

CULVER SD #4 BOARD MEETING MINUTES



March 21, 2024

In Attendance

Scott Leeper, Chair | Chelsea Williams, Director | Mike Knepp, Director |

Stefanie Garber, Superintendent | Megan VerVaecke, Business Manager | Lacie Correa, Board Secretary | Cassandra Loreda, Culver Elementary School Principal | Brad Kudlac, Middle School Principal | Kelli Keiski, Nutrition Service Manager | Heather VanAlstyne, Culver Elementary School STEM and Art Teacher |

Culver Elementary 5th Grade STEM Student and Families

Call to Order and Flag Salute

Board Chair, Scott Leeper, called the meeting to order at 5:05 pm.

Approval of Agenda

The Agenda was amended to remove Scott Novelli, Culver High School Principal from the Administrator report under Communications.

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

Communications

1. Hearing of Patrons

None

2. Culver Elementary Student Report- 5th Grade Students

Culver Elementary 5th Grade Students presented their recent STEM project. The students explained that they had to research and create a National Park. Once they completed this part they then had to code a robot to act as a "park guide," and go through the park and provide facts about the park. It was a general consensus of the students that the most challenging part of this was coding the robots to move to the correct part of the park in the correct direction with proper timing, however they also agreed that this was also one of the most enjoyable part of the project.

3. Business Manager Financial Report- Megan VerVaecke

Business Manager Megan VerVaecke informed the board that our LGIP Interest Rate still remains at 5.20%. She reminded the Board that we our starting to work on the 24-25 School Year Budget and our first Budget Committee meeting is scheduled for May 2, 2024 at 6pm. Ms. VerVaecke added that Staff Rosters went out to Building Administrators this past week and they have begun discussing any and all staff/ personnel changes that we were already aware of. She also added that we are currently waiting on estimates from our many funding sources for the next fiscal year. They have worked up a very rough estimate of salary costs and an ending fund balance this past week to give us an idea of where we may land. She reiterated that this is a very rough estimate, but with what information we have, we believe that we will be at a deficit and may have to cut a few positions or look to cut other areas of the budget. Some of the larger increases to the budget that we are anticipating are Workers Compensation premiums, Insurance premiums and Unemployment related expenses. She also reported that our Audit-Interim work is scheduled for May 28th and 29th.

Ms. VerVaecke informed the Board that prior year taxes came in at \$2,000, which is a slight decrease of around \$1600 from this time last year. Our year to date collections for prior year taxes are \$16k more than this time last year. Our current year tax collection were around \$37,600, which is a decrease of about \$5000 from February of last year. However out year to date collections are up year over year almost \$93k from this time last year. She informed the Board that the State School Funding is up \$34k from this time last year. We received our updated estimates for the current year and with the adjustments that we made in December and the 2nd period ADM being pulled into the equations, we did see a decrease in the SSF amount that we will receive for the rest of the year, the difference was about \$90k. Our year to date revenue is at \$9.7 million, which is a decrease of \$207k. She reminded the Board that this decrease is due to our ending fund balance not being as large as it has in the previous years.

Ms. VerVaecke informed the Board that our salaries and associated payroll costs are up, but are within reason and what we had anticipated to see. We did see a decrease in spending in three line items which were instructions-supplies, support services and support-supplies, which is a combined decrease of \$63k from February of last year. She added that another factor that contributes to a decrease is that last year around this time we had high propane bill. As well as a onetime charge for our ID Badges software, which was almost \$9,000k last year. Our year to date expenditures were around \$5.5million, which is an increase of \$337k from this time last year. Lastly she added that our February bank reconciliations have been completed and all our accounts were in balance without variances.

CULVER SD #4 BOARD MEETING MINUTES

March 21, 2024



4. Administrator Reports

- **Kelli Keiski, Nutrition Services Manager**

Culver School District Nutrition Services Manager Kelli Keiski provided the Board with recent highlight in the Nutritional Service Department:

- ODE began "Breakfast after the Bell" this year, which provided breakfast to children after school has begun until 10am. This program had been great and our breakfast number have increased.
- Currently we have a Breakfast Cart in the High School for High School Students. Our High School Student breakfast numbers have increase from 12-19 High School Students eating breakfast last year to 45-55 High School Students eating breakfast this year.
- The school is still in the CEP program, which allows all students to eat breakfast and lunch for free.
- Last April the Nutrition Department had audit. There were five finding and have all be resolved since. The findings were meal counting for fieldtrips, offer vs. serve, smart snacks that were served in student store, production records specifically meal components and quantities and local wellness policy.
- They have a new cook in the kitchen and it is her second week and she is an amazing addition to the team.

- **Cassandra Loreda, Elementary School Principal – CES Update (PowerPoint)**

Elementary School Principal Cassandra Loreda provided the Board with a presentation to highlight the happenings in the Elementary School:

- The 2nd Grade students recently completed their Medieval Feast. This is part of the 2nd grade storyline unit and brings Medieval times to life. Their medieval feast consisted of dancing, singing and of course eating.
- The entire student body and all teachers and EA's in the Elementary School attended "Bubble Trouble," which was a STEM fieldtrip held at the Tower Theater in Bend, Oregon. This fieldtrip was funded through Cookie Dough sales.
- ELPA Testing and the ELD Program
 - There are four domains for ELPA testing which are Reading, Writing, Speaking and Listening.
 - 10th-12th Grade Students may exit domains if they score a 4/5.
 - 95% of Students have completed their domains
 - IEP Students may be exempt for up to three domains.
 - Kindergarten- 5th Grade students in ELD working on Constellation Study and have an upcoming Planetarium Visit
 - 6th-8th Grade Students working on a Novel Study with an upcoming field trip to IFly.
- The Bulldogs made it to the semifinals of the Jefferson County Cup for Battle of Books and were the highest seeded Jefferson County team entering the Elite 8 of the regional tournament in Warm Springs.
- Recently the Elementary School Student had the opportunity to watch Native American Dancers perform.

- **Brad Kudlac, Middle School Principal – Culver Middle School Update (Handout Provided)**

Middle School Principal Brad Kudlac provided the Board with a handout to highlight the happenings in the Middle School:

- Starting intramurals at lunch for the Spring to keep students busy
- 6th Grade Out Door School will be at Siskiyou Field Institute in Cave Junction from May 1-3.
- Great winter sports season. They hired three new Coaches for the season and they were incredible. Track will begin on April 1, 2024 and Tom Kirk is going to help John Spinelli Coach. This season they have a great schedule with added meets in Maupin and John Day.
- 8th Grade Students have been helping at the local food pantry for community service hours for Road Scholars.
- They staff is starting "Flapjack Friday" and the staff will cook and serve pancakes to the Middle School Students.
- Middle School Staff has returned from PD in New York and has been sharing all the new things they have learned. There are two staff members that will be attending other conferences this spring. Mr. Kudlac and Carter Spear will be visiting some of the top performing school in the country at the end of April.
- Ms. Bautista has completed and wrapped up ELPA testing.
- Carter received the regional VFW Teacher/ Educator of the Year award.
- Coach Alley and Mr. Bradley have been subbing in science and social studies and have done a great job. Jamie Vollmer will take over subbing in Science after Spring Break and will finish the school year.
- SBAC testing is scheduled and is set for the Spring and teachers are preparing.
- Middle School Wrestling had three state placers- Max Dickson 3rd, Hadee Keegan 3rd and Jaslynn Flores 3rd.
- Mr. Schwab took 45 8th grades to the mountain on Ski Day and they are planning a second trip.
- Math Counts team was a great experience for our students and Mr. Kirk stepped up to replace Ms. Castleberry.
- Middle School Iron Chef team for second in the region.
- Middle School Student Council Involvement is great this year. They have had two dances and successful food drive.

Approval of Consent Agenda

1. Meeting Minutes – 2.29.2024

2. Monthly Personnel Report – March 2024

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

CULVER SD #4 BOARD MEETING MINUTES



March 21, 2024

Business Agenda

1. Board Goal Document- Finalize

Board completed Board Goal Document. Request document be present at 4.25.2024 Board Meeting and also requested activity calendars from Board Secretary.

2. Possible Summer School Discussion

Superintendent Garber presented information on summer school funding.

3. Inter-District Overview

Board Secretary present current inter-district process, provided handouts with current IDT students and GPA's. Inter-district Agreement was also reviewed by Board.

Items for Information at a Future Meeting

- None

Items for Action at a Future Meeting

- OSBA Policy
- Health Occupations Presentation- May
- Approve 24-25 SY Calendar
- Administrative Contracts
- Superintendent Evaluation
- Superintendent Garber Contract Renewal
- Board Gifts for Staff Appreciation
- Gem Awards
- Torch Awards

Board Member Comments

- NONE

Adjourn

The meeting was adjourned at 7:11pm

A blue ink signature of Scott Leeper.

Scott Leeper - Board ChairA blue ink signature of Stefanie Garber.

Stefanie Garber - Superintendent