

INDIVIDUALIZED EDUCATION FOR ALL LEARNERS

March 13, 2023

6:30 P.M.

- 1.0 ROLL CALL Dena Crowell
Zone 1, Carie Simon; Zone 2, Tony Isom; Zone 3, Parker Leigh; Zone 4, Suzanne Parker; Zone 5, Jason Curtis; Zone 6, Kirt Glenn; Zone 7, David Karo
- 2.0 GOOD OF THE ORDER / COMMUNICATIONS David Karo
- 2.1 Agenda Adjustments David Karo
 - 2.2 ASB Report ASB Representative
 - 2.3 Community Partnerships Michelle Isom
 - 2.4 Building Report Kyle Kivett
 - 2.5 Integrated Guidance Public Comment Candace Pelt
- 3.0 ACTION / BUSINESS
- 3.1 Approve Minutes of the February Regular Board Meeting David Karo
 - 3.2 Staff Acknowledgements Candace Pelt
 - 3.3 Determine District Transfers Candace Pelt
 - 3.4 Non-Renewal Temporary Staff Candace Pelt
 - 3.5 Approve Licensed Staff for 2023-2024 School Year Candace Pelt
 - 3.6 Approve Strategic Plan Candace Pelt
- 4.0 REPORTS David Karo
- 4.1 Financial Report Celeste Van Cleave
 - 4.2 Superintendent Candace Pelt
- 5.0 AUDIENCE COMMENTS David Karo
- The Board is interested in hearing from our community. Public comments are welcome at the specified place on the agenda. Comments need to be about district operations and programs. The Board is unable to hear in open session any matters related to personnel or students. If you have personnel concerns, please share those directly with the superintendent. If you have a complaint, you wish the district to address, please follow our policy KL (public) or GBM (staff).
- 5.1 Board Chair Responses David Karo
- 6.0 ADJOURN David Karo

AGENDA EXPLANATIONS

3.2 Staff Acknowledgements: Acknowledge the retirement of Karen Smith at the end of this school year.

3.3 Determine District Transfer: Central Linn is open to receive Kindergarten through twelfth grade transfers for the 2023-2024 school year. Inter-district transfers will be considered on an individual basis after the close of building registration.

3.4 Non-Renew Temporary Staff: The Board should take action to non-renew the following temporary teaching staff: Savannah Ashcraft, Mary Arnold, Rod Baney, Zachary Smith, Sarah Damon, and Nanette Holmes. These employees have been personally contracted and know that if these positions are posted for next year they may reapply. This is the practice of the district and bears no reflection on the employee's performance.

3.5 Approve Licensed Staff for 2023-2024: Superintendent Pelt is recommending the Board take action on the following motions:

- Move to approve second year probationary contracts for Wendi Farris, Larisa Rank, Sarah Curtis, Kelly Cleveland and Jordan Meyer.
- Move to approve third year probationary contracts for Sarah Bright.
- Move to approve two-year contract status for Tami Lux, Shannon Edwards, Robert Cleary, Miranda Leatherman.
- Move to approve rolling two-year contracts for teaching staff as submitted in the Board packet.

UPCOMING EVENTS

Next Board Work Session - March 20, 2023, @ 6:00 p.m. @ CLHS, Room 804 and Zoom

Next Board Meeting - April 10, 2023 @ 6:30 p.m. @ CLES Library and Zoom

Budget Committee Meeting - April 24, 2023 @ 6:00 p.m. @ CLHS, Room 804 and Zoom

Summer Board Conference - August 11-13th, Salem Convention Center. Please let Dena know of your intent to participate; virtually or in-person.

Central Linn Jr/Sr High

Building Report Agenda

- Information
 - Data update
 - Career Day
 - Trauma-Informed Training
 - Unity Week
 - Music/Drama events
 - Fire School

- In progress
 - Revised guidelines/rules

- Inspiring
 - Basketball
 - NYC Tour

1.0 FLAG SALUTE/ROLL CALL

On February 13, 2023 Chair Karo called the meeting to order at approximately 6:30 p.m. in the Central Linn Elementary Library and via Zoom.

Members Present: David Karo, Kirt Glenn, Suzy Parker, Parker Leigh, Tony Isom, Carie Simon, Jason Curtis

Others Present: Candace Pelt, Celeste Van Cleave, Dena Crowell, Tia Parrish, Holly Parrish, Joel Sauter, Rachel McKee, Alena Fitzmorris, Jason Hay, Conor Delaney, Deborah Branson

2.0 GOOD OF THE ORDER/COMMUNICATIONS

2.1 Agenda Adjustments: None

2.2 ASB Report: Alena Fitzmorris, ASB representative, reported student and staff appreciation week was held the last week of first semester. A Winter Sports Community Pep Rally was held where winter sports teams were recognized and all cheered on a student versus staff basketball game. Alena informed the Board that Winter Formal will be this week with a Fire and Ice theme.

2.3 2021-2022 Audit Report: Conor Delaney, Pauly Rogers and Co., reported a clean financial audit for 2021-2022, which is the best opinion that can be issued. Mr. Delaney noted that there was one instance of non-compliance with federal purchasing requirements when the district used ESSER funds to pay for capital projects. Any project that exceeds the cost of \$2,000 and uses contractors must meet prevailing wage requirements. Mr. Delaney's recommendation is to be able to provide evidence that contractors are paid prevailing wages when paid through federal grants to ensure compliance.

2.4 LBL/ESD Resolution: Jason Hay, LBL/ESD Assistant Superintendent, presented on the updated LBL Local Service Plan. The LBL/ESD Local Service Plan is an outline of services provided to the twelve Linn, Benton, and Lincoln districts.

2.5 Community Partnerships: None

2.6 Building Report: Joel Sauter, Elementary Principal, reported that discussions have begun on how to implement and provide staff professional development on mathematics interventions. March 9th is Elementary Literacy Night. Mr. Sauter reported that several staff members will be out in March and later in April for professional development opportunities and as a means of stress relief, Mr. Sauter informed the Board of a surprise Silly String war he orchestrated for staff after student dismissal.

2.7 Reading Curriculum Update: Rachel McKee, Curriculum Director, provided an update on the district's K-12 reading curriculum adoption process to the Board. She stated materials from five publishers were reviewed by staff with several teachers being able to complete a one week teaching experience. Staff have indicated a preference towards the non-fiction grades K-5 Amplify reading curriculum and the grades 6-12 Carnegie Learning reading curriculum.

2.8 Strategic Plan Update: Dr. Pelt provided an update to the Board on the Strategic Plan which is based on stakeholder data and establishes a direction to focus district's resources. Currently, the community is being surveyed for feedback on the draft Strategic Plan while the final Strategic Plan will be presented to the Board for adoption in March. Dr. Pelt broke down the components of the Strategic Plan; Vision Statement, Mission Statement, Values Statements, the five pillars of focus, goals and strategy examples. Annually, the Board will be provided feedback on the Strategic Plan goals and provided quarterly feedback on the Strategic Plan strategy implementations.

2.9 Integrated Guidance Update: Dr. Pelt reported on the district's Integrated Guidance (IG) Plan. ODE merged the six programs of High School Success, Student Investment Account, Continuous Improvement Plan, Career and Technical Education, Every Day Matters and Early Indicator and Intervention Systems into one Integrated Guidance application. Dr. Pelt reviewed IG outcomes, strategies and activities with the Board and reported that the plan includes a focus on student mental health and wellness, academic growth and achievement, and Career and Technical Education expansion.

The Board recessed for a break at 7:49 p.m. and resumed at approximately 7:56 p.m.

3.0 ACTION/BUSINESS

3.1 Approve Minutes of the January Board Meeting: Director Leigh made a motion to approve the January Board Meeting minutes, as submitted. Director Curtis second the motion. Motion passed 7-0.

3.2 Approve February Work Session Minutes: Director Leigh made a motion to approve the January Board Meeting minutes, with revisions. Chair Karo second the motion. Motion passed 7-0.

3.3 Acknowledge Staff Changes: The Board acknowledged the hire of Thomas Bennett, Assistant Varsity Baseball Coach, and Amanda Munoz, Jr/Sr High School Department Secretary.

3.4 Approve 2021-2022 Audit: Celeste Van Cleave, Business Manager, informed the Board that approval of the audit report by the governing body is now a required component of the Student Investment Account. Director Leigh made a motion to approve the 2021-2022 Audit. Director Parker second the motion. Motion passed 7-0.

3.5 Adopt 2023-2024 School Calendar: Director Parker made a motion to approve the 2023-2024 School Calendar, with revision that Thanksgiving Break will correctly indicate November 22-24. Director Simon second the motion. Motion passed 7-0.

3.6 Approve Integrated Guidance: Dr. Pelt informed the Board that Board approval is required for the District Integrated Guidance Plan. After approval, the public is allowed thirty days to respond. Chair Karo made a motion to approve the Integrated Guidance, as presented. Director Leigh second the motion. Motion passed 7-0.

3.7 Adopt LBL Resolution: Director Leigh made a motion to approve the LBL Resolution. Director Glenn second the motion. Motion passed 7-0.

3.8 Adopt Budget Calendar: Chair Karo made a motion to adopt the Budget Calendar, as presented. Director Parker second the motion. Motion passed 7-0. Discussion: Director Isom asked to have each allocation explained at the budget work session.

3.9 Approve CLEA Memorandum of Understanding: Dr. Pelt reported that the MOU passed the first try with licensed staff. Key components of the MOU is that it renegotiates the salary schedule and includes new language on professional development. Director Leigh made a motion to approve the CLEA Memorandum of Understanding. Director Parker second the motion. Motion passed 6-0. Director Curtis abstained from vote.

4.0 REPORTS

4.1 Financial Report: Celeste Van Cleave informed the Board that when the district starts construction on the new AG building that ESSER federal funds will be used, thus the project will be a prevailing wage full RFP bidding project. Ms. Van Cleave announced that at the budget work session she will provide a detailed State School Fund report on how the budget is calculated and on the key components; basic budget build and what it means to the district. She also informed the Board that the district is required to provide two factor authentication by June 2024 as part of its cybersecurity liability coverage.

4.2 Superintendent Report: Dr. Pelt thanked Board members who participated in the Chili Cook-Off and reported that her administrative team attended Center for Educators Leadership (CEL), held in Harrisburg on Thursday. CEL has provided a networking opportunity with other district administrators to observe and provide feedback on teaching strategies. Friday, February 17th is an all-staff Wellness Day with plans of providing sessions for a ‘pick your own adventure’ while working towards staff wellness and connection.

Lastly, Dr. Pelt announced that the high school boiler is fixed much to the efforts of James Shannon and Jason Curtis, whose connection with Mayor Craven was able to track down a boiler part over the weekend. Thank you to everyone involved in keeping our students and staff warm.

5.0 AUDIENCE COMMENTS

None Given

5.1 Board Chair Responses: None

6.0 ADJOURN

With no further business before the Board, Chair Karo adjourned the meeting at approximately 8:15 p.m.

Dena Crowell, Board Secretary

David Karo, Board Chairman

Date Approved

STATUS OF LICENSED STAFF

March 2023

LEVEL	ELIGIBLE FOR SECOND YEAR PROBATIONARY CONTRACT	ELIGIBLE FOR THIRD YEAR PROBATIONARY CONTRACT	ELIGIBLE FOR TWO YEAR TEACHER CONTRACT
ELEMENTARY			Tami Lux - <i>Elem.Special Ed</i> Shannon Edwards - <i>2nd Grade</i>
SECONDARY	Wendi Farris - <i>Health/Culinary</i> Larysa Rank - <i>Band</i> Sarah Curtis - <i>HS Special Ed</i> Kelly Cleveland - <i>Social Studies</i> Jordan Meyer - <i>English</i>	Sarah Bright – <i>HS Science</i>	Robert Cleary – <i>JH Math</i> Miranda Leatherman – <i>HS Math</i>
ADMINISTRATIVE			

Current Temporary Contracts

Savannah Ashcraft
Mary Arnold
Rod Baney
Zachary Smith
Sarah Damon
Nanette Holmes

Current Administrative Contracts

Kyle Kivett 1 year - 2022-2023
Joel Sauter 3 year - 2022-2024
Rachel McKee 1 year - 2022-2023
Candace Pelt 19 month - 1/1/2022-7/31/2023; 8/1/2023-7/31/2026

**LICENSED STAFF ELIGIBLE FOR EXTENDING
THEIR CONTRACT FOR A NEW TWO-YEAR TERM
2023-2024 and 2024-2025**

<u>SCHOOL</u>	<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>
<u>Elementary</u>	Katti Baney	Kindergarten
	Wendy Cortright	Grade K/1
	Madeline Elliott	Grade 1
	Leah Klein	Grade 2/3
	Alichelen Kjosness	Grade 3/4
	Deborah Branson	Grade 4
	Debbie Davis	Grade 5
	Courtney Cunningham	Grade 5
	Jamie Derrickson	Grade 6
	DeAnna Kildea	Grade 6
	Dena Weber	PE
	Silvia Alloway	ELL
	Stuart Koehnen	PBIS/TOSA
Stephanie Roth	Title Reading	
<u>High School</u>	Patricia Adams	JH Science/LA 7
	Marty Coatney	Science/Robotics
	Mike Day	PE/Wellness 8/AD
	Maria Guerrero	Wellness 7/LA 8/ELL/Spanish
	Sue Harte	Counselor
	Wendy Kivett	Choir/Yearbook/Drama/Leadership
	Darrelle Parker	Science/Nat. Resources/JH Leadership/AVID
	Jessica Patterson	Ag Education
	Kathy Smith	Ag Education

A school board can extend a contract teacher's employment for a new two-year term by providing written notice by March 15, in the first year of the contract. If the Board chooses not to extend the contract, the teacher must be placed on a program of assistance for improvement.

If a Board does not extend the contract for a new two-year term, the teacher must receive written notice no later than March 15, of the second year of the contract that the term of employment will not be extended.

Central Linn School District 552C

Revenue Month End For the Period 02/01/2023 through 02/28/2023

Fiscal Year: 2022-2023

	<u>02/01/2023 - 02/28/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
Local Revenue					
Current Year's Taxes (+)	\$13,569.85	\$3,831,650.02	\$3,443,744.00	(\$387,906.02)	111.3%
Prior Year's Taxes (+)	\$2,759.81	\$36,835.22	\$70,280.00	\$33,444.78	52.4%
Tuition From Other Districts (+)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.0%
Interest Earnings (+)	\$11,724.58	\$38,578.99	\$25,000.00	(\$13,578.99)	154.3%
Admissions (+)	\$0.00	\$151.30	\$0.00	(\$151.30)	0.0%
Pay to Play (+)	\$3,205.00	\$24,125.00	\$38,000.00	\$13,875.00	63.5%
Contributions & Donations (+)	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.0%
Misc Revenue (+)	\$0.00	\$39,036.06	\$85,000.00	\$45,963.94	45.9%
Sub-total : Local Revenue	<u>\$31,259.24</u>	<u>\$3,970,376.59</u>	<u>\$3,669,024.00</u>	<u>(\$301,352.59)</u>	108.2%
Intermediate Revenue					
Severe Disability through ESD (+)	\$4,064.00	\$4,064.00	\$18,000.00	\$13,936.00	22.6%
Sub-total : Intermediate Revenue	<u>\$4,064.00</u>	<u>\$4,064.00</u>	<u>\$18,000.00</u>	<u>\$13,936.00</u>	22.6%
State Revenue					
School Support Fund (+)	\$321,945.00	\$2,886,178.00	\$3,737,207.00	\$851,029.00	77.2%
Common School Fund (+)	\$37,077.80	\$71,594.90	\$62,880.00	(\$8,714.90)	113.9%
State Forest Revenue (+)	\$0.00	\$4,372.91	\$25,000.00	\$20,627.09	17.5%
Small High School Grant (+)	\$0.00	\$0.00	\$45,000.00	\$45,000.00	0.0%
Restricted Grants in Aid (+)	\$2,092.94	\$10,329.94	\$54,521.00	\$44,191.06	18.9%
Sub-total : State Revenue	<u>\$361,115.74</u>	<u>\$2,972,475.75</u>	<u>\$3,924,608.00</u>	<u>\$952,132.25</u>	75.7%
Beginning Fund Balance					
Beginning Fund Balance (+)	\$0.00	\$1,853,799.33	\$1,000,000.00	(\$853,799.33)	185.4%
Sub-total : Beginning Fund Balance	<u>\$0.00</u>	<u>\$1,853,799.33</u>	<u>\$1,000,000.00</u>	<u>(\$853,799.33)</u>	185.4%
Total : INCOME	<u>\$396,438.98</u>	<u>\$8,800,715.67</u>	<u>\$8,611,632.00</u>	<u>(\$189,083.67)</u>	102.2%
NET ADDITION/(DEFICIT)	<u>\$396,438.98</u>	<u>\$8,800,715.67</u>	<u>\$8,611,632.00</u>	<u>(\$189,083.67)</u>	102.2%

End of Report

Central Linn School District 552C

Expenditures Month End For the Period 02/01/2023 through 02/28/2023

Fiscal Year: 2022-2023

Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
EXPENSES							
Instruction							
Elementary K- 6 (+)	\$1,289,899.00	\$105,809.62	\$625,715.39	\$664,183.61	\$563,837.09	\$100,346.52	7.8%
High School Programs (+)	\$1,447,610.00	\$105,534.48	\$692,033.37	\$755,576.63	\$601,851.43	\$153,725.20	10.6%
Athletics (+)	\$205,274.00	\$5,791.52	\$97,332.03	\$107,941.97	\$66,431.13	\$41,510.84	20.2%
Early Literacy Program (+)	\$80,939.00	\$7,636.89	\$41,546.83	\$39,392.17	\$30,137.52	\$9,254.65	11.4%
TAG (+)	\$7,200.00	\$0.00	\$0.00	\$7,200.00	\$0.00	\$7,200.00	100.0%
Special Education (+)	\$685,324.00	\$63,902.70	\$352,340.72	\$332,983.28	\$313,201.99	\$19,781.29	2.9%
Alternative Education (+)	\$20,000.00	\$4,627.65	\$5,427.65	\$14,572.35	\$18,483.31	(\$3,910.96)	-19.6%
English Second Language Program (+)	\$54,584.00	\$1,751.53	\$13,271.44	\$41,312.56	\$12,748.24	\$28,564.32	52.3%
Sub-total : Instruction	\$3,790,830.00	\$295,054.39	\$1,827,667.43	\$1,963,162.57	\$1,606,690.71	\$356,471.86	9.4%
Support Services							
Guidance Services (+)	\$23,458.00	\$8,795.30	\$14,917.76	\$8,540.24	\$7,163.00	\$1,377.24	5.9%
Health/ Homeless Liason Services (+)	\$52,100.00	\$12,097.75	\$89,958.28	(\$37,858.28)	\$45,196.78	(\$83,055.06)	-159.4%
Service Direction (+)	\$160,890.00	\$13,948.34	\$109,100.16	\$51,789.84	\$57,291.12	(\$5,501.28)	-3.4%
Library Services (+)	\$64,386.00	\$6,836.00	\$37,432.34	\$26,953.66	\$27,314.71	(\$361.05)	-0.6%
Board of Education Services (+)	\$226,456.00	\$6,275.69	\$119,592.06	\$106,863.94	\$30,104.52	\$76,759.42	33.9%
Executive Administration Services (+)	\$334,160.00	\$27,417.22	\$229,618.08	\$104,541.92	\$110,678.71	(\$6,136.79)	-1.8%
Office of the Principal Services (+)	\$577,244.00	\$54,170.76	\$424,102.74	\$153,141.26	\$212,144.62	(\$59,003.36)	-10.2%
Fiscal Services (+)	\$243,908.00	\$18,925.39	\$165,580.15	\$78,327.85	\$73,892.48	\$4,435.37	1.8%
Operations and Maintenance (+)	\$868,742.00	\$59,975.61	\$636,848.61	\$231,893.39	\$211,348.72	\$20,544.67	2.4%
Security Services (+)	\$0.00	\$6,135.42	\$29,421.55	(\$29,421.55)	\$22,363.56	(\$51,785.11)	0.0%
Student Transportation Services (+)	\$623,803.00	\$61,863.98	\$371,378.61	\$252,424.39	\$196,133.10	\$56,291.29	9.0%
Technology Services (+)	\$145,130.00	\$5,808.30	\$110,728.06	\$34,401.94	\$29,982.33	\$4,419.61	3.0%
Retiree Insurance (+)	\$15,500.00	\$851.52	\$9,786.05	\$5,713.95	\$1,334.70	\$4,379.25	28.3%
Sub-total : Support Services	\$3,335,777.00	\$283,101.28	\$2,348,464.45	\$987,312.55	\$1,024,948.35	(\$37,635.80)	1.1%
Long Term Debt Service							
Bus loans (+)	\$10,032.00	\$0.00	\$10,031.22	\$0.78	\$0.00	\$0.78	0.0%

Operating Statement with Encumbrance

Central Linn School District 552C

Expenditures Month End For the Period 02/01/2023 through 02/28/2023

Fiscal Year: 2022-2023

Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
Cool Schools Loan (+)	\$59,215.00	\$4,931.65	\$39,453.20	\$19,761.80	\$0.00	\$19,761.80	33.4%
Roof Life Extension (+)	\$86,220.00	\$0.00	\$86,215.12	\$4.88	\$0.00	\$4.88	0.0%
Sub-total : Long Term Debt Service	\$155,467.00	\$4,931.65	\$135,699.54	\$19,767.46	\$0.00	\$19,767.46	12.7%
Interfund Transfers							
Interfund Transfers (+)	\$653,032.00	\$518,031.33	\$518,031.33	\$135,000.67	\$0.00	\$135,000.67	20.7%
Sub-total : Interfund Transfers	\$653,032.00	\$518,031.33	\$518,031.33	\$135,000.67	\$0.00	\$135,000.67	20.7%
Contingency							
Planned Reserves (+)	\$176,526.00	\$0.00	\$0.00	\$176,526.00	\$0.00	\$176,526.00	100.0%
Sub-total : Contingency	\$176,526.00	\$0.00	\$0.00	\$176,526.00	\$0.00	\$176,526.00	100.0%
Unappropriated Ending Fund Balance							
Unappropriated Ending Fund Balance (+)	\$500,000.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$500,000.00	100.0%
Sub-total : Unappropriated Ending Fund Balance	\$500,000.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$500,000.00	100.0%
Total : EXPENSES	\$8,611,632.00	\$1,101,118.65	\$4,829,862.75	\$3,781,769.25	\$2,631,639.06	\$1,150,130.19	13.4%
NET ADDITION/(DEFICIT)	\$8,611,632.00	\$1,101,118.65	\$4,829,862.75	\$3,781,769.25	\$2,631,639.06	\$1,150,130.19	13.4%

End of Report

Operating Statement with Encumbrance

**CENTRAL LINN SCHOOL DISTRICT
ENROLLMENT**

As of March 6, 2023

<i>March 2022</i>	<i>February 2023</i>	<i>March 2023</i>
K 34	K 32	K 31
1 33	1 39	1 41
2 31	2 38	2 38
3 32	3 34	3 34
4 46	4 36	4 37
5 38	5 42	5 42
6 34	6 42	6 42
<i>Total 248</i>	<i>Total 263</i>	<i>Total 265</i>
7 45	7 30	7 30
8 49	8 45	8 46
9 45	9 47	9 47
10 52	10 51	10 51
11 53	11 52	11 53
12 48	12 51	12 51
<i>Total 292</i>	<i>Total 276</i>	<i>Total 278</i>
District Total 540	District Total 539	District Total 543

September 2003 = 583
September 2004 = 640
September 2005 = 647
September 2006 = 678
September 2007 = 644
September 2008 = 651
September 2009 = 655
September 2010 = 708

September 2011 = 676
September 2012 = 676
September 2013 = 710
September 2014 = 657
September 2015 = 643
September 2016 = 652
September 2017 = 643
September 2018 = 644

September 2019 = 633
September 2020 = 579
September 2021 = 552
September 2022 = 529