

Crane Elementary Board of Directors

Chris Venell, Chair

Kelli Rose, Director

Absent: Matt Zander

Vern Brown Jr.

Present by Phone: Jake Potter, Director

CUHS Board of Directors

Russ Clark, Director

Mike Davis, Director

William Dunten, Director

Dan Otley, Director

Also, Present:

Matt Hawley, Superintendent

Cori Wright, Business Manager

Glennie Cargill, Board Secretary

Guests: Dr. Lori Bogen, Superintendent of Oregon Family Schools

CALL TO ORDER

Board Chairs' Chris Venell and Mark Owens called the March Joint Board Meeting to order at 4:00 PM. at the Crane Union High School Meeting Room.

PLEDGE OF ALLEGIANCE

APPROVE MINUTES

Minutes from the February Joint Board Meeting were presented to their respective school district boards.

Crane Elementary

Kelli Rose made a motion to approve the minutes, Jake Potter seconded and the motion carried unanimously.

Crane Union High School

Mike Davis moved to approve the minutes, Russ Clark seconded and the motion carried unanimously.

Adopt the Agenda

Mark Owens would like to add one item under Items for Discussion; he would like to discuss what he has discovered about the Community well issue. This item will be added as item "I" under Discussions.

Kellie Rose moved to adopt the agenda, with the correction. Jake Potter seconded and the motion carried unanimously.

Dan Otley moved to adopt the agenda with the correction, William Dunten seconded and the motion carried unanimously.

Review/Approve Bills

Disbursements

Crane Elementary

Cori Wright reported February's monthly disbursements as follows:

\$22,120.72

Kelli Rose moved to approve the monthly bills as listed; Jake Potter seconded the motion carried unanimously.

CUHS

Cori Wright reported February's monthly disbursements as follows:

\$ 35,674.15

William Dunten moved to approve the monthly bills as listed. Dan Otley seconded and the motion carried unanimously.

Hearing Groups

Dr. Lori Bogen was here to present an update as to how the Oregon Family Schools was doing so far this year. They have had a good year with enrollment currently at 303 students. The space at the church they rent is working really well with the exception of taking down and putting up walls each week for the one day a week classroom time. The Ways and Means Committee hosted a meeting in Redmond on Saturday, March 16. Many educators were there to express concern over public school funding in general, and some spoke of the potential fiscal impact of HB 3063 on charter schools in particular. The new rules for immunizations would not come into effect until school 2020, which gives schools a little breathing room to work out the issues. OFS has had numerous parents showing interest in enrolling students for next school year and she expects enrollment to come in at around 400 students in the 2019-20 school year.

Facility Updates

I will be meeting with the Nazarene Church in April to propose a shared-use lease for their building. This site has an existing gym as well as an outdoor playground. It also has sufficient land to host a storage building outside the back of the facility.

Our current facility is also looking for larger, more accommodating facilities, so we will continue to partner with them if an appropriate site is located. The board thanked Lori for coming in and giving them the report.

Superintendent – Principal Report

- Superintendent Hawley presented the following items for the February/March Superintendent Report.
- The Rural Schools Science Fair was held March 13 and was well attended by all schools with 180 students here for the day. The overall winner of the Science Fair was 5th grade student Trapper Owens. Mr. Hawley would like to thank Carolyn Koskela teacher at Frenchglen Elementary for organizing the Science Fair. He would also like to thank the Crane teachers for the extra work they put in hosting the event. A special thank you to OMSI who comes and does a great job for all the students. Thank you to Connie Robbins and the high school students for their work with the fair.
- This month is National Honor Society recognition month. NHS Advisor Karen Starbuck has several things lined up for our NHS members to celebrate this month. They will receive donuts, be released for lunch early, and attend a movie and dinner in town. There are currently seven members in NHS. They will have the 2018-19 Induction Ceremony on Thursday March 21 following the high school Parent/Teacher Conferences. All freshman are invited to attend in hopes of building up our NHS Program. Mr. Hawley would like to thank Karen Starbuck for her work with the NHS group.
- The coaches have set the Winter Sports Awards. Basketball was held together at the Multipurpose Room on Wednesday March 13 at 6:00. The basketball parents put on dinner for parents and players. Mr. Hawley would like to thank the parents and booster club for helping organize the awards and for their work in putting on the dinner.
- The Wrestling Awards were held at Glory Days Pizza in Burns on Thursday, March 14.

Mike Davis asked why we are holding the awards at different times, rather than keeping all sports together so more kids can be recognized. Mr. Hawley said he thinks it should be up to the coaches. Mark Owens asked if any other board members had any input on this subject and they all thought it should be up to the coaches also.

Items for Action

- Contract Extensions were presented for approval to their respective school district boards.

Crane Elementary

Kelli Rose moved to approve the following teachers for second-year probationary contracts for 2019-2020. Jake Potter seconded by phone and the motion carried unanimously.

Andrea Nichols
Codi Peila

Kelli Rose moved to approve the following teacher for third-year probationary contract for 2019-20 school year. Jake Potter seconded and the motion carried unanimously.

Lindsey Robertson

Kelli Rose moved to approve and extend the following teachers' contract for two years from July 1, 2019 to June 30, 2021. Jake Potter seconded and the motion carried unanimously.

Celeste Owens
Anne Sheeter
Angelia Sanchez
Raleigh Shepler

Kelli Rose moved to approve to extend the Superintendent/Principal contract for the period of July 1, 2019 to June 30, 2020, with a pay increase of 1 FTE. Jake Potter seconded and the motion carried unanimously.

Matthew Hawley

Crane Union High School

Dan Otley moved to approve the following teachers for second-year probationary contracts for 2019-2020. Russ Clark seconded and the motion carried unanimously.

Janeen Starbuck
Roy Dowell

Dan Otley moved to approve the following teacher for third-year probationary contract for 2019-20 school year. Russ Clark seconded and the motion carried unanimously.

Todd Thompson

Dan Otley moved to approve and extend the following teachers' contract for two years from July 1, 2019 to June 30, 2021. Russ Clark seconded and the motion carried unanimously.

Connie Robbins
Dave Doman
James Driskell

Russ Clark moved to approve to extend the Superintendent contract for the period of July 1, 2019 to June 30, 2020, with a pay increase of 1 FTE. Mike Davis seconded and the motion carried unanimously.

Matthew Hawley

- Superintendent Hawley presented Roy Dowell for a full time CTE position at Crane Union High School. William Dunten moved to approval the hire of Roy Dowell for a full time CTE Position at Crane Union High School, Russ Clark seconded and the motion carried unanimously.

Superintendent Hawley reassured the board that his work at Silvies River as the acting superintendent did not sacrifice anything at either Crane Elementary or Crane Union High School.

- After discussion on the yearly Biology Trip, William Dunten moved to approve the trip, Dan Otley seconded and the motion carried unanimously.

Items for Discussion

- Superintendent Hawley explained the SSF Allocations for 2019-20 that will be generated from Silvies River Charter School for Crane Union High School and Oregon Family School for Crane Elementary School. Crane Elementary students moved this current school year from .9 funding per student to 1.0 per students. For school year 2019-20 Crane Elementary will be funded at approximately 368 students. The high school will move from 1.2 back to 1.0 per student at Silvies and Crane Union High School. The reason for this is that we will be moving from a Union High School to a K-12 school. With the decrease in funding we will still be ahead in funding due to the high number of students reporting under District 1J. In school year 2019-2020 District 1J will be funded on 480 students instead of 66 that we are currently funded at.
- Mr. Hawley will have a balanced budget to present to both boards at the April meeting. The budget is in good shape and includes many of the needed items to continue progressing with our enhanced educational programs.
- With the high probability of Open Enrollment not being available this year, we are accepting Inter-District transfer to keep our student enrollment sustainable. District #3 has been approving the transfers and to date I have signed four that involve 10 students. We have had calls and requests for approximately 10-15 more students. Superintendent Hawley would like to thank the Burns School District and Superintendent Steve Quick for working with us by signing the Inter-District Agreements.
- Discussion was held concerning vacating county right of ways on school district property. Board Chair Mark Owens brought maps of the county and school property to show the board members where the roads need to be vacated in order to clear up the lines between the county and the school. Superintendent Hawley and High School Board Chair Mark Owens will meet with the County Court to get the roads vacated.
- The Biology Trip will start on April 14 and the students will return on Thursday April 18. The itinerary was not available at this time but will be emailed to board members next week. Mark Owens said he is all for the trip as long as it has an educational point to it. William Dunten and Dan Otley thinks it is a good trip for our students to attend and are in support of the trip. Mike Davis and Russ Clark agreed.
- Discussion was held on Graduation and which board member will hand out diplomas during the ceremony. Mike Davis will hand the senior diplomas and either Chris Venell or Vern Brown will hand out the elementary diplomas.
- We currently have jobs posted and will be making some staff changes for the 2019-20 school year. The Food Service Supervisor position is posted. Todd Thompson will be moving from P.E. to high school social studies. We have a P.E./Health position posted and will post a special education position that will be .5 at District 1J and .5 at Silvies River Charter School. With the expected number of students in the elementary school, we may be looking at posting an elementary teaching position. Superintendent Hawley asked the elementary board for feedback on this extra position. The number of students coming into the second grade is at 23 and will not be able to pair up with the third grade class if we want to keep our class sizes small. The Board agreed we would need to hire an additional teacher. Discussion was held on whether or not to hire our own business manager. Currently we are paying the ESD \$40,000, Silvies is paying Oster's \$14,000, and Oregon Family School has an independent contract as well. Silvies would be willing to help share in the cost of hiring our own business manager. Superintendent Hawley believes it would be beneficial to our districts as we are now dealing with budgets of approximately \$8,000,000 and he see a continued increase

in the future. Mr. Hawley is only interested in our own business manager if they have some background in school finance. Kellie Rose stated at the time of contracting with ESD for our business manager it was understood, when we could afford to bring back our own business manager we would. Both boards agree it would be in our best interest to hire our own business manager if we can get a qualified person.

- High School Board Chair Mark Owens reported on the Community Water Well project the boards have been discussing. Mark believes we should be able to get a grant to help fund the project. He has been in contact with Business Oregon and they along with the USDA would like to have an engineer come in and check the wells and sewers and see what the project would look like. He will continue to work on this and report to the board when he has more information.

Information Items

- The 2018-19 Year-End-Calendar was given to the board for their information.
- Superintendent Hawley reported he had sit in on Superintendent Interviews at the ESD. They will be calling references and making a decision soon.
- A copy of the OSAA Cooperative Sponsorship Agreement between Burns and Crane for baseball/softball was approved.
- Superintendent Hawley report that the NAEP testing was completed at Crane Middle School. The test coordinators reported that they have traveled all over the nation testing in Math, Reading and Writing and reported to Mr. Hawley that our school had the most polite, nice, cordial students they had worked with. He will report that to the teachers and students, and let them know we are proud of them.
- In April, the boards will return to separate meetings and the annual budget board meetings will be on the agenda. The Crane Elementary Budget Board will meet at 5:00 pm on Monday April 8, 2019 followed by the regular board meeting. The Crane Union High School Budget Board will meet at 5:00 pm Monday April 15, 2019 followed by the regular board meeting.

Board Report

- Dan Otley ask if the High School Student Body President could come and give the board updates concerning what has been happening with the students. The Student Body President was out sick the day of the meeting but will be present next meeting.
- Superintendent Evaluations were collected by both board chairs and were used to create the yearly evaluation of our Superintendent Matthew Hawley. Both boards gave Mr. Hawley the highest evaluating and felt he has done an outstanding job here at Crane Schools. The school has improved under his leadership and they would like to thank him for his hard work and dedication to making our schools thrive again.

Financial Report

Crane Elementary

Cori went over the Disbursement Detail Listing Report for February 2019; highlights given were Harney ESD for Tech Contract, Garrity O'Crowley for counseling services, and Oregon Data Systems for cameras. Disbursement Total for the month of \$22,120.72. The Fund Balance Report was given with a General Fund Balance of \$630,578.63 and All Funds Balance of \$831,633.20. With the Audit complete, the Ending Fund Balances for the 2017-2018 year will be re-rolled and may look a little different next month to balance with the audit report. Grants will also start to be drawn down to balance those fund lines that currently show as negative on this report. The fiscal year to date spreadsheet was also presented. There were no further questions or comments.

Crane Union High School

Cori went over Disbursement Detail Listing for February 2019; highlights given were Sports Travel continues with various credit card charges for fuel and food, Entry fees for our sports teams are also reflected, and office supplies ordered from Quill to help finish out the year. Disbursement Total for the month was \$35,674.15. The Fund Balance Report was given with a General Fund Balance of \$902,638.41 and All Funds Balance of \$1,765,354.69. With the Audit complete, the Ending Fund Balances for the 2017-2018 year will be re-rolled and may look a little different next month to balance with the audit report. Grants will also start to be drawn down to balance those fund lines that currently show as negative on this report. The fiscal year to date spreadsheet was also presented. There were no further questions or comments.

Adjournment

With no further business, Board Chairs Chris Venell and Mark Owens adjourned the meeting at 6:30 pm.

Chris Venell, Board Chair Crane Elementary

Mark Owens Board Chair, CUHS