



CULVER SCHOOL DISTRICT NO. 4
BOARD OF DIRECTORS REGULAR MEETING

— OFFICIAL MINUTES

MARCH 12, 2020

BOARD OF DIRECTORS:	Scott Leeper, Chair Mike Knepp, Vice-Chair Directors Lindsay Cloud, Seth Taylor
STAFF:	Stefanie Garber, Superintendent Jenny Rake, Board Secretary in Training Brad Kudlac, 6-12 Principal Amy Cavinaw, Business Manager
MEDIA:	None
Others Present:	Tracy Jones, Diana Cretsinger, Tyler Davenport, Kaily Filkins, Carter Spear

A. Call to Order/Flag Salute

Chair, S. Leeper opened the regular board meeting at 6:35 p.m. with the flag salute.

B. Approval of Agenda

Agenda was amended to remove Josh Davis' presentation and to add item number 3 under the Business Agenda - Superintendent update on recent COVID-19 (Coronavirus) outbreak.

Motion: M. Knepp moved to approve the agenda as amended in the board packet; S. Taylor seconded. Motion passed unanimously, 4-0.

C. Communications

1) Hearing of Patrons

None

2) Student Reports

Leadership students Teagen Macy and Emma Hayes reported to the Board about recent student body events that included an honors breakfast and a Valentine's Day "Valogram" fundraiser. They highlighted an upcoming dress up contest for St. Patrick's Day that will give out prizes in various categories such as "Most Green". They are organizing a community cleanup project to be followed up with a staff and student school scavenger hunt and updated the Board with more information about the upcoming high school prom on April 18th.

3) Torch Award - Clayton Mathews

Clayton is the first student to receive this award. The award is given out to individuals who light the way for others. Clayton was chosen by staff because of his positivity, drive and leadership through adversity. Staff members and coaches wrote positive and thoughtful messages praising Clayton's demeanor and work ethic. S. Garber and B. Kudlac both displayed great emotion reflecting on how much Clayton has accomplished and how he embodies everything that Culver hopes their students can and will be.

4) 2018-19 Financial Audit Report

Tracy Jones from Pauly Rogers & Co, PC presented the Board with the final document and letter of findings from the 2018-19 school year audit. Culver was given a "clean opinion" with no reservations. There was no exceptions and no separate management letter. The management team was congratulated on all of their hard work.

5) District Counseling Presentation

School Counselors Tyler Davenport, Kaily Filkins and Carter Spear updated the Board on their vision, mission statement and motto, which encompass both leading and learning together. The counselors highlighted their background, experience, and specialties. They showcased their work at each school and spoke about their focus and shared duties. They noted new and upcoming programs for Culver such as Big Brother, Big Sister, BARK for Schools and Care Coaches training.

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6) Nutrition Services USDA Audit Report

Diana Cretsinger gave the Board an update on two reviews that the district was selected for this year. The first was a procurement review that took place from November through January. The findings were accepted and approved.

The second review was a program meal cost study conducted by the USDA. This was done to ensure both good quality and low cost of meals being offered to students. Data collection was taken by USDA representatives over the course of three days and entailed surveying both staff and students. This information will be released by the USDA in 2022.

6) Business Manager Financial Report

Amy Cavinaw presented the current financial report and monitoring document. There were no questions.

7) Administrator Reports

Stefanie Garber presented the Board with the draft version of the Student Investment Act (SIA) application. This application is the first step in bringing additional funding to the district. She reviewed each segment of the document. The SIA application encompasses general information, narratives and summaries, community and staff engagements, input and data analysis, use of funds and budget, growth and metrics, and the SIA plan that outlines our priorities and strategies. Mrs. Garber presented data from the Oregon Department of Education that our district has never received before. She felt this information was valuable in highlighting both our strong points and areas of improvement.

Mrs. Garber discussed the four “buckets” of funding. These buckets include reducing class sizes, adding instructional time, student health and safety, and promoting a well-rounded education. The district’s plans for these funds, which are called “outcomes”, include hiring additional teachers and initiating a “grow your own program” that will allow current staff with a Bachelor’s degree to earn their teaching certificate, strengthening STEM opportunities, and establishing full time counselors at each school to increase the ability to meet students’ mental and behavioral health needs.

D. **Consent Agenda**

(Items of a routine and non-controversial nature are placed on the Consent Agenda to be acted on with a single vote and to allow the board to spend maximum time on less routine items and issues. Any Board Member may request that an item be withdrawn from the Consent Agenda and be placed at the end of the Business Agenda. Prior to voting on the consent agenda, any board member may also request clarification about Consent Agenda items without moving them to the Business Agenda.)

1) Approval of Board Meeting Minutes – February 13, 2020

2) Monthly Personnel Report

3) 2020-21 Certified Contract Extensions and Renewals

Motion: M. Knepp moved to approve the consent agenda as presented; S. Taylor seconded. Motion passed unanimously, 4-0.

E. **Business Agenda**

1) Approve Student Investment Account Application

Motion: M. Knepp moved to approve the Student Investment Account Application as presented in draft form; L. Cloud seconded. Motion passed unanimously, 4-0.

2) Approve 2020-21 School Year Calendar

Motion: M. Knepp moved to approve the 2020-21 school year calendar as presented; S. Taylor seconded. Motion passed unanimously, 4-0.

3) Superintendent update on recent COVID-19 (Coronavirus) outbreak

Action: No action taken

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F. Items for Information at a Future Meeting

- 1) Transportation Department Update
- 2) Community Budget Input Meeting – April 9, 2020 at 5:30pm

G. Items for Action at a Future Meeting

- 1) Approval of Out of State Travel for Middle School Academic Trip

H. Board Member Comments

None

I. Adjourn

With there being no further business, the Board chair declared the meeting adjourned at 9:12 p.m.

Chairman, Board of Directors

Superintendent/Clerk