

**Crane Elementary School District # 4**  
**Board of Directors Regular Meeting**  
**Date: September 10, 2018**

**Board Members Present:**

Vern Brown JR.-Director  
Jake Potter-Director  
Matt Zander-Vice Chair  
Chris Venell- Chair

**Also in Attendance:**

Matt Hawley, Superintendent  
Glennie Cargill, Board Secretary  
Cori Wright, Business Manager

**Absent:** Kelli Rose-Director

**Proceedings**

Meeting Called to Order at 6:00 PM

Pledge of Allegiance

**Minutes Approved:**

Vern Brown Jr. moved to approve the minutes from the August 13, 2018 Board Meeting. Matt Zander seconded, all approved.

**Action Items:**

- The August bills were presented for approval in the amount of \$137,145.31 Vern Brown Jr. moved to approve the bills. Jake Potter seconded all approved.
- The Food Service contract was presented for approval for the 2018-19 school year. Crane Elementary will pay Crane Union High School \$4.50 per day for 141-student contract day for 87 students per day, for a total of \$ 55,200.00. Vern Brown Jr. moved to approve the contract. Matt Zander seconded. All approved.
- Superintendent Hawley has completed the interviews for the Title/Tag position in the Elementary school. He would like to hire Andrea Nichols for the position. Vern Brown Jr. moved to approve hiring Andrea Nichols, Jake Potter seconded. All approved.
- Business Manager Cori Wright presented the Supplemental Budget Resolution for approval. The revised budget will be \$4,174,822.00. This is with the additional funds from Oregon Family Schools.

**Superintendent's Report:**

- Mr. Hawley reported on the success of the "Back to School Night held at both schools. The parents commented they really enjoyed all the activities and felt they got good information.
- The students in the elementary have been tested to identify if they need extra help or if they need to be moved to the Tag program. Anne Sheeter and Andrea Nichols did the testing. Mr. Hawley would like to thank both of the teachers for working to get this testing done quickly this year.
- The new projectors and Chrome Books are installed and ready to go.
- The athletic schedules and the Middle School Schedules were presented to the board.

## **Items for Discussion:**

- Superintendent Hawley gave an update on the Crane Elementary Music Teacher Position that has been open the past two year. We finally have someone that has inquired about the job, but will not be available until January. The money has already been reserved in the budget. The board was excited to see how she turns out.
- The well is finally completed. We drilled the well 650 feet, and received 250 gallons per minute of good water. The pump will be put in next week and hopefully the electricians will be here and have us up and running in the next couple of weeks.
- The new bus barn is close to being done. Once the construction is completed, we will bring in  $\frac{3}{4}$  minus gravel and cover the whole area to make sure we are prepared for the wet winter and spring.
- Mr. Hawley heard from ODE that open enrollment had sunseted and will not be an option next year. He is currently trying to confirm if this is indeed been passed. He thought SB 1521 extended open enrollment until the 2020-21 school year. If this were in fact the case, we would be allowed to keep the current open enrollment students but would not be allowed to bring in any others, thus affecting our revenues. He will continue to find out the status of open enrollment.
- After taking on the sponsorship of the Oregon Family Schools we will need to upgrade our current student management system to a web based program. We will be staying with Schoolmaster but moving to the web based system. We are working with Schoolmaster and it looks like it will cost us around \$6,000 dollars.
- Mr. Hawley wanted to make the board aware of the fund transfer we made to OFS. The state will adjust our payment in either October or November to reflect our new student enrollment. He will keep the board informed of the process.

## **Information Items:**

- The 2018 OSBA Fall Regional Meeting will be held at the ESD Public Meeting Room on Tuesday October 16 at 6:00 pm. Mr. Hawley would like the board members to try and attend as there is good information to learn. Please RSVP to Hollie Held.
- CUHS All Class Reunion will be held on Friday September 21, 2018 at the Crane Elementary Gym. There are many activities going on. Mr. Hawley would like to thank Anne Clark for organizing this event. Permission to camp on the school grounds has been given, as long as they do not camp on or near the football field. All proceeds from the reunion will be given to the CASE Foundation and used to support the Crane Schools.

## **Financial Report:**

Cori went over the financial report starting with the Disbursements Detail Listing for 2017-18, finishing out the year with a few clean up bills and one voided check to Harney County, this was the deposit for trucking gravel and was returned at the end of the project. Next was the Disbursement Detail Listing for August 2018. Highlights given were Down Right Drilling for well work, which Matt elaborated on and gave a report on how it was going. Lots of teacher supplies were purchased in August as well as some costs for the Oregon Family School. We sent a check for \$25,000 as a sponsor advance so they could get up and running and a wire for \$293,045 for the July and August payments. Matt also touched on this as the numbers we will be receiving for sponsoring the charter school have not yet been solidified and are just estimated at this time. We will make the necessary adjustments as soon as the State School Fund revision come out in October-November. There were also a few attorney bills paid out to

Miller Nash and Hungerford Law Firm for documents pertaining to the charter school. Fund Balances were given for both the 2017-18 and 2018-19 years, 2017-18 should be complete pending the Audit, and an updated fiscal breakdown spreadsheet for both years was presented.

With no further discussion, the meeting was adjourned at 7:03 pm.

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Signature, Board Chair

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Date