



**CULVER SCHOOL DISTRICT No. 4**  
**BOARD OF DIRECTORS REGULAR MEETING – OFFICIAL MINUTES**  
**SEPTEMBER 13, 2017**

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**BOARD OF DIRECTORS:** Mike Knepp, Chair arrived @ 6:35 pm, Dave Slaght, Vice-Chair  
Zoe Schumacher arrived 6:32 pm, Bob Buckner, Scott Leeper

**STAFF:** Stefanie Garber, Superintendent  
Jamie Burleigh, Business Manager  
Pam Halbert, Board Secretary  
Michelle Zistel, Brad Kudlac, Josh Davis

**MEDIA:** None

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**A. Call to Order/Flag Salute**

Vice-Chair, Dave Slaght opened the meeting with the flag salute at 6:30 p.m.

**B. Approval of Agenda**

**Motion:** S. Leeper moved to approve the agenda as presented; B. Buckner seconded.  
Motion passed unanimously, 3-0.

**C. Communications**

- 1) Hearing of Patrons -- None.
- 2) Business Manager Report

J. Burleigh presented the current financial statement and reviewed with the board. Auditors were here in August so the ending fund balance is now final. Some of the major expenses were for the Ed Options program, football uniforms and new laptops for all teachers.

3) Administrator Reports

- a) Michelle Zistel is reviewing all Title programs as September 30 is the end of the fiscal year (unlike the rest of the district programs); she is surveying the staff to help determine the best use of Title II monies. She has organized the first ever ELL Open House to better support those families. To date 20 families have reported they will be in attendance. Last year she shared the Homeless Liaison responsibilities with the former elementary secretary and is now digging in deeper to become more knowledgeable about this program. She has also been assigned to teach 2<sup>nd</sup> grade PE once a week.
- b) Brad Kudlac and Josh Davis reported on the start of the year with the new administrative model in place. Both have made it a high priority to be in both buildings as well as daily in most classrooms to demonstrate their support to staff. AVID at the high school will continue as before, but the middle school has decided that the entire student body will participate in AVID activities. Brad will continue to be the STEM coordinator and take over district curriculum and Josh has become the middle school athletic director and will also be in charge of district technology. One of Josh's strengths is in relationships. They feel the year has started well and on a positive note. With this new administrative model there will be more collaboration between the middle and high schools.
- c) Superintendent Garber presented preliminary enrollment figures, down slightly from this time last year. An updated report will be presented at the October meeting. She also presented some of the district highlights to the start of this school year.

**D. Consent Agenda**

(Items of a routine and non-controversial nature are placed on the Consent Agenda to be acted on with a single vote and to allow the board to spend maximum time on less routine items and issues. Any Board Member may request that an item be withdrawn from the Consent Agenda and be placed at the end of the Business Agenda. Prior to voting on the consent agenda, any board member may also request clarification about Consent Agenda items without moving them to the Business Agenda.)

- 1) Approval of Board Meeting Minutes (August 9, 2017)
- 2) Approval of Monthly Personnel Report

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**Motion:** S. Leeper moved to approve the consent agenda as presented; D. Slaght seconded. Motion passed unanimously, 5-0.

**E. Business Agenda**

1) Annual FFA Lease. Only dates were changed from the previous leave.

**Motion:** Z. Schumacher moved to approve the FFA Lease for October 1, 2017 through September 30, 2018; B. Buckner seconded. Motion passed unanimously.

2) Resolution 38-02 – Resolution to Declare and Place Surplus Property (Milk Cooler)

**Motion:** D. Slaght moved to approve Resolution #38-02 as presented;  
Z. Schumacher seconded. Motion passed unanimously 5-0.

3) Sanctuary School Resolution. Superintendent Garber presented a draft letter to our community about recent announcements from President Trump's administration to dismantle the Deferred Action for Childhood Arrivals (DACA) program. She shared a recent article in the Bend Bulletin that highlighted a former Culver graduate as well as a story of a mom and her child's experience just last spring. Board members agreed the message was timely and district-wide newsletter and on the district website.

4) Finalize the Board Operating Agreement. A draft was presented in the board packet and all agreed to the changes. The Board Secretary had a copy for everyone to sign and keep on file.

5) **District Goal Setting.** Superintendent Garber shared the 2016-17 achievement testing and 2017 graduation information. She then led the group through a series of exercises to help identify district priorities. District administrators will wordsmith those ideas into district goals for the board action at the next meeting; then begin on an action plan to meet those goals.

**F. Items for Information/Action at a Future Meeting**

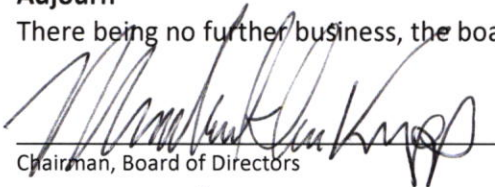
- Approve District Goals
- Annual FFA Report and National Travel Request

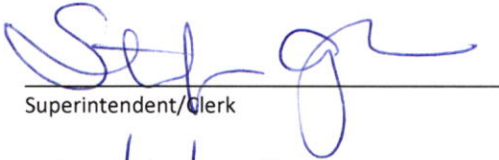
**G. Board Member Comments**

- OSBA Fall Regional Meeting is October 18. M. Knepp, B. Buckner, Z. Schumacher asked to be registered.
- S. Leeper reported that new scoreboards have been installed in the south gym; purchased by the Booster Club. He also thanked administration for their hard work during the summer. It was rough going with all the resignations, but he feels positive about the staff hired and the start of the school year.

**H. Adjourn**

There being no further business, the board chair adjourned the meeting at 8:45 p.m.

  
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Chairman, Board of Directors

  
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Superintendent/Clerk

10/11/17  
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Date

10/11/17  
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Date