



District Office – 471 NE Ochoco Plaza Dr., Prineville, OR 97754 (541) 447-5664

December 17, 2012 – 6:30 p.m.

School Board Meeting Minutes

Board Members Present: Patti Norris, John Lang, Doug Smith, Scott Cooper
Administrators Present: Duane Yecha, Mona Boyd, Dennis Kostelecky, Anna Logan, Rocky Miner, Stacy Smith, Jim Bates, Cheri Rasmussen, Dave Robinson, Kurt Sloper, Bruce Hahn, Deen Hylton, Kathy Hudspeth

CCHS Manufacturing Classroom Demonstration. Prior to opening the board meeting, the Board started in the Manufacturing Classroom for student demonstrations of the equipment used in the classroom.

- 1.0 CALL TO ORDER
 - 1.0 Flag Salute
 - 1.2 Roll Call to Establish Quorum
 - 1.3 Recognition of Visitors
 - 1.4 Agenda Additions, Deletions or Revisions and Agenda Approval

Board Chair Patti Norris called the meeting to order at 7:00 p.m. The flag salute was recited, a quorum was established, and visitors were recognized and asked to sign in on the sign-in sheet. Under Agenda Adjustments: 4.1 - Superintendent Yecha indicated the Audit Report needs to be an Action Item; 5.0 – Superintendent Yecha will give a school safety report.

Scott Cooper moved and Doug Smith seconded the Board approve the agenda as adjusted. The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

- 2.0 SCHOOL REPORTS
 - 2.1 CCHS Volleyball State Champions – 7th Straight Year!

Athletic Director, Scott Polen, introduced Volleyball coach, Rosie Honl, and three volleyball players. He congratulated them with winning their 7th straight state volleyball championship. Rosie was selected as Oregon Coach of the Year and Makayla Lindberg was named 4A Player of the Year, and 1st Team All State.

- 3.0 PUBLIC COMMENTS

Darlene Harpster commented on the possible regional board zones being abolished. She felt it is important for small communities to have a voice where they can speak for their school and address any problems. She is not in favor of abolishing regional board zones.

- 4.0 OTHER AGENCY / DEPARTMENT REPORTS

- 4.1 Audit Report.

Kenny Allen, Pauly Rogers & Co., CP. was not able to attend due to weather. Business Manager Anna Logan reported on the Audit highlights for 2011-12. The District was given an unqualified opinion, which means it was a favorable opinion. There will be changes in the future regarding what will be required to be reported. Anna referred to the actual audit included in the board packet for board review.

John Lang moved and Doug Smith seconded the Board approve the 2011-12 Audit Report. The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

- 4.2 HDESD Board Report

For Board review.

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5.0 SUPERINTENDENT REPORT

5.1 CCMS and CCHS Principal Openings

Superintendent Yecha reported that the District will advertise for both Principal positions this month. A similar process as was used for the Ochoco Principal hiring will be used for these two positions. The postings will be open for about one month. He added the process will include staff surveys and student interviews with the candidates. Patti Norris stated she encouraged any of the District's current administrators to apply.

5.2 School Safety

Superintendent Yecha commented on the tragedy at Clakamas Town Center and most recently the student killings at Sandy Hook Elementary in New Town, Conn. He has asked principals to review building safety plans with their Building Safety Committee. The District Safety Committee will be meeting soon to review procedures. He has asked Police Chief Bush to visit schools to check on our security on an unannounced basis. The District has recently developed and implemented a quick reference guide for emergencies. A reminder was sent out stating the reference guide would be staff members' first go-to document. If there was a tragedy in the school, our teachers would respond very similar to how the teachers responded in New Town. We have provided resources to staff including a document from Cheri Lovre, Crisis Management Institute, who wrote an article entitled *"Talking With Children/Students About the Sandy Hook Elementary Shooting"*. We have been practicing lock-down drills and active shooter drills on a regular basis throughout the year with assistance from Chief Bush and Capt. Boyd. We have Positive Behavior support teams ready to assist as well as student leaders ready to assist. We have issues at Crooked River Elementary with too many outside doors. We are currently working with staff to secure more entrances. Sandy Hook Elementary had a fairly sophisticated security system and it was breached. We want to make sure we are taking care of families and intervening early with students and family.

Patti Norris asked if we had families keeping kids out of school today because of this. Principal Cheri Rasmussen indicated she had one family who kept their kids out and had talked with her about security. Principal Rocky Miner indicated he was not aware of students being kept out of school. Principal Stacy Smith had one call from a parent expressing concern. Ochoco principal, David Robinson indicated they have had several kids out for illness.

6.0 APPROVAL OF CONSENT AGENDA

Scott Cooper moved and Doug Smith seconded the Board accept the Consent Agenda as presented.

6.1 Minutes Approval

6.1.1 November 19, 2012 Regular Board Meeting Minutes

6.2 Classified Hiring

6.2.1 Tracy Anderson, EAll, CCHS

6.3 Donations:

\$10.00	gift card for meals at State for CCHS Dance Team	Ray's Food Place
\$25.00	for hotel expense for CCHS Dance Team	The Crafty Attic
\$25.00	for CCHS Dance Team sponsorships	Terry's Jewelry
\$25.00	For CCHS Wrestling Program	Jan and Steve Uffelman
\$25.00	CCHS Varsity Dance Team Sponsorships	Stud Kut Barber Shop
\$40.00	CCHS Varsity Dance Team sponsorship - state hotel	Clothesline
\$50.00	for hotel expense for CCHS Dance Team	Ochoco Outdoor Power
\$50.00	for meals at State for CCHS Dane Team	Chavez Roofing
\$50.00	for CCHS Dance Team sponsorships	Kane Warren Construction
\$50.00	for CCHS Dance Team sponsorships	Craig E. Hehn, DMD
\$50.00	CCHS Varsity Dance Team sponsorship - state hotel	Paint Box
\$50.00	CCHS Food Basket for prom fundraiser	Erickson's Thriftway
\$50.00	CCHS Varsity Dance Team sponsorship - state hotel	Terry's Auto Repair
\$50.00	CCHS Varsity Dance Team sponsorship - state hotel	Black Diamond Outfitters
\$50.00	CCHS Varsity Dance Team sponsorship - state hotel	ABC Fence Co.
\$50.00	CCHS Varsity Dance Team Sponsorships	Rich & Regina Blank
\$50.00	CCHS Varsity Dance Team Sponsorships	Prineville Men's Wear
\$50.00	CCHS Varsity Dance Team Sponsorships	James G. Peterson

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\$50.00	CCHS Varsity Dance Team Sponsorships	Armstrong Surveying
\$50.00	CCHS Varsity Dance Team Sponsorships	Bright Future Daycare
\$50.00	CCHS Cross Country Team	Blas Guerra
\$60.00	CCHS Athletics	Kris Williams
\$60.00	for meals at State for CCHS Dance Team	RMC Contracting LLC
\$60.00	for Volleyball Program	Beverly & David Johnson
\$75.00	for meals at State for CCHS Dance Team	Miller Lumber
\$100.00	for meals at State for CCHS Dane Team	Ochoco Family Dental
\$100.00	for meals at State for CCHS Dance Team	Country Financial
\$100.00	CCHS Varsity Dance Team Sponsorships - team jackets	Smith & Smith Farms
\$100.00	CCHS Varsity Dance Team sponsorship - state hotel	Lynn Vigil
\$100.00	CCHS Varsity Dance Team sponsorship - state hotel	Golden Years
\$100.00	CCHS Varsity Dance Team sponsorship - state hotel	Erickson's Thriftway
\$100.00	CCHS - Note books, pencils, pens, etc.	George Wells
\$100.00	CCHS Varsity Dance Team Sponsorships	Active Towing
\$100.00	CCHS Varsity Dance Team Sponsorships	Hometown Animal Hospital
\$100.00	CCHS Varsity Dance Team Sponsorships	Joe Floyd & Sons
\$100.00	CCHS Varsity Dance Team Sponsorships	Darlene Kenyon
\$100.00	CCHS Varsity Dance Team Sponsorships	Corey & Heidi Allen
\$100.00	CCHS Wrestling Program	Western Water Development
\$148.91	CCHS Prom Fundraiser	Best Western
\$150.00	Value Madshus Skis for CCHS Ski Team	Marcia Koren
\$186.25	for CCHS Track Team for "Made the Grade"	Rebound Physical Therapy
\$186.25	for CCHS Boys Soccer for "Made the Grade"	Rebound Physical Therapy
\$186.25	for CCHS Baseball for "Made the Grade"	Rebound Physical Therapy
\$186.25	for CCHS Volleyball for "Made the Grade"	Rebound Physical Therapy
\$200.00	CCHS Football Program	Dr. Riley & Becky Allen
\$200.00	value ski tune-up kit and skate board (for fundraiser) for CCHS Cross Country Ski Program	Keith @ Demon International
\$200.00	Value Ten Bars of Fastwax glide wax, 1 cork pad for CCHS Ski Team	Dan – Fastwax Rep.
\$200.00	value coats, hats, gloves for student needs for CRE	Annette Hilderbrand
\$200.00	CCHS Varsity Dane Team Sponsorships - team jackets	Advanced Cabinetry
\$200.00	CCHS Varsity Dance Team Sponsorships	Frank's Fleet Maintenance
\$220.00	Value ski equipment and clothing for CCHS Ski Team auction fundraiser	Dane Stephenson-Swix Rep.
\$218.00	for CCHS Volleyball Team for Volleyballs	John Tawa
\$250.00	for CCHS Anatomy Dept.	Rebound Physical Therapy
\$250.00	Binders and Dividers	Neat Repeat
\$260.00	for CRE student needs	Ken Osborne - United Way
\$262.00	value of Paintball gun, 1 mask, 2 air pressure canisters, 1 loader for team training and meets	Jinny Martin - OISRA
\$350.00	for CCHS pop up canopy and heater for Cross Country Ski Program	Arlene Birge
\$400.00	value for dictionaries for CRE 3rd graders	Rotary Club
\$486.00	value for tops and gloves for CCHS Cross Country Ski Team	Jason Stadler - Alpina Sports Corp.
\$600.00	for CRE 5th grade field trip to OMSI	Arlene Birge
\$1,000.00	CCHS Leadership Food Drive	The DeLeone Corporation
\$1,200.00	value cross country ski clothing for CCHS Cross Country Ski Program to use during on-snow training and races	Jim Hill and Cary Hancock - Sporthill
\$25,923.35	for CCHS athletic program as follows: Football - \$18,000; Wrestling - \$490; Boys Soccer - \$1,388.73; Girls Soccer - \$2,642.26; Boys Golf - \$387.60; Girls Golf - \$193.40; Cross Country - \$1,937.09; Boys Tennis - \$859.31; Girls' Tennis - \$24.96	CCHS Cowboy Booster Club
\$36,118.26	TOTAL	

The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

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7.0 FINANCE

7.1 Enrollment Report

Superintendent Yecha reviewed the enrollment report. The numbers have been consistent and remain unchanged. There is an increase in Insight Alternative enrollment and Insight Charter enrollment. Anna Logan handed out an additional document showing enrollment separated by school and district vs. Insight Alternative and Insight Charter. Patti Norris was hoping to get a comparison from the last couple years. Anna indicated there are some recording issues that are being worked out where some students are recorded in more than one place. John Lang would like to see more reporting showing the revenue from students in all categories. Anna indicated in January they will have a better idea of revenue. In December the District reports the numbers to ODE, and in turn ODE will provide the District with a closer estimate of revenue.

There is still a lot of work to be done with regulating the enrollment and ADM numbers for Insight. They should be caught up by the end of the winter break.

7.2 Finance Report

Anna Logan presented the Finance Report and answered several questions. She is working on an RFP for banking services. The District has not done this for several years. The ESD is putting together a group RFP, which is a good opportunity for CCSD to join in. It doesn't necessarily mean the District is looking to change banks, but it is the responsible thing to do to see if there would be any savings.

7.3 Technology Reserve Fund Amended Resolution #07-2012-13

Anna Logan reviewed Resolution #07-2012-13. There was considerable Board discussion.

It was decided that in addition to the Board authorizing the Resolution, they would like to add a transfer of \$10,750 from Operating Contingency in the General Fund to Technology Services, Function 2660, for the purchase of additional computers.

Scott Cooper moved and Doug Smith seconded the Board amend Resolution #07-2012-13 – Technology Reserve Fund as presented by adding the transfer of \$10,750 from Operating Contingency in the General Fund to Technology Services, Function 2660, for additional computers. The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

7.4 Budget

7.4.1 Budget Calendar for FY 2013-14

Anna Logan presented the proposed Budget Calendar for the 2013-14 budget process. It was pointed out there were two dates out of order. This will be corrected.

John Lang moved and Doug Smith seconded the Board approve the Budget Calendar as amended for the 2013-14 Budget. The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

8.0 BOARD REVIEW / DISCUSSION / ACTION ITEMS

8.1 Resolution #06-2012-13 – Abolishment of Board Zones

There was considerable discussion about the abolishment of Regional Board Zones. John Lang suggested that all positions be open with no particular Position # assigned to them. He would like all the names of those running on the ballot to be listed together. The top vote getters would get the two four-year positions, and the next two would get the two-year positions. Some Board members were not necessarily in agreement, and in fact, not sure this would be legal. Patti Norris asked Superintendent Yecha to research this and report back to the Board.

8.2 School Board Vacancy Process for Appointment & Vacancy Notice

This topic was put on hold until next month.

9.0 BOARD POLICY AND AR REVIEW AND APPROVAL

9.1 2nd Reading **New and Revised** Board Policies & ARs:

9.1.1 EE/EEA – Student Transportation Services (Revised)

9.1.2 EEACC – Student Conduct On School Buses (Revised)

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9.1.3 EEACD – Use of School Activity Vehicles For Student Transportation (Revised)

Scott Cooper moved and Doug Smith seconded the Board approve Board Policy changes to EE/EEA – Student Transportation Services, EEACC – Student Conduct on School Buses, and EEACD – Use of School Activity Vehicles for Student Transportation. The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

9.1.4 CCG – Licensed Evaluation - Administrators (New) **with revision**

9.2 1st Reading New and Revised Board Policies & ARs

9.2.1 GCN/GDN – Evaluation of Staff (required)

The Board reviewed Policy CCG – Licensed Evaluation – Administrators, and Policy GCN/GDN – Evaluation of Staff.

Scott Cooper moved and Doug Smith seconded the Board approve new Board Policy CCG – Licensed Evaluation – Administrators, and revised policy GCN/GDN – Evaluation of Staff. The vote was unanimous in favor 4-0 as follows: Yea – Patti Norris, Doug Smith, John Lang, Scott Cooper.

9.2.2 GBEB/JHCC – AR – Communicable Diseases (New)

The Board reviewed the AR.

10.0 FUTURE MEETINGS / IMPORTANT DATES

The Board reviewed the list.

NON-AGENDA TOPICS.

ESTABLISHMENT OF A POLITICAL ACTION COMMITTEE (PAC):

Before a PAC can be formed by the community, the Board needs to approve a Budget Resolution, and establish a Ballot title. The plan is to have this on the January Board agenda.

PROCEEDS FROM SALE OF SCHOOL PROPERTIES:

John Lang would like the Board to establish a Q & A sheet that can be used at public forums in the community. He would like the Board to establish now what will be done with the funds from the sale of Ochoco and Crooked River. He would like the Board to say how the proceeds would be spent or perhaps decide to secure them in an account and not be spent.

Doug Smith felt it is too early to establish how the funds would be spent or saved when it may be two or three years down the road before we would even know the dollar amounts. He added that in two or three years the Board may not be the same or even the superintendent may not be the same. He felt it was not right for this Board to establish the action that a future Board would have to take.

SITE LOCATION:

Darlene Harpster asked what the process would be on deciding a school location and whether the public would be involved or included in the decision making. Doug Smith indicated the Facilities Committee has met and reviewed several properties and have narrowed down the list to three or four possible locations. In the final presentation to the Board in January the Facilities Committee is hoping to have a cost breakdown on each location they plan to bring forward prior to the bond levy motion.

11.0 ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

PN

Patti Norris, Board Chair

JM

Jan Martin, Board Secretary

January 28, 2013

Date Minutes Approved