



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: YCSB BOARDROOM: 120 N. LARCH PL. YAMHILL OR 97148

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

Password: sW66uH

Thursday, December 12, 2024

Regular Session: 6:00pm

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

Admin and DO Present: Clint Raever, John Horne, Mary Brown, Ian Barr, Chad Tollefson, Tanner Smith, Brad Post, Tami Zigler, Morgan Bishop

Others Present: Lucas Partin, Michelle Partin, Gordon Dromgoole, Tiffany Elvrum (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. Audit Report Presented by Tara Kamp, Pauly Rogers and Co PC

Tiffany Elvrum, a manager from Pauly Rogers and Co PC, joined via Zoom and reviewed the audit report. The purpose of the audit is to verify that the district is in compliance with generally accepted accounting principles and auditing standards, the Oregon Municipal Audit Law and the related administrative rules, and the federal, state, and other agency rules and regulations related to expenditures of federal awards. Page two shows the results of the audit. The result was an unmodified opinion, which means the auditors have given a "clean" opinion. Regarding the State minimum standard, there were not exceptions or issues requiring comment, except as noted on page 57 of the report. T.Zigler will go over this in more detail during the new business item on the financial audit. Regarding federal awards, no issues of non-compliance and no questioned costs. No separate management letter was issued.

B. YCIS - Student Spotlight

-C.Tollefson stated that the student spotlight is showcasing the morning announcement that their leadership students have started recording.

-None of the students were able to attend the meeting tonight, but he shared a video of one of them.

They record them in the student center and have a green screen for it. They have different students lead the announcements. It is a great way to hear the news from their peers instead of just doing the announcements over the intercom.

C. YCHS - Student body - Verbal Report

-Lucas Partin, the ASB treasurer, reported.

-The leadership class has been pretty busy.

-They are planning on doing a lip dub with the entire school in the spring. A lip dub is like a lip sync. They started doing some practice ones with just leadership students to practice the filming and editing of it.

-They attended a leadership conference in Newberg and they are working on bringing the hype to all of the students.

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.

- They have put a lot of work into tomorrow's assembly. They will be doing a flash mob at the beginning of it.
- They are halfway through spirit week. It is going really well.
- He printed 3D YC emblem ornaments and gave one to everyone at the meeting.
- C.Raever added that L.Partin attended the Yamhill City Council meeting last night with him.
- The rocketry team got to go on a really cool field trip. They went to the Portland Airforce base. They were able to see some take offs and talk to some of the air men.
- The rocketry team just presented their preliminary design. They will be the first school to do a liquid bipropellant engine.

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

- B.Post reported.
- There are 92 student athletes participating in winter sports. Boys basketball has 27 students with three teams. Girls basketball has 24 students and has two teams. Boys wrestling has 26 students with a novice, JV, and varsity team. Girls wrestling has 12 students. The cheer squad has 12 students.
- The basketball programs kicked off the season with great success. The boys' team is undefeated at 3-0 and are competing in the Dayton tournament tonight. The girls' team has also started strong, winning a pre-season round-robin tournament in Vernonia last weekend.
- In wrestling, the boys competed valiantly at the Kelly Bledsoe Invitational in Rainier. The girls placed third overall.
- The cheer squad is in full swing, practicing baskets, stunts, and holds to elevate their performance for upcoming competitions.
- The Tiger Athletics Hall of Fame Committee met for the second time this academic year to finalize plans for the inaugural induction ceremony. This exciting event will honor seven individual inductees and two sports teams, with formal announcements and invitations coming soon.
- He is participating in the OADA Ambassador Program, where he is collaborating with fellow athletic leaders and studying the book 'The Score That Matters'. This initiative has reinforced their focus on transformational and transactional coaching. This fall, the coaching staff is committed to fostering positive, character driven leadership.
- From the data gathered, the football program went from eight dead ball/unsportsmanlike conduct penalties in 2023, down to two. Soccer had no red cards, which is another area of improvement from the 2023 season. He is grateful for the tools and insights provided by the ambassador program.
- T.Smith reported.
- For Tigers on Track, at the moment, the biggest fluctuation is the freshmen class.
- The most recent data shows:
 - 77% of Freshmen are on track with a finishing projection of 87%.
 - 72% of Sophomores are on track with a finishing projection of 84%.
 - 78% of Juniors are on track with a finishing projection of 86%.
 - 87% of Seniors are on track with a finishing projection of 93%.
- This is just for the semester.
- The J term interventions will help a lot with getting students back on track. K.Watson asked what the dates of J-term are. T.Smith stated it starts January 6th and ends February 3rd.
- A few items from the State report card data:
 - The average class size is 17. The state average is 22.5.
 - Regular attender students above 90% attendance is 68%. The state average is 66%.
 - Ninth grade on track to graduate is 92%. The state average is 85%.
 - On time graduations rate is 85%. The state average is 81%.
 - The college going percentage is 52%. The state average is 53%. These are students that enroll in a two or four year college within twelve months of graduation.

-K.Watson stated it would be interesting to graph the Tiger on Track data through the year to compare the data from before J-term and after J-term. T.Smith stated he will share that data after J-term. He thinks the percentages right now have a lot to do with students procrastinating. A lot of work will get turned in at the last minute which will bring their grades up.

-For J-term this year, instead of showing kids what classes they could take, they had students take a survey to share what classes they were interested in. Classes include gardening, ceramics, teacher in me class (they will go to the intermediate and elementary school and shadow teachers), adulting 101, military careers, crash to treasure, famous supreme court cases, and a lot more. They wanted to make sure they were able to get deliverables from these classes.

-J.Dumdi noticed that, on the state report card, the five year completion rate has decreased from the prior year and is lower than the state average. T.Smith stated that he doesn't know much about why that would be since he was not here when those students came through. He will do some research on this and let her know. K.Watson also pointed out that if a student drop outs and gets their GED, they count as a non-completer for the four year graduation rate.

E. YCIS - Chad Tollefson - Verbal Report

-C.Tollefson presented on A.Dallas' behalf. She asked that the board email her if they have any questions.

-December is always so busy. It is always filled with fun memory-making family activities.

-Grinchmas is tomorrow night from 5:00pm to 6:30pm. They are looking forward to a fun evening watching The Grinch movie and visiting with the families.

-The sing-a-long/winter concert will be Wednesday, December 18th. Kindergarten through fifth grade will be performing at 6:00pm and sixth through twelfth will be performing at 7:00pm. The kindergartens through fifth graders will sing in the high school dome gym. The students will be on risers, each grade level standing for their grade level song. They will be singing one song together at the end. They will pass out candy canes and a book for each family.

-They had a community food drive. It was a grade level competition. The grade level that brought in the most donations won a pizza party and competition was crazy. The 8th graders just barely won. They collected over 2,000 canned food items for the community.

-They have five students who will be shopping with the sheriff's department.

-Last night, staff had a holiday gathering at the Larson House and did a white elephant gift exchange. It is always nice to see everyone outside of school. They are also doing a staff bake fest.

-C.Tollefson can't say enough about the leadership team at YCIS and how much they are doing.

-Jeremy Clements changed the bells to a Christmas tune for the month of December.

-They are handing out candy canes during random times throughout the day and have Tyrone the tiger hidden all over the building for students to find.

-Thank you to the PTO for doing hot cocoa day on December 19th.

-A letter with information about J-term has been sent to parents.

-Regarding Dibels and iReady, the leadership team has decided to progress monitor as a school on a monthly basis.

-The MTSS team is focusing on how to bring PAX to life now that they have been trained. The team leads will lead discussions on PAX and their plans to expand it.

-The state report card shows they went up in all areas with math showing the greatest gain. They still have work to do, but in all of the areas they have had growth.

-E.Galyean asked what the opt out rate was. C.Tollefson replied that he knows they didn't meet the state requirement for participation. He believes it was around 70 or 71% participation. K.Watson asked if it is a local problem. C.Raever replied that it is not. It is all over the state. K.Watson stated that it kind of renders the whole report card inaccurate. C.Raever agreed that the data is skewed because of the high number of opt outs. The Oregon State Assessment test is a one-shot deal. How the students do on the day of testing is the only thing being looked at.

-E.Galyean asked if the state report card is not accurate, how do they get a more robust progress monitoring program. C.Raever stated the real indicators are iReady and Dibbles. The district is looking at other testing systems, like Maps or Star. With those you can test more frequently and drill down on what the issues are and how to address them. K.Watson stated he would like to go on record that although the state report card is skewed, they shouldn't completely disregard it, but because of the opt out factor it has to be taken as a very crude instrument at evaluating the effectiveness of the schools. They need to make the best of it and not give it more attention than it warrants. E.Galyean she doesn't disagree with him, but finds it hard to understand how the schools are actually doing. She sees how students shift throughout the year, but has no comparison to other schools in the state. C.Tollefson state that one of the advantages of the other options that C.Raever mentioned is that those do have comparisons to other schools, locally and nationally.

F. YCES – Morgan Bishop – Verbal Report

-M.Bishop reported on behalf of A.Dallas.

-A.Dallas is so appreciative of the staff that make time for their Winter Wonderland and Sing-A-Long, not to mention the parent gifts and parties. Their staff are experts at making memories with the students.

-They held their Tiger Run assembly to celebrate that students earned over \$26,000 during their Tiger Run. They had pie in the face, staff raced in blow up costumes, and they soaked the principal. In February, the PTO will be doing a school wide reward with an assembly on the science of magic.

-They hosted their Winter Wonderland last week and it was magical to see the excitement on the students and families faces.

-They are holding a Rudolph versus Frosty canned food drive.

-Every Friday during the school year, they have hat day. The students bring in 50 cents to wear a hat and get a tiger stamp. They use a large part of those funds to support families during Christmas. This year, they are supporting a few families with toys and clothes. They also have two students who will be invited to Shop with a Cop.

-The staff holiday gathering will be on Wednesday, December 18th. They will be having a potluck and a fun gift exchange. They are also doing an underground spirit week for the staff, where there is a certain theme every day, but they don't tell the students what it is to see if they notice.

-They will be having pajama day tomorrow. Next Thursday, they will host a holiday movie with popcorn to reward students for meeting their PAX goal for the month.

-Progress monitoring for Dibels will be done next week.

-Mrs. Hepp is back from maternity leave and she will start some good math interventions.

-For the MTSS update, when A.Dallas started four years ago, they starting with reading. They are circling back to it now. The students and staff have changed and they need to address lagging skills as a system.

-The state report card shows they continue to be above state average and saw a small increase in regular attenders.

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)

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

V. Regular Session – Consent Agenda (Action Item)

A. Approval of Board of Directors Minutes

1. Regular Session Minutes: 11/14/2024

B. Personnel

C. Enrollment

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.

D. Donations

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

K.Watson noticed they are hiring a 3rd grade teacher. J.Horne stated they have just hired someone for the position.

VI. Announcements and Reports

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

-Clint reported.

-Saferwatch had some protocols that needed to be worked out. The McMinnville Police Department took the lead on that along with YCOM. They shared them with the superintendents, who all agreed on them. He met with Yamhill police, and will meet with Carlton police tomorrow to go over the protocols. After winter break, the staff will be trained and it should be able to go live a couple of weeks after that.

-The rekeying is getting closer to being done. The high school is done, the intermediate is almost done, and they are starting on the elementary.

-He attended the Yamhill City Council meeting last night. He presented them with the district's strategic plan, vision, mission, and values statement, and summary of the facilities report of what has been done in the last year.

-The last meeting of the Long Term Facilities Planning Committee was last week. Scott Rose is going to put together a summary report to present to the board in January. The board will need have a work session to go over the recommendations from that report.

-The newsletter should be coming anytime. It was supposed to come out after Thanksgiving, but they are having issues with the publisher. The issue is not with the ESD. They should be in mail boxes this week.

-On Thursday and Friday of last week, he and J.Horne attended the Oregon Law Conference. There were a lot of updates on collective bargaining, special education law, and human resource law. Things are always changing, so this conference is a good refresher.

-C.Raever shared some of the key updates from COSA. There is talk about changing Title IX regulations, an expected 25% cut to Title 1, and eliminating Title II and Title III.

-The governor released the recommended budget. The proposed budget is 11.36 billion dollar state school fund, that is an 11.4% increase over last biennium, and a 4.9% increase in the high school success fund.

-Some of the areas that need additional advocacy are:

-Raise the special education cap from 11% to 15%.

-Fully fund high cost disability.

-Continue funding early interventions dollars.

-Fund unfunded mandates and address new unfunded mandates.

-Aid districts who need help passing bonds.

-Continued support of student mental and behavioral health needs.

-Full funding and streamline current efforts for summer learning and expanded learning opportunities.

-J.Dumdi asked if Saferwatch is used at other schools. C.Raever replied that most of other schools in the area are using it. That is one of the reasons the district decided to use it.

B. District Facilities Report – Ian Barr – Verbal Report

-I.Barr reported.

-They have been working on projection plans for one year, three year, and five year projects.

-He is working on compiling annual costs.

-The new flooring is scheduled to be put in on the third floor of the high school.

- They are working on a plan for the failing classmate units at the elementary school. They might experiment with a PTAC unit.
- The boiler still needs the gaskets replaced. They will have to wait until spring to do this, because it can't be shut down right now.
- There are a few radiators that will need to be rebuilt.

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

- November is the big push for taxes. The revenue from taxes shows under, but the December 3rd and 6th payments received totaled \$943,000 compared to last year's \$277,000 in December. It's just about the timing of when tax payments are received.
- J.Dumdi motioned to accept the financials & list of bills for November 2024 as presented. K.Watson seconded. All in favor. Motion passes.

VII. New Business

A. Integrated Programs Annual Report & Presentation (Action Item)

- C.Raever stated ODE requires an annual integrated guidance report. The report is required to be presented to the board and approved.
- The ESD has been a great help with this. They have been a great support and very responsive. He reviewed the report that is included in the board packet.
- K.Watson motioned to approve the integrated program annual report as presented. J.Egland seconded. All in favor. Motion passes.

B. Audited Financials for Fiscal Year Ending 2024 Approval (Action Item)

- <https://www.ycsd.k12.or.us/departments/business-office>
- T.Zigler explained the exception that was noted on page 57 of the report regarding the \$60,000 that should have been reported on the ED-1 (Notice of Budget Hearing) under current taxes instead of other local revenue as it was reported in the Detailed Budget summary. The other exception was noted on Page 15 of the audit report, where the expenditures exceeded appropriation amounts in the special revenue funds. We had budgeted more under the instructional function of 1000, but in the event of staffing issues, we had used the funds for support of services function 2000. The resolution to move expenditures from 1000 to 2000 had not been done by June when it was identified.
- Tara Kamp is opening a new CPA firm for next year. The firm will be exclusively dedicated to municipal auditing. They have been great to work with and T.Zigler would like to continue using them. The district would not have to do an RFP since the cost doesn't exceed the threshold. The district could go through the bidding and interview process if that is what the board would like to do.
- E.Galyean asked if T.Zigler's recommendation was to use Tara Kamp's new firm for next year's audit. The district would have to commit to them for all of 2024-2025.
- J.Dumdi stated she would like to stay consistent with who they use. T.Zigler stated that Pauly Rogers is okay with letting them go and taking their clients with them. She has a letter stating this and she will send it to the board for review and put it on the agenda for January.
- J.Dumdi motioned to approve the audited financials for the fiscal year ending 2024. J.Egland seconded. All in favor. Motion passes.

C. Review District Report Card

- C.Raever reviewed the state report card included in the packet.
- J.Dumdi noticed that more males are on time to graduate than females and wondered if there was a correlation. T.Smith stated he wouldn't expect that to be the case. In Oregon Data Suite, they can pull up information by gender. He also stated that when you look at the graduation rate, the data is skewed because just a few students can affect the rate substantially.

-K.Watson stated that the class sizes for the high school are a lot lower than the state average. T.Smith stated they have been very fortunate to have those smaller classes. K.Watson stated that the district needs to be aware of when the class sizes are too low. This could be an indication that the schools have too many FTE. He doesn't believe that having smaller classes is sustainable. This is a question that needs to be addressed by the high school and superintendent. C.Raever stated they have had discussions about where they are with their staffing. There will be more discussion around this when they start budgeting.

D. First Read of Updated Policy IIBGA – Electronic Communications System

-C.Raever stated that the district's policy around electronic communications was very outdated. It was adopted in 2006 and revised in 2015. A lot has changed in the technology world since then. The AR for this policy is substantially more detailed and has also been updated. The updates were not able to be completed before tonight's meeting. M.Brown will send it out to the board for them to review and will present it at the next board meeting as well.

VIII. Board of Directors Comments

IX. Adjournment

E.Galyean adjourned the meeting at 7:48pm.