



**Yamhill Carlton School District  
Board of Directors – YCSD Boardroom  
120 N Larch Place, Yamhill, OR 97148**

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Thursday, October 10th, 2019

Board Work Session 6:45pm

**AGENDA**

***A. Call to Order Work Session***

**B. Sub-Committee Reports:**

1. Facilities & Security (J. Bibb, K. Watson)
2. Negotiations (K. Watson & S. FitzGerald)
3. Board Policy (S. FitzGerald & J. Eglan) – October 29<sup>th</sup> @ 9am
4. Curriculum (S. FitzGerald & M. Gometz) –October 17<sup>th</sup> at 3:30pm
5. Activities (J. Bibb, J. Eglan) – December 12<sup>th</sup> @ 5:30pm
6. Finance (J. Eglan, S. FitzGerald) - October 15<sup>th</sup> @ 4:30pm
7. Communications (M. Gometz & K. Watson)

**C. Adjournment**

Items that are ***BOLD ITALICS*** are possible Action Items.

**INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6980 at least 24 hours prior to the meeting.



**Yamhill Carlton School District  
Board Of Directors  
Yamhill Carlton School District Board Room  
120 N Larch Place, Yamhill, OR 97148**

Thursday, October 10th, 2019

Regular Session- 7:00 PM

**AGENDA**

- I. *Call to Order Regular Session- 30 Minutes*
- II. Individuals, Delegations, Recognition, and Communications

1. Student Spotlight – YCES - PAX

*Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form and turn it in to the Board secretary at this time. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.*

- III. *Review of Agenda*

- IV. Regular Session- Consent Agenda

1. *Approval of Board of Directors Minutes*
  - a. *School Board Work & Regular Session of September 12<sup>th</sup>, 2019 (Pg 1)*
2. *HR Report (Pg 5)*
3. *Enrollment Report (Pg 6)*
4. *Surplus (Pg 8)*
5. *Donations (Pg 9)*

- V. Announcements and Reports: — 30 Minutes

- I. YCES – Chad Tollefson (Pg 10)
- II. YCIS – Matt Wiles (Pg 12)
- III. YCHS – Clint Raever & Scott Henderson (Pg 14)
- IV. YCHS Student Body Representative – Dylan McInnis
- V. Financial Report and List of Bills for September 2019 – (Action Item) (Pg 17)
- VI. District Facilities- John Mortimore (Pg 25)
- VII. Superintendent’s Report- Charan Cline (Pg 26)

- VI. New Business:

- I. Approve out of State Travel – National Conference for Bobbi Kidd (Action Item) (Pg 27)
- II. Approve out of State Travel – National Conference for Erin Sunday (Action Item) (Pg 28)
- III. Park & Path Discussion (Action Item) (Pg 29)
- IV. Community Mingle Discussion (Pg 30)

- VII. Board of Directors Comments

*Adjournment*

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session.

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**YAMHILL CARLTON SCHOOL DISTRICT NO.1**  
**BOARD OF DIRECTORS**

Yamhill Carlton School District Board Room  
120 N Larch Place, Yamhill, OR 97148

Thursday, September 12<sup>th</sup>, 2019                      Work Session – 6:45 PM

**MINUTES**

Board Members: Jami Egland, Jack Bibb, Megan Gometz and Ken Watson. Susan FitzGerald absent by prior arrangement.

DO/Administration Staff: Superintendent Charan Cline, Board Secretary Michelle Rettke, Business Manager Tami Zigler, Special Programs Director John Horne, YCES Principal Chad Tollefson, YCIS Principal Matt Wiles, YCHS Principal Clint Raever, YCHS VP/Athletic Director Scott Henderson, and Food Service Director Gia Saporito

Also Present: P. Manson. G. Manson, E. Chadwick and S. Schulze

Call to Order Work Session – 6:45pm by J. Egland

- I. Sub Committee Reports
  - a. Facilities and Security (J. Bibb & K. Watson) –
    - i. Facilities Committee Report– No meeting this month. Will be meeting quarterly this year.
    - ii. Next Facilities Committee Meeting – TBD
  - b. Negotiations (K. Watson & S. FitzGerald) - Settled with Licensed, Admin, and Confidential
  - c. Board Policy (S. FitzGerald & J. Egland) – Meeting October 29<sup>th</sup> @ 9am
  - d. Curriculum (S. FitzGerald & Megan Gometz) – September 19<sup>th</sup> at 3:30pm – will be discussing Student Success Act
  - e. Activities (J. Bibb & J. Egland) – Next meeting will be in December
  - f. Finance (J. Egland & S. FitzGerald) – October 15<sup>th</sup> @ 4:30
  - g. Communications (M. Gometz & K. Watson) – October 10<sup>th</sup> @ 5:00pm

With no further discussion, the meeting adjourned 6:50 pm.

Minutes by: Michelle Rettke, Board Secretary

**YAMHILL CARLTON SCHOOL DISTRICT NO.1**

**BOARD OF DIRECTORS**

Yamhill Carlton School District Board Room  
120 N Larch Place, Yamhill, OR 97148

Thursday, September 12<sup>th</sup>, 2019

Regular Session – 7:00pm

MINUTES

Board Members: Jami Eglund, Jack Bibb, Ken Watson and Megan Gometz. Susan FitzGerald was absent by prior arrangement.

DO/Administration Staff: Superintendent Charan Cline, Board Secretary Michelle Rettke, Business Manager Tami Zigler, YCIS Principal Matt Wiles, YCES Principal Chad Tollefson, YCHS Principal Clint Raever, Student Representative Dylan McInnis, Food Service Director Gia Saporito and YCHS Associate Principal/Athletic Director Scott Henderson

Also Present: G. Manson, P. Manson, E. Chadwick and S. Schulze

Flag Salute

- I. Called to order by Vice Chair Jami Eglund at 7:00 PM
- II. Individuals, Delegations, Recognition and Communications

Introduction of Cline Raever (YCHS Principal) and Gia Saporito (Food Service Director)

FFA Students presented information about National Conference Trip.

- III. Review of Agenda

*J. Bibb motioned to approve the agenda as presented. K. Watson seconded. All in favor, motion carried.*

- IV. Regular Session – Consent Agenda

*K. Watson motioned to approve the consent agenda as presented. J. Bibb seconded. All in favor, motion carried.*

- V. Announcements and Report

- I. YCES – Chad Tollefson – Kindergarten Assessments are happening this week as well as Diebles testing.
- II. YCIS – Matt Wiles – working out glitches in the schedule, making adjustments to class sizes
- III. YCHS – Clint Raever/Scott Henderson – Working on student recognition system (Tiger of the Month), math placement test going on.
- IV. Financial Report & List of Bills for August 2019 – Auditors will be in district October 21<sup>st</sup> thru 23<sup>rd</sup>.

*J. Bibb motioned to approve the financial report and list of bills for August 2019 as presented. K. Watson seconded. All in favor, motion carried.*

- V. District Facilities – See report in Board Packet
- VI. Superintendent’s Report – Worked hard to get ready for the new school year. See Report in Board Packet

VI. New Business

- I. Approve out of state travel – FFA National Conference

*K. Watson motioned to approve the out of state travel for FFA to attend National Conference. J. Bibb seconded. All in favor, motion carried.*

- II. JCI – Resolution 2020-02

*J. Bibb motioned to approve JCI- Resolution 2020-02 as presented. K. Watson seconded. All in favor, motion carried.*

- III. Ratification of Licensed Contract

*M. Gometz motioned to ratify the license contract as presented. J. Bibb seconded. All in favor, motion carried.*

- IV. Approve Admin & Confidential Agreements

*J. Bibb motioned to approve the Admin and Confidential agreements as presented. M. Gometz seconded. All in favor, motion carried.*

- V. PERS – Resolution 2020-03

*M. Gometz motioned to approve PERS – Resolution 2020-03. K. Watson seconded. All in favor, motion carried.*

- VI. Approve out of state travel – ASBO National Conference

*K. Watson motioned to approve out of state travel for Tami Zigler to ASBO National Conference. J. Bibb seconded. All in favor, motion carried.*

- VII. Approve Superintendent Evaluation Summary

*K. Watson motioned to approve the Superintendent Evaluation Summary as presented. J. Bibb seconded. All in favor, motion carried.*

- VIII. Community Survey Questions

List of questions was presented that will be used as part of community survey. District will use information to develop plan of Student Success Act. No Action Necessary

IX. Communications Plan

*J. Bibb motioned to approve the communications plan as presented. M. Gometz seconded. All in favor, motion carried.*

X. Community Mingle Discussion

Scheduled for October 29<sup>th</sup> at 6:30pm. Would like to focus on Student Success Act as the topic.

XI. OSBA Regional Meeting

Reminder – Meeting is October 2<sup>nd</sup> at WESD in McMinnville

VII. Board of Directors Comments

J. Eglund - Welcome Back...excited for new school year

J. Bibb - knows that sometimes our meetings can seem regimented but “appreciates how business is conducted in meetings” on point – allowing for discussion and getting business done.

With no further discussion the meeting was adjourned at 8:19 pm

Minutes by: Michelle Rettke, Board Secretary

Yamhill Carlton School District  
Human Resources  
Board Report  
October 2019



**New Hires**

Karissa Peterson - Library IA (YCIS/YCHS)  
Natalie Nonamaker - Title 1 IA (YCES)  
Ashleigh Nickens - Kitchen Helper (YCES)

**Resignation**

Trista Mentzer - Kitchen Helper (YCIS/YCHS)  
Vickie Roberts - Custodian (YCIS/YCHS)

**District Enrollment Report  
September 2019**

	Female	Male	Total
Kindergarten	41	48	89
1st Grade	34	41	75
2nd Grade	41	42	83
3rd Grade	35	54	89
4th Grade	35	43	78
<b>K- 4th Subtotal:</b>	<b>186</b>	<b>228</b>	<b>414</b>
5th Grade	33	35	68
6th Grade	47	41	88
7th Grade	48	46	94
8th Grade	37	35	72
<b>5th-8th Subtotal:</b>	<b>165</b>	<b>157</b>	<b>322</b>
9th Grade	32	50	82
10th Grade	29	39	68
11th Grade	34	44	78
12th Grade	29	44	73
<b>9th – 12th Subtotal:</b>	<b>124</b>	<b>177</b>	<b>301</b>
<b>District Total:</b>	<b>475</b>	<b>562</b>	<b>1037</b>

**District Enrollment for 2019-20 School Year**

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YCES	361.5									
YCIS	283.25									
YCHS	301									
Alliance	91.25									
<b>Total</b>	<b>1037</b>	<b>0</b>								

**YCES Enrollment for 2019-20 School Year**

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	81.25									
1st Grade	67									
2nd Grade	68.5									
3rd Grade	76.25									
4th Grade	68.5									
<b>19/20 Total</b>	<b>361.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>18/19 Total</b>	<b>336</b>	<b>337</b>	<b>337</b>	<b>337</b>	<b>332</b>	<b>332</b>	<b>329.75</b>	<b>331.75</b>	<b>332</b>	<b>331</b>
<b>17/18 Total</b>	<b>352.5</b>	<b>342.5</b>	<b>344.25</b>	<b>344.25</b>	<b>346.75</b>	<b>345.25</b>	<b>343.25</b>	<b>346.25</b>	<b>344</b>	

**YCIS Enrollment for 2019-20 School Year**

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
5th Grade	58.75									
6th Grade	82									
7th Grade	82.5									
8th Grade	60									
19/20 Total	283.25	0	0	0	0	0	0	0	0	0
18/19 Total	325	310	312	310	310	305	304	304.75	304	303
17/18 Total	323	321.5	318.5	314.5	315	310.5	309.5	308.5	303.5	

**YCHS Enrollment for 2019-20 School Year**

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
9th Grade	82									
10th Grade	68									
11th Grade	78									
12th Grade	73									
19/20 Total	301	0	0	0	0	0	0	0	0	0
18/19 Total	277	277	279	281	278	281	279	274	275	261
17/18 Total	312	307	305	304	303	300	300	297	296	

**Alliance Academy Enrollment 2019-20**

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	7.75									
1st Grade	8									
2nd Grade	14.5									
3rd Grade	12.75									
4th Grade	9.5									
5th Grade	9.25									
6th Grade	6									
7th Grade	11.5									
8th Grade	12									
19/20 Total	91.25	0	0	0	0	0	0	0	0	0
18/19 Total	88	89	94	94	99	105	105.5	105.5	103	103
17/18 Total	67.5	64	70.25	70.25	75.25	78.25	78.25	77.25	78.5	78.5

# Surplus

September 2019

Gear surplus -	#	\$
Soccer Jersey	72	5
Soccer Goalie	3	5
Track Shorts	57	1
Football pant	73	3
Volleyball	49	5
Football Jersey	42	5
Soccer Jersey	21	5
Basketball Misc	10	5
Basketball	86	5
Basketball Tops	56	5
Basketball WU/short	37	5
Basketball Jersey	38	5
Basketball Shorts	29	5

# Donations

## September 2019

Charles Montgomery	\$ 100.00	FFA Fund
Marlene Hockema Scholarship	\$ 100.00	Karen Williams Jones
Rodney Buxton Scholarship	\$ 50.00	Karen Williams Jones
Peggy Bony Scholarship	\$ 30.00	Karen Williams Jones
Brian & Diane Cappoen Scholarship	\$ 30.00	Karen Williams Jones
Terry Wyffels Scholarship	\$ 20.00	Karen Williams Jones
Fey Longhorns Consignment LLC	\$ 2,500.00	FFA Fund
YC Booster Club	\$1,200.00	Girls Basketball Fund
Charles Montgomery	\$ 100.00	FFA Fund
Marlene Mockema Scholarship	\$ 50.00	Karen Williams Jones
John & Patricia McGhehey	\$ 200.00	Football Fund
Jim Doran Auto Center	\$ 500.00	Football Fund
Charles Montgomery	\$ 100.00	FFA Fund

# Yamhill Carlton Elementary School

## October 2019 Board Report

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October is an exciting month at YCES. One of our most important annual events is next week – the YCPTO “Tiger Run.” This event provides fun and pride to staff, students, and parents alike. YCPTO parents and other volunteers work tirelessly to both fundraise for our school, as well as organize and put-on this fun event for students. This year we will have a variety of first responders from our community, as well as the YC Tiger joining us. We are very grateful for the support that YCES has from our wonderful parents!

### **Academics**

We are in year three of the Oregon RTIi Project. This year will allow us to strengthen our Intervention Process, as well as more effectively monitor student progress. Our new ORTIi Coach, Brad Thorud, will be working to help us analyze student data and fine tune our intervention curriculum and structures. Through the recommendation of our ORTIi coaches, our intervention menu is in the process of expanding this year with the addition of Heggerty, 6 Minute Solution, and Really Great Reading: Phonics Boost and Phonics Blast.

### **PAX and Kagan**

Our PAX Challenge for the month of October is “PAX Quiet.” Students are working towards a school goal, as well as classroom goals during the month. Throughout the month staff award students with PAX Voice Tickets in recognition of being examples of PAX Quiet. Tickets are tallied and hung in the hall outside of the gym to monitor progress towards reaching our school goal. In addition to our October Challenge, teachers continue to implement PAX Good Behavior Game within their classrooms.

Teachers are also beginning to implement Kagan Cooperative Strategies into their classrooms. Throughout the entire school, students are in cooperative learning groups utilizing Kagan grouping structures that maximize student interaction and success. Our staff is looking forward to learning more at our second Kagan training tomorrow, and are working within grade level teams to make Kagan a part of their practice and routines.

**September ADA:**

Kindergarten – 95.45%

First Grade – 95.54%

Second Grade – 97.29%

Third Grade – 96.72%

Fourth Grade – 97.37%

**School Wide – 96.43%**

**September Total Enrollment: 360 students**

**Upcoming Events:**

Oct. 10th – Picture Day

Oct. 11<sup>th</sup> – State In-Service Day

Oct. 18th – Walk-A-Thon Day

Nov. 11th – No School, Veteran’s Day

Nov. 14th – 3rd Grade STAGE Patriotic Performance

Nov. 25th & 26th – Parent-Teacher Conferences

# YCIS October Board Report

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We are now established in our day to day routines and schedules as we enter October. A major piece in how we serve our students is making sure they are in the correct placement. We use data gathered from test scores as well as formative and summative assessments to make sure our students are correctly placed in appropriate classes and taught accordingly. This is where the RTI work we are doing comes into play. Identifying the needs of students and then applying appropriate strategies to better meet their needs. This type of work happens in our building daily.

## **Kagan Training**

We had our first Instructional Rounds at YCIS on 9/13. The feedback we received from the team was positive. In an effort to increase student engagement all of our teachers are encouraged to try at least one Kagan Structure. We will be working with our instructional coach this year, Anne Foley, and getting her out in classrooms to provide coaching and feedback prior to the next training on 10/11.

## **Dibels Testing**

Dibels testing was conducted for our 5th and 6th graders this past month. I had the opportunity to learn how this process works. The data has been recorded and was used recently in our 100% meetings (RTI Process). The 5th and 6th grade teams sat down and looked at Dibels data, state testing results, and behavior data and will use this data to develop interventions and strategies to better meet the needs of our students.

## **Lockdown Drill**

Our first lockdown drill was conducted in September. We received valuable feedback from the YPD and it was a good exercise in identifying areas for improvement within our building. Ultimately, we conduct these drills to ensure safety and make sure our staff is prepared in the event we are ever put into a lockdown situation.

## **Collaborative Problem Solving**

Part of our early release Wednesday time will be dedicated to Collaborative Problem Solving training. Angela Kronenberg will be leading this. She has a solid background in this practice

and utilizes this training in her day to day interaction with students. I have been incorporating elements of this practice in my interactions with students and finding that it is proving to be effective. Our second round of training will be next Wednesday.

### **Back to School Night**

We had BTSN on 9/17. This was a very well attended event. It gave the parents that attended an opportunity to meet our staff (new and returning) and ask questions about classroom practices and policies. We are gathering feedback from our staff to determine if any changes might be necessary for next year.

### **September Attendance Data**

Grade 5	95.2 %
Grade 6	94.8 %
Grade 7	97.3 %
Grade 8	94.9 %

YCSD School Board Report  
 Yamhill Carlton High School  
 October 10, 2019

Upcoming Events: (Leadership)

October Events	November Events
1 - Club Rush, <u>Yes, Virginia</u> Auditions 7 - 1st grading period grades due 10 - Board Meeting/FAFSA Night 11 - Statewide inservice day 16 - Senior Project Dessert 30 - PSAT	3 and 4 - OASC Fall conference 4 - ASVAB 11 - Veterans Day No School 13 - Fall sports dessert 4-15 Canned Food Drive 20 - Job fair - McMinnville High School 21-23 - Yes Virginia play 25 & 26 - Conferences 25 - 29 Thanksgiving Break No school for students

FFA:

National FFA Convention 2019 October 26-November 2.  
 District soils competition in Sheridan on October 8th.

ASPIRE:

The Free Application for Federal Student Aid (FAFSA) is required for access to federal financial aid and required for access to aid (including loans) for most colleges, universities and trade schools. The online application became available Oct. 1. All seniors and their parents should attend the FAFSA night on October 10. A rep from Chemeketa Community College will be doing a presentation then helping families complete their FAFSA. ASPIRE mentors will be on hand as well.

At this time, we are also encouraging seniors to apply for the Oregon Promise Grant for two years of tuition at a community college.

We have prepared a comprehensive list of important dates (admission and financial deadlines at public, private colleges and community colleges in Oregon; SAT/ACT dates; campus preview days) and events, called "News You Need," to help Seniors and Juniors with their college planning. This resource also includes reminders of essential things seniors should be doing each month.

ASPIRE mentors are working with their students on these and other timely tasks as well. Of the 39 seniors signed up for ASPIRE, 36 have been paired with a mentor.

ASPIRE Mentors are: Carol Foley, Linda Cline, Christine Andrus, Emily Severson, Thuy Williams, Debbie Michelini, Steve Harloff and Julia Tramelli.

YCCA: In recognition of a new gradebook system and a fresh start, YCCA teachers are in the process of standardizing the professional skills used across the board for consistency purposes. Our theme is a focus on the idea of designing a viable solution to a problem, rather than simply practicing skills for the sake of practice. This is exemplified by the Tiny House project mentality, large scale rocket builds, and the continuing process of bringing livestock on to our campus to emphasize hands on skills. Additionally, we are evaluating eligible projects for a second CTE revitalization grant. Setting dates for badging and recognition ceremonies is continuing.

Athletics: Sports are still doing well as every sport has a 500 or better record. Football is off to a 4-0 start and ranked 7th in the state. Boys Soccer is off to a 3-3-1 start. Girls Soccer is off to a 6-1 start and ranked 7th in the state. Volleyball is off to a 7-7 start. Crosscountry is running really hard and doing well.

<u>Participation Numbers</u>		
Football - 43	Boys Soccer - 28	Girls Soccer - 20
Volleyball - 22	Cross Country - 17	Cheer - 6
<u>Total: 136</u>		

- Schedules, rosters and scores can be found at our new activity scheduler page which is accessible through our athletic page at the school website or through this link <https://www.pacwestconference.org/public/genie/1068/school/856/>

Donations:

Charles Montgomery	\$ 100.00	FFA Fund
Marlene Hockema	\$ 100.00	Karen Williams Jones Scholarship
Rodney Buxton	\$ 50.00	Karen Williams Jones Scholarship
Peggy Bony	\$ 30.00	Karen Williams Jones Scholarship
Brian & Diane Cappoen	\$ 30.00	Karen Williams Jones Scholarship
Terry Wyffels	\$ 20.00	Karen Williams Jones Scholarship
Fey Longhorns Consignment LLC	\$ 2,500.00	FFA Fund
YC Booster Club	\$1,200.00	Girls Basketball Fund
Charles Montgomery	\$ 100.00	FFA Fund
Marlene Mockema	\$ 50.00	Karen Williams Jones Scholarship
John & Patricia McGhehey	\$ 200.00	Football Fund
Jim Doran Auto Center	\$ 500.00	Football Fund
Charles Montgomery	\$ 100.00	FFA Fund

Principal's Report:

September was a great month. Athletics are off to a hot start. Homecoming week was fantastic. Tigers have great school spirit. All the activities were well attended.

The transition from the Jump rope gradebook to Synergy was not exactly a smooth one. We are having to overhaul the gradebook from how it was initially set up this year and essentially start from scratch. The teachers have been keeping records the old fashioned way and we will have the new grade book up and running in the next week or so.

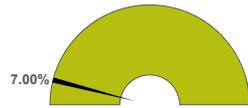
Enrollment and Attendance:

October		
Grade	Enrollment	Percent of Students <=90% Attend.
9	82	2.44
10	69	0
11	74	2.74
12	70	5.97
Total	295	

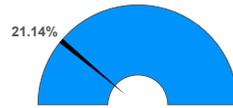
# General Fund Revenue Dashboard Summary

For the Period Ending September 30, 2019

Fund Balance as % of Projected Revenues



Actual YTD Revenues



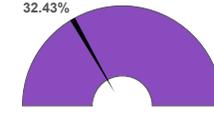
Projected YTD Revenues  
20.74%

Actual YTD Local Sources



Projected YTD Local Sources  
0.62%

Actual YTD State Sources



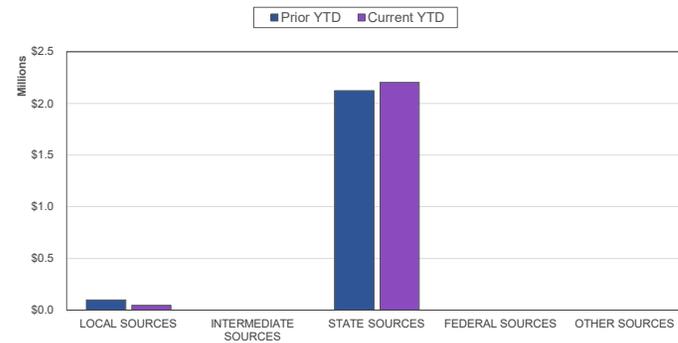
Projected YTD State Sources  
32.14%

## Revenues

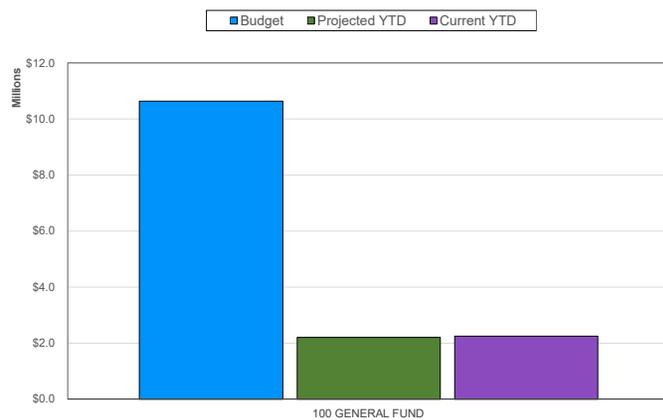
Top 10 General Fund Sources of Revenue (Year-to-Date)

State School Fund	\$2,203,433.00
Interest On Investments	\$16,042.74
Miscellaneous	\$15,097.41
Ad Valorem Taxes Levied By District	\$11,460.91
Penalties And Interest On Taxes	\$2,316.57
Rentals	\$650.00
Regular Day School Tuition	\$0.00
Percent of Total Revenues Year-to-Date	100.00%

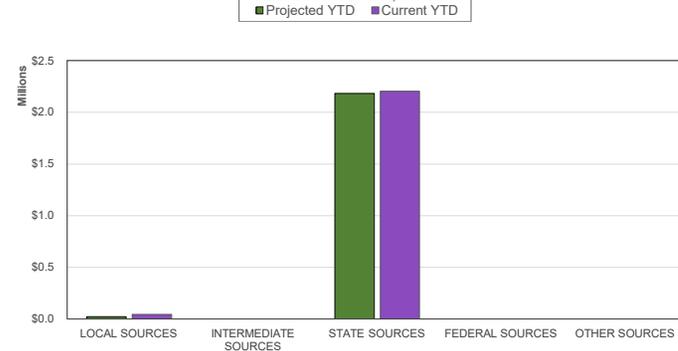
General Fund Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



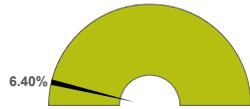
General Fund Revenue by Source | Projected YTD vs. Current YTD



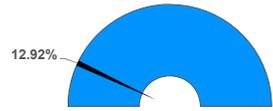
# General Fund Expenditure Dashboard Summary

For the Period Ending September 30, 2019

Fund Balance as % of Projected Expenditures

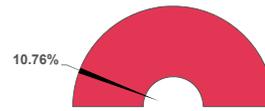


Actual YTD Expenditures



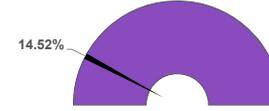
Projected YTD Expenditures  
13.72%

Actual YTD Salaries/Benefits



Projected YTD Salaries/Benefits  
11.03%

Actual YTD Other Objects



Projected YTD Other Objects  
15.71%

## Expenditures

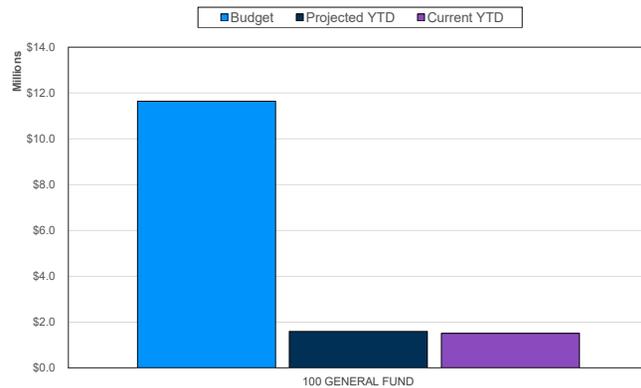
Top 10 General Fund Expenditures by Program (Year-to-Date)

Regular Salaries	\$606,560.74
Insurance And Judgments	\$156,564.00
Contractual Employee Benefits	\$140,032.10
Public Employees Retirement System	\$131,556.28
Property Services	\$70,802.89
Student Transportation Services	\$52,969.95
Instructional, Professional And Technical Services	\$48,273.48
Social Security Administration	\$48,154.41
Computer Software	\$44,400.21
Additional Salary	\$42,962.66
<b>Percent of Total Expenditures Year-to-Date</b>	<b>89.26%</b>

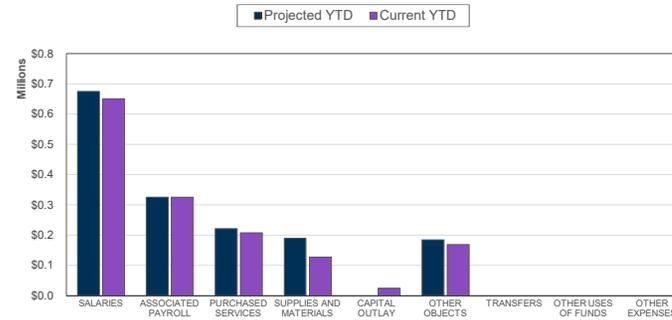
General Fund Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



General Fund Expenditures by Object | Projected YTD vs. Current YTD

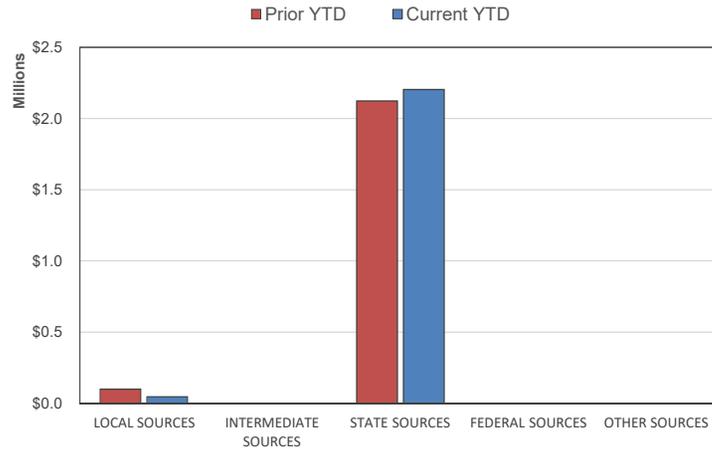


# 100 General Fund | Financial Summary

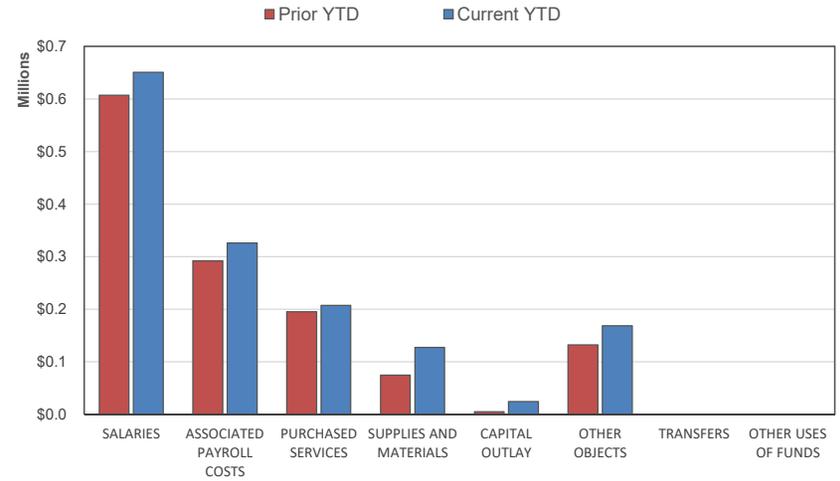
For the Period Ending September 30, 2019

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
<b>Beginning Fund Balance</b>	\$994,721	\$994,721		\$0	\$1,000,000	
<b>REVENUES</b>						
Local Sources	\$98,685	\$3,479,941	2.84%	\$45,568	\$3,676,811	1.24%
Intermediate Sources	\$0	\$171,914	0.00%	\$0	\$170,000	0.00%
State Sources	\$2,123,858	\$6,752,243	31.45%	\$2,203,433	\$6,794,031	32.43%
Federal Sources	\$0	\$0		\$0	\$0	
Other Sources	\$0	\$0		\$0	\$0	
<b>TOTAL REVENUE</b>	<b>\$2,222,543</b>	<b>\$10,404,099</b>	<b>21.36%</b>	<b>\$2,249,001</b>	<b>\$10,640,842</b>	<b>21.14%</b>
<b>EXPENDITURES</b>						
Salaries	\$607,030	\$4,977,398	12.20%	\$650,924	\$5,368,043	12.13%
Associated Payroll Costs	\$291,982	\$2,553,392	11.44%	\$325,645	\$2,768,880	11.76%
Purchased Services	\$194,971	\$2,018,235	9.66%	\$207,399	\$2,187,140	9.48%
Supplies and Materials	\$74,381	\$277,357	26.82%	\$127,100	\$486,725	26.11%
Capital Outlay	\$5,000	\$22,935	21.80%	\$24,400	\$22,000	110.91%
Other Objects	\$132,162	\$156,296	84.56%	\$168,316	\$198,025	85.00%
Transfers	\$0	\$212,301	0.00%	\$0	\$185,029	0.00%
Other Uses of Funds	\$0	\$0		\$0	\$425,000	0.00%
Other Expenses	\$0	\$0		\$0	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$1,305,526</b>	<b>\$10,217,915</b>	<b>12.78%</b>	<b>\$1,503,785</b>	<b>\$11,640,842</b>	<b>12.92%</b>

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD



Yamhill-Carlton School District No. 1

Reprint Check Listing

Fiscal Year: 2019-2020

Criteria:

Bank Account: STERLING SAVINGS BANK 2403

From Date: 09/01/2019

To Date: 09/30/2019

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types:  Expense  Manual  Payroll  Payroll Deductions  Other Disbursements

\* Indicates gap in check sequence

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
57493	09/03/2019	ENVIRONMENTAL INSPECTION SERVICES	\$1,800.00	1045	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57494	09/09/2019	ALPENROSE	\$301.20	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57495	09/09/2019	AMAZON CAPITAL SERVICES	\$84.11	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57496	09/09/2019	BRETHOWER, JEAN R	\$56.40	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57497	09/09/2019	CENTURY LINK	\$180.47	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57498	09/09/2019	CITY OF CARLTON	\$4,365.58	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57499	09/09/2019	CITY OF YAMHILL	\$6,808.29	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57500	09/09/2019	HONEY BUCKET	\$875.35	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57501	09/09/2019	PAC-VAN	\$2,893.50	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57502	09/09/2019	SYSCO FOOD SERVICES	\$5,286.63	1049	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57503	09/09/2019	YAMHILL SHELL STATION	\$62.71	1049	Printed	Expense	<input type="checkbox"/>		
57504	09/13/2019	ALPENROSE	\$1,069.71	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57505	09/13/2019	AMAZON CAPITAL SERVICES	\$682.64	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57506	09/13/2019	BRETHOWER, JEAN R	\$61.80	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57507	09/13/2019	D-N-D ELECTRICAL CONTRACTORS	\$12,275.66	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57508	09/13/2019	DEMME LEARNING	\$7,227.23	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57509	09/13/2019	FRYES ACTION ATHLETICS	\$460.00	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57510	09/13/2019	GOOD SOURCE	\$989.82	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57511	09/13/2019	KAGAN PUBLISHING	\$6,748.00	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57512	09/13/2019	MAHONEY TARA	\$1,782.00	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57513	09/13/2019	NORTHWEST REGIONAL ESD	\$9,192.14	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57514	09/13/2019	PACIFIC OFFICE AUTOMATION	\$2,234.39	1054	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	



Yamhill-Carlton School District No. 1

Reprint Check Listing

Fiscal Year: 2019-2020

Criteria:  
 Bank Account: STERLING SAVINGS BANK 2403 From Date: 09/01/2019 To Date: 09/30/2019  
 From Check: To Check: From Clear Date: To Clear Date:  
 From Voucher: To Voucher:

Types:  Expense  Manual  Payroll  Payroll Deductions  Other Disbursements

\* Indicates gap in check sequence

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
57540	09/20/2019	MOBYMAX, LLC	\$199.00	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57541	09/20/2019	NOR-PAC SEATING INC	\$419.00	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57542	09/20/2019	NORTHWEST REGIONAL ESD	\$18,480.70	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57543	09/20/2019	OACA	\$715.00	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57544	09/20/2019	OREGON SCHOOL NUTRITION ASSOCIATION	\$75.00	1069	Printed	Expense	<input type="checkbox"/>		
57545	09/20/2019	OSAA	\$2,260.00	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57546	09/20/2019	OVS	\$24,400.00	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57547	09/20/2019	PEARSON SCHOOL DIVISION (SECONDARY)	\$2,330.47	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57548	09/20/2019	PLAYSCRIPTS	\$339.32	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57549	09/20/2019	PORTLAND GENERAL ELECTRIC	\$8,926.05	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57550	09/20/2019	PROPANE NORTHWEST	\$31.43	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57551	09/20/2019	RECOLOGY WESTERN OREGON GARBAGE	\$434.63	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57552	09/20/2019	SYSCO FOOD SERVICES	\$568.33	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57553	09/20/2019	THE HOME DEPOT PRO	\$509.48	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57554	09/20/2019	VALERIE BREWER	\$159.95	1069	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57555	09/20/2019	YAMHILL SHELL STATION	\$99.57	1069	Printed	Expense	<input type="checkbox"/>		
57556	09/23/2019	AC'CENT SIGNS LLC	\$1,567.90	1071	Printed	Expense	<input type="checkbox"/>		
57557	09/23/2019	BRETTHAUER OIL COMPANY	\$589.69	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57558	09/23/2019	CDW-GOVERNMENT, INC	\$169.67	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57559	09/23/2019	COSA	\$642.00	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57560	09/23/2019	D-N-D ELECTRICAL CONTRACTORS	\$859.75	1071	Printed	Expense	<input type="checkbox"/>		
57561	09/23/2019	GARRETT, HEMANN, ROBERTSON	\$211.50	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	

Yamhill-Carlton School District No. 1

Reprint Check Listing

Fiscal Year: 2019-2020

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 From Check: To Check: From Clear Date: To Clear Date:  
 From Voucher: To Voucher:

Types:  Expense  Manual  Payroll  Payroll Deductions  Other Disbursements

\* Indicates gap in check sequence

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
57562	09/23/2019	IXL LEARNING INC.	\$1,439.00	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57563	09/23/2019	NAVIANCE INC	\$9,250.05	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57564	09/23/2019	OREGON STATE UNIVERSITY	\$2,500.00	1071	Printed	Expense	<input type="checkbox"/>		
57565	09/23/2019	ROTH HEATING & COOLING	\$554.00	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57566	09/23/2019	SYSCO FOOD SERVICES	\$3,584.18	1071	Printed	Expense	<input checked="" type="checkbox"/>	09/30/2019	
57567	09/23/2019	YAMHILL SHELL STATION	\$52.30	1071	Printed	Expense	<input type="checkbox"/>		
* 57569	09/27/2019	ALL SERVICES CONTRACTORS	\$14,450.00	1073	Printed	Expense	<input type="checkbox"/>		
57570	09/27/2019	ALPENROSE	\$623.01	1073	Printed	Expense	<input type="checkbox"/>		
57571	09/27/2019	AMAZON CAPITAL SERVICES	\$1,910.41	1073	Printed	Expense	<input type="checkbox"/>		
57572	09/27/2019	CPM EDUCATIONAL PROGRAM	\$1,405.29	1073	Printed	Expense	<input type="checkbox"/>		
57573	09/27/2019	D-N-D ELECTRICAL CONTRACTORS	\$103.00	1073	Printed	Expense	<input type="checkbox"/>		
57574	09/27/2019	GREGORY S. ADAMS	\$775.00	1073	Printed	Expense	<input type="checkbox"/>		
57575	09/27/2019	HUDL	\$1,099.00	1073	Printed	Expense	<input type="checkbox"/>		
57576	09/27/2019	KONE INC	\$598.65	1073	Printed	Expense	<input type="checkbox"/>		
57577	09/27/2019	LAKESHORE LEARNING MATERIALS	\$56.32	1073	Printed	Expense	<input type="checkbox"/>		
57578	09/27/2019	LOWE'S COMPANIES INC.	\$25.20	1073	Printed	Expense	<input type="checkbox"/>		
57579	09/27/2019	NEWS REGISTER	\$92.01	1073	Printed	Expense	<input type="checkbox"/>		
57580	09/27/2019	OSBA	\$3,303.00	1073	Printed	Expense	<input type="checkbox"/>		
57581	09/27/2019	PACIFIC OFFICE AUTOMATION	\$44.00	1073	Printed	Expense	<input type="checkbox"/>		
57582	09/27/2019	PEARSON SCHOOL DIVISION (SECONDARY)	\$530.66	1073	Printed	Expense	<input type="checkbox"/>		
57583	09/27/2019	RAINBOW RESOURCE CENTER, INC	\$9,441.75	1073	Printed	Expense	<input type="checkbox"/>		
57584	09/27/2019	RAM STEEL INC.	\$389.57	1073	Printed	Expense	<input type="checkbox"/>		



# Facilities Report

October 2019

- Finishing the Gym floor cleaning
- Bathrooms in the new gym being finished
  - grab rails, soap/paper towel dispenser's
  - Score board install being finished
- Sound system being installed this month
  - Bleachers being installed
- Lighting project starting in two weeks with  
JCI
  - H.V.A.C. issues being worked out



## Superintendent Report

October 10<sup>th</sup>, 2019

**Administrative Instructional Rounds** – We have completed two sessions of administrative instructional rounds focusing on implementation of Kagan Structures. The next session will be at YCHS.

**School Land Sale** – The Yamhill Planning Committee heard the proposal for a subdivision on Oct. 1<sup>st</sup>. After a spirited debate it was passed 5-0 to the Yamhill City Council. I will inform the board to the date of when the proposal will go before City Council as soon as it has been determined.

**Student Success Act** – We are beginning to plan out our community engagement activities for the SSA application. Our first community event will be the School Board Mingle in October.

**Latino Night** – We held our first Latino night of the year on September 17<sup>th</sup>. Only 3 families attended, but that is 38% of the Latino families in our district. The meeting went well and allowed us to introduce new services to this growing section of our community.

**Gym Architect** – Unfortunately it has become necessary to hire a new architect to draw plans for the Concession Stand and Locker Rooms. I am in negotiations with a firm to do the work.

**Carlton City Manager** – Dennis Durham and I have begun monthly meetings to discuss ways for our two organizations to aid each other.

**Chemeketa Community College Night Class** - CCC will teach a MIG Welding class in the CTE Dome in the Winter term. They will provide the instructor and materials for their course. This will be marketed to adults. I am excited about the new facilities being used to serve a community education function.

**JCI Project** – The lighting project should begin in about three weeks. Due to unexpected delays in the permitting process and the length of time it will take to replace boilers, the propane switchover will not be completed until next summer.

**Executive Council** - Along with Ginger Redlinger from the N. Marion School District, I am co-chairing the Superintendent's Executive Council at the WESD. We are adding few things to existing agenda, one of which is provide a session where superintendents can consult their colleagues on the unique problems that superintendent's experience.

**Bobbi Kidd**

**National Council of Teacher of English (NCTE) Conference**

The National Council of Teachers of English (NCTE) Conference that will be held in Baltimore, Maryland this year. The conference is November 21st-November 24th. I will be presenting twice at the conference. The presentations are:

**Raising communities of writers: "50"ish ways to encourage more writing in the secondary classroom (in 15 minutes or less a day)**

Friday, November 22, 2019 9:30-10:45

**And then What? Encouraging action post-inquiry in the secondary classroom**

Saturday, November 23, 2019 4:15-5:30 PM

The theme for the conference is “Spirited Inquiry”. I was able to attend last year when the theme of the conference was “Raising Student Voice”, which was a huge part of my master’s thesis through Johns Hopkins University, as well as one of my biggest passions as an educator.

As an attendee, I will be going to presentations, mini work sessions, and speakers surrounding strong strategies and best practices for teaching literacy, language, and composition. As a presenter, I will be sharing my own methods and strategies with others.

So far, I have already booked my flight because travel from PDX to Baltimore can be tricky with timing. I am actually leaving from Seattle on Wednesday the 20th so I can be there and ready at the beginning of the conference.

Here is the price break down of the trip:

Airfare: \$413.60 (I have already booked)

Conference registration fee: \$360 (I have not registered yet)

Lodging: \$160ish per night (3 nights) (Not booked yet)

Food: Approximately \$100

**Erin Sunday****American Council on the Teaching of Foreign Languages (ACTFL) Conference**

I, along with two classmates, have been accepted to present my master's research project at the national ACTFL conference this November. The American Council on the Teaching of Foreign Languages (ACTFL) is the most respected organization in the United States that is dedicated to improving and expanding the teaching of foreign languages. ACTFL standards, rubrics, and guidelines are considered the gold standard of language teaching, and Oregon uses ACTFL standards as our state standards for foreign language classes. ACTFL only accepts about 50% of session proposals, so this is a great opportunity for me to share some of the exciting work I'm doing at YC on a national platform. I will be presenting the results of my research project on using online and offline learning together in order to increase engagement and outcomes. I am also, of course, excited to meet and learn from language teachers from around the world!

The conference will be this November 22-24 in Washington D.C.

**Costs:**

Round trip flights to and from the conference (as of today) are between \$470 and \$530

Hotel room for three nights will be around \$700

Meals: Approximately \$100

Total, the price of my attendance would be between \$1350 and \$1500



# YAMHILL CARLTON SCHOOL DISTRICT

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

Oct. 10<sup>th</sup>, 2019

Parks and Paths

As part of the negotiation with the City of Yamhill and the purchasers of school district property, I complied with the intent of the school board and committed the school district to donating a piece of property to the City of Yamhill for a park. I am now seeking authorization to enter into formal negotiations with the City of Yamhill to identify an area of land that would be donated upon the final approval of Emerio Design and partner developers' plat. The size of the land donation would be approximately an acre and a half or less.

I also seek authorization to develop an easement across school district property for the construction of a pedestrian and biking path with Emerio Design and their partner developer. The easement would be granted upon the final approval of the developer's plat. The path would stretch from the new development to N. Hemlock St. in the City of Yamhill.

Sincerely,

Charan Cline, Ed.D  
Superintendent



# YAMHILL CARLTON SCHOOL DISTRICT

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

Oct. 10<sup>th</sup>, 2019

Thoughts on Community Mingle

As the Yamhill Carlton School Board is aware, part of the application for funding provided by the Student Success Act requires community engagement to discover how stake holders would like to best spend the additional funding. I suggest that the October 29<sup>th</sup> Community Mingle to be held at 6:30, be used to start this process.

Proposed Agenda

- I. Welcome from School Board Chair (5 min)
- II. Explanation of the Student Success Act from Superintendent (15 min)
- III. Stakeholders break into small groups to talk to board members about their priorities. Each board member hosts a topic of discussion defined by the SSA. (35 min)
  - a. Reducing Academic Disparities
  - b. Meeting Students Mental and Behavioral Needs
  - c. Providing Access to Academic Courses
  - d. Allowing Teachers and Staff Sufficient Time to Collaborate, Review Data and Develop Strategies to Help Students Stay on Track to Graduate
  - e. Establishing and Strengthening partnerships
- IV. School Board Chair thanks stake holders for participation in process (5 min)

An electronic survey will be prepared for participants to fill out and provide input on priorities.

Sincerely,

Charan Cline, Ed.D  
Superintendent