



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

REGULAR SESSION AGENDA

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

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

Password: sW66uH

Thursday, October 10, 2024

Regular Session: 6:00pm

MINUTES

Board Members Present: Erin Galyean, Ken Watson, JaJetta Dumdi

DO/Administration Present: Amanda Dallas, Tanner Smith, Brad Post, Ian Barr, John Horne, Clint Raever, Mary Brown, Tami Zigler (via Zoom)

Others Present: Kristen Pond, Morgan Bishop, Andy Rabung, Laurel Powers, Lillian Powers, Julia Howard

I. Call to Order Regular Session

E.Galyean called the meeting to order at 6:00pm

II. Flag Salute

III. Individuals, Delegations, Recognitions, and Communications

A. YCHS - Student body - Verbal Report

-Madison Gregor reported.

-Each leadership student is assigned to two freshmen to write letters to. It is like a pen pal system. It shows the freshmen that there is someone there to help them adjust and to help if they need it.

-This year's theme for homecoming is Haunted Homecoming. It will be easy to decorate since it is right before Halloween. They will be able to use the carved pumpkin from the FFA party.

-The leadership team is working on creating a welcoming environment and making sure they are engaging with students.

-They will be attending the OASC (Oregon Association of Student Councils) in November. Each school will put together a workshop to present.

-T.Smith stated they are doing a great job of celebrating all students. They have put up bulletin boards for all students, not just those who play sports. There are a lot of great boards. M.Gregor stated that groups of leadership students are assigned to a bulletin board to show what is going on in the school. They are updated weekly or monthly depending on the board. They have things like birthday boards and sports boards.

-The leadership students are teaming up by their grade and working on some homecoming decorations.

-Homecoming is on October 25th after the football game, but won't start until later. This will give the football boys time to get ready after the game. The dance goes until midnight.

B. YCES – Upcoming Author Visit Presentation – Kristen Pond

-K.Pond presented.

-On November 12th, they will be having an author come visit all the schools. His story is really amazing. He is a marathon runner. While he was running an ultra-marathon, on day two of the race, a little dog showed up and started following him and kept up with him for miles and miles. At one of the checkpoints, the dog came into his tent and snuggled with him. He started letting the dog run with him on some of the days. On last day of the race the runner in the lead started to struggle. He helped help him finish the race, but since they crossed the finish line at the same time, he was considered second. He and the dog received a silver medal.

- Lillian Powers is in third grade. She found this book in the library and checked it out two times. She then got her own copy. Lillian and her mother started corresponding with the author and found out they were going to be in Oregon and asked if they wanted to come to YC.
- There are several versions of the book for different ages. K.Pond showed them to the board. He also wrote a fictional story about how their cat had to adjust to a famous dog being in the house.
- K.Pond stated that he will do a Q&A with the cross country team after the assemblies.
- There will be an assembly for each school in the gym dome and Gobi, the dog, will be there too.
- K.Pond thanked Laurel Powers for all the work she has done to make this happen.

C. YCHS - Tanner Smith & Brad Post - Verbal Report

-B.Post reported.

- The football team is currently 4-1. They are tied with Banks for first place and ranked ninth in the 3A classification. They travel to Valley Catholic tomorrow night.
- Volleyball is 11-6 overall and is second place in the Coastal Range League behind Corbett.
- The boys' soccer team is currently winless with a record of 0-8-3. They are working hard and improving. They have had three draws and several of their losses were very close.
- The girls' soccer is currently 6-4-1, with a league record of 4-1. This record has the team tied for second with Amity, whom they are playing tonight.
- The cross-country team ran out in Vernonia today. The team is led by Louigi Etta and Laurel Chadwick with the addition of soccer star, Lucas Partin, who is doing two fall sports. Coach Rylan believes the boys may score some team points at the State competition in a few weeks.
- The cheer team's success from last year is spreading. There are now a couple of Gaston students who would like to compete with Yamhill Carlton since they do not offer winter cheer in Gaston. He will discuss this with the board later in tonight's meeting.
- The Tiger Athletics study tables are in their third week. The study table program is a powerful example of how committed Tiger Athletics is to the district's vision, mission, and values. By providing student athletes with structured academic support, they emphasize the mission to champion the growth of the whole student through highly effective learning practices. These study tables reinforce the importance of balancing academic excellence with athletic participation, aligning with the vision to foster well-rounded individuals who are prepared for success both on and off the field. They also reflect the district's core values of commitment, integrity, compassion and resiliency, creating a supportive environment where student athletes can thrive.
- T.Smith reported.
- They have started working with the WESD and are now using the Tigers on Track system. They are able to get the data they need with a couple of clicks of a button.
- For attendance, 203 students are at 90% or better and 79 are under 90%.
- 230 students are failing zero or one course and 52 students are failing 2 or more.
- They look at individual student data and have students fill out the Tigers on Track sheet. For every class that they aren't passing, they are given an action plan that is a step by step plan of how to get their grades up to passing. The parent needs to sign the action plan as well and then the student returns it to the teacher. By doing this, the students are now aware of where they are, not just the teachers. It helps teach them accountability.
- He believes this process aligns with the district's vision, mission, and values because it helps students take an active role in their success.
- They had 50 parents attend conferences today, which is more than he thought there would be. Teachers are showing parents the action plans.
- K.Watson asked about the attendance piece. He asked what they do when they see that a student is absent more than 10% of the time. T.Smith responded that since it is so early in the year, they don't have to miss much school to reach that 10%. They will look at those with high absence rates and he, Renee McEnaney or

Brenda Vanderzanden will meet with them to find out why they are having so many absences and what they can do to help them overcome any hurdles they have.

-They have completed their second fire drill. Both the intermediate and high school did it. All students at both schools were evacuated and all students accounted for in seven minutes. They also had a bus evacuation drill.

-They are now pros in the art of the hold drill.

-Homecoming week is rapidly approaching and the students are getting pretty excited about it, all the dress up days along with the athletics that week and, of course, the dance. He suggested the dance take place on the field at halftime during the football game and charge \$27, but the students didn't seem to like the idea.

-He wanted to change the look of the building when you first walk in. Students have done murals and painted a 3D tiger on the floor. It adds more to the aura of the school. Renee McEnaney also does a freshman shout out bulletin board.

-He feels like things are going a lot better than last year and is glad they had conferences this early to allow students time to catch up.

-J.Dumdi asked if they are already planning for J term. T.Smith replied that they are. They see the value of doing it at the high school. There is talk of doing away with M-term in the future. Last year they were able to get 66 students to passing grades during J-Term. M-term however is at the end of the year and they aren't sure how beneficial it is. Eliminating M-term would allow them to extend the semesters by a couple of weeks. J-term was very valuable. This year they are committed to both J and M term.

D. YCIS – Amanda Dallas & Chad Tollefson - Verbal Report

-A.Dallas reported.

-C.Tollefson is unable to attend tonight due to priority conferences.

-Big shout out to the office staff. They continue to field question after question for her as they shift communication and leadership style in the building. Also, a huge shout out to Megan Huxman for being the first walk-through observation of the year with the new system.

-Kyle Findley has been hard at work ensuring her vision for an extra outdoor area that is safe and sound.

-This month is Bullying Prevention Month. Safety and kindness are the highest priorities at YCIS. They are actively modifying and tweaking their proactive approach to help students problem-solve and deal with conflict.

-A few examples of their proactive approaches are: Classroom teachers make positive phone calls home in the first six weeks of school, campus vision boards, monthly visits from Mrs. Dallas in the leadership class, PAX building wide expectations, problem solving slip from the office followed by parent phone calls, constant communication home, positive office referrals, weekly SEL lessons with Wayfinder sample bullying lesson, and see it, say it for both the good things and the problems.

-She put some flyers in the lobby during conferences. She provided a copy of those to the board. Flyers for crisis resources, parenting tips for online safety, and trauma-informed support for children.

-PAX Adolescence is here. They are going to learn all about PAX and how it will be used at the school during Wednesday's professional development. She is very excited to see this shift in the building.

-They are teaming up with the WESD to learn more about inclusion in the schools. They will start with bias response training, followed by four sessions throughout the year to support the staff with language to help students learn and feel like they belong at YC.

-The leadership students are leading announcements, working on the Harvest Festival with the high school football team and scheduling food trucks, making inspirational signs for the bathrooms, helped with the welcome back assembly that was on September 20th, and so much more.

-A.Rabung gave an update on YCIS athletics. He stated that things are going like a duck swims, very smooth and calm on the top, but kicking like crazy underwater.

-They are formerly hiring for coaches. They have interviewed and selected Christina and Neil Slater as the girls' basketball coaches and Jeff Knipe and Jeff Woods for boys' basketball.

-Girls' basketball practice will begin on October 21st with their first game on November 5th.

- Boys' basketball practice will begin on December 16th with their first game on January 14th.
- He is working on getting logoed gear. They want to make it known that the district is running the program.
- He is working on transitioning equipment and uniforms from YCBC which will be done the week of October 28th.
- Track will start in the spring and they are hoping to have volleyball, football, and wrestling in the fall.
- They have modified the high school handbook for the intermediate school athletes. They will also have a study table for student athletes. This will help prepare them for what to expect in high school.
- He has reached out to Linfield and Pacific University to see if they have any interns that might want to help with health and safety.
- He has also reached out to a local physician to help with sports physicals to help make it as easy as possible for students to get them.
- Basketball registration is live. A special thank you to Patti Bertrand and Tami Zigler for all their work getting it up and running.
- A.Dallas stated there will be a Halloween dance on October 18th and the Fall Festival will be on November 1st from 5 to 7. She handed out flyers for both of those.
- She shared the i-Ready math data.
- DESSA testing will be done on November 4th.
- The MTSS team is working on how to solve student problems efficiently and effectively. They want to be more consistent on what the expectations are between all grade levels. This month's work was around universal progress reports for sharing with families at conferences.
- E.Galyean asked how she feels the transition is going with teachers. A.Dallas stated that she communicates differently so that is something that they are adjusting to. She does feel that it is going really well and there has been good feedback from teachers. They have done vision board for the entire school.
- They are currently planning J-Term. This year all the students will still have ELA and Math, and either science or social studies.

E. YCES - Amanda Dallas – Verbal Report

- A.Dallas reported.
- Shoutout to the YCES staff. The building runs so smoothly because they continually support each other and their students. She says this a lot, but they really do have an amazing thing going on at YCES.
- They have wrapped around their kindergarten teachers and students to support their transition into school routines. They are starting to settle into them and the expectations. All day everyday is a lot for the kindergartens and they are doing amazing.
- This month is Bullying Prevention Month. They are showing their support by wearing orange on Wednesdays. Safety and kindness are the highest priorities at YCES. They actively modify their proactive approach to help students problem solve and deal with conflict. Mrs. Morton has been teaching the anti-bullying curriculum in Character Strong. She presented a copy of the packet to the board. J.Morton does a great job with this.
- A few examples of the proactive approaches they are using: Classroom teachers make positive phone calls home in the first six weeks of school, campus vision boards, A.Dallas or M.Bishop do a monthly read aloud, PAX building wide expectations, universal problem solving language, problem solving slips, constant communication home, PAX coupons, positive office referrals, and PAX leader of the week.
- They have a lot of fun fall activities coming up.
- Tiger Run Spirit Week is October 14th- 18th.
- The Fall Festival field trip to the high school will be October 28th.
- The costume parade will be October 31st at 1:45pm.
- Trunk or Treat will be October 31st from 4 to 6pm.
- PJ day will be November 1st.

- She shared the i-Ready and Dibels data. For Dibels, kindergarten shows a lot of red, but that is normal and will look really good by the end of the year.
- The fall collection for DESSA will be completed next week.
- The goal for the MTSS is to use the Tiger Den data to drive their support for students and teachers. This month they talked about PAX leader of the week and what that looks like and how students can earn it. They are also updating their absence and tardy process for attendance. They will allow for an extra one or two absences. They felt like they were doing too much too soon and it didn't give them time to improve.

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at brownm@ycschools.org. 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.

IV. Review of Agenda (Action Item)

J.Dumdi motioned to approve the agenda as presented. K.Watson seconded. All in favor. Motion carried.

V. Regular Session – Consent Agenda (Action Item)

A. Approval of Board of Directors Minutes

1. Regular Session Minutes: 9/12/2024
2. Work Session Minutes: 9/23/2024

- B. Personnel
- C. Enrollment
- D. Donations

J.Dumdi motioned to approve the consent agenda as presented. K.Watson seconded. All in favor. Motion carried.

J.Dumdi noticed that Alliance now has a few high school students. J.Horne stated they are trying it again. They didn't lose a lot of high schoolers when they stopped, but the families of those students ended up taking the younger siblings out of Alliance as well. They are hoping this will keep the 8th graders as well as younger students in those families.

VI. Announcements and Reports

A. Superintendent's Report – Clint Raever – Verbal Report

-C.Raever reported.

-They have sent invites out to reconvene the long-range facilities committee. M.Brown is currently collecting RSVPs.

-J.Warner began doing a staff spotlight, similar to what she did for the Seniors last year. She sent out a short questionnaire to staff and within an hour she had already received more than 50 responses. She will post a few a week on social media.

-A few students will start attending city council meetings in both Carlton and Yamhill. They will share information about what is going on at the schools. This is another way to build bridges with the community.

-He has weekly communication meetings with K.Laier and C.Dreher. They are beginning work on the next newsletter and are hoping to get it out around Thanksgiving.

-J.Horne had a few things to report on.

-YC has been selected for cyclical monitoring for special education. They used to review eight cases a year. The new process requires them to review 30 files. Five of the special education teachers are working with him to do that. They met yesterday to make plans and have teams work on a few files each. They will meet again tomorrow afternoon to debrief and continue work. It is due at the end of January. They will change the PD plan to see where they need to boost some of the work they are doing with students. Luckily YC is the third cohort to do this, so the state has made some adjustments since the previous cohorts completed it.

-He and C.Raever are meeting with every new employee. They go to their location and have five or six talking points they go over with them. The main purpose of doing this is to find out how welcome they have felt. The other part is to get feedback on the experience they had during their onboarding process. One of the questions is 'who has helped you the most?'. From their responses, it seems they know who they can go to to ask questions and get answers.

-They are over halfway done with the meetings. They will take the information from these meetings and share it with the administration and then frame the hiring process and onboarding around that information.

-C.Raever stated many of the newly hired veteran teachers have said they didn't get the support at other districts like they have gotten here, which is nice to hear.

-Alliance Academy will be having a picnic at Beulah Park tomorrow. They will have popsicles, chalk art work, and it will give them a chance to socialize. This year they will be having a hoop-a-thon as a fundraiser for outdoor school. They are also hoping to have a science fair and a wax museum.

-C.Raever presented the OSAS assessment data. The scores show 22-23 and 23-24 scores and 23-24 state scores. The district's scores should be at or above the 23-24 state average. This is just a summary report. The principals haven't had time to look into individual student data. At a future meeting, he will have principals report on what they see in the data and what interventions will be put in place. One area that is cause for concern is the fourth graders in 22-23, that were fifth graders in 23-24 have shown a regression.

-J.Dumdi stated that it is interesting to see how the third, fourth, and fifth grades were impacted differently during COVID. A.Dallas stated this is not unique to the district, but it is still a problem that needs to be addressed. E.Galyean stated it will take persistence.

-The state report card won't be released until November. Once it is, they will go back and look at that as well.

B. District Facilities Report – Ian Barr – Verbal Report

-I.Barr reported.

-They had a fire inspection today. There were quite a few things that need to be addressed. The fire department will send him a report that he can share with the board.

-The boiler is going to be repaired. When it cools down it leaks water everywhere. It will be rebuilt in the next 3 weeks. K.Watson asked if it will be out of commission during the repairs. I.Barr replied that it will, but it shouldn't take very long to repair.

-The A/C unit in the cafeteria will be getting replaced.

-They will be seal coating the asphalt in front of the stadium.

C. Financials & List of Bills for September 2024 – Tami Zigler (Action Item)

-T.Zigler reported.

-The audit is next week, so the final audit numbers will be available in November.

-The anticipated beginning fund balance from 23-24 is \$3,500,000. The district had budgeted \$3,040,000. There are a few reasons it is higher than anticipated:

- The district budgeted based on a state school fund of 9.9 billion, but the State School Fund received 10.2 billion.*
- The district also earned approximately \$30,000 per month in interest on LGIP.*
- There were savings from using ESSER funds and grants instead of having to use general fund dollars.*
- Expenditures had \$1 million left in appropriations, along with the contingency of \$1,373,000. The district used some funds for facilities, which a resolution was done for in June 2024.*
- Personnel changes. If a teacher was to retire and then work back, the district saves \$25,000 on those teachers. Also, if a senior teacher leaves and the district hires a newer teacher, that is \$27,000 in savings in salaries. In addition, a \$9000 savings for the half year because of the waiting period for PERS.*

Another \$13,000 is saved if they waive insurance. That being said, the numbers can add up quickly depending on personnel changes.

- There was also some savings in technology, because the district hired an inside person instead of contracting services. The district was also able to save by using grant funds for chrome book replacements.*

-E.Galyean asked if she was referring to end of June data. T.Zigler replied yes.

-For this year, the district is on plan. The taxes were a little short this month, but that is nothing to worry about. In November, T.Zigler will look to see if any adjustments need to be made to the state school funds.

-J.Dumdi noticed that the City of Yamhill expenses were a lot higher. T.Zigler responded that it is from the water bill. She and Ian reviewed it and they were pretty much on point for the actual.

-E.Galyean asked what the payment to Crown Ridge Construction was for. T.Zigler responded that it was for the painting of the stadium.

-The district is right on point for what was budgeted for the estimated enrollment.

-J.Dumdi noticed that the elementary school 20 students less, but it made up for it with the enrollment numbers at the intermediate and high school. C.Raeveer stated that they had fewer Kindergarteners than they predicted, which is why the elementary school numbers are lower.

-T.Zigler stated everything looks good right now. As long as the district keeps their numbers, they are right on track.

-E.Galyean stated that she saw an article about the PERS increases. She asked if T.Zigler had any comments on that for the district. T.Zigler replied that the district's current PERS rate is 0% according to PERS, but the district is paying 19% into the UAL account to paydown the PERS debt. The state has been discussing the cliff that some districts are experiencing with higher rates. She will be attending a webinar that will go over it in more depth. She will bring more information to the November board meeting with visuals on what this means for the district.

-K.Watson motioned to approve the financials and list of bills for September 2024 as presented. J.Dumdi seconded. All in favor. Motion carried.

VII. New Business

A. Cooperative Sponsorship Approval (Action Item)

-B.Post presented.

-Last year he did this for one student to play golf on the McMinnville team. Because of this, other students showed interest in golf and YC now has their own team.

-Gaston does not have a cheer team and there are two Gaston students who would like to do competitive cheer here at YC. Both districts have to have board approval in order for them to do so.

-K.Watson asked if there is a downside to doing this. C.Raeveer replied that politically it could, if someone from YC didn't make the team because of the outside students, but the likelihood of that is very small due to the size of the team.

-J.Dumdi motioned to approve the cooperative sponsorship agreement as presented. K.Watson seconded. All in favor. Motion carried.

B. Adopt New and Updated Policies (Action Item)

- 1. Evaluation of the Superintendent (CBG)*
- 2. Evaluation of Administrators (CCG)*
- 3. Injury or Illness Reports (EBBB)*
- 4. Special Education – IEP (IGBAF)*
- 5. Use of Restraint or Seclusion (JGAB)*
- 6. Fund Balance (DBDB) - New*

-K.Watson motioned to adopt policies CBG, CCG, EBBB, IGBAF, JGAB, and DBDB as presented. J.Dumdi seconded. All in favor. Motion carried.

C. First Read of New and Updated Policies:

1. Nondiscrimination (AC)
2. Suspected Abuse of a Child Reporting Requirement (GBNAB/JHFE & JHFE/GBNAB)
3. Criminal Records Checks and Fingerprinting (GCDA/GDDA)
4. Special Education – Procedural Safeguards (IGBAG)
5. Safety Threat (EBCA) – New
6. Emergency Plan and First Aid (EBC) - New

-C.Raever stated there have been changes in some of the statutes that require changes to some policies.

-GBNAB/JHFE and JHFE/GBNAB same the same policy. E.Galean asked why there were two of the same.

M.Brown explained that there are different sections in the policy manual and these policies fall under the personnel section and the student section.

-GCDA/GDDA and IGBAG had so many changes that they were rewritten based on the OSBA sample policies. The old versions are included in the board packet.

-EBCA is new policy. There was one policy that combined EBC and EBCA, but they have separated the two. There is now an EBC policy and an EBCA policy instead of the EBC/EBCA policy.

-C.Raever asked the board to review the policies and let him know if anything needs to be changed before approving them at the next board meeting.

D. Division 22 Report

-C.Raever stated the Division 22 report needs to be presented to the board and posted on the district's website by November 1st.

-This report looks at the compliance for last year, not the current year.

-The Oregon legislature or the state board determine what standards must be met in order to be a standard school district. Division 22 standards include over 50 OAR rules. Rules related to curriculums, policies, diplomas, media-licensed librarian, just to name a few.

-Since the district does not have a media-licensed librarian on staff, they contract through the WESD for them to oversee the media program.

-For accountability, the district will post the report on the district website and submit it to the state. ODE will review it and follow up on any items that are not in compliance. They have specialists that will help the district comply.

-The report signals the district's commitment to providing a high-quality educational experience and equitable opportunities for all students.

-If the district is out of compliance, the district will submit a proposed corrective action plan. ODE reviews that plan. If it is not approved, ODE will assist and support the district with it. The corrective action must be complete by the beginning of the next school year. If that does not happen, ODE may withhold a portion of the district's state school fund.

-The essential skills graduation requirements are still being looked at.

-The district is out of compliance with the substance use prevention and intervention plan. They will spend the next few months working on it. He has reached out to other districts to see what they are doing. The district has policies and some practices, but he doesn't feel like it is a comprehensive plan.

-K.Watson stated that teaching in this area is what is out of compliance.

-C.Raever stated that Sheridan's plan is really well written out. He would like to see the YC district have something similar to theirs. K.Watson stated it is important that they not merely cut and paste from Sheridan. The staff should be very involved in creating this plan. C.Raever clarified that he was not going to copy Sheridan's plan, but that it is just a good reference to go by. It will not a duplication of it, but something that is well written and works for the YC district.

-They have some of the funds they received some from the JUUL settlement that can be used to help with this plan.

-The completion will be by September 1st, 2025. He will involve the administrators and look at what they are doing and what feedback they have. They will bring in the drug and alcohol counselor as well.

-For 2024-2025, the district is ahead of the curb for the new and revised rules and requirements regarding SEL curriculum, high school personal finance education, and diploma requirements.

-In regards to the diploma requirements, it is a change in the name used, but not the practice.

VIII. Board of Directors Comments

-E.Galyean stated it is national school lunch week this week. OSBA is recommending that they go check it out.

IX. Adjournment

E.Galyean adjourned the meeting at 8:12pm.