



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, December 14, 2023

Regular Session: 6:00pm

MINUTES

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

DO/Administrative Staff Present: *Clint Raever, Tami Zigler, Mary Brown, John Horne, Tanner Smith, Brad Post, Matt Wiles, Chad Tollefson, Ian Barr, Amanda Dallas*

Also Present: *Maddie Tuning, Gordon Dormgoole, Shavaghn Petraitis*

Via Zoom: *Julia Howard, Mark Rodriguez, Tara Kamp, Julia Howard*

I. Call to Order Regular Session

S.FitzGerald called meeting to order at 6:00 pm.

II. Flag Salute

III. Individuals, Delegations, Recognitions, and Communications

A. Audit Report Presented by Tara Kamp, Pauly Rogers and Co PC

-T.Kamp presented the governing letter and audit report for the year ended June 30, 2023.

-She stated that the audit is a huge undertaking and the district did a great job preparing for it.

-The results of the audit were very good with only a couple of minor findings listed on page 3 of the governing letter.

-E.Galyean asked for clarification on the uncorrected misstatements. T.Kamp explained that they do extensive testing and that 99% of audits performed come across with minor errors that are considered immaterial.

B. YCHS - Student body - Verbal Report

-Maddy Tuning presented.

-The canned food drive went really well. They collected more than their goal of 1200 items. Since the goal was exceeded the leadership team will wear mustaches all day after Christmas break.

-Next week is spirit week. There will be an assembly tomorrow. This is assembly is usually the best one of the year.

-The leadership team has done a great job of decorating all the halls.

-The atmosphere at the school is really great.

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.

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

-B.Post reported.

-Winter sports are in full swing.

-Girls' wrestling is now recognized by the OSAA. They are already making their mark. They took 4th place out of 11 teams at the Warrenton Invite. Coach McKechnie is doing a great job.

-Boys' wrestling took 1st place at the McDaniel Holiday Memorial Tournament.

-The boys' basketball team hosted Tillamook. The game went into double overtime and YC came out with the win.

-Girls' basketball lost to Valley Catholic and Tillamook, but won against Sisters and Catlin Gabel.

-The girls' JV2 team played two 6A teams and beat them.

-Cheer will be starting in January.

-Louie Etta, a Junior, received the 2023 Boys' Cross-Country All-Valley Athlete of the Year. Louie broke many of his personal records this year and made it to state 3 years in a row. He is a great student and his passion for running is unbelievable.

-Winter sports passes are now available.

-Study table continues to be a success. It is on pause right now and will resume in January.

-T.Smith reported.

-He continues to be impressed with the student leadership team. It is great to see such great leadership from the students and not just the adults. They are now in charge of the student of the week program.

-Every week a student is picked and a paragraph is written as to why they were chosen which is posted on the leadership board in the hallway.

-Assemblies have all been great and very interactive.

-W.Knapp is going a wonderful job with credit recovery. Last year, in the first semester 20 credits were earned in the first semester and 35 in the second semester. This year, they are already at 56 credits and the semester isn't over yet.

-J term will start when students come back from Christmas break. Classes include ceramics and gardening, screen printing, strength and conditioning, all things dirt bikes, adulting 101, girls' playing football, wood shop, stress management, social emotional learning, and many others. The classes will have real world applications and meet the teaching standards. For the students who need intervention classes, they will still get at least one of the J term elective classes.

-They now have a good foundation for the MTSS system. The system is data driven and include data from Dessa scores and current passing rates. The goal for the class of 2025 is to have a graduation rate of at least 90%. There is still a lot of work to be done, but the direction they are heading is setting them up for success.

-They are constantly fostering the culture of the school. Accountability is a big part of it and staff has done a great job with that.

-Parent/Teacher conferences were held the week of Thanksgiving break. Around 55 parents came. Staff did reach out to parents who did not attend to let them know how their children were doing.

D. YCIS - Matt Wiles & Chad Tollefson - Verbal Report

-M.Wiles and C.Tollefson reported.

-Parent/Teacher conferences for 4th, 5th, and 6th were fairly well attended. 7th and 8th grade conferences are done in a round robin style and fewer parents came to those. At the grade level meetings, the staff identified 15 students that had matters that needed addressed with a conference (attendance, behavior, grades, etc.) 13 of the 15 parents came and those conferences went well. They are reaching out to the 2 that did not come.

-Tomorrow they will be having a North Pole Party from 4 to 6 pm. Admission is free. They will be playing "The Polar Express". There will be popcorn, cookies, hot chocolate, and candy canes.

-Tomorrow is their character trait assembly. The trait they are focusing on this month is ownership.

-They have started doing two separate assemblies. One for 4th and 5th and another for 6th, 7th, and 8th.

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.

- Spirit week is next week.
- There will be a letter sent out tomorrow explaining what the J term will look like and the reason for it.
- Some of the J term classes are space exploration, nutrition, string art, outdoor life, team sports, ASL, costuming, and many more.
- The goal is for each student to have a hard copy of their J term schedule by Thursday of next week.
- They are still working on getting the J term schedules entered in ParentVUE.
- Unlike the high school, the intermediate school will not have the late start during J term.
- The second round of iReady and Dibbles is starting next week. It would be difficult to do the testing during J term and they wanted to do it before winter break to see what progress has been made.
- 12/22 is a teacher work day. They will be going over the scope of the J term including what the structure will look like and make sure they are meeting the standards.
- Chad reported about the GATE process. The number of meetings needed for students in the upper grades is decreasing, which shows progress is being made.
- J.Tuning and M.Huxman have done a great job with the leadership students. The halls look really good.
- The 7th-8th staff are bonding as a team. This has been beneficial for the students and for the culture of the school.
- There are no conferences planned for the spring, but if parents want to meet they are more than welcome to reach out and staff will meet with them.

- E.Galyean asked the administrators to follow up on how bullying is being addressed and if it is improving.
- T.Smith responded that it is an ongoing issue. When incidents are reported they are taken seriously and other students see what the consequences are. He knows that some students are afraid to come forward due to fear of retaliation. Part of helping with this is to continue to work on the culture of the school. Continuing to build trust with students, so they feel more comfortable coming forward when they are being bullied.
- M.Wiles stated they are still using the bullying report form.
- They had an anti-bullying campaign in October.
- They are working hard to build culture and make sure kids know they can come to the staff. The goal is for students to know that they are taken seriously and that the staff is there for them.
- There is a lot of the cyber bullying that takes place outside of the school. M.Wiles met with Officer Livingston to discuss strategies on how to deal with that when it affects the students at school.
- We are working hard to build culture and make sure kids know they can come to the staff. The goal is for students to know that they are taken seriously and that the staff is there for them.
- T.Hayward, the counselor, does a great job of working with students when there are issues with bullying.
- A.Dallas stated S.Nauman is very good at working with students to problem solve and help them learn how to communicate better.
- PAX is very helpful as well.

E. YCES - Amanda Dallas – Verbal Report & Early Literacy Grant

- A.Dallas shared the early literacy grant presentation. The PowerPoint presentation is included in board meeting packet.
- The Winter Wonderland event will be tomorrow from 5 to 7 pm. This includes fun lights and blow-ups, Carlton fire and police department will be there, a sticker walk, Christmas tree cupcakes, and a book giveaway to every family that comes. The book fair will also be open during that time.
- There will be a Sing-a-Long on 12/21 from 6:30 to 7:30 pm at the high school dome gym. Each grade level will sing two songs and then one song all together. YCES Alumni will be invited to come up and join them, followed by hot chocolate and a visit from Tilly the Tiger.
- A community food drive is being held. It is a competition between the grade levels. The grade level that brings in the most donations will win a hot cocoa party with the fixings.

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.

-A large part of the funds raised from Hat Day (students pay 50 cents to wear a hat) are used to support families in need during Christmas. This year, they are giving 3 families toys and clothes. They also have 2 students who will be invited to Shop with a Cop and 2 families that they referred to Angels in the Outfield, a non-profit organization focusing on domestic violence that provides every child under 18 in those families with clothes, books, and toys.

-Dibels testing shows slight growth.

-iReady and Math Interventions: F.Hepp continues with the intervention groups. Her next progress monitoring will be in January.

-DESSA and SEL: K.Cruz has started her groups for targeted interventions. For Character Strong, she is focusing on empathy in her class and supports the teachers with resources for morning meetings.

-GATE: Continues to encourage teachers to keep bringing up students that they are concerned about.

-MTSS: The attendance challenge is up and going. Each Monday, a golden rock is delivered to each grade level classroom that had the highest attendance. Picture of that are posted on Facebook. They have been concentrating on the students who are frequently tardy, as well, by giving them positive office referrals, taking pictures, and sending those home. It has really helped.

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@yoschools.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)

E.Galyean motioned to approve the agenda as presented. J.Dumdi seconded. All in favor. Motion carried.

I. Regular Session – Consent Agenda (Action Item)

A. Approval of Board of Directors Minutes

1. Regular Session Minutes: 11/9/2023
2. Work Session Minutes: 11/30/2023

B. Personnel

C. Enrollment

D. Donations

K.Watson motioned to approve the consent agenda as presented. E.Galyean seconded. All in favor. Motion carried.

V. Announcements and Reports

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

-C.Raever reported.

-The administration has completed the second WESD SEL training.

-ODE approved the use of ESSER funds to purchase cameras and upgrade the intercom system. I.Barr is working on getting 3 bids. The project will likely start this summer.

-The fencing project around the intermediate school will begin this summer at the latest. Part of that fencing bid includes gates that have returns, which is something they do not have currently.

-The stairs at the back of the high school will be replaced this summer as well.

-The district will be getting a program called Site Shield. It is an app based alert system that will be used by the staff. Not everyone on campus has a radio, so this will allow all staff to receive alerts quickly even if they are not in the buildings. It also has a ‘admin assist’ feature that allows staff to alert an

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.

administrative staff member if they need assistance. He is meeting with them tomorrow to see what the implementation entails.

-E.Galyean asked about what has been implemented in relation to safety. C.Raever replied that all staff and students have been trained in standard response protocols. They have met with many law enforcement agencies and are planning an incident response drill that will take place when no students are on campus. No date has been set yet. All staff now have stickers on their badges with the standard response protocols on them with an explanation of what each one is.

-E.Galyean recommended a proactive communication effort to the community to provide an update on what has been done and what is being planned in relation to the safety plan. C.Raever agreed and stated he would work with the buildings to get that information to the community.

-The ODE has accepted the Division 22 report and the district is now in compliance.

-WESD has a draft of the communication plan that they will be sending out soon.

B. District Facilities Report- Ian Barr – Verbal Report

-The stairs at high school will be a steel and concrete structure. Work will not start until the summer because it is a fire exit and needs to be usable in case of an emergency.

-The siding on the softball batting cage is rotting and needs replacing. He is in the process of getting bids.

-They are moving forward with getting the backdoor of the old gym replaced.

-The booster club is finishing the stadium stair steps at the baseball field. Having them there will eliminate an area that is very hard to maintain.

-Getting ready to sign the contract for the fencing project.

-Still working on getting bids for the intercoms and cameras.

-An upcoming project is to improve the air quality in the shop.

-Getting more bids for asbestos remediation.

C. Financials & List of Bills for November 2023 – Tami Zigler (Action Item)

-T.Zigler reported that the January report will be more in depth as budget season approaches.

-K.Watson motioned to approve the financials and list of bills for November 2023 as presented.

E.Galyean seconded. All in favor. Motion carried.

VI. New Business

A. Cooperative Sponsorship Approval (Action Item)

-Note: The agenda item listed above should be ‘collective sponsorship’ not ‘cooperative sponsorship’.

-B.Post presented his request for a collective sponsorship. A freshmen student would like to participate in golf. Since the school doesn’t have a golf team, he would like to play on an out of district team. Amity High School has offered to have him on their team, but he will still be representing Yamhill Carlton. The first step in the process is to receive board approval. The next step is to receive approval from the league.

-E.Galyean motioned to approve the collective sponsorship agreement as presented. J.Dumdi seconded. All in favor. Motion carried.

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.

- B. Superintendent Evaluation Process, Times, and Tool for the 23-24 School Year Approval (Action Item)
-S.FitzGerald noted that "OSBA consultant" should be removed from the January 12th actions. M.Brown will update the document.
-J.Dumdi motioned to approve the superintendent evaluation process, times, and tool for the 23-24 school year as presented. J.Egland seconded. All in favor. Motion carried.
- C. Audited Financials for Fiscal Year Ending 2023 Approval (Action Item)
-T.Zigler presented the audited financials for board approval. Based on the presentation by T.Kamp of Pauly Rogers and Co PC.
-T.Zigler clarified the question E.Galyean had in regards to the misstatements.
-The first one was regarding the federal grants requiring prevailing wage reports on any capital projects over \$2000. A corrective action memo has been submitted with the single audit.
-The second one what regarding the debt service schedule due to a formula issue.
-The third was deferring GASB 96 to next year.
-K.Watson motioned to approve the audited financials for the fiscal year ending 2023 as presented. E.Galyean seconded. All in favor. Motion carried.
- D. Student Investment Account (SIA) Agreement Approval (Action Item)
-T.Zigler presented the grant agreement for SIA. This is part of the integrated planning application that was developed and submitted in the spring of 2023. More information can be found on the district website (see link below).
-E.Galyean motioned to approve the student investment account agreement as presented. J.Dumdi seconded. All in favor. Motion carried.
- E. High School Success Grant Agreement
This is part of the integrated planning grant. It is posted on the district website (see link below). No action is required.
- F. Early Indicator and Intervention System Grant Agreement
This is part of the integrated planning grant. It is posted on the district website (see link below). No action is required.

Link for the documents of items D, E, and F:

https://www.ycsd.k12.or.us/documents_reports/aligning_students_for_success

VII. Board of Directors Comments

VIII. Adjournment

S.Fitzgerald adjourned the meeting at 8 pm.

IX. Adjourned at 8pm

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.