

**YAMHILL CARLTON SCHOOL DISTRICT NO.1**

**BOARD OF DIRECTORS**

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

Thursday, September 13, 2018

Regular Session – 7:00 PM

MINUTES

Board Members: Jami Eglund, Tim Pfeiffer, Jack Bibb, Susan FitzGerald and Ken Watson.

DO/Administration Staff: Superintendent Charan Cline, Director of Fiscal Services Tami Zigler, Board Secretary Michelle Rettke, YCHS Assistant Principal Matt Wiles, YCHS Principal Greg Neuman, YCIS Principal/Special Ed Director John Horne, YCIS Associate Principal Chad Tollefson, YCES Principal Lauren Berg and Facilities Manager Brian King.

Also Present: P. Manson, G. Manson, G. Dromgoole, M. Marino, B. Howard & E. Chadwick

Flag Salute

- I. Called to order by Chair Jami Eglund at 7:00pm
- II. Individuals, Delegations, Recognition and Communications

Public Comment – No Public Comment

III. Review of Agenda

*K. Watson motion to add agenda item V under New Business “Yamhill Carlton Teacher’s Association MOU – Payroll Deduction”. T. Pfeiffer seconded. All in favor, motion carried.*

*S. FitzGerald motioned to add agenda item VI under New Business “Leave of Absence Approval for Carrie Samuelson (YCES Teacher). T. Pfeiffer seconded. All in favor, motion carried.*

*T. Pfeiffer motioned to add agenda item VII under New Business “Turner Construction Communication Designees”. S. FitzGerald seconded. All in favor, motion carried.*

*S. FitzGerald motioned to approve the agenda as revised. K. Watson seconded. All in favor, motion carried.*

IV. Regular Session – Consent Agenda

*S. FitzGerald motioned to approve the consent agenda as presented. J. Bibb seconded. All in favor, motion carried.*

V. Announcements and Report

I. YCES – Lauren Berg

- a. Walk a thon coming up, building is also working on intervention tools in cooperation with Gaston School District, working on benchmarks in reading and math

II. YCIS – Chad Tollefson

- a. Intervention work and progress tracking that is data driven, lots of excitement to get started, 6<sup>th</sup> grade language arts continues to be a strength in building, PD focusing on rigor, 1<sup>st</sup> round of peer lead instructional rounds, Sources of Strength (anti-bullying) w/ Yamhill County Mental Health
  - III. YCHS – Cindy Schubert
    - a. Busy with academics and athletics, fall concert moved to November 7<sup>th</sup>, FFA Alumni dinner was a great event, getting to know staff – committed and hard working group, starting to meet students and parents, door is always open, group effort to help kids be as successful as possible, hosted PSAT, progress reports coming out soon, girls’ soccer team is 3 in the state, also doing Sources of Strength, disappointment at high school about not being in CTE building.
  - IV. Financial Report and List of Bills for August 2018
    - a. Separate packet
 

*J. Bibb motioned to accept the Financial Report and List of Bills for September 2018 as presented. T. Pfeiffer seconded. All in favor, motion carried.*
  - II. District Facilities – Brian King
    - i. Gym gutters (first of November), heat is up and running, temporary tank is back up and running, new home getting it organized and set up, Thanks to PTO for coming in and putting desks together for new CTE Dome, Landscaping has been a huge help as well.
  - III. Food Service – Shiloh Ficek
    - i. Eligibility as a district is at 42%, working on reaching out to Alliance families about filling out applications, with the eligibility deadline approaching we could see drop to about 40% - Meals served as down, working to forecast to end of year, working on lunch balances, not called 2x per week to remind families.
  - IV. Superintendent’s Report – Charan Cline
    - i. Title applications submitted to state, instructional rounds have begun in all buildings, SEDCOR Presentation on CTE program, Communications is going well, Energy trust of Oregon came in and did a walk thru, school bond – Paving on Larch, hoped to be into CTE building – making progress on getting temporary occupancy
- VI. New Business
  - I. MMC Contract Discussion
 

Money was designated for actual travel by ES2- there is a balance remaining – MMC is requesting money to be rolled into his contract

*T. Pfeiffer motioned to approve the reallocation of remainder of ES2 travel expense designation to general contract.*
  - II. Food Service RFP - Sysco
 

*K. Watson motioned to approve the awarding of Food Service Produce RFP to Sysco. T. Pfeiffer seconded. All in favor, motion carried.*

III. Resolution 2019-02 YCHS Account Signer

*S. FitzGerald motioned to adopt Resolution 2019-02 YCHS Account Signers as presented. J. Bibb seconded. All in favor, motion carried.*

IV. Board Listening Session Discussion

Listening Sessions in January topic will be to discuss enrollment issues  
Will have additional Listening Sessions in March and May, Topic TBD

V. Yamhill Carlton Education Association MOU – Payroll Deduction

*J. Bibb motioned to approve Yamhill Carlton Teachers Association MOU – Payroll Deduction. S. FitzGerald seconded. All in favor, motion carried*

VI. Leave of Absence for Carrie Samuelson

*T. Pfeiffer motioned to approve the Unpaid Leave of Absence for Carrie Samuelson from October 25<sup>th</sup>, 2018 thru February 1<sup>st</sup>, 2019. S. FitzGerald seconded. All in favor, motion carried.*

VII. Tuner Construction Communication Designees

*S. FitzGerald motioned to designate Tami Zigler and Charan Cline to receive all communications from Turner Construction. K. Watson seconded. All in favor, motion carried.*

**VII. Board of Directors Comments**

T. Pfeiffer – Domes look really nice as do pathways and streets.

*At 7:53pm T. Pfeiffer motion that we move into go into Executive Session per ORS 192.660 (2)(e) Real Property Transactions with possible action in open Session. S. FitzGerald seconded. All in favor, motion carried.*

**VIII. Executive Session per ORS 192.660(2)(e) Real Property Transactions with possible action in Open Session**

*At 8:19pm T. Pfeiffer motioned that the Board return to Open Session. S. FitzGerald seconded. All in favor, motion carried.*

No action was taken in open session.

With no further discussion the meeting was adjourned at 8:19pm

Minutes by: Michelle Rettke, Board Secretary