



# CULVER SD #4 BOARD MEETING MINUTES

May 29, 2025

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## In Attendance

Seth Taylor, Chair | Mike Knepp, Vice- Chair | Chelsea Williams, Director | Scott Leeper, Director | Gabrielle Beebe, Director |

Stefanie Garber, Superintendent | Megan VerVaecke, Business Manager | Lacie Correa, Board Secretary | Cassandra Loreda, Elementary School Principal | Dave Williams, Middle School Principal | Scott Novelli, High School Principal | Jamie Vollmer, Middle School Science Teacher (Transmitted electronically via Zoom) |

2<sup>nd</sup> Grade Students, Elementary School Student |

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## Call to Order and Flag Salute

Board Chair, Seth Taylor, called the meeting to order at 6:02PM.

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## Approval of Agenda

Agenda amended to add Budget Reduction Directive following Executive Session under Regular Session.

*S. Leeper moved to approve the amended agenda as presented; G. Beebe seconded. Motion passed unanimously.*

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## Communications

### 1. Hearing of Patrons

None

### 2. Culver Elementary School Report:

#### **2<sup>nd</sup> Grade Student Presentation:**

*Second Grade students presented their "Zoo Projects" to the Board. These students had to select an animal and complete research for a project based on their animal as a class project.*

**Cassandra Loreda, Elementary School Principal:**

*Elementary School Principal Ms. Loreda provide student progress results to the Board for each grade.*

### 3. Culver Middle School Report:

Dave Williams, Middle School Principal presented the following to the Board:

#### **Academic Performance**

- **Average GPA: Ranges from 1.82 to 4.0, with grade-level averages as follows:**
  - 6th: 3.72 | 7th: 3.47 | 8th: 3.42
- **Attendance Rate: 92.73%**
  - *Improvement from 87% in 2023–24 (a 5.46% increase for 7th/8th grade)*
- **State Assessments: Nearly complete; used to gauge academic progress and guide curriculum decisions.**
- **RTI & Intervention: 42 students supported through interventions including study halls, academic pullouts, and attendance/grade tracking.**

#### **Staffing & Professional Development**

- **New Hires: 3 certified teachers and 2 support staff members.**
- **Professional Development Focus:**
  - Curriculum alignment with the high school (led by Rhian Silbernagel)
  - Training all staff on leveraging evolving educational tools.

#### **Challenges & Areas for Growth**

- **Chronic Absenteeism: 30 students (19% of the population) have attendance between 60–89%.**
- **Master Scheduling:**
  - *Improving staff placement, course offerings, and student flow.*
  - *Enhancing efficiency for shared staff with the high school.*
- **Enrollment & Funding: Ongoing concern due to decreasing student numbers.**

#### **Looking Ahead to 2025–2026**

- *Increase family engagement through family nights and higher conference attendance.*
- *Explore implementation of a National Junior Honor Society chapter.*



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- Expand mentorship programs in partnership with the elementary school, high school, and community.
- Continue to grow school clubs and intramural opportunities.

## 4. Culver High School Report:

Scott Novelli, High School Principal presented the following to the Board:

### Academic Performance

- 70% of CHS students are passing all classes; 60% are regular attenders.
- Average GPA across all students is 2.79.
  - By grade: Freshmen – 2.86, Sophomores – 2.63, Juniors – 2.78, Seniors – 2.86.
  - Students with 90%+ attendance average a GPA of 3.03 vs. 2.35 for those below.
- State testing is complete; a strategic improvement plan is in development.

### Athletics

- Fall Sports:
  - Football: 10-1 season, 9-0 league champions, 10 all-conference, 3 all-state, 2 Shrine Game selections.
  - Volleyball: 4th in league.
  - Soccer Co-op: Kaden Bautista named All-TVC.
  - Cross Country: Record 21 participants; planning to host a race next year.
- Winter Sports:
  - Boys Basketball: Improved from 0-23 to 7-14.
  - Girls Basketball: Ended 7-12; new coaching opportunity available.
  - Wrestling: 15 district/state placers.
- Spring Sports:
  - Baseball: 22-5 record, league champions, second-round playoff finish.
  - Softball: Improved to 10-12 (from 1 win in 2024).
  - Track & Field: Hosted districts at Crook County, sent 9 to state, broke 4x100 school record.
- 77% of students participated in extracurricular.
- New academic accountability system boosted athlete performance and engagement.

### CTE & Student Activities

- FBLA: Seven students qualified for State; one State Runner-Up in Public Speaking.
- FFA/AG: 45 active members; doubled Jeff County fair exhibitors and welding program participation; benches built for fairgrounds.
- Leadership/Student Council: Boosted student involvement, collaborated with elementary school, and launched new student recognition events.
- School events saw a 20% increase in attendance; cell phone policy contributed positively to culture.

### Challenges & Goals

- Attendance remains a key concern. New policies include:
  - Graduation walking requirement tied to attendance.
  - Honors Diploma to require 90%+ attendance.
- Event planning improvements: Separate academic and NHS ceremonies next year.
- State testing: Action plan in development.
- School-wide GPA goal set at 3.0.

### Looking Ahead

- Continued academic culture and student engagement efforts.
- New and expanded CTE partnerships: COCC Automotive, Pape, Peterson Caterpillar.
- Plans to add three new school partnerships for career readiness.



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### 5. Business Manager Financial Report- Megan VerVaecke

Business Manager Megan VerVaecke provided the Board with an update of the District's finances and current business matters:

#### General Updates

- LGIP Interest Rate remains unchanged at 4.60%.
- Insurance Renewal: New requirement from PACE—Sexual Assault and Misconduct (SAM) coverage must now be applied for separately with distinct criteria (similar to Cyber Security coverage).
- Budget: The state revenue forecast aligned with the worst-case scenario previously discussed; staffing and additional budget cuts are being evaluated.
- Audit: Preliminary internal control audits began this week, with the remaining work to be completed virtually.
- PacifiCorp Tax Adjustment: A reporting error will result in about \$27,000 less in General Fund revenue and \$11,000 less in Bond Fund revenue for May collections, but increases are expected next fiscal year.

#### Revenues

- Prior Year Taxes: \$3,300 collected (up \$900 from last year).
- Current Year Taxes: \$9,300 collected (up \$2,000 from last April).
- State School Fund: Increased by \$117,000 over last year due to revised estimates and adjustments from the PGE tax recall.
- Year-to-Date (YTD) Revenue: \$10.8 million (down \$51,000 from last year).

#### Expenditures

- Expenditures mostly consistent with prior years.
- Instruction-Supplies: Largest reduction, down \$17,000 due to lower athletic supply spending.
- YTD Expenditures: \$7.4 million (up \$262,000 from last year)

#### Bank Reconciliations

All bank account reconciliations have been completed, and all accounts are in balance with no variances.

### 6. Culver School District Update - Stefanie Garber, Superintendent

Superintendent Stefanie Garber provided a handout to the Board to review at a later time, the document provided an update of her goals and progress of the goals as followed:

**Goal 1: Work with principals to examine possibilities to create a variety of offerings.**

- CTE
- Community Partnerships
- Extra-curricular
- Areas of lower achievement identified each year

Progress toward Goal 1:

1. Met with Code.org and we are now a member of their "District Program". They have extensive technology tools, especially AI, and would be willing to train our teachers and give us access to all of their classes for students and staff. They have resources and classes for all students, K-12 and for all staff. (cost= \$0, they are funded through donations from individuals, corporations, and foundations.)
2. Met with Regional Better Together Director to visit about resources available to Culver via grants and talked about potential for more grants & programs for Culver School District.
3. Attended "Guiding Artificial Intelligence Policy in Schools" training put on by EdWeb.
4. Cassandra Loreda and I are pursuing starting an online school for our district using the Pearson Connects platform. The goal is to recoup kids who have left for other online options. We will continue to meet and learn and hope to open our online option in the fall for K-12.
5. Secured partnership with JCS09j Media Specialist to continue to support us and serve as our Licensed Media specialist.

**Goal 2: Communication and Climate**

- Visit one building or department per day, be out and about 3 days per week.
- Continue Labor/Relations meetings once a month with unions.
- Communicate with staff in the region and at the State level regarding programs, legislation, Concerns, & accolades representing Culver's best interest.
- Create schedule to have regular communications with the board, ask board for format.

Progress toward Goal 2:

1. Attend weekly State level meetings on legislative updates
2. We started Labor negotiations with Culver Education Association on April 30.
3. Attend COSA Legislative Update meeting every Friday at 8am.
4. Attended ODE Small Rural Schools monthly State level meeting on Wednesday, May 21.
5. Attend monthly Regional Superintendent Meetings at HDESD
6. Have substituted on the Crooked River Ranch Bus 3 days as the Bus monitor.





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7. We started Labor negotiations with OSEA/Classified Union on May 21.

## Goal 3: Leadership

- Continue to guide principals & the administrative team to support smooth leadership.
- Represent the district in community projects- specifically the sewer project and the housing development.
- Continue to improve facilities in our district:
  - Seismic Grant
  - Facilities Assessments
  - Establish Facilities Supervisor position for 25-26
  - Future Bond

## Progress toward Goal 3:

1. Facilities, Business Manager, & I meet with the Seismic Grant Team bi-weekly.
2. Communicated with CEO of Woodhill homes on the progress of the housing development on May 5, he informed me that they were starting to push dirt the following week.
3. Plan & lead weekly Administrative Team meetings- alternate Large (every principal, supervisor, Admin Asst.) & small (principals, Sped Director, & Supt)
4. Have continued to have additional meetings with the small admin team & HR director & Business Manager to determine budget reductions for 25-26. State Revenue forecast was not positive and we are needing to reduce our budget by \$1.2 million.
5. Communicated with Mosaic Medical Community Health Care worker regarding summer lunch program and what Culver does.
6. Met with Regional Director of School Improvement at the HDESD to create an Artificial Intelligence training for all staff on August 26th.

## Approval of Consent Agenda

1. Meeting Minutes – April 24, 2025
2. Budget Meeting Minutes – May 1, 2025
3. Monthly Personnel Report – May 2025

C. Williams moved to approve the consent agenda as presented; M. Knepp seconded. Motion passed unanimously.

## Business Agenda

1. HMK Presentation  
Steve Earle with HMK provided Board with update of the District's current seismic grant. No action taken.
2. Inter District Transfer Administrative Proposal 2025-2026  
S. Leeper motioned to approve the Inter District Transfer Administrative Proposal for the 25-26 SY as presented; G. Beebe seconded. Motion passed unanimously.
3. 2025-2026 SY Calendar  
G. Beebe motioned to approve the 2025-2026 SY Calendar; C. Williams seconded. Motion passed unanimously.
4. 2025-2026 SY Fee Schedule  
S. Leeper motioned to approve the 2025-2026 SY Fee Schedule; M. Knepp seconded. Motion passed unanimously.
5. 2025-2026 SY Board Operating Calendar  
C. Williams motioned to approve the 2025-2026 SY Board Operating Calendar; S. Leeper seconded. Motion passed unanimously.
6. Facilities Assessment  
Superintendent Garber requested to move this item to June 2025. No action taken.
7. Superintendent Evaluation Discussion  
Board discussed upcoming Superintendent Evaluation. Board will not be conducting Staff Surveys and will use Climate Surveys in lieu, Superintendent Garber will send Climate Survey Results to the Board. L. Correa will send Board their surveys to complete on the Superintendent.
8. Board Goal Document  
Board requested item be moved to August 2025. No action taken.
9. Resolution 45-05: Transfer Appropriations within General Fund and Special Revenue Fund  
M. Knepp motioned to approve Resolution 45-05: Transfer Appropriations within General Fund and Special Revenue Fund; S. Leeper seconded. Motion passed unanimously.
10. Resolution 45-06: Appropriate Additional Funds  
S. Leeper motioned to approve Resolution 45-06: Appropriate Additional Funds; C. Williams seconded. Motion passed unanimously.

## Executive Session

The Board entered Executive session at 8:51PM. Under the provisions of ORS 192.660, Open Meeting Law, the Board of Directors will enter executive session for the following purpose: (2)(a) To consider the employment of a public officer, employee, staff member or individual agent.

## Adjourn Executive Session

Adjourned Executive Session at 9:44PM.

## Re-Enter Regular Session

1. Proposal for Reduction in Force (RIF)  
S. Leeper moved to authorize the Superintendent to conduct a reduction in force as part of the budget reduction process for the 2025-2026 through the 2026-2027 school years, as discussed in Executive Sessions; C. Williams seconded. Motion passed unanimously.



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### Items for Information at a Future Meeting

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- Community Budget Hearing June 26, 2025 at 5pm

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### Items for Action at a Future Meeting

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- CSD Policy Rewrite/Adoption- June 2025
- Facilities Assessment- June 2025
- Superintendent Evaluation Discussion- June 2025
- Board Goal Document- August 2025
- Athletic Participation Discussion – July 2025
- Resolution to Adopt/Appropriate/Categorize Taxes: 25-26 School Year Budget- June 2025

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### Board Member Comments

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None

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### Adjourn

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The meeting was adjourned at 9:48PM.

A handwritten signature in blue ink, appearing to read "Mike Knepp", is written over a horizontal line.

Mike Knepp – Board Vice-Chair

A handwritten signature in blue ink, appearing to read "Stefanie Garber", is written over a horizontal line.

Stefanie Garber - Superintendent