

**YAMHILL CARLTON SCHOOL DISTRICT NO.1**

**BOARD OF DIRECTORS**

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

Thursday, April 9th, 2020

Regular Session – 7:00pm

**MINUTES**

Board Members: Susan FitzGerald, Jami Egland Jack Bibb, Megan Gometz and Ken Watson.

DO/Administration Staff: Superintendent Charan Cline, Business Manager Tami Zigler, Special Programs Director John Horne, YCES Principal Chad Tollefson, YCIS Principal Matt Wiles, YCHS Associate Principal/Athletic Director, YCHS Principal Clint Raever, YCHS Athletic Director/Associate Principal Scott Henderson and Food Service Director Gia Saporito

Also Present: M. Buehler, L. Heatherly, E. Chadwick, S. Kelly,

Flag Salute

- I. Called to order by Chair S. FitzGerald at 7:00 PM
- II. Individuals, Delegations, Recognition and Communications

Public comment – None

- III. Review of Agenda

*J. Bibb motioned to approve the agenda as presented. M. Gometz seconded. All in favor, motion carried.*

- IV. Regular Session – Consent Agenda

*K. Watson motioned to approve the consent agenda as presented. J. Egland seconded. All in favor, motion carried.*

- V. Announcements and Report

- I. YCES – Chad Tollefson – getting set up for distance learning, Chromebook/Ipad Check out, packet distribution, setting up childcare center
- II. YCIS – Matt Wiles – working hard at getting set up for distance learning
- III. YCHS – Clint Raever/Scott Henderson – focus on distance learning
- IV. Financial Report & List of Bills for March 2020

*K. Watson motioned to approve the financial report and list of bills for March 2020 as presented. J. Egland seconded. All in favor, motion carried.*

- V. District Facilities – deep cleaning all buildings
- VI. Food Service – make meals for pick up and some delivery by bus, lots of meals going out including meals for weekends, have applied for some grants.
- VII. Superintendent’s Report – Lots of work going into transition form supplemental learning to Distance Learning for All

VI. New Business

I. Interim Superintendent Search Calendar (Action Item)

Committee will include Admin and District Office staff as well as representative from classified and teacher's union.

*J. Bibb motioned to give S. FitzGerald authorization to make appointments to screening committee. K. Watson Seconded. All in favor, motion carried.*

Screening committee will meet on May 6<sup>th</sup> at 5:30 and May 13<sup>th</sup> at 5:30 via Zoom

*J. Egland motioned to approve Interim Superintendent Search Calendar. K. Watson seconded. All in favor, motion carried.*

II. Qualities & Qualifications of Interim Superintendent (Action Item)

*K. Watson motioned to approve the Interim Superintendent Qualities and Qualifications list as presented. J. Bibb seconded. All in favor, motion carried.*

III. Interim Superintendent Salary Discussion

Set salary range at 120k to 135k

IV. Interim Superintendent Contract Parameters Discussion

Will send copy of current Superintendent Contract to board members

V. Distance Learning at Home Report

Each school is hard at work setting up Distance Learning.

Have made contact with 90% of families

Chromebook and packet work

VI. Leave of Absence Request

*K. Watson motioned to approve the Leave of Absence Request of Michael Buehler without pay or benefits. J. Bibb seconded. All in favor, motion carried.*

VII. Healthy & Safe Schools Plan Approval (Action Item)

*K. Watson motioned to approve the Healthy & Safe Schools Plan as presented. J. Bibb Seconded. All in favor, motion carried.*

VIII. Graduation Requirements (IKF) – 2<sup>nd</sup> Reading & Adoption (Action Item)

*K. Watson motioned to approve Policy IKF – Graduation Requirements as presented. J. Egland seconded. All in favor, motion carried.*

IX. Policy 2<sup>nd</sup> Reading & Adoption

- a. Graduation Requirements – IKF
- b. Board Member Standards of Conduct – BBF
- c. Executive Sessions – BDC
- d. Minutes of Board Meetings – BDDG
- e. Expulsions – JGE
- f. Unmanned Aircraft System (UAS) a.k.a Drone – ECACB
- g. Student Transportation Services – EEA
- h. Compulsory Attendance – JEA
- i. Admissions – JEC
- j. Admission of Resident Students – JECA
- k. Equal Employment Opportunity – GBA
- l. Workplace Harassment – GBEA
- m. Workplace Harassment Reporting and Procedure – GBEA-AR Use of Restraint or Seclusion – JGAB
- n. Medications – JHCD/JHCDA
- o. Medications – JHCD/JHCDA-AR
- p. License Requirements – GCA
- q. Personal Electronic Devices and Social Media – Staff – GCAB
- r. Volunteers – IICC
- s. Reporting of Suspected Abuse of Child – JHFE
- t. Reporting of Suspected Abuse of Child – JHFE-AR
- u. Reporting Requirements Regarding Sexual Conduct with Students – JHFF/GBNAA & GBNAA/JHFF
- v. Reporting Requirements Regarding Sexual Conduct with Students – JHFF/GBNAA-AR
- w. Discrimination Complaint Procedure – AC-AR
- x. Public Complaints – KL

J. Bibb motioned to adopt policies a thru x as presented. M. Gometz seconded. All in favor, motion carried.

VII. Board of Directors Comments

J. Egland: appreciates creativity of staff in regards to instruction during this time

K. Watson: we need to portray to community how hard staff are working

M. Gometz: proud of our district. Teachers are doing fantastic

With no further discussion the meeting was adjourned at 8:51 pm

Minutes by: Michelle Rettke, Board Secretary