



# YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | [www.ycsd.k12.or.us](http://www.ycsd.k12.or.us)

## BOARD OF DIRECTORS

### REGULAR SESSION MINUTES

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

Or VIA ZOOM <https://us06web.zoom.us/j/89756606894>

Thursday, July 13, 2023

Regular Session: 6:00pm

## MINUTES

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

**DO/Administration Staff Present:** Superintendent Clint Raever, Business Manager Tami Zigler, Board Secretary Mary Brown

**Also Present:** *Kathleen Sitton*

### I. Call to Order Regular Session

S. FitzGerald called the meeting to order at 6:02 pm.

### II. Flag Salute

### III. Individuals, Delegations, Recognitions, and Communications

#### A. Oath of Office

1. Susan FitzGerald
2. Erin Galyean

*Tami Zigler swore in re-elected board members Susan FitzGerald and Erin Galyean at 6:03 pm.*

*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](mailto: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 approved the agenda as presented. K. Watson seconded. All in favor. Motion carried.*

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## V. Regular Session – Consent Agenda (Action Item)

- A. Approval of Board of Directors minutes
  - 1. Budget Hearing & Regular Session Minutes: 6/13/2023
  - 2. Work Session Minutes: 6/20/2023
- B. Personnel
- C. Enrollment
- D. Donations
- E. Surplus

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

## VI. Announcements and Reports

- A. Superintendent's Report – Clint Raever – Verbal Report

*Not much to update on the football stadium. Community members are hoping to raise funds to repair until funds can be raised to replace it. It might take 4 to 5 years. For the immediate future, we will be using portable bleachers. The bleachers have been purchased. It will take for 3-5 weeks for delivery. The District is not interested in spending district funds to repair as we want to be responsible for the replacement costs. It would cost \$300,000 only to make it occupiable. We are waiting to hear from the community. As soon as they have something to report, they will come to the board to talk.*

*The principal position had 8 applicants with 4 very solid applicants with previous principal experience. Two have experience with large schools and two have experience with smaller schools. Interviews will be on Tuesday, July 19th. Hopefully, we will have someone by the end of next week.*

*Matt Opitz is putting a float together for Derby Days.*

*Brenda Vanderzanden has agreed to move into counseling position at the high school. Rene McKinney will move into the graduation coach position.*

*E. Galyean asked about the J-term and if we are going forward. C. Raever confirmed that we are.*

- B. District Facilities Report – Clint Raever – Verbal Report

*New steam pipes for the YCIS Classroom have been installed. The walls need to be replaced. Ian will work on getting that done before school starts. The room will be used if he can get it fixed by the time school starts.*

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*Grounds are getting a little overgrown. Facilities are going to try to get it cleaned up before Derby Days this weekend.*

*There is massive water leak on campus, but unsure of where it is. We will be using drones to locate the leak.*

*J. Egland asked if the trees on the south side of the Elementary School are going to be removed. Clint confirmed that they will be removed, but new ones will be planted.*

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

*T. Zigler just finished reconciling for year end. The report in this packet is the preliminary June report. There are some loose ends to tie up to close out the year.*

*She believes the school district will have the full \$450,000 to put into the capital project fund.*

*The new budget has been posted.*

*District will be sending out applications to the community for the Long Range Planning committee around August 11<sup>th</sup> and will do the selection prior to September 9<sup>th</sup>. There will be 3-4 planning committee meetings that will give recommendations to the Board. We want about 20 members, which will include Board, community, staff and consultants.*

*Student count as of October 1<sup>st</sup> will be submitted to the state. Once those numbers are ready there will be a review of or state school fund and make sure that we are on track with our estimates. The district will do a physical student head count on the first day of school.*

*J. Egland motioned to approved the financials and list of bills for June 2023 as presented. E. Galyeanseconded. All in favor. Motion carried.*

## **VII. New Business**

A. Nominate and Approve Board Chair and Vice Chair (Action Item)

*E. Galyean nominated S. FitzGerald for Board Chair and J. Egland for Vice Chair for the 2023-2024 school year. K. Watson seconded. All in favor. Motion carried.*

B. 2023-2024 Designations and Authorizations (Action Item)

*K. Watson motioned to approved the 2023-2024 designations and authorizations. E. Galyean seconded. All in favor. Motion carried.*

C. 9-12 ELA Curriculum Adoption (Action Item)

*The core curriculum was presented at the last Board meeting and was available for public review during this last month. There was no public input.*

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*E. Galyean motioned to adopt the 9-12 ELA curriculum by My Perspectives by SAVAAS. K. Watson seconded. All in favor. Motion carried.*

D. 2023-2024 School Fees (Action Item)

*K. Watson motioned to approve the 2023-2024 school fees. J. Egland seconded. All in favor. Motion carried.*

E. Policies – First Reading

*The Department of Education conducted a transportation audit last year. The district pulled samples from OSBA and sat down with other districts to update the policies to ensure our practices are reflected in the policies.*

1. Student Transportation Services EEA (Revision)

*The policy didn't have anything for disabled students. That was added to the policy.*

2. Video Cameras on Transportation Vehicles EEACCA (New)

*The district did not have a policy for video cameras on transportation vehicles. The district has a practice in use but no policy. This policy ensures that we are compliant with the laws.*

3. Video Cameras on Transportation Vehicles EEACCA-AR (New)

*The video cameras on transportation vehicles goes into more detail and how we enact the policy.*

4. Drug and Alcohol Testing and Record Query – Transportation Personnel GBEDA (New)

*The district has a drug and alcohol testing and record query policy, but body of the policy it talked about HIV and Aids. There was major revision done to this policy.*

5. Substance/Drug Abuse JFCI-AR (New)

*The substance/drug abuse JFCI administrative rule is new. There wasn't anything about how to implement the policy. This is the same policy that Lincoln County uses, so it is very familiar. K. Watson noted that it didn't say Marijuana directly. C. Raever noted that they are defined in the actual policy that this AR falls under.*

*All the buildings were enforcing this policy differently. C. Raever met with the principals of each school and looked at other district policies. All agreed on this one. Will have the principals report on substance abuse practices at the September board meeting.*

*E. Galyean asked about the Narcan program. Yamhill County has a curriculum available to the District.*

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**VIII. Board of Directors Comments**

*There will be no July work session. E. Galyean will be gone for the August work session. K. Watson will be gone for the September work session.*

*August 19<sup>th</sup> is the board retreat. The location has not been set yet. It will take place around noon.*

**IX. Adjournment**

*Meeting adjourned at 6:55pm*

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