

PRESENT

Crane Elementary Board of Directors

Chris Venell, Chair
Vern Brown Jr., Director
Kelli Rose, Director
Jake Potter, Director

CUHS Board of Directors

Mike Davis, Director
Dan Otley, Director
Midge Smith, Director

Absent Matt Zander

Absent Mark Owens, William Duntun

Also Present: Matt Hawley, Superintendent
Glennie Cargill, Board Secretary
Cori Wright, Business Manager
Eric Nichols, CUHS Principal,
Crane Elementary Curriculum Director

Guests: Melinda Davis
Cara Wilbur, Oster Professional Group

CALL TO ORDER

Board Vice-Chair Dan Otley and Chair Chris Venell called the February Joint Board Meeting to order at 4:00 PM. At the Crane Union High School Meeting Room.

PLEDGE OF ALLEGIANCE

Adopt the Agenda

Vern Brown Jr. and Jake Potter moved to approve the agenda, Midge Smith and Mike Davis seconded and the motion carried unanimously with both boards.

**Review/Approve Bills
Disbursements**

Crane Elementary

- Bills were presented to the elementary board for the month of January for \$302,611.77. The board went over the bills with Business Manager Cori Wright. Jake Potter moved to approve the bills as presented, Vern Brown Jr. seconded and the motion carried unanimously.

Crane Union High School

- Bills were presented to the high school board for the month of January for \$408,002.51. Business Manager Cori Wright went over the bills. Midge Smith moved to approve the bills as presented, Mike Davis seconded and the motion carried unanimously.

Items for Action

- Harney County School District 1J was presented the 2018-19 Audit and Audit Plan for approval. Mike Davis moved to approve the Audit and Audit Plan as presented, Midge Smith seconded and the motion carried unanimously.

- Harney County School District #4 was presented the 2018-19 Audit and Audit Plan for approval. Vern Brown Jr. moved to approve the Audit and Audit Plan as presented, Jake Potter seconded and the motion carried unanimously.
- Superintendent Hawley presented the estimated enrollment numbers for school year 20-21 and the projected number of students both district could take next year. Mr. Hawley explained that his goal is to reach a number that would allow each class to be an individual grade classroom instead of combined classrooms. Kelli Rose asked if we would have to hire another teacher next year. Mr. Hawley explained that he will hire one more teacher and they will do some job sharing in some of the classrooms. It has not all been worked out yet but they are working on it.
- Vern Brown Jr moved to approve the enrollment numbers at Crane Elementary for school year 20-21, Kelli Rose seconded and the motion carried unanimously. Mike Davis moved to approve the enrollment numbers at Crane Union High School for school year 20-21, Midge Smith seconded and the motion carried unanimously.
- The Technology Contract with ESD for both schools was ready for approval. Vern Brown Jr. asked if the cost would be the same as this year. Cori Wright explained the contract cost has gone up this year but the ESD will be buying down the contract by 15% with the Local Service Plan, which will cause the contract to be lower than the current year.
- Vern Brown Jr. moved to approve the ESD Technology Contract for Crane Elementary as presented, Kelli Rose seconded and the motion carried unanimously. Midge Smith moved to approve the ESD Technology Contract for Crane Union High School as presented, Mike Davis seconded and the motion carried unanimously.
- The Business Contract with the ESD for both schools was ready for approval. Mr. Hawley reported to the board there will be an increased of \$5,000 next school year, due to the increase in work. Vern Brown Jr. moved to approve the 20-21 ESD Business Contract as presented for Crane Elementary, Kelli Rose seconded and the motion carried unanimously. Midge Smith moved to approve the 20-21 ESD Business Contract as presented for Crane Union High School, Mike Davis seconded and the motion carried unanimously.
- Mr. Hawley presented the 2020-2021 school calendar for approval. Kelli Rose moved to approve the 2020-2021 school calendar as presented for Crane Elementary School, Vern Brown Jr. seconded and the motion carried unanimously. Mike Davis moved to approve the 2020-2021 School Calendar for Crane Union High School, Midge Smith seconded and the motion carried unanimously.

Communications, Announcements and Hearing Groups

Cara Wilbur from Oster Professional Group attended to present the 2018-19 Audit and Audit Plan. Cara presented to both the Crane Elementary and Crane Union High School.

Superintendent/Principal Report

Superintendent Hawley Reported on the following items:

- ✓ The Year End Calendar was provided for the board members.
- ✓ Mr. Hawley would like to congratulate the Wrestling Team for finishing second in Districts. Boys' Basketball finished second in League and the Girls' Basketball Team finished first in League. District Basketball will be held in John Day February 21-22.

- ✓ Crane Elementary will host Battle of the Books on Wednesday February 19. Thank you to Mrs. Nichols and the rest of the teachers for organizing this event.
- ✓ The Rural Schools Science Fair is scheduled for Thursday March 5, 2020. Crane will feed all the rural students in the Crane Cafeteria. Crane will provide a catered lunch for the judges and teachers.
- ✓ There will be a nice article on Crane Schools coming out in the March issue of Ruralite so check that out.

Principal Report

- ✓ High School Principal Nichols reported on the survey that was given to students, teachers and staff including the rural schools. There was a good response to the results. Expanding learning opportunities had the largest percentage with 90% support by adding more Paxton Patterson and learning field trips. Mr. Nichols will finish compiling the results and share them with the board at the next meeting. One comment he wanted to share with the board was a comment he received that he felt was a GREAT comment " Respect your staff at CUHS, listen to the staff they are really great"
- ✓ The SSA Fund Budget will be finalized next month.
- ✓ Mr. Nichols gave the Student Body report. There was a student scheduled to be at the meeting to give the report but she did not show. Mr. Nichols said he has met with the Student Council and there have been lengthy discussion on how they want the school to look. The agreement of the Student Body is to keep the school entrance for academics. They would like to clean out the trophy cases and keep only the last 10 years. They would like to use the gym trophy cases for all state and district trophies. They would like to remove the yearbook signs and put that information either in the yearbook or on a banner. They would like to update the district and state information and put it on banners that can be updated. They would store the older trophies. The council will have more discussion on this topic at the next meeting.

Items for Discussion

- ✓ Superintendent Hawley discussed with both boards, our current policy on Alcohol, Drugs and Tobacco. We currently have students sign a form at the beginning of the year stating they will not participate in these illegal activities. If students are caught using any of these products in or out of school activities they will be punished according to the school policy and handbook. We as a school do not have jurisdiction to address any other problems the students may find themselves in during the school year, unless it occurs during a school-sponsored event. After much discussion, the board agreed that we should not be involved in other offenses students may participate in, but continue our current policy.
- ✓ The updates for the 2019-20 budget projections were provided for discussion. The estimates and the actuals were also included. With our conservative budgeting and Charter sponsorships, we are generating about 1.48 million dollars of revenue a year. The projected revenues for the 2019-20 school year are provided and much above our adopted budget levels. These revenues allow us to provide greater educational opportunities to our students and complete facility and maintenance upgrades. Mr. Hawley explained how to read the state handouts.
- ✓ Mr. Hawley would like to purchase a 2-room modular for the Elementary School and have it set up by the start of next school year. He will landscape around it matching the new library. On one side of the building he will have, a project based "Maker Space Curriculum" where kids will have hands on learning activities. The other side will be either a classroom or an intervention room. The board was in favor of purchasing this building.
- ✓ We have received formal notice that the high school has been awarded a CTE Revitalization grant. We requested \$125,000.00 to put towards the construction of a CET building. We have contract with Werner Arntz of High Desert Engineer to engineer the project. This will give us the opportunity to put the project to bid and see what our general fund obligation might cost.
- ✓ Superintendent evaluation forms were handed to each board member to complete by the next board meeting. Members need to turn the completed form into the Board Chair a week prior to the next meeting.
- ✓ Superintendent Hawley discussed with the board that he would be presenting certified staff contract extensions at the next board meeting.

Financial Report
Crane Elementary

Cori went over the Disbursement Detail Listing Report for January 2020; highlights given were continued parent mileage reimbursement, Oster Professional Group - 2018-2019 Audit, Oregon Secretary of State Audit Division - filing fee and Oregon Family School - Sponsorship Payment. Disbursement Total for the month of \$302,611.77. The Fund Balance Report was given with a General Fund Balance of \$1,051,584.43 and All Funds Balance of \$1,167,974.65. Cara was present to give the Audit Report and findings. Discussion followed.

Crane Union High School

Cori went over the Disbursement Detail Listing Report for January 2020; highlights given were continued parent mileage reimbursement, Athletic Travel expenses, Oster Professional Group - 2018-2019 Audit, Oregon Secretary of State Audit Division - filing fee and Silvie's River Charter School - Sponsorship Payment. Disbursement Total for the month of \$408,002.51. The Fund Balance Report was given with a General Fund Balance of \$1,108,008.21 and All Funds Balance of \$1,864,775.40. Cara was present to give the Audit Report and findings. Discussion followed.

Board Report – Dan Otley asked if there was a possibility, we could go back to paying for the meals for kids on trips. He wondered if we could send sandwiches, as we previously had to help defray cost to the families. Mr. Hawley said he would look at putting funds aside to help with student meals.

Adjournment

With no further business, Board Vice-Chair Dan Otley and Chris Venell adjourned the meeting at 6:34 pm

Chris Venell, Board Chair Crane Elementary

Dan Otley, Board Vice-Chair, CUHS