



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, November 14, 2024

Regular Session: 6:00pm

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

Admin and DO Present: Clint Raever, John Horne, Mary Brown, Ian Barr, Amanda Dallas, Tanner Smith, Brad Post, Tami Zigler

Others Present: Maddie Gregor, Gordon Dromgoole, Julia Howard (via Zoom)

MINUTES

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

-M.Gregor reported.

-Since the last board meeting they had homecoming week. It went really well and had a great turn out. The homecoming court had an opportunity to go to the Mexican restaurant in town and have lunch with T.Smith.

-They had the powder puff game on Tuesday night and the seniors won. It was pouring down rain and really windy. They went by more of the flag football rules this year and no one was injured.

-They just had October's spirit week. They are looking forward to December's spirit week and the assembly.

-The blood drive was on Tuesday and it went really smoothly.

-Right now, they are doing the canned food drive. If a student brings in five or more cans of food, they get entered to win a twenty-dollar gift card. The winners will be recognized at the December assembly.

-The sophomore leadership team will be going to a retirement home to help decorate for Christmas.

B. YCHS - Student body – Student Spotlight

-T.Smith reported. He was going to have the leadership team talk about the leadership conference they just attended, but he forgot that they are at a rocket launching in Washington tonight. M.Gregor talked a little bit about it. It was the OASC conference in Seaside. The leadership team did a slideshow presentation on how to grow a leadership program. The leadership team has been pretty small in the past. Now they have so many members that they have two separate classes. There was a lot of great feedback about their presentation.

-The conference was a good way to meet leadership students from other schools.

-K.Watson asked what it is that grows a leadership program. M.Gregor responded that a teacher who listens to the student body is one thing. Mr.Opitz does a great job with that. Organization is another important way. They have created separate committees so they have a group in charge of every section/area, but everyone is still involved in everything over all. Also, creating assemblies that are more energetic and that get students involved instead of just standing up there and talking.

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6980 at least 24 hours prior to the meeting.

-Mr. Optiz has changed the requirements for service hours so that now some of those service hours need to be done within the school, not just out in the community. Things like attending a sporting event or the play. It has encouraged school spirit and support for other students.

-T. Smith stated that they don't just have the top leaders lead. They intentionally have other leadership students lead the assemblies, which is good experience for them.

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

-T. Smith reported. He shared the Tigers on Track data.

-Out of 280 students, there are 80 with less than 90% attendance. 35% of those are very close to 90%. For students with chronic absenteeism, they have sent letters and are calling home.

-56 out of 280 students are failing two or more courses.

-Out of 65 9th graders, 54 are failing one or no courses. 83% are on track.

-Out of 70 10th graders, 54 are failing one or no courses. 77% are on track.

-Out of 71 11th graders, 54 are failing one or no courses. 76% are on track.

-Out of 74 12th graders, 66 are failing one or no courses. 89% are on track.

-They have interventions in place. They have a sheet that has an action plan for the course they are failing with a step by step plan to get to a passing grade by the end of the semester.

-Oregon Data Suite updates every night, so they have accurate data and review it frequently.

-S. FitzGerald asked if they eliminated the D grade. T. Smith replied that they have. 70 to 79% is a C. Anything below 70% is failing.

-He met with the administrators at Scappoose since they have been doing J Term for a while. They suggested to survey the students instead of forecasting what the teachers want to teach. This was a good way to be able to see what students are interested in.

-Students choose their top three classes this week. All forecasting is done and they are now working on placing students in courses. One of the courses that 68 students want is a course that will take them to YCIS and YCES to help in those schools. R. McKinney will lead that course.

-S. FitzGerald asked if students get a credit for J term courses. T. Smith replied they get .25 credits. There is a maximum number of days a student can miss before they receive a non-passing grade for a J Term class.

-B. Post reported.

-B. Post handed out a flyer showing the recap of the sport teams' seasons.

-All but one team made OSAA Academic All-State.

-The Oregon Data Suite has really helped with the study tables list. If an athlete had two or more non-passing grades, they are required to attend the study table. Throughout the season, the number of students has gotten smaller and smaller.

-The girls' cross-country team only had four students and they needed five to be able to go to state.

-The boys' cross-country team qualified for state for the first time in 20 years. The team grew this year and went up to twelve runners. Coach Rylan has gotten students to get excited about running. They finished sixth in the entire state.

-E. Galyean asked about other events happening outside of sports. T. Smith replied the play is happening this weekend. Mock Trial is going. They have a FOC athlete group, book club, and chess club that meet regularly. FFA hosted ag sales. They had two teams compete. The advanced team won first place and the beginning team won second. This means that the advanced team will be going to state.

-S. FitzGerald asked about OHSET. B. Post will start giving updates to the board on that as well.

-J. Dumdi asked what the future holds for YC being in the Coastal Range League. B. Post stated they are locked in for the next two years. J. Dumdi asked that they keep on this to try to get moved to a different league.

-T. Smith stated that the state sends what is called a validation report for graduation rates. It shows all students that have been enrolled in the four-year cohort. There are some students that they have proof enrolled in another school. They will get that information corrected. Once the numbers get adjusted they

should they should be around 80%, which is pretty good. He would guess they will fall somewhere between 82 to 85%.

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

-A.Dallas reported.

-A big shout out to the students, staff, and Mrs. Huxman for their amazing fall festival. They hosted over 450 families and over 325 of those families braved the "Haunted Hallway".

-They have been working hard on attendance in the first few months. The focus is both on making the school a place students all want to be and also making sure that they are attending. A.Rabung and J.Tuning have been working hard at learning new tools to support attendance. They both attended the WESD Attendance Matters training where they learned how to better use and understand the Oregon Data Suite attendance tools. They also learned strategies for effective parent communication surrounding attendance. With this they have teamed up to better track chronic absenteeism by having conversations with students and families. Attendance has already improved.

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

-The number one thing she has noticed is that teachers aren't sure how to deal with some of the language students are using. This training will help with that as well.

-The leadership students have taken over morning announcements with a daily "Newscast". They are also spearheading a canned food drive for the community. A huge shout out to J.Tuning for organizing and motivating students, not to mention getting their news anchors all ready to broadcast. They even have a green screen.

-The theater department production of Sherlock Homes debuts tonight. They will have one show on Friday and two on Saturday. Mrs. Milner is doing a great job. It is fun to hear all the excitement from the students.

-They have nineteen girls and ten boys registered for basketball.

-The girls are off to a 3-0 start. They have been very gracious winners and she is very proud of them.

-The transition of equipment and uniforms from YCTC/YCBC went smoothly.

-Some of the new equipment and uniform components have been purchased.

-All coaches have completed SafeSchools training and background checks.

Upcoming events:

November 22nd - VIP Day

December 13th - Grinchmas celebration from 5:30 to 6:30pm. There will be games, treats, and The Grinch Movie will be playing. The book fair will be open that evening as well.

December 18th - Winter concert. K-5 will be at 6:00pm. 6th-8th and high school will be at 7:00pm.

-There is no data update for Dibbles or iReady.

-The DESSA fall data shows self-management is the biggest area that needs to be worked on. This is a good representation of what they have going on over there. She will work with the counselor to work through some of the areas that need attention.

-There are a few students being monitored in the GATE process, but none have been sent for testing yet.

E. YCES - Amanda Dallas – Verbal Report

-Shout out to the YCES staff. About ten of the staff members spent their very rainy Halloween supporting the Trunk or Treat event. It was a memorable day that was filled with classroom parties, a costume parade, and trunk or treating.

-A huge shout out to Kristen Pond for bringing and orchestrating the Gobi assemblies for the whole district. The assembly was so special for all the students. It was very impressive to see how each assembly was adjusted according to each audience.

-A huge thank you to all the families for supporting the Tiger Run. They raised 25,000 dollars. That money will go to updating the library with new books, technology, and furniture. The students' reward is a whole

school Magic of Science assembly, five staff members will get a pie in the face, staff blow up animal races, and soak the principal, which is her least favorite part, but the kids love it.

-They are hosting their second VIP day for the elementary school tomorrow, November 15th. They are having YCIS and YCHS leadership students bussed over to help and be VIPs for students who won't be able to have a family member there.

-This year for Dibels, they have decided to only progress monitor the students in yellow and red from the fall benchmark testing. They are in a transition of the reading program.

-In relation to iReady, Ms. Bishop has been supporting Emily Geier, their long-term sub, with the iReady Diagnostic, and what intervention groups could be based on the data.

-The DESSA fall data shows self-management needing attention. Character Strong is gratitude. Mrs. Morton is focusing on gratitude in her class. They will be working together on who would benefit from small groups and will be sending permission slips home after Thanksgiving break.

-They are focusing on their Den Data to see how they can be more proactive. After reviewing the data as a team, they noticed that their frequent flyers are boys and that they need movement breaks. They are now offering three sessions of circuits for them to move their bodies. They have asked the teachers to fill out a survey determining if students are more successful in the classroom and, as of this week, they have been seeing success.

She will not be at the December board meeting. Chad will report for her.

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)

S.FitzGerald 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: 10/10/2024
2. Work Session Minutes: 10/24/2024

B. Personnel

C. Enrollment

D. Donations

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

-S.FitzGerald asked about the .5 FTE Kindergarten teacher. A.Dallas responded that K.McClearn asked to work part time for this year since the birth of her child. The long-term sub that was in that classroom was offered the position. She is really fabulous and A.Dallas would love to have her in the district.

VI. Announcements and Reports

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

-The first long range facilities committee meeting was held last week. A good portion of the meeting was spent on what had been done last year and then broke off into small groups to discuss what they felt were the highest priorities. After the third meeting, they will have a list of what the priorities are and where the committee and the district feel they need to spend the money. The district will have to see what projects can be taken care of with normal operating budgets and what items need capital investments. The next meeting will be Wednesday, the 20th. He will have a report for the board after the last meeting in December.

- Tuesday night, he and the ASB president, Natalie Frey, attended the Carlton City Council meeting. They shared information on what the schools have been working on. They shared the district's vision, mission, and goals, the strategic plan, and the facilities maintenance report. He received an email from the city manager that thanked them for coming and asked if they would want to come again. It was nice to make that connection. He will be going to the Yamhill City Council meeting next month and doing the same thing.
- He had a meeting with City of Yamhill and ODOT. The city wants to do a crosswalk improvement at the main intersection. They would like to install a flashing cross walk sign. ODOT stated that that intersection doesn't meet the criteria for that type of sign. The City of Yamhill asked if they purchased the equipment would ODOT sign off on it. ODOT stated they would. ODOT also stated there is not enough traffic to put in a stop light or a four way stop.
- The state report cards still have not been released. He should have it to share with the board next month.
- COSA shared some information about what the legislative outlook is. There is a lot of information. He will send them the information since it is too much to go over in tonight's meeting.
- They are in the final stages of putting the newsletter together. It should be mailed out around Thanksgiving. E.Galyean asked if the newsletter could include a section with a list of activities that are coming up. She stated that it would be nice to have something like that to share with the community. C.Raeveer will look into having that included.

B. District Facilities Report – Ian Barr – Verbal Report

- I.Barr reported.
- They are replacing the boiler motors at the intermediate school.
- Another compressor went out at the elementary school.
- It is mostly the HVAC controllers they are having issues with. Johnson Controls did not monitor their contractors. Because of this, the high school was wired incorrectly and has had a lot of issues. This project was supposed to save the district money. K.Watson stated he remembers that they were told it would save the district on utility bills and would pay for the upfront improvement costs. It seemed like a very good investment at the time. C.Raeveer stated it will be a significant cost to change the controllers. S.FitzGerald asked if we have any recourse for this. T.Zigler replied they are getting a list together and will be seeking council for this matter.
- They are working on finishing the courtyard drain project. All the drains need to be cleared. They are going to try to do it in house.
- He has received bids for painting the hallway at middle school and some of the classrooms at the high school.
- He coaches the middle school wrestling team. They are doing really well.

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

- T.Zigler reported.
- The ending fund balance is 3.5 million dollars. It is now reflected in the financials in the current YTD.
- They will be starting the budgeting process and do some forecasting.
- The audit has been completed. The exit interview was on Tuesday. They had a few exit comments, one regarding internal controls. There are also some stale dated checks. Those have to be sent to the state or reported as unclaimed property.
- The auditors are prepared to be here for the December board meeting. They will present the audit at that time.
- E.Galyean noticed the cost for the turf tank again on the financial report. T.Zigler stated the district didn't purchase it, it is a three year subscription. C.Raeveer stated the plan is to use it for all the fields this year.

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

VII. New Business

A. Superintendent Evaluation Process, Times, and Tool for the 24-25 School Year Approval (Action Item)

-E. Galyean stated the survey shows January 13th as the deadline, but the evaluation timeline shows the 10th. M.Brown will fix the date on the survey.

-K.Watson motioned to approve the Superintendent Evaluation Process, Times, and Tool for the 24-25 School Year as amended. J.Dumdi seconded. All in favor. Motion carried.

B. Board Feedback on the Communications Plan

-C.Raeveer stated he received feedback from K.Watson and S.FitzGerald on the document and updated it.

E.Galyean wrote hers down. She asked if a student newsletter could be added to the community outreach section. It would be nice to hear a student voice. Also, in the parent outreach section, the facilities committee could also be included. She liked that the PTO was included, but asked if the district engages with the PTO. C.Raeveer replied that the buildings do.

-J.Dumdi asked if this is something they are going to share on the website. C.Raeveer stated the bulk of it is for internal purposes. He can parcel out some of it that relates to the community, parents, and students and post it.

-E.Galyean stated that on page twelve, it talks about selecting the best communication channel for the message. She asked how this is done. C.Raeveer stated it is based on the matrix used. He will change the wording to 'for selecting the best communication based on the matrix.'

C.Raeveer will make the changes and let them know when it is done.

C. PERS Upcoming Changes

-T.Zigler attended the OASBO conference where they had in depth sessions about PERS and the upcoming cliff that has been reported in the recent news. Piper Sandler, PERS and Milliman all did part of the sessions. The first week of December, OSBA and COSA will be organizing these sessions to present to board members and staff. They will go into much more detail.

-Our district is one of only three districts that will continue to have side account money after the debt is paid off. The rate of return on the district's investment was higher than the anticipated salary increases. This led to a slower draw down of the PERS side account. We will have to move the money into another side account or use it as a credit on our PERS account towards the first few months when our rate credit is gone. The higher the payroll the faster the drawdown of the credit and/or side account will be.

-Our anticipated PERS rates for the 25-27 biennium will continue to be 0%. However, we will still have the debt service rate of 19% of payroll costs until the debt is paid in full. The rate credit at that point could go to 26.45% or higher.

-T. Zigler went over the historical salary and PERS investment rates since 2004.

- Our district was one of the fortunate districts, in which our calculated Pension Bond savings was \$5.2 million in PERS rates from 2004-2023 and estimated to be over \$10.5 by 2028.

K.Watson asked if it is correct that in the 2027-29 biennium PERS will become a larger drain on our district to meet our PERS obligation. T.Zigler agreed that this will be the case. If we are currently at 19% of payroll costs for debt service, that amount would go to at least 26.45% when we are paying PERS directly.

-OJ.Dumdi asked if there was anything being done from a legislative standpoint. K.Watson stated that they tried to reduce the expectation of the amount that the retirees would get, but that was thrown out in court. It is on public employers to collect the money to make those payments. The courts have said this is a contract. Every solution that has been proposed by the legislature has gone down in court. T.Zigler feels that this will be a hot topic in the upcoming legislative session.

-E.Galyean noted that she is hearing that we have two options and we will start looking at those soon.

T.Zigler agreed.

D. [2022-2023 English Learners Report](#)

-This report is required to be shown to the board. Because it is a large report, instead of printing it, there is a hyperlink for it above. K.Watson asked if the district's number of English learners is low compared to others in the state. J.Horne replied that it is. There are around twenty ELL Students. This year, they hired a Spanish speaking IA which is very helpful.

E. Adopt New and Updated Policies (Action Item)

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

-K.Watson asked C.Raeveer what the process is for updating policies. C.Raeveer stated that it depends on the policy. For those related special education, he and John Horne review them. If it relates to administrative matters, he will go over them with administrators (i.e. graduation requirements). A lot of them are just changes in wording.

-K.Watson motioned to adopt policies AC, GBNAB/JHFE, JHFE/GBNAB, GCDA/GDDA, IGBAG, EBCA, and EBC as presented. S.FitzGerald seconded. All in favor. Motion carried.

F. Policies to Delete:

1. Emergency Procedures and Disaster Plans (EBC/EBCA)
2. Staff – HIV, AIDS, and HBV (GBEBA)
3. Criminal Records Checks and Fingerprinting (GCDA/GDDA-AR)
4. Communicable Diseases - Students (JHCC and JHCC-AR)
5. Students – HIV, HBV, and AIDS (JHCCA)
6. Pediculosis – Head Lice (JHCCF and JHCCF-AR)

These policies have either been consolidated into other policies or no longer apply. These are all policies that OSBA has instructed districts to delete. No action is needed, the board just needs to be informed of this.

G. AR Policies Updates:

1. Use of Restraint and Seclusion (JGAB-AR)
2. Reporting of Suspected Abuse of a Child (GBNAB/JHFE-AR & JHFE/GBNAB-AR)
3. Abuse of a Child Investigations Conducted on District Premises (GBNAB/JHFE-AR(2) & JHFE/GBNAB-AR(2))
4. Special Education – Individualized Education Program (IEP) (IGBAF-AR)

There have been some updates to the ARs of some of the recently updated policies. No action is needed, the board just needs to be informed that changes have been made.

VIII. Board of Directors Comments

-S.FitzGerald will not be able to attend the next two Long Range Facilities Planning meetings and asked if any other board members would like to take her place. J.Egland stated she would take her place.

-J.Dumdi stated the position numbers of the board members are incorrect in the board members' binders.

IX. Adjournment

E.Galyean adjourned the meeting at 8:22pm.