



Crook County School District

Where Students Dream, Learn, & Succeed

District Office – 471 NE Ochoco Plaza Dr., Prineville, OR 97754 (541) 447-5664

August 20, 2012 Special Board Work Session

Board Members Present: Patti Norris, John Lang, Doug Smith, Scott Cooper
Administrators Present: Duane Yecha, David Robinson, Anna Logan, Jayel Hayden, Stacy Smith, Kurt Sloper, Rocky Miner, Mona Boyd, Scott Polen, Jim Bates, Dave Robinson, Michelle Jonas

1.0 CALL TO ORDER

- 1.1 Flag Salute
- 1.2 Roll Call to Establish Quorum
- 1.3 Recognition of Visitors
- 1.4 Agenda Additions, Deletions or Revisions and Agenda Approval

Board Chair Patti Norris called the meeting to order at 5:30 p.m., flag salute was recited, visitors were recognized and asked to sign in on the sign-in sheet, and there were no changes to the agenda.

2.0 ADMINISTRATIVE RESTRUCTURING / CHANGE

Superintendent Yecha stated that Dennis Kostelecky has been hired by Insight to serve as the Executive Director for the Insight Online Charter School. He added that he and the board need to talk about a long-term and short-term solution during the transition of Dennis leaving the district. The charter school has given Dennis the option of half-time or full-time. Duane is supporting the idea that Dennis goes half-time for CCSD and half-time for the charter school. Duane encouraged a board discussion regarding Dennis serving half-time and whether the board favored a long term in-district candidate.

Patti asked Dennis if he could do both jobs, each at half-time. Dennis said he would have to let go of some tasks that have been on his plate as curriculum director. He feels a responsibility to the district and suggested he go to half-time with the district for this year.

Duane stated if the decision was to go half and half with Dennis, he would recommend we hire an interim person to backfill in the meantime. In the long term he would like to appoint one of our current administrators to fill the fulltime Curriculum Director position. We would put together a plan to get through this school year, and during this year long process we would start the training of a current administrator to take over starting July 1, 2013. If the board determines there would be too many conflicts with Dennis going half and half this year, Duane would still look at an interim position for the first year in preparation to bringing on one of our current administrators the following year.

Superintendent Yecha added that with this being his second year with the district, Anna Logan starting her first year with the district as Business Manager, and Mona Boyd starting her first year as Special Ed Director, he would like to hire within the district for Curriculum Director in the long-term. He could work with an interim in the meantime. Duane added that he and Dennis have talked with both Shawn Swisher and Margaret Bates from ODE. They both indicated they did not feel there would be a conflict of interest if Dennis served half-time for both the district and Insight. Duane indicated that Dennis has so much information about the district it would be difficult to separate him from the district completely at this time.

Scott Cooper asked if Insight is willing to hire Dennis fulltime. Dennis stated that, yes, they are willing to hire him fulltime now. However, he feels that half and half would work best the first year.

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John Lang stated that he appreciates Dennis being willing to continue on a half-time basis; however, if Insight is willing to hire him fulltime, Dennis would be better off going fulltime with the charter school. Scott Cooper agreed with John that the charter school would be better served with Dennis going fulltime with them. He added that he likes the idea of pulling in someone from the outside on an interim basis who could bring fresh eyes and maybe make some changes that a long-term person might not do. He also liked the concept of pulling from the inside for the long-term position.

Doug Smith asked if the district had major curriculum adoptions coming up this year. Dennis indicated no, there would be no adoptions this year.

Patti Norris indicated she has mixed feelings. She is afraid they are both fulltime jobs, regardless of how many hours you put on a timesheet. The district could remove the oversight of the charter school out of Dennis' job scope to relieve some of the workload. She is nervous about the time it would take to find someone new. Plus, this is not a good time of the year to be hiring, even on an interim basis. Because Duane is fairly new and Anna is new, the district does not have continuity at that level. Having Dennis available would be helpful. However, we don't want to be in a position of abusing Dennis with the workload. For the long-term position, she feels the district has good administrators on staff who could step into that position if they were interested.

Dennis indicated if he continues half-time, he would need to push off some of the current work to others. It is critical right now to handle the title grants with a deadline of September 15. It would be difficult to bring in someone new right now, even from our current staff. In terms of school startup, we will be okay. Most everything is in place and we have experienced staff. Dennis added that another thought could be that he work half time for half the year, then in February switch to fulltime with Insight.

John Lang asked if Dennis feels there is a supply of good interim candidates who could step in. Dennis indicated they could look outside the district for a retired administrator who would be willing to step in for a period of time. If we were to use someone currently on staff, you would need to ask them to make the move immediately and then backfill in the district with someone on staff with an administrator license.

Superintendent Yecha indicated that whether the district moves for half-time or fulltime, they would need to identify someone quickly, and then determine who on staff would take over July 1.

Doug Smith indicated he feels there could be a conflict with Dennis working for both the district and Insight. At some point he would have to be on one side of the fence or the other. Being in the middle won't work. We do need a transition time with Dennis. Perhaps a 60-day transition where we could pay for Dennis' time in training someone new and then turn the reins over to the interim. That would buy the district time to open the position, look at possible candidates both inside and outside the district. He added he would hope we could find someone in-house, but feels we need to look outside as well before making the final decision.

Patti Norris suggest that rather than a 50-50 split, we could identify specific things for Dennis, such as the Title 1 grants. We could identify other key specific areas for Dennis to work on for the district as he makes the transition.

Duane Yecha indicated he would present to the board on September 10th, a 30 – 60 – 90 day transition plan. If Dennis were to go with Insight fulltime, we could look for a retired administrator in the interim, and then post for a permanent position when the timing would be better. In the meantime, we may have to split up the current job functions using more than one person.

3.0 CONTINUED BOARD GOALS DISCUSSION

3.1 August 6, 2012 School Board Work Session Minutes for Review

The board reviewed the minutes from the August 6 work session.

3.2 August 6, 2012 Facilitator Notes for Review

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Facilitator notes were provided to the board from Brenda Comini, who served as the facilitator for the August 6 work session.

3.3 Review Goals (continued from 8/6/12 work session)

There was considerable discussion regarding the goals. The board reviewed the work that had been accomplished at the August 6 work session and continued to wordsmith the goals.

3.4 Set Future Goals

The Board continued the discussion on the remaining goals to be updated. The final draft of goals was agreed upon as follows:

Yearly District Goals—2012-13

Board

- The Crook County School Board will strategically explore the expansion of curricular, extra-curricular and co-curricular activities for all students through the development of a study comparing current offerings with those of other Central Oregon and model schools. This study will inform budget priorities and decision-making on programs.
- The Crook County School Board will monitor the implementation of performance based evaluation systems of administrators and all certified staff during the 2012-2013 school year.
- The Crook County School Board will work with the Superintendent in implementing the district communication plan with particular emphasis on promoting broader community involvement in committees and boards.
- The Crook County School Board will support and facilitate student access to community social support systems.

Superintendent

- The superintendent will develop an essential systems audit for the schools and district and work with stakeholders to implement a plan.
- The superintendent will implement the district adopted communication plan.
- The superintendent will work with the board in the design and implementation of a superintendent performance-based evaluation and compensation plan..
- The superintendent will implement HB 2180 which requires the school district to submit a written plan of instruction for talented and gifted children to Superintendent of Public Instruction by October 2012.
- The superintendent will implement a plan to address Senate Bill 290 requirements and expectations.

Facilities

- The district will develop a plan to dispose of Brothers School District facilities.
- The Board and district will develop an implementation plan to address Facilities Committee Recommendations.
 1. Implementation of professional poll to help determine community awareness and opinion about proposed options by October 2012
 2. Implementation of communications plan for current facilities status to community
 3. Development of option and marketing efforts by November 2012
 4. Bond option to voters in May 2013

Finance

- The district will strengthen the accuracy and confidence level in the district financial projections that are reviewed by Business Office prior to dissemination. The Business Manager will develop a report outlining the current state of the financial and business systems with identification of strengths and suggestions for improvements by August 2013.
- The district will continue to seek non-tax resources to supplement public support during the 2012-13 school year.

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- The district will continue to meet contingency fund and ending fund balance targets with a goal of moving those to reserve funds. The district will continue to adequately fund reserve accounts (bus, textbooks, technology, maintenance, etc.).
- The district will create a financial dashboard to report key financial indicators at regular intervals.

Curriculum

- 100% of staff will continue to refine the district's RTI goal-setting system by participating in goal setting, review of goals, and/or intervention planning three times during the school year (September, March, June). The district will collect data to measure the success of this goal.
- 100% of teachers will organize the delivery of curriculum in reading and mathematics around the Common Core State Standards.
- The district will develop a means to collect data related to RTI and other initiatives, and will report results to Board and community in the form of numerical data, narratives, anecdotal evidence, etc.
- The district will explore options to expand social science and science curriculum at all levels, as well as art at the elementary level and visual arts at the middle school and high school levels. The decisions and/or plan will be communicated to the public.
- The Crook County School Board will work with district administration to expand student access to higher level courses and those with college transfer credit.
- The district will explore the expansion/improvement of College-bound, CTE, credit recovery and enhancement programs as well as improvement of extracurricular and co-curricular (outdoor school, leadership, etc.) programs.
- The Crook County School Board will adopt a district definition of proficiency-based education and adopt policy for its implementation by September 2013. Definition and policy will include discussion and decision on grading versus challenge options for students.
- The Board will further explore the alternative program recommendations presented on March 12, 2012:
 1. Re-establish the Crossroads program for students in grades K-8 with serious behavior issues,
 2. Open a middle School Alternative program for students in grades 6-8,
 3. Explore the addition of a mandatory Summer School Program for 8th grade students that are non performers which must be completed prior to entering the 9th grade as well as a similar program for 5th graders prior to entering the 6th grade.

Technology

- The district will develop a comprehensive technology plan by _____. This plan will include a needs assessment as well as components that address student learning, staff development, and digital citizenship. The plan will describe how technology will be embedded in the district's comprehensive school improvement plans. In addition, the plan will prioritize hardware and software replacement needs, including funding and timeline phases.
- Per district policy and using a district authorized curriculum, all teachers [STAFF?] will be trained on the appropriate use of technology(digital citizenship). The district will work to define its position on appropriate use of modern technology issues that are not addressed in current policy, such as those presented by teacher/student use of social networking sites, text messaging, and personal electronic devices (tablets, laptops, cell phones, etc.).
- All students will receive appropriate, grade level cybersafety instruction by [deadline].

Staff Development

- 100% of all elementary teachers and administrators will continue to work on active engagement strategies through work with Jo Robinson. The district will collect data to measure the success of this goal.

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- 100% of all elementary and secondary teachers will receive training in RESPONSE, a suicide prevention program, during fall start-up. Additionally, key personnel will receive Applied Suicide Intervention Skills Training (ASIST) in September 2012.
- By June 2013, the district, in collaboration with teachers, will develop a student achievement component to be used in the district observation/evaluation model.
- The district will provide staff evaluation training to all principals to enable the implementation and systematization of the Danielson performance-based observation/evaluation model for all certified staff by June 2013.
- The district will provide administrator evaluation training to the superintendent and administrators to enable the implementation and systematization of the performance-based district administrator observation/evaluation model by June 2013.
- 100% of elementary teachers will engage in team processes to provide a continuum of interventions and supports in writing, reading, and mathematics for improving student success by using the 5 critical Data team elements/Response to Interventions process and assessing students/analyzing data/providing interventions and producing PDSA documents three times per year (September, January, May).
- 100% of elementary teachers will receive instruction in writing strategies and will be supported by district coaches in implementing strategies throughout the school year.
- The district will assure that all remaining non-Highly Qualified Teachers reach highly qualified status.

4.0 ADJOURNMENT.

The meeting was adjourned at 8:00 p.m.

Patti Norris, Board Chair

Jan Martin, Board Secretary

September 10, 2012

Date Minutes Approved