry, Danielle Littlefield, and remove Barb Taylor. Information Items, Replacement policy for IIABB. Action Item C, Corrected School Board Calendar. Director Gustafson made a motion to approve the agenda as adjusted, Director Grimes seconded, passed unanimously.

**CONSENT AGENDA.**

- A. Minutes of School Board meeting, June 14, 2018
- B. Accounts Payable/Funding Update
- C. Designate Brian Berry as Chief Executive Officer/Clerk
- D. Designate Deputy Clerk as Danielle Littlefield
- E. Designate Brian Berry as Custodians of Funds, remove Barb Taylor.
- F. Authorize Facsimile Signatures of Brian Berry and Danielle Littlefield, remove Barb Taylor.
- G. Appoint Brian Berry as Budget Officer
- H. Designate Brian Berry as District Election Authority

- I. Designate US Bank as Bank Depository
- J. Authorize Investment of Funds with Local Government Investment Pool and US Bank
- K. Appoint Dole Coalwell Attorneys OR OSBA as General Legal Counsel
- L. Appoint Oregon School Boards Association as Labor Relations Consultant
- M. Appoint Zolezzi Insurance as Insurance Agent of Record
- N. Designate Neuner, Davidson and Cooley as auditor of Record
- O. Appoint Brian Berry as person designated to represent Yoncalla SD in matters pertaining to AHERA (Asbestos Hazard Emergency Response Action)
- P. Establish dates and times of School Board meetings
- Q. Hiring of Matt Bragg for High School Football Coach
- R. Hiring of Eric Sprinkle for Cross Country Coach
- S. Hiring of Traci Sprinkle as Cheer Coach
- T. Hiring of Monet Sheffield as High School Volleyball Coach
- U. Hiring of Scott Best as Middle School Football Coach
- V. Hiring of Amanda Stroud as Middle School Volleyball Coach

After declaring a potential conflict of interest, Director Anderson made a motion to approve, Director Bailey seconded, passed unanimously.

#### **INFORMATION ITEMS.**

##### **Board Policies**

- ECACB – Unmanned Aircraft Systems (UAS) a.k.a. Drone, Conditionally Required
- GBN/JBA – Sexual Harassment, Required
- GBN/JBA-AR – Sexual Harassment, Required
- GCDA/GDDA – Criminal Records Checks and Fingerprinting, Required
- GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting, Required
- IGBA – Students with Disabilities - Child Identification Procedures\*\*, Required
- IGBAG-AR – Special Education – Procedural Safeguards\*\*, Required
- IGBAH – Special Education – Evaluation Procedures\*\*, Required
- IGBAJ – Special Education – Free Appropriate Public Education (FAPE)\*\*, Required
- IGBAJ-AR – Special Education – Free Appropriate Public Education (FAPE)\*\*, Required
- IIABB-Use of Feature Films /Videos
- IKF – Graduation Requirements\*\* (Version 1 or 2), Required
- JBA/GBN – Sexual Harassment, Required
- JBA/GBN-AR – Sexual Harassment, Required
- JHCD/JHCDA-AR – Medications\*\*, Required
- JHFE-AR(1) – Reporting of Suspected Abuse of a Child, Required
- JHFF – Reporting Requirements Regarding Sexual Conduct with Students, Required
- KJ - Advertising in District Facilities, DELETE

#### **REPORTS/DISCUSSIONS.** The following reports were presented:

- A. High School Principal Report
- B. Elementary Principal Report
- C. Preschool/Early Works Report
- D. Financial Update
- E. Superintendent Report
  - Maintenance Report

**ACTION ITEMS:**

- A. Consider for approval CBA for licensed staff. Director Anderson made a motion to approve. Director Grimes seconded the motion, passed unanimously.
- B. Consider for approval CBA for classified staff. Director Grimes declared a potential conflict of interest. Director Van Loon made a motion to approve, Director Anderson seconded, passed unanimously.
- C. Consider for approval 2018-2019 School Board Meeting Calendar, Director Bailey made a motion to approve, Director Van Loon seconded, passed unanimously.

**ANNOUNCEMENTS:**

- A. Future Dates of Importance
  - Board Meeting August 15, 2018

**OTHER BUSINESS:** None.

**ADJOURN:** Director Van Loon made a motion to adjourn, Director Anderson seconded, passed unanimously. Chair Gustafson adjourned the meeting at 7:11 PM.

**DATE OF BOARD APPROVAL:**

DRAFT

# Yoncalla School District #32

## Cash Flow Exp By Function-All Funds

Fiscal Year: 2018-2019

- Subtotal by Collapse Mask  
 Exclude Inactive Accounts with zero balance

From Date: 7/1/2018

To Date: 7/31/2018

- Include pre encumbrance  
 Print accounts with zero balance  
 Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.1000.0000.000.000.000.00	UNDESIGNATED	\$1,837,173.87	\$1,314.52	\$1,314.52	\$1,835,859.35	\$1,015,337.88	\$820,521.47	44.66%
100.2000.0000.000.000.000.00	UNDESIGNATED	\$1,606,035.40	\$100,750.36	\$100,750.36	\$1,505,285.04	\$876,207.21	\$629,077.83	39.17%
100.5000.0000.000.000.000.00	UNDESIGNATED	\$432,104.73	\$0.00	\$0.00	\$432,104.73	\$0.00	\$432,104.73	100.00%
100.6000.0000.000.000.000.00	UNDESIGNATED	\$500,000.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$500,000.00	100.00%
100.7000.0000.000.000.000.00	UNDESIGNATED	\$500,000.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$500,000.00	100.00%
	FUND: GENERAL FUND - 100	\$4,875,314.00	\$102,064.88	\$102,064.88	\$4,773,249.12	\$1,891,545.09	\$2,881,704.03	59.11%
200.1000.0000.000.000.000.00	UNDESIGNATED	\$772,831.57	\$564.65	\$564.65	\$772,266.92	\$300,509.41	\$471,757.51	61.04%
200.2000.0000.000.000.000.00	UNDESIGNATED	\$3,628,834.73	\$59,665.06	\$59,665.06	\$3,569,169.67	\$93,912.42	\$3,475,257.25	95.77%
200.3000.0000.000.000.000.00	UNDESIGNATED	\$150,365.00	\$4,179.00	\$4,179.00	\$146,186.00	\$85,324.29	\$60,861.71	40.48%
	FUND: Undesignated - 200	\$4,552,031.30	\$64,408.71	\$64,408.71	\$4,487,622.59	\$479,746.12	\$4,007,876.47	88.05%
700.1000.0000.000.000.000.00	UNDESIGNATED	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
	FUND: SCHOLARSHIP - 700	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
	<b>Grand Total:</b>	\$9,434,345.30	\$166,473.59	\$166,473.59	\$9,267,871.71	\$2,371,291.21	\$6,896,580.50	73.10%

End of Report

# Yoncalla School District #32

## Cash Flow Revenue-All Funds

Fiscal Year: 2018-2019

From Date: 7/1/2018

To Date: 7/31/2018

Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.0000.1111.000.000.000.00	CURRENT YEAR TAXES	(\$835,000.00)	\$0.00	\$0.00	(\$835,000.00)	\$0.00	(\$835,000.00)	100.00%
100.0000.1112.000.000.000.00	PRIOR YEARS TAXES	(\$50,000.00)	(\$6,852.68)	(\$6,852.68)	(\$43,147.32)	\$0.00	(\$43,147.32)	86.29%
100.0000.1510.000.000.000.00	EARNINGS ON INVESTMENTS	(\$15,000.00)	(\$3,564.63)	(\$3,564.63)	(\$11,435.37)	\$0.00	(\$11,435.37)	76.24%
100.0000.1740.000.000.000.00	CO-CURRICULAR FEES	(\$8,000.00)	\$0.00	\$0.00	(\$8,000.00)	\$0.00	(\$8,000.00)	100.00%
100.0000.1960.000.000.000.00	RECOVERY OF EXPENDITURE	(\$1,800.00)	\$0.00	\$0.00	(\$1,800.00)	\$0.00	(\$1,800.00)	100.00%
100.0000.1990.000.000.000.00	MISC. LOCAL SOURCES	(\$15,000.00)	\$0.00	\$0.00	(\$15,000.00)	\$0.00	(\$15,000.00)	100.00%
100.0000.1990.000.000.003.00	ESD-MISC LOCAL GRANT REIMB	(\$20,000.00)	\$0.00	\$0.00	(\$20,000.00)	\$0.00	(\$20,000.00)	100.00%
100.0000.2101.000.000.000.00	COUNTY SCHOOL FUND	(\$3,500.00)	\$0.00	\$0.00	(\$3,500.00)	\$0.00	(\$3,500.00)	100.00%
100.0000.3101.000.000.000.00	SCHOOL SUPPORT FUND	(\$2,403,491.00)	(\$408,952.00)	(\$408,952.00)	(\$1,994,539.00)	\$0.00	(\$1,994,539.00)	82.99%
100.0000.3103.000.000.000.00	COMMON SCHOOL FUND	(\$23,523.00)	(\$11,808.93)	(\$11,808.93)	(\$11,714.07)	\$0.00	(\$11,714.07)	49.80%
100.0000.5400.000.000.000.00	BEGINNING FUND BALANCE-GENERAL	(\$1,500,000.00)	\$0.00	\$0.00	(\$1,500,000.00)	\$0.00	(\$1,500,000.00)	100.00%
	FUND: GENERAL FUND - 100	(\$4,875,314.00)	(\$431,178.24)	(\$431,178.24)	(\$4,444,135.76)	\$0.00	(\$4,444,135.76)	91.16%
200.0000.1610.000.000.000.00	DAILY SALES - LUNCH	(\$4,000.00)	\$0.00	\$0.00	(\$4,000.00)	\$0.00	(\$4,000.00)	100.00%
200.0000.1760.000.000.000.00	CLUB FUND RAISING	(\$125,000.00)	\$0.00	\$0.00	(\$125,000.00)	\$0.00	(\$125,000.00)	100.00%
200.0000.1920.000.000.000.50	CONTRIBUTIONS/PRIVATE	(\$20,000.00)	\$0.00	\$0.00	(\$20,000.00)	\$0.00	(\$20,000.00)	100.00%
200.0000.1920.000.000.000.51	CONTRIBUTIONS/PRIVATE	(\$25,000.00)	\$0.00	\$0.00	(\$25,000.00)	\$0.00	(\$25,000.00)	100.00%
200.0000.1920.000.000.002.00	CONTRIBUTIONS/PRIVATE	(\$75,000.00)	\$0.00	\$0.00	(\$75,000.00)	\$0.00	(\$75,000.00)	100.00%
200.0000.3102.000.000.000.00	SCHOOL SUPPORT LUNCH MATCH	(\$1,200.00)	\$0.00	\$0.00	(\$1,200.00)	\$0.00	(\$1,200.00)	100.00%
200.0000.3299.000.000.000.00	OTHER RESTRICTED GRANTS-IN-AID	(\$190,000.00)	\$0.00	\$0.00	(\$190,000.00)	\$0.00	(\$190,000.00)	100.00%
200.0000.3299.000.000.0047.00	OTHER RESTRICTED GRANTS-IN-AID	(\$2,848,440.00)	\$0.00	\$0.00	(\$2,848,440.00)	\$0.00	(\$2,848,440.00)	100.00%
200.0000.3299.000.000.0098.00	OTHER RESTRICTED GRANTS-IN-AID	(\$65,276.57)	\$0.00	\$0.00	(\$65,276.57)	\$0.00	(\$65,276.57)	100.00%
200.0000.4300.000.000.000.00	RESTRICTED REVENUE DIRECT/FED	(\$15,506.00)	\$0.00	\$0.00	(\$15,506.00)	\$0.00	(\$15,506.00)	100.00%
200.0000.4504.000.000.000.00	NAT'L SCHOOL BREAKFAST REIMB	(\$35,000.00)	\$0.00	\$0.00	(\$35,000.00)	\$0.00	(\$35,000.00)	100.00%
200.0000.4505.000.000.000.00	NAT'L SCHOOL LUNCH REIMB.	(\$60,000.00)	\$0.00	\$0.00	(\$60,000.00)	\$0.00	(\$60,000.00)	100.00%
200.0000.4506.000.000.000.00	FED REV - PERKINS VOC GRANT	(\$3,750.00)	\$0.00	\$0.00	(\$3,750.00)	\$0.00	(\$3,750.00)	100.00%
200.0000.4508.000.000.002.00	FED - IDEA PART B FLOW-THROUGH	(\$310.00)	\$0.00	\$0.00	(\$310.00)	\$0.00	(\$310.00)	100.00%
200.0000.4590.000.000.000.00	RESTRICTED FED REV VIA STATE	(\$202,931.00)	\$0.00	\$0.00	(\$202,931.00)	\$0.00	(\$202,931.00)	100.00%
200.0000.4590.000.000.000.95	RESTRICTED FED REV VIA STATE	(\$1,190.00)	\$0.00	\$0.00	(\$1,190.00)	\$0.00	(\$1,190.00)	100.00%
200.0000.4590.000.000.001.00	RESTRICTED FED REV VIA STATE	(\$55,323.00)	\$0.00	\$0.00	(\$55,323.00)	\$0.00	(\$55,323.00)	100.00%
200.0000.4910.000.000.000.00	USDA COMMODITIES	(\$5,000.00)	\$0.00	\$0.00	(\$5,000.00)	\$0.00	(\$5,000.00)	100.00%
200.0000.5200.000.000.000.00	INTERFUND TRANSFER	(\$432,104.73)	\$0.00	\$0.00	(\$432,104.73)	\$0.00	(\$432,104.73)	100.00%
200.0000.5400.000.000.000.00	BEGINNING FUND BALANCE	(\$352,000.00)	\$0.00	\$0.00	(\$352,000.00)	\$0.00	(\$352,000.00)	100.00%
200.0000.5400.000.000.000.50	BEGINNING FUND BALANCE	(\$15,000.00)	\$0.00	\$0.00	(\$15,000.00)	\$0.00	(\$15,000.00)	100.00%
200.0000.5400.000.000.000.98.00	BEGINNING FUND BALANCE	(\$20,000.00)	\$0.00	\$0.00	(\$20,000.00)	\$0.00	(\$20,000.00)	100.00%
	FUND: Undesignated - 200	(\$4,552,031.30)	\$0.00	\$0.00	(\$4,552,031.30)	\$0.00	(\$4,552,031.30)	100.00%
700.0000.5400.000.000.000.00	BEGINNING FUND BALANCE-SCHOLAR	(\$7,000.00)	\$0.00	\$0.00	(\$7,000.00)	\$0.00	(\$7,000.00)	100.00%
	FUND: SCHOLARSHIP - 700	(\$7,000.00)	\$0.00	\$0.00	(\$7,000.00)	\$0.00	(\$7,000.00)	100.00%

**Grand Total:**

(\$9,434,345.30)    (\$431,178.24)    (\$9,003,167.06)    \$0.00    (\$9,003,167.06)    95.43%

End of Report

# Yoncalla High School

Yoncalla High School  
292 5th Street PO Box 568  
Yoncalla, Oregon 97499  
[brian.berry@yoncalla.k12.or.us](mailto:brian.berry@yoncalla.k12.or.us)

Principal: Brian Berry  
Secretary: Monet Sheffield  
Office: 541-849-2175  
Fax: 541-849-2669

## Brian Berry, Principal

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Superintendent Recommendation:

Brian Berry, Superintendent  
Yoncalla School District #32

Dear Yoncalla School Board,

Please accept this letter as a recommendation for Darwin Terry to be the Yoncalla High School boys' basketball coach for the 2018-19 season. Darwin graduated from Yoncalla High School in 1987. He has a police certification in law enforcement. He currently works as a truancy officer in the Springfield School District. His coaching experience includes assistant boys' basketball coach for Creswell, Cottage Grove and head basketball experience at McKenzie High School. He also was a 10 year veteran of the US Coast Guard and spent 18 years with the Eugene Police Department where he strengthened his leadership skills to deal with a variety of people.

Darwin's references rave about his attention to detail, and his ability to work with youth in a positive manner. They also stated that he is a good fundraiser and will put in the time to make sure that the student athletes are successful and respectful of the rules of the game.

It is my pleasure to recommend Darwin Terry to be the Yoncalla High School basketball coach.

Respectfully,

Brian Berry, Principal

**Yoncalla School District**  
**Priorities, Goals, and Action Plan**  
**For 2017 -18 School Year**

**Priority #1 - Each student will enjoy positive, engaging learning environments.**

**Goals and Actions**

- 1) Create the best learning environment for each learner, each grade and all grades collectively.
  - a. The district will provide professional in-service for all staff to develop a sensitivity to the unique social, emotional and academic needs of each student.
    1. Provide training for staff in Conscious Discipline
      1. Sent several elementary school teachers to the National Conscious Discipline conference in Arkansas in July of 2017.
      2. Sent several elementary school teachers and the high school principal to the Conscious Discipline in-service in Sutherlin in August of 2018.
      3. Elem. staff received on-site training and have implemented routines that use the basics of Conscious Discipline, with the focus on relationship building, classroom unity, and improved attendance.
      4. Currently with Conscious Discipline we were able to secure \$10,000 from Yoncalla Early Works, which will fund 12 district staff members to attend a seven-day Conscious Discipline Institute this summer, to set up a regional trainer to visit our district throughout the year, and an additional two-day training will be attended in the Sutherlin School Dist. this summer.
      5. We would like to continue with this goal. We are expanding the Conscious Discipline approach to all staff. Part of the Friday trainings will be focused on this.
    2. Provide training for staff in working with students in poverty
      1. Sent the entire staff (Certified & Classified) to the Jim Jensen Poverty Conference in Roseburg in October of 2017.
      2. Elementary staff and IA have been trained to use Conscious Discipline for our Positive Behavior System (PBIS) and we have essentially gotten away from tracking Negative Levels of Behaviors to a Natural Consequence System and also trying to understand the reason for the misbehavior through the student's perspective.
      3. We would like to move this training to focus on academic training for staff with the new curriculum.
    3. Set up a district wide attendance protocol
      1. Pre-school and elementary school are doing home visits to improve attendance.
      2. Middle School and High School are making parent calls on work Fridays.
      3. The Superintendent attended an Attendance Works webinar in August of 2017.

4. Attendance contracts were signed by all students, K-12<sup>th</sup> grade at fall Open Houses.
  5. The elementary acknowledges perfect attendance at monthly assemblies and will be giving away bicycles to every student with perfect attendance (no exceptions) for the whole year, up to the year-end assembly. This year we are giving away three bicycles. One goes to kindergarten, fourth grade, and sixth grade.
- b. High School staff and administration will further develop the academies.
1. Work with UCC or other agencies to develop a plan for expansion of dual credit offerings.
    1. Calls were placed on January of 2018 to Joel King in regards to a Fire Science certification program.
    2. The Superintendent has been working with the business program to look at options for a business certification curriculum.
  2. Work with other agencies to develop a plan for offering certifications in early childhood education.
    1. The Principal at the high school and the Resource room teacher met with Roseburg High School's Early Childhood Education teacher to talk about certifications for YHS students in September of 2017.
  3. Communicate with all stakeholders.
    - a. Monthly community newsletter
      - a. A community newsletter has been published each month for 2017.
    - b. Information posted on the new reader board
      - a. Information has been posted on the reader board.
    - c. The elementary has a Facebook Page.
    - d. A few teachers, K-12, have been trained and use Respond Now to communicate with parents.
    - e. The elementary students have Daily Folders that carries correspondence to and from school and parents/guardians.
- 2) The District will create an inclusive culture that enables parents and community members to be fully involved with student learning.
- a. Provide on-going training/support for elementary teachers to make home visits and for middle/high school teachers to make weekly phone calls home, in order to better connect families to school.
    1. Increase opportunities for grades 1-6<sup>th</sup> to meet all families prior to October 15<sup>th</sup>.
      1. In progress
      2. Home Visiting training was given to all Elem. staff at the start of the school year and will be offered yearly as a refresher, as well as training to new staff members.
      3. The pre-school was able to make contact twice with each family, due to limited access to the pre-school's seismic upgrade schedule.
    2. In lieu of home visits teachers may offer an evening meal or gathering.
      1. Completed
      2. Kindergarten and 1<sup>st</sup> grade held Family Dinner Night, but this was in addition to home visits.
  - b. Fully develop preschool.

1. With the help of community members, install the natural playscape area for our preschool and kindergarten students.
  1. The playscape will be schedule for completion in February of 2018. Completed in April 2018.
2. Create professional learning opportunities for preschool teacher and kindergarten.
  1. Pre-school staff have attended all in-service trainings with the other staff at YSD.
  2. The Pre-school and Kindergarten teachers were able to attend the seven-day Conscious Discipline Institute together, June 2017.
  3. The Kindergarten teacher was able to observe the Pre-school teacher in the classroom and both have met discuss Pre-school students' headed to Kindergarten in the fall.
  4. The Pre-school teacher is invited to all bi-weekly staff meetings.
3. Support preschool networking for lead teacher, instructional assistants and elementary principal.
  1. This is an on-going goal. The District continues to support the pre-school program for collaboration with the elementary teachers on work Fridays.
  2. Feedback is able to be given through formal evaluations and informal walk-throughs.
4. Set up a district wide Pre-K-12 Site Council that will meet once per month.
  1. This goal is completed. The Site Council meets the last Wednesday of each month.
  2. The Dist. Council is comprised of teachers, IA's, and parents from the elem. and H.S. buildings.
- c. Better utilize the Parent Vue grading system by offering training to parents on how to access their student's account to look at individual assignments, grades and attendance.
  1. Set up an app that can be access by parents/students for the grading program.
    1. The app is complete and can be accessed through the Synergy program.
    2. Sixth grade uses this program.
  2. Provide parent trainings throughout the school year. (3 trainings per year)
    1. This goal has not been met. We have only provided one training up to this point in time.

**Priority #2 - Each child will possess the knowledge and skills necessary to be successful in post-secondary education and careers, and the self-reliance to be a productive citizen.**

### Goals and Actions

- 1) Each student will take greater ownership of his/her learning.
  - a. The district's teachers will create unit plans that reflect the Common Core State Standards and district expectations.
    1. These plans will provide a cohesive, tangible, body of learning under which the lesson plans segment learning to achieve the unit objectives.
      1. Lesson plans are being completed by all staff. This goal will continue to be on-going.

2. Unit plans follow the scope and sequence of curriculum and Common Core State Standards are reviewed and tracked along with the lessons.
2. Professional in-service time will be provided to meet this goal. Elementary teachers will develop math unit plans and high school staff will develop unit plans in their specific content area(s).
  1. Teachers are given time on their scheduled Friday work days to help complete this goal.
  2. Elementary teachers have prep time embedded on a daily basis and Friday work days to develop unit and lesson plans.
3. Continue support with time and coaching to create the remaining elementary math units.
  1. The elementary staff is given time during the work week to work on math units.
  2. The elem. staff continue to work with the math specialist to develop and implement identified Essential Math Skills, along with using a progress monitoring tool.
- b. Expand the opportunities for guest speakers to communicate post-secondary and trade opportunities. (There will be a minimum of 5 guest speakers throughout the school year.)
  1. Kira from UCC
  2. Hiedi Wimer-Career placement specialist.
  3. (Host a K-12<sup>th</sup> grade Careers Fair---This can be a new goal added to our K-6<sup>th</sup> grade. Elementary staff visited Sutherlin West's Career Day and are ready to add it to their annual goal setting with students. This will also help us meet our Division 22 standard career readiness for grades K-12.
- c. Begin hiring practices that focuses on individuals who can become dual credit certified.
  1. This will begin in March when the retirements for next year are confirmed.
  2. One elem. teacher is being certified as our dyslexia screener for the dist.
  3. We didn't have applicants for the Title 1 position so, my goal is to have the teacher hired to teach Title 1 be endorsed in math, as soon as the reading endorsement is obtained.

### **Priority #3 – A strong sense of community is recognized and nurtured among all stakeholders.**

#### **Goals and Actions**

- 1) District will increase its communications within the district and among its citizens.
  - a. Enhance the district's web presence.
    1. Further develop the "Eagle Update" and distribute it throughout the community. This will be a monthly newsletter.
      - a. This goal is currently being met with the community newsletter. We are currently working on better ways to get the information to the community.
      - b. The elementary has had a Facebook page for several years.
    2. Develop a new web site for the district.
      - a. This goal was completed in October 2017.

- b. The website is updated as often as we submit pictures for it.
- c. A potential goal may be to improve the Facebook page for both buildings. Adding new material in a timely fashion.
- b. Send information to the local news outlets.
  - 1. Cottage Grove and News Review
    - i. There have been several articles in the newspaper and on local TV in regards to the District. Most of the information was about the seismic project at the elementary school, the OSAA issue and our students take relief baskets to cancer patients.
    - ii. The Cottage Grove newspaper also posts our students of the month.

**Priority #4 - Facilities and finances are managed effectively and efficiently for the benefit of each child.**

**Goals and Actions**

- 1) Determine a course of action for the deteriorating high school and act upon that determination.
  - a. Begin discussions in August
    - 1. Had several conversations at board meetings and work sessions on the action to be taken on the high school. It was determined that we will not go out for a bond this year. We will use the upcoming seismic retrofit as a starting point and have further discussions after this is completed.
- 2) Create a 2017-18 budget that is built upon and reflects the District's priorities, goals and action plans.
  - a. Revisit and amend the Districts' Ten Year Facilities Plan as needed.
    - a. This goal will not be address until later in the year.
  - b. Create a course of action for deteriorating high school and timeline to act upon that determination.
    - a. We have begun working with ZCS and Ausland Group for the upcoming seismic retrofit. There have been several meetings working towards a solution for the gym issues and the safety issues. At this point, we need to wait until further in the process to make any decisions on a timeline.

**Key**

High School 

Elementary School 

Potential New Goal 

## Yoncalla School District

### 10-year plan

#### Areas of concern:

#### **1. Elementary School**

- a. Boiler
- b. Playground
- c. Fencing around the back of the school
- d. HVAC in the Pre-school
- e. Electrical
- f. Shower & Locker Rooms-ADA
- g. Shower & Locker Room Wall and Floor Finishes
- h. Cabinets
- i. Boiler and hydronic systems not anchored or braced to resist lateral forces.
- j. Fuel tanks not anchored to resist lateral forces.
- k. Cafeteria
  - i. propane heater
  - ii. Tiling for the floor
  - iii. Tables

#### **2. High School**

- a. Out buildings
- b. library & tech building
  - i. roofing
  - ii. siding
  - iii. Removal of one of the buildings?
- c. Chicken Coop-removal
- d. Stage-lowering
- e. Sprinkler system
- f. Science room restoration
- g. Improved water mitigation
- h. Gym
  - i. Gym HVAC Units
  - ii. Air purging unit
  - iii. Locker Room Showers-ADA
  - iv. Shower & Locker Room Wall and Floor Finishes
- i. Library
  - i. Moving into the main building
- j. Sports areas
  - i. Athletic Track

- ii. Athletic Field Lighting
- iii. Grandstand
- k. Storage
- l. Lockers
- m. Classroom floors
- n. Classroom doors
- o. Exterior walls

### **3. YSD**

- a. Kitchen equipment
- b. Technology
- c. Playground @ the community center
- d. ADA Issues
- e. Curriculum
- f. Classroom equipment
  - i. Tables & Chairs
  - ii. Teacher work stations
- g. Safety
- h. Bus Barn
  - i. Roof
  - ii. Internet access

#### 1. Projects that I would like to see begin ASAP:

- a. Moving the library into the current weight room.
- b. Lowering the stage. This allows the weight room to move to the stage and the shop to be expanded.
- c. Removal of the chicken coop. This allows for the stage to be lowered, the addition of a vapor bearer to be added to help with moisture in the gym and we can be proactive in adding drainage to divert water away from the HS building.
- d. Begin addressing ADA issues in both buildings.
- e. Begin looking at the elementary boiler. We should have a report early this school year on its condition.

#### 2. Projects that need to be seriously considered or alternatives:

- a. Moving the playground from the community center to behind the elementary building. If we move this, what do we do with the old playground? We are still responsible for that land. Do we want to talk about a plan for selling this land, donating the ground to the city, keeping the playground and continue to pay insurance and other upkeep or maybe other ideas that you may have?
- b. Placing fencing around the newly installed playground.

- c. Removal of the current technology building at the high school.
- d. Residing the current library. This will become the new technology building with maintenance and a Board meeting area also housed in this facility.
- e. Removal or refurbishing of the current concession stand at the baseball field. I am suggesting this because it is currently unstable. It does not have a foundation, it is sitting on cement blocks. The building attached to it is salvageable, however, the concession stand is in disrepair and with the addition of the concession trailer, do we need this?

## **Superintendent Report**

**August 15, 2018**

1. Community Newsletter-Handout-(See attached)
2. Seismic Information
  1. Phase 1 is nearly complete. We will be ready for school to open, however, there will be a lot of projects such as painting, flooring and general maintenance that will take place throughout the school year.
  2. Phase 2 construction will be ongoing. They are going to begin with the stage area and complete projects during the school year.
  3. The office has been expanded. It will allow for more room and we will have double doors that will serve as a safety feature.
3. Pre-School
  - a. Erin has given me good news about the data for our early learning students.
4. Elementary
  - a. The gym floor is finished.
  - b. Carpet has been removed and tile is down.
5. High School
  - a. The Rocketry group met in late July. Fun was had by all! ☺
  - b. Jeff has Hugh working in the countertops at the high school.
  - c. Jeff is looking into converting our bathrooms to be legal with ADA regulations.
6. District
  - a. We have several students who are working on the school grounds over the summer. They are helping with basic grounds pickup.
  - b. We had several staff members from both school attend a conscious discipline training.
  - c. August 1-4 we attended an AVID conference in San Diego.
  - d. August 24 we will be having a community BBQ to kick off the new year.