



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS

WORK SESSION AGENDA

LOCATION: YCSD BOARDROOM: 120 N. LARCH PL. YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/91341315065>

Password: sW66uH

Tuesday, August 27, 2024

Work Session: 6:00 pm

Board Members Present: Erin Galyean, Susan FitzGerald, Jami Egland, Ken Watson, JaJetta Dumdi

District Office Staff Present: Clint Raever, Mary Brown

MINUTES

I. Call to Order Work Session

E.Galyean called the meeting to order at 6:01pm.

II. Flag Salute

III. Board Goals

-E.Galyean stated she had her first meeting with Vince from OSBA. He stated that the process is to make the strategic plan and use it to set district goals. From that, superintendent goals should be in alignment with district goals and then board goals follow that.

-She asked for some information from M.Brown before talking to Vince and realized that that information is used to set district goals, not board goals. Vince explained that that kind of data should be part of the monitoring plans. C.Raever stated that he is working with Assist Education on the monitoring plan. E.Galyean suggested that it might be beneficial to discuss what data they want to use for this monitoring plan. C.Raever stated that Oregon Data Suite took the strategic plan and the indicators and are creating a functional dashboard. Assist Education will also create web-based indicators. They will have draft of it to show the board at the September meeting. From there, they will narrow down what information the community will want to see. There might also be some indicators that aren't even on the strategic plan that the community might want to see.

-E.Galyean stated tonight's meeting is to establish board goals. She believes it would be helpful to look at the board self-evaluation. From that information, they can decide what areas they should focus on when setting the goals. Three of the five board members took the survey.

-E.Galyean reviewed the results of the board self-evaluation and the average score the board gave themselves.

-All agree that they are successful in relation to standard 1 and 2.

-J.Dumdi stated she thinks they are all in alignment that standard 3 that needs to be focused on.

-There were no comments or concerns regarding standard 4 and 5.

-In regards to standard 6, E.Galyean stated regular updates on how they are doing on the goals would be nice. Perhaps quarterly.

-J.Dumdi stated it would be helpful to share the boards goals in google drive with the board.

-The board would like the board packets sent out on the Friday before the board meeting in order to give them time to review the information before the meeting. M.Brown stated that sometimes the financials aren't ready, but she will send them what she has on Fridays and send the financials when they are provided to her.

-In regards to standard 7, C.Raeveer stated the rules have gotten even stricter and it would be good to have a training in this area. K.Watson and J.Egland both stated that they would give a rating of 4 for this standard. K.Watson stated that there are a lot of things that are matters of law that are frustrating, but that is just the way it has to be for society to function. In the end, that is what needs to happen for the system to work well. He can't think of a time were the board has violated any of the indicators for this standard. S.FitzGerald stated that it is important for the board to be a united front.

-For Standard 8, E.Galyean stated that in regards to board members treating staff in a respectful manner at all times, the board doesn't have contact with staff on a regular basis. K.Watson and J.Egland would give this standard a 4.

-For standard 9 and 10, the board had no comments to make.

-The board scored standard 11 low. K.Watson stated the some of the trainings through OSBA have been beneficial. J.Egland said the November conference is usually better than the summer one. They need to consider how they might align with best practices. He wonders if it is necessary for them to come out and give an entire training as opposed to having a guide on school board best practices.

-C.Raeveer has reached out to the attorneys and they can have a discussion of different scenarios. He stated the board could take a survey like the administration did to see what kind of PD they would like. E.Galyean stated another idea would be to ask board members from other districts to see how they do this. K.Watson stated that in the area of best practices, the board has to choose how they do things. Things like hiring principals. In the past the board has been involved in the interview for the principal positions. In his opinion, best practice for this is for the board to hire the superintendent and then delegate who will be doing those interviews and not include the board. There may be other best practices that could be looked that that board members might disagree on. J.Egland stated one of those is negotiations. She does not feel the board members should be involved in those. This has been done differently throughout the years. J.Dumdi stated they should get input from the attorneys to see what they recommend.

-The rating for Goal 1 was 2. E.Galyean feels that the board has met this goal. C.Raeveer stated he is working on reconvening the facilities committee in October and reviewing the long-range facilities plan and updating it. J.Egland stated she would give it a 3. K.Watson stated they need to take the long-range facilities plan and get community input.

-The rating for Goal 2 was 1.33. C.Raeveer stated they are working on getting a monitoring plan up and running with the dashboard Assist Education will help create. The integrated guidance plan has some of the indicators that are in the strategic plan. K.Watson stated he feel they need a more robust insight into their goals. J.Dumdi stated there are a lot of the pieces to track and believes that a lot of them are already being tracked. They just need to have the whole view of them.

-The rating for Goal 3 was 2.

-The board feels that two of their goals have been met and one has not been met based on the ratings.

-E.Galyean stated that the board goals need to match the district's vision, mission, and values.

-Included in the packet is Forest Grove's goals. Underneath each of their goals they list the objective for that goal. This may be good for the board to do as well.

-Some areas to consider when making the goals are community relations, board improvement, and policy and governance specifically around staff and public input, and the monitoring plans around vision, mission, and values.

-J.Dumdi stated that community engagement and monitoring plans should be kept.

-C.Raever stated that he is not sure what the goal would be around policy and governance. The policies are reviewed regularly and are available online.

-S.FitzGerald wrote something up around the communication engagement in July. J.Dumdi also wrote something around it which is included on the last page of the packet.

-K.Watson stated that he isn't concerned about the board's communication with the community. The board is engaging in this in a robust way. He is not concerned with the board building that since of trust. He wants that to be going on in the whole school district. He feels they are actually doing some things for the first time now and are getting some help and investing in it. The goal around communication engagement still needs to be included in their goals.

-J.Egland asked when the website be announced. M.Brown responded they did send out an announcement through ParentSquare, but wanted time to review the website and get feedback and work out any issues before making a big announcement. It will be on the newsletter that is being sent out.

-Regarding goal 2, E.Galyean asked what they are monitoring. C.Raever responded they are tracking the strategic plan in areas that have data points. The ones that don't, will have to be monitored differently.

-Regarding goal 3, S.FitzGerald stated that they need to monitor how the communication plan is helping build trust with the community. K.Watson stated the board isn't coming up with the communication plan, they are monitoring it.

-S.FitzGerald stated she wants the community to embrace the schools as part of their community and have them be proud of their schools. The board and district need to show them they are worthy of the community's trust.

-E.Galyean asked if there was a list from the service day. K.Watson replied they did not get a list, but that it would be a good idea to do that from now on to show their appreciation to those who help.

-C.Raever stated they will be doing polling this fall. He is not sure what the specific questions will be. Right now they are trying to decide what is important to the community. They need to be careful not to over poll. S.FitzGerald would like a question around the 4th/5th graders locations.

-E.Galyean asked how much more can they do in relation to facilities. Should they have a separate goal for facilities. Maybe update the facilities plan. C.Raever stated that Scott Rose is willing to come back and look at the plan and update it. Some of the items have been taken care of and no longer need to be on the list. Another thing they may be able to remove from the list is the vestibules. With another 100 homes being built in Carlton that could have an effect on class sizes, they may need to reprioritize some of the items on the list.

-E.Galyean asked where do they want to be at the end of the year in terms of facilities. J.Dumdi stated they want facilities to be safe and conducive to learning. K.Watson stated they are going to be in a leadership position with the community in the process of determining what facility improvements need to be made in the next few years.

-J.Dumdi stated she is not sure there is a specific goal for facilities. Maybe there could be a goal around supporting the work of the strategic plan and facilities can fit into that. E.Galyean stated her only hesitation with that is that facilities won't get enough attention.

-E.Galyean suggested for the goal to be to lead the district and community in prioritizing facilities needs to begin implementation. Based on what has been talked about they will get the facilities planning committee back together, conduct a survey, and get a recommendation about what the priorities should be. C.Raever showed the board the long-range facilities plan that was presented to

the board last year. It had a \$26 million-dollar price tag. As he mentioned before, some of those things can now be taken off the list. They have repaired one of the sections of the roof at the intermediate school already. Ian has a good plan for the HVAC, so they may not need to replace them. The upgrades to the mechanical systems will stay on the list. K.Watson stated this will be an important part the process that will really help them with getting input from the community.

-E.Galyean stated based on their discussion that one of the deliverables will be a priorities list based on community input and needs.

-In regards to a goal for communications, J.Dumdi stated that there is so much more work that needs to be done in the area of communication. S.FitzGerald stated the need is for the implementation of the communication plan. E.Galyean suggested the goal to be to monitor the implementation of the communication plan and achieve improved trust. J.Dumdi asked how they would measure the part about trust. C.Raeveer stated they can pull data from Facebook, the website, and newsletter QR codes.

-J.Dumdi stated a lot of it comes down to building trust with the community. S.FitzGerald stated it might be helpful to do some surveys. C.Raeveer stated sharing a lot of information and good news stories will be very helpful and being transparent as well.

-E.Galyean stated she will add 'build trust and transparency with the community' to the goal.

Goal 3 will be what goal 2 was last year, to monitor the YCSD 5-year strategic plan. Part of that goal will be to have a fully implemented up-to-date dashboard and review qualitative data at specific intervals. K.Watson stated they can use the bullets that are in the strategic plan itself. S.FitzGerald stated that all of the goals in the strategic plan can't be accomplished in a year.

-Erin will draw up the goals and they will review them at the September board meeting.

IV. Communications Update

-C.Raeveer said the new website is up and running. If they see anything wrong, let Julie or Mary know.

He showed the board the first newsletter that will be sent out next week. There are articles about sports teams, facilities updates, stadium update, new website information, summer library, and more.

-Julie is helping Ian create a spreadsheet that will track facilities projects that they will share with Kyle at Assist Education to be able to share the information with the community.

-Regarding the budget message, they have gone back and forth with a few versions, but they are in the process of refining it. He showed the board the latest version, but Kyle wants to work on it a little more before finalizing it.

-The district has decided to go with SaferWatch instead of SiteShield. A lot of the other districts in the area use SaferWatch. It is similar to SiteShield, but much more robust. It has more features than they will even use. The rep is local and can come out and do the training in person. If someone sends an alert, it allows you to notify dispatch via voice, text, or saying you can't communicate. It can use GPS location to locate where the alert came from. They just signed the contract with them. The cost is \$4000. The State of Oregon has a grant which will cover the cost for the first year and half of the cost for the second year.

-S.FitzGerald asked if the schools are banning cell phones. C.Raeveer responded that A.Dallas is doing 'away for the day'. He is not sure about what the specifics are on it as far as what the rules are for where the phones need to stay. The high school isn't quite ready to implement this yet. E.Galyean stated a lot of other districts are starting to do this. C.Raeveer stated they could create a policy regarding cell phone use.

E.Galyean adjourned the meeting at 8:20pm.