



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

WORK SESSION AGENDA

LOCATION: YCSO BOARDROOM: 120 N. LARCH PL. YAMHILL OR 97148

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

Password: sW66uH

Monday April 1, 2024

Work Session: 6:00 pm

Board Members Present: Susan FitzGerald, Jami Egland, Jaletta Dumdi, Ken Watson, Erin Galyean

District Office Staff Present: Tami Zigler, Clint Raever, Mary Brown

Others Present: Michael Clark, Chloe Dreher, Neil Slater, Monty Hurley

MINUTES

I. Call to Order Work Session

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

II. Flag Salute

III. Long Range Facilities Planning Discussion

-C.Raever introduced C.Dreher and M.Clark from the WESD.

-C.Dreher and M.Clark presented a modified presentation that he presented at the Bonds and Ballots conference.

-In his years of experience dealing with bonds, M.Clark has heard over and over again that good communication with the community year after year is vital in order to pass a bond.

-M.Clark used the metaphor of forming a band. This metaphor refers to assembling a team of key players who will be instrumental in a bond campaign's success. This team may include board champions, the superintendent, an external communications team, operations personnel, committees, and a bond manager.

-Board champions are members of the board who are passionate about the bond and actively advocate for it. It is also crucial to have the superintendent on board and understand that this process will require additional work.

-An external communication team, such as WESD, can help with crafting and distributing deliverables and materials to the community. They play a vital role in building support and addressing concerns. Using WESD as the district's communication team would be much more cost effective than hiring a private company. WESD has an experienced team and many resources.

-M.Clark highly recommends hiring a bond manager. The bond manager oversees all aspects of the bond campaign, ensuring that everything stays on track and all the necessary tasks are completed.

-Another important factor in this process is to listen to each other. Everyone at the table needs to have a voice. That is how a strong team is created.

-Once the 'band' has been formed, create the first song. This refers to crafting the initial bond package. That 'song' needs to be presented to the community through various channels such as community meetings, tours, and local events. Community meetings are a good opportunity for the public to learn about the bond and be able to have their questions answered.

-It can take a few tries to get the song right. The objective is to share the song and to record every objections and complaint that is received. The FAQs become a big part of the campaign.

-K.Watson stated it will be essential to let the community know that their feedback is being heard. M.Clark agreed and stated that the feedback that is collected should be used for the messaging strategy later on. A successful campaign involves a lot of listening.

-J.Dumdi asked how far in advance should this process be started. M.Clark stated, ideally, the campaign process should begin several years in advance. This allows for building a solid foundation and engaging the community effectively.

-It is also important to involve staff members and ensure they are well informed about it, as well as parents. M.Clark stated that they have heard "I didn't know" time and again from community, staff, and parent.

-Flyers and other communication materials have information such as main projects and answers to questions. They generally include QR codes for easy access to more information and upcoming events.

-Creating a bond website is also a good tool to use. All materials distributed include the website address. Having this website provides a way to track all of the metrics and additional data. E.Galyean asked if other districts have used that website after a bond is passed to keep the community up to date on the progress. M.Clark stated that the website should be kept active to keep communicating with the community.

-C.Raever looked at the facilities report from R&C management. He noticed that some of the facility needs are not particularly exciting or emotional. He asked if the major items should be focused on. M.Clark responded that it is important to mention both the big and small items and that a lot of times the community will surprise you by supporting projects that weren't initially seen as priorities.

-M.Clark showed a suggested timeline. Ten months to 2 years to get wide community involvement in decisions about district needs and concerns. One year out, put out surveys, create and share bond materials, and form a PAC. Share the package and the information and encourage them to vote. The bond manager would help with all of this.

-WESD has put together a package for the district for bond-related communications. The cost is \$50,000 per year and provides comprehensive support for any bond-related outreach efforts.

-J.Dumdi stated the district is missing a lot of the foundational pieces. C.Raever responded that the first year would be focused on building that foundation.

-C.Raever will meet with M.Clark and discuss how to move forward.

-E.Galyean asked what the cost would be to hire a bond manager. M.Clark responded that it depends a lot on the timeline. The earlier you hire them, the better the rate will be. He pointed out that pre-bond expenses can be paid with the bond funds if it passes.

IV. 7th and 8th Grade Athletic Budget

-C.Raever asked T.Zigler to put together a more accurate budget than the rough estimate he previously provided to the board.

-C.Raever stated that YCTC will give the uniforms they own to the school.

-S.FitzGerald asked if everyone was ok with doing this. C.Raever responded wrestling was the only ones who weren't sure. Every other sport supports the change.

- The sports that would move back to the school would be football, volleyball, basketball, track, and possibly wrestling. Karen Wright runs a phenomenal soccer program, so soccer will not be brought back to the school. Baseball and softball will stay independent.
 - The sports fee will be \$125.00, which is still lower than what YCTC currently charges.
 - The budget includes jerseys and equipment in the amount of \$14,000. That cost will go down since YCTC will be providing the school with what they have.
 - The total cost would be approximately \$72,000 per year.
- S.FitzGerald believes that making this change would be a good decision. It would show the community that the district and the school are supporting our kids in this way.
- C.Raever and T.Zigler want the board to be aware that the revenue for the district will not change much in the next few years. If they commit to moving these sports back to the school and expenses go up, they need to consider what they will do if things get tight.
 - J.Dumdi stated, if the decision is made to do this, they will need to think about the logistics of transitioning from YCTC to the schools. She asked when the decision needs to be made?
 - T.Zigler stated she will include it in the proposed budget and it can be reviewed during the budget committee meetings and approved or rejected at that time.

V. Strategic Plan Distribution

- C.Raever would like to know if the board would like the strategic plan mailed to every residence. It has already been shared on Facebook and ParentSquare.
- K.Watson suggested doing a condensed version and sending it via bulk mail. The board agreed something should be mailed out.
- M.Brown will connect with Chloe at WESD to design something and get it sent out.

VI. Stadium Repair Proposal Presentation

- S.FitzGerald moved this agenda item up to the second item since the individuals presenting were already present.
- Neil Slater and Monty Hurley presented the board with all the paperwork regarding this proposal. The high school stadium is an iconic structure in the community and the booster club would like to have it repaired instead of replaced.
- The booster club paid to have two contractors come out and evaluate the stadium and see what repairs would be needed in order to make it usable again. They also had the roof assessed and it is in good condition.
- They are working with ZCS, since they were the original engineers to assess the structure.
- The assessment showed that everything from the bleachers up is still in good condition and the supporting structure holding up the roof is good. The major issues are underneath the stadium.
- Dan Martin, from Design Build Contractors, met with ZCS and went over the plans and what repairs needed to be done. The quote they provided is for \$190,000. If prevailing wages have to be paid, it would be an additional \$110,000, which the booster club would not pay for.
- N.Slater stated that the booster club will fund the \$190,000 and any additional cost that may come up, but are asking the district to pay for permits and the engineering fee, which would come to approximately \$10,000.
- C.Raever stated he and T.Zigler have gotten a few different answers regarding whether prevailing wages need to be paid. He stated the district is very grateful that the community is willing to do this, but want to make sure that the prevailing wage does not have to be paid.

-K. Watson asked if the \$190,000 of repairs would give the stadium many more years of use or if it just a 'band-aid'. N. Slater stated it will be repaired underneath and the front walkway will be replaced, which should give it quite a few more years of use.

-E. Galyean asked what their thoughts were on if in the future there is an option to improve or even build a new stadium. M. Hurley stated that if the booster club funds this project, they would want the district to agree to keep the stadium as long as it is structurally sound.

-J. Dumdi asked if ZCS has reviewed the proposal and are convinced that they will be able to get the stamp of approval. M. Hurley replied that, yes, ZCS told him that these repairs will make the stadium usable again.

-J. Dumdi noticed that under the exclusion section of the proposal, it says 'other dry rot other than what is on the proposal'. E. Galyean asked that the district be informed of the items that were found that will not be repaired under this proposal.

-K. Watson would like to have it on next week's agenda in order to be transparent about what the decision will be. He stated how much he appreciate what the booster club is willing to do.

Adjourned at 8:02pm