



CULVER SD #4 BOARD MEETING MINUTES

September 28, 2023

In Attendance

Scott Leeper, Chair | Seth Taylor, Vice-Chair | Mike Knepp, Director |

Stefanie Garber, Superintendent | Lacie Correa, Board Secretary | Megan VerVaecke, Business Manager | Cassandra Loreda, Elementary School Principal, | Brad Kudlac, Middle School Principal | Scott Novelli, High School Principal |

Maurice Langsev, JCESD Culver Representative | Chelsea Williams, Community Member | Jeff Sinclair, Brown and Brown Insurance Representative (transmitted electronically via Google Meets) | Brian Knight, WRK Engineers (transmitted electronically via Google Meets) |

Call to Order and Flag Salute

Board Chair, Scott Leeper, called the meeting to order at 6:32 pm.

Approval of Agenda

The agenda was amended to remove student reports from communications and add Board Vacancy, Position #2 to Business Agenda.

S. Taylor moved to approve the agenda as amended; M. Knepp seconded. Motion passed unanimously

Communications

1. Hearing of Patrons

None.

2. Business Manager Financial Report- Megan VerVaecke

District Business Manager Megan VerVaecke reported to the Board that our LGIP Interest Rate has increased as of September 18, 2023. It increased from 4.50% to 4.80%. She reported that currently she is working on a supplemental budget due to the increase in the State funding and with our negotiations with the Union. She anticipates to have that prepared in November. Ms. VerVaecke informed the Board that she is currently preparing all of the requested items for the upcoming audit. She added that we will continue to utilize Summer Sears again this year to assist us with the preparation of the financial statement documents that are a part of the final audit document. Our final deadline for any requested documents is October 9th and the Auditors are scheduled to be on site the week of October 23rd through the 27th conduct final field work.

Ms. VerVaecke informed the Board that our prior year's taxes came in around \$7,400, which is an increase of \$2k from this time last year. Current year taxes won't resume, until October and November, she pointed out that they would see zeros in those columns. She also added that school funding has increased \$35k from this time last year. Currently our year to date revenue is at \$4 Million, unfortunately this is a decrease of \$500k due to our ending fund balance not being as large as it previously has been in prior years.

Ms. VerVaecke reminded the Board that July and August are two of our smallest payroll months, so our expenditures are quite a bit smaller during this time. However, with the increase in wages, our pay roll expenditures are up year over year. Our support supplies line saw an increase of \$15k, this is largely due to the facilities supplies that were purchased for summer projects. Lastly she added that July and August reconciliations were completed and were in balance with no variances.

3. Brown & Brown Insurance- Jeff Sinclair (Google Meets)

Brown & Brown Insurance Agent Jeff Sinclair provided the Board with the 2023 Insurance proposal for the Culver School District. Mr. Sinclair discussed the proposal as presented.

4. Administrator Reports

Stefanie Garber –

Superintendent Garber took a brief moment to update and highlight current happenings within the District. She informed the Board that currently we have 678 students within the District, while also providing a current enrollment summary as of September 28, 2023. Ms. Garber went on to add that the District as a whole had developed a new Mission Statement, she added that every employee gave input to create this new statement. She provided the new Mission Statement to the Board. She informed the Board that we are required to have routine drills, she informed them that we had our first fire drill on the School Year today. She also provided each member a copy of our drill schedule for the year. Superintendent Garber introduced Ms. Maurice Langsev, who is our current JCESD Culver Representative to the Board and informed the Board that she has met with Mr. Langsev already and plans to continuing meeting with him at least bi-monthly.

She was pleased to announce our partnership with Best Care, as they are providing Metal Health Services to our students and our on-site five days a week. She went on to remind the Board that on October 13, 2023 that we do not have students that day due to in-service, we will also have 24 staff members receive or renew their First Aid and CPR Training at this time also. Now that school is back in session many our committees are meeting again or set to meet very soon.

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Lastly Ms. Garber informed the Board that we recently were required to implement a new program this year to ensure that every child has access to breakfast, even if arriving after the bell has rung. This program is being referred to "Breakfast after the Bell," Ms. Garber reports that thus far the implantation of this program has been successful

Cassandra Loreda

Elementary School Principal Cassandra Loreda started her report to the Board by providing the Elementary School Calendar and Policies/Procedures/Resources, PBIS System Form and GYTO flyer. Alongside the handout Ms. Loreda prepared a slide show to present to the Board. Ms. Loreda began by informing the Board that her building has begun utilizing PBIS System for behavior. She added that this system is helping tremendously and there is consistency throughout their Building. A huge part of this system is the theory of actions match consequences. Another change this year in the Elementary School is weekly specialist meeting, to ensure that no student falls through the cracks to ensure each child is set up for success. Ms. Loreda went on to explain in the Calendar provided it also has different policies, procedure and resources in it as well, she informed the Board that this is provided to families.

Ms. Loreda moved on to her Staff's Professional Development and reminded the Board that Cory Greenwood had recently attended her buildings Staff meeting and spoke to the Elementary School Staff. Mr. Loreda has also found a conference that she is sending her staff to called "Get Your Teach On." The staff will have three different options to attend this conference, as there are three separate conference locations at various times. If they choose not to attend this conference, they will still be required to do another type of professional development. Ms. Loreda showed a brief video clip of the conference as well as highlighted the flyer provided.

Scott Novelli

High School Principal Mr. Novelli informed the Board that this year has started off smooth, as he now has a year under his belt. Mr. Novelli started off his presentation by addressing the High Schools current Electronic Device Procedure. Currently the High School has an "off and away," method. If they Students are caught with using devices there is a three strike rule. Mr. Novelli reports that thus far Staff had been supportive on following and enforcing this procedure. Mr. Novelli stated that he believes his Students adjusting so easily is due to Mr. Kudlac's practices at the Middle School. Mr. Novelli reports that Staff and Students are engaged and things are moving well so far.

Mr. Novelli went on to commend his staff for all of their hard work. He informed the Board that every teacher in the High School is involved with at least one committee this year. New classes are being generated and the Staff is getting out their comfort zones to teach different classes, which is great. Ms. Abbas is almost finished meeting with all of the seniors and college visits are underway. Mr. Novelli praised Mr. Abbas for her organization and energy as she has college visits scheduled, trade shows and speakers organized for students to participate in. Mr. Novelli also went on to praise our new High School Athletic Director Kyle Kuust on his creativity and organization for our High School Athletes.

Mr. Novelli added that the High School Students are engaged and working hard. RTI is underway at the High School and parents are being contacted to make sure all students are on track for success. He went on to add that Home Coming is just a few weeks away and the Students and Staff are working hard. They will be having Powder Puff Football, a bonfire, He-Man volleyball, Floats, Home Coming Dance and so many more exciting festivities.

Brad Kudlac

Middle School Principal Brad Kudlac started his report to the Board by providing the Culver Middle School Cell Phone Procedure and explained that he went over this procedure with students and as well has sent it home to parents and guardians. He also commended the Board for wanting to tighten down on building procedures for personal devices. He added that with the Boards support he also added to the procedure that air pods and smart watches were prohibited during school hours.

Mr. Kudlac was displeased to report that behavior at the Middle School has been atrocious and they have already had a fight between two students within the first two weeks of school. He also added that the Middle School Students language is horrific. He informed the Board that due to the behavior issues he had to get creative in order to address the behavior issues and also not disrupt other students. He has gone to each class individually and went over expectations and consequences with each student. He also informed the Board that letters went home individually to parents and guardians outline behavior and consequences. Mr. Kudlac ended on a positive note informing the Board that they had secured an outdoor school for the 6th grade class to attend.

Approval of Consent Agenda

1. Meeting Minutes – 8.3.2023 and 8.31.2023
2. Monthly Personnel Report – September 2023

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

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Business Agenda

1. Student Body Phone Procedures

Building Principal's explained current Building phone procedures.

2. Seismic Grant Update (TAP Grant)- Brian Knight (Google Meets)

Mr. Knight provided a brief status of current TAP Grant.

3. Approve Revised Board Operating Agreement

S. Taylor moved to approve the Revised Board Operating Agreement as presented. M. Knepp seconded. Motion passed unanimously.

4. Approve FFA Lease

S. Taylor moved to approve the FFA Lease as presented. M. Knepp seconded. Motion passed unanimously.

5. Board Work Session- Establish date for work session

Board declared date of November 30, 2023 from 4:00pm to 6:00pm for Work Session

6. School Board Vacancy- Position 2

M. Knepp moved to accept L. Cloud's resignation and open vacant Board Position #2. S. Taylor second. Motion passed unanimously.

Items for Information at a Future Meeting

- None

Items for Action at a Future Meeting

- ELL Update
- Graduation Rate Update
- Ideas for Staff
- Propose new Board Meeting start time
- Invite High School Athletic Director to November Board Meeting

Board Member Comments

OSBA Legislative Roadshow Fall 2023. Please contact Lacie if interested in attending.

Adjourn

The meeting was adjourned at 8:24pm.

Scott Leeper - Board Chair

Stefanie Garber - Superintendent