

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

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

Monday, May 8th, 2017

Regular Session- 6:30 PM

**MINUTES**

Board Members: Jami Egland, Tim Pfeiffer, Susan FitzGerald, Holly Nettles and Rick Yeo.

Also Present: DO/Administration Staff: Superintendent Charan Cline, Director of Fiscal Services Tami Zigler, Board Secretary Michelle Rettke, YCES Principal Lauren Berg, YCIS Principal Michael Fisher, YCHS Principal Greg Neuman, YCHS VP/Athletic Director Matt Wiles, Special Ed Director John Horne

Also Present: M. Paolo, T. Mitchell, R. Losli, E. Lockhart, L. Lockhart, P. Manson, G. Manson, D. Horning, G. Olson, L. Olson, J. Long, E. Long, E. Smith, C. Smith, C. Giberson, J. Anderson, and V. Blaha

**Regular Session Agenda**

I. Call to Order by Board Chair at 7:00pm

II. Individuals, Delegations, Recognition and Communications

1. YCHS – Valedictorian & Salutatorian –

- a. Salutatorians: Eldon Long – 3.96 also involved in Basketball and baseball. G. Neuman described him as a “great role model”. He will be attending Linfield and exploring engineering. His favorite YC Memory is baseball season. Ellen Smith – 3.96 and was also involved in Cheerleading and ASB. He will be attending Willamette University and exploring law. G. Neuman described her as “involved in everything”. Her favorite memory from YC was being involved in ASB.
- b. Valedictorians: Indiana Olson – 4.0 and accomplished it in three years. Also participated in football and wrestling. G. Neuman described him as being “very involved with class and having a gentle heart”. He will be attending Chemeketa Community College and pursuing his radiology certification. Emily Lockhart – 4.0 and ASB President. Also involved in softball and cheerleading. G. Neuman described her as someone he could “always count on”. She will be attending Corban University and pursuing a degree in physical therapy.

Public Comment:

- a. D. Horning showed diagram of cell tower location and 400 meter range, also referred to study she referenced in December, continues to request that the district remove the tower.
- b. T. Mitchell addressed language of “on budget” in regards to bond. If something is “removed from project” that doesn’t mean it is “on budget” by her definition. Wants correct language used – “if something is

removed off list then it is not on budget”

## V. Review of Agenda

## VI. Regular Session – Consent Agenda

S. FitzGerald motioned to add Consent Agenda discussion as item #11 under New Business. R. Yeo seconded. All in favor, motion carried.

S. FitzGerald motioned to approve the revised agenda. R. Yeo seconded. All in favor, motion carried.

R. Yeo motioned to accept the minutes of the Work Session and Regular Session of April 10, 2017. S. FitzGerald seconded. All in favor, motion carried.

T. Zigler (Business Manager) noticed list of bills for April was missing and will be included in June report.

R. Yeo motioned to accept the Financial Reports for April 2017. T. Pfeiffer seconded. All in favor, motion carried.

R. Yeo motioned to accept the Retirement of Teresa Clinton (YCES Instructor). She has 31 total years with the District. H. Nettles seconded. All in favor, motion carried.

S. FitzGerald motioned to accept the resignation of Kourtney Fjelland (YCES Instructor). H. Nettles seconded. All in favor, motion carried.

T. Pfeiffer motioned to accept the hire of Laura Norman (YCIS Instructor) for the 2017/2018 School Year. R. Yeo seconded. All in favor, motion carried.

T. Pfeiffer motioned to accept donations as listed. R. Yeo seconded. All in favor, motion carried.

### **District**

Jim & Caroline Skuzeski            \$75      Class of 72' Scholarship

R. Yeo motioned to approve contract for Land Lease. S. FitzGerald seconded. All in favor, motioned carried.

R. Yeo motioned to approve PGE Easement. H. Nettles seconded. All in favor, motioned carried.

## VII. Announcements and Reports

YCES – Enrollment 352 – see report in May 2017 Board Packet

YCIS – Enrollment 312 – see report in May 2017 Board Packet

YCHS – Enrollment 323 – See report in May 2017 Board Packet

Facilities Manager – See report in May 2017 Board Packet

Superintendent – See report in May 2017 Board Packet. Superintendent Cline also reported that the district is hopeful that the State School Fund budget picture will clarify over the coming weeks. Current budget is built based on current funding level but there are some indicators that the state will increase before the final vote.

## VIII. New Business

### **Property Discussion**

Copy of Property Findings completed by R. Schock, Principal Broker for Premier Property Group were included in the May 2017 Board Packet. T. Pfeiffer questions whether the district should pursue the sale of the property, is the right thing to do. Feels it is ok to move slowly. Board would like to revisit the possibility of the sale of the property in November 2017.

### **Revise PM-CO Bylaws**

R. Yeo asked whether the PM-CO committee has seen the revisions. Board would like input from PM-CO committee before they take action. M. Paolo will present at next PM-CO meeting and bring input to the next Board meeting.

### **YCHS Bank Account Signers – Resolution 2017-08**

*S. FitzGerald motioned to accept Resolution 2017-08. R. Yeo seconded. All in favor, motion carried.*

### **Paid Lunch Equity**

USDA has mandated an increase to lunch prices nationwide. Need to raise the price at YCES to \$2.70 and at YCIS/YCHS to \$2.95.

*R. Yeo motioned to approve the lunch price increase at YCES to \$2.70 and YCIS/YCHS to \$2.95. H. Nettles seconded. All in favor, motion carried.*

### **Summer Food**

The District is still waiting from response from State and USDA on approval of the site change for the 2017 Summer Lunch Program to Carlton Upper Park. As this is a site change we need to have approval for the revision of our current contract. Shiloh Ficek has been working with state for several months and have yet to receive and answer. Need direction from the Board of deadline for canceling summer foods. Board asked District to hold off on final decision till May 15<sup>th</sup>.

*T. Pfeiffer motioned to give Superintendent Cline the authority to make a final decision on summer foods if we have not received word on approval for the new location by May 15<sup>th</sup>. H. Nettles seconded. All in favor, motion carried.*

### **2<sup>nd</sup> Reading and Adoption of Policies**

- a. Legal Names of Students (JOC)
- b. Pediculosis (Head Lice) (JHCCF)
- c. Educational Equity (JBB)

- d. Homeless Students (JECDB)
- e. Admissions (JEC)
- f. Academic Integrity (IKI)
- g. Animals in District Facilities (ING)
- h. Staff Development – Licensed (GCL)
- i. District Nutrition & Food Services (EFAA)
- j. Individual Board Member’s Authority and Responsibilities (BBAA)
- k. Board Member Resignation (BBC)
- l. Board Meetings (BD/BDA)
- m. Executive Sessions (BDC)
- n. Adoption And Revision of Policies (BFC)
- o. Public Conduct on District Property (KGB)
- p. Equal Employment Opportunity (GBA)
- q. Unmanned Aircraft System (UAS) a.k.a. Drone (ECACB)

*R. Yeo motioned to adopt the policies listed above as presented. H. Nettles seconded. All in favor, motion carried.*

### **WESD Board Election**

*T. Pfeiffer motioned to vote for Mike Riddle for representative to the WESD Board for Zone 1. S. FitzGerald seconded. All in favor, motion carried.*

### **Board Meeting Change**

District would like to move the Board meeting dates to the 2<sup>nd</sup> Thursday of every month. Would like to avoid conflicts with other events and also give the Board more time to review Board packets.

*S. FtizGerald motioned to approve the change of Board Meetings to the 2<sup>nd</sup> Thursday of every month. T. Pfeiffer seconded. All in favor, motion carried.*

### **Additional May Board Meeting Date and Time**

Want the Board to be aware that we may need to have an additional Board Meeting in May to approve contracts for Bond Projects prior to the June Board Meeting. We will try to give as much notice as possible.

### **Budget Meeting Dates**

Just a reminder we have our second Budget meeting scheduled for 5/9/2017 and a 3<sup>rd</sup> for 5/16/2017 (if necessary). All meetings start at 7:00pm

At 8:22 pm T. Pfeiffer motioned that the Board of Directors move into Executive Session per ORS 192.660(2)(i) Performance Evaluations of Public Officers and Employees with no action anticipated in Open Session. R. Yeo seconded. All in favor, motion carried.

At 9:22 pm S. FitzGerald motioned that the Board of Directors return to Open Session. T. Pfeiffer seconded. All in favor motioned carried.

With no further discussion the meeting was adjourned at 9:23 pm

Minutes by: Michelle Rettke, Board Secretary