



# 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  
BOARD RETREAT AGENDA  
LOCATION: YCSD BOARDROOM, 120 N LARCH PL, YAMHILL OR 97148

Thursday, August 17, 2023

Board Retreat: 4:30pm

## MINUTES

District and Board members in attendance: S. FitzGerald, J. Eglund, K. Watson, E. Galyean, J. Dumdi, C. Raever, and M. Brown

### I. Call to Order Special Session

*S. Fitzgerald called the meeting to order at 4:31pm*

### II. Flag Salute

### III. New Business

#### A. The Year in Review

*Reviewed the 22-23 district goals*

- 1. K-6 ELA / Math Improvement – the goal of all students showing measured growth was not met, but there was improvement. There are still a significant number of children below the benchmark.*
- 2. MTSS Implementation –The MTSS program is very robust at the Elementary School. It is up and functioning at the Intermediate. It was not up and functioning by the end of the year at the High School.  
C. Raever shared Tanner’s MTSS system google spreadsheet for the High School. It is a color-coded system for every student that shows whether or not they are on track. If they are in the red, he will come up with an action plan to help them graduate. The J term will include an intervention class.  
They are two thirds of the way there with the implementation.  
K. Watson asked if this system will really be comprehensive (MTSS) at the high school. K-8 has progress monitoring tools, but the High School has none. The High School*

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*MTSS will focus on and monitor behavior, attendance, grades, and social and emotional needs.*

*3. SEL implementation-4-12 grades are using Character Strong. YCES is using SPOT. This year YCES will be using Character Strong. It will focus on 3 priorities area. They will talk about social and emotional learning. Next month, they will talk about climate and culture and tie it into the strategic plan.*

*E.Galyean noted that she would like the principal presentations to address the struggles they are having, rather than just what is going well.*

## **B. Discussion of Communication Plan**

- In crisis situations, the Superintendent will call the Board Chair first and then will either call the rest of the Board members himself or will ask the Board Chair to do so. If the Superintendent is unable to make phone calls, he will delegate calling the Board Chair to a member of his staff and then the Board Chair will call the rest of the Board. If warranted, the Superintendent will send a follow up email to the entire Board.*
- Newsworthy Situations: The Superintendent will send an email to the entire Board. If the situation is rapidly changing he will call the Board Chair. Together, they will determine if the situation warrants calling the rest of the Board or sending an email to everyone.*
- Drop in Visits: Board members can drop in to visit the Superintendent at the district office anytime, but should check with the Superintendent or the Administrative Assistant first to ensure that he will be in the office.*

*The Board would like to be included in all of the schools' communications. Currently, they are not getting notifications about upcoming school events.*

*Looked over current operating agreements.*

## **C. Set District Goals**

- All district and school administration will participate in a Professional Learning Community (PLC) to support building administrators in ensuring high quality instruction in all classrooms.*
- All schools will have effective MTSS teams as evidenced by regular meeting minutes and an established intervention process to improve student outcomes.*
- All schools will develop a robust plan to improve communication between the schools, parents, and broader community including city governments and civic organizations in alignment with the district communication plan.*

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#### **D. Set Superintendent Goals**

- *All district and school administration will participate in a Professional Learning Community (PLC) to support building administrators in ensuring high quality instruction in all classrooms.*
- *All schools will have established and functioning MTSS teams as evidenced by regular meeting minutes and an established intervention process to improve student outcomes.*
- *Develop a robust plan to improve communication between the schools, parents, and broader community including city governments and civic organizations.*

#### **E. Set Board Goals**

- *The Yamhill Carlton School District School Board will continue planning and visioning for long term facilities maintenance and improvement by ensuring long term facilities planning.*
- *Establish and implement a monitoring plan for the Yamhill Carlton School District 5-year strategic plan.*
- *Create and implement a school board development plan to support the goals of the Yamhill Carlton School District 5-year strategic plan.*

#### **IV. Adjournment**

*Meeting adjourned by S.FitzGerald at 7:27pm*

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