



CULVER SD #4 BOARD MEETING MINUTES

May 30, 2024

In Attendance

Scott Leeper, Chair | Seth Taylor, Vice Chair | Chelsea Williams, Director | Mike Knepp, Director |

Stefanie Garber, Superintendent | Megan VerVaecke, Business Manager | Lacie Correa, Board Secretary | Brad Kudlac, Middle School Principal | Scott Novelli, High School Principal | Tyler Davenport, High School Counselor | Kyle Kuust, High School Athletic Director |

Maurice Langsev, Jefferson County ESD Board Member |

Community Budget Hearing

The Community Budget Hearing began at 5:00 PM and concluded at 5:30 PM.

Call to Order and Flag Salute

Board Chair, Scott Leeper, called the meeting to order at 6:08 pm.

Approval of Agenda

S. Taylor moved to approve the amended agenda as presented; C. Williams seconded. Motion passed unanimously.

Communications

1. Hearing of Patrons

None

2. Business Manager Financial Report- Megan VerVaecke

Business Manager Megan VerVaecke reported that of LGIP interest rate has not changed and remains at 5.20%. She reminded the Board of our upcoming Budget Hearing on June 27, 2024 at 5:00pm. She informed the Board that the Audit is underway and auditors have been onsite this week and will return in late October to perform the final field work. Ms. VerVaecke informed the Board that she recently met with Brown & Brown last week and they provided or preliminary numbers for our renewal. She stated that our Workers compensation renewal is increasing about \$13k for the year this is due to an increased MOD and also an increase in payroll. Our PACE policies are increasing about \$10k, which is slightly lower than we have expected. She added that we had not received our Cyber Insurance renewal numbers as of yet. She stated that they have an official renewal meeting with our Brokers on June 6th and is hopeful to have the full renewal amount at that time.

Ms. VerVaecke informed the Board that our prior year's taxes came in at \$2,400, which is a slight increase of around \$1,000 from this time last year. Our current year tax collections were around \$7,500, which is a slight increase of about \$3,00 from April of last year. Overall, we are about \$7,400 away from hitting our budgeted amount for both current and prior year taxes combined. She informed the Board that our State School funding is up about \$33k from this time last year. She added that we also received our May adjustment for the reconciliation of the 22-23 School Year. We did see a positive adjustment of \$142k. Once we transfer the transportation depreciation from this and to the Bus Reserve account, the adjustment ends up being around \$90k. With the adjustment we will be about \$14k over our budgeted amount for the State School Fund for the year. She added that this is good news, however she had a good indication that this is going to be the case with the adjustment and she had already accounted for this in our ending fund balance when we created next year's budget, which unfortunately means that this isn't additional revenue that we weren't expecting. Our current year to date revenue is at \$10.9 million, which is a decrease of \$135k.

Ms. VerVaecke reported to the Board that salaries and associated payroll costs are up, however are within reason and expected. She pointed out that we did see a decrease in spending on one-line item; Support Services, with a decrease of \$20k from April of last year. Part of this decrease is due to the issue we were having with Pacific Power not generating our invoices. We since have received February, March and April last week. Going forward we hopefully shouldn't see any other issues with those invoices. Some line items showed some small increase, but overall our spending from April of last year to this year increased \$35K. Our year to date expenditures are around \$7.1k, which is an increase of \$392k from this time last year. Lastly she added that our April bank reconciliations have been completed and all of our accounts were in balance with no variances.

3. Administrator Reports

- **Stefanie Garber, Superintendent**

Culver School District Superintendent Stefanie Garber provided the Board with a presentation to highlight the happenings in the District:

- The new guidance for the 2025-2027 Integrated 7 application has been released and the District will begin working on application.



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- Recent Facilities restructure is going well and facilities and custodian staff are rising to the challenge and have many exciting projects for the summer.
- Update for the TAP Grant for the Facilities Assessment
- Culver Education Association/ Management Meeting with Certified Union Officers monthly and feel great about progress.
- Mentor Program and Mentor Program Handbook under way.

- **Scott Novelli, High School Principal – CHS Update**
High School Principal Scott Novelli provided the Board with a presentation to highlight the happenings in the High School:
 - The High School is high energy and very positive right now; however, it is crunch time.
 - Mr. Novelli explained potential graduation rate.
 - Upcoming Senior class will be painting the “C” at the beginning of the upcoming school year.
 - Hired two new teachers, who will be great additions to the High School Team.
 - Two Students interviewing for Caterpillar.
 - Staff is finalizing academic schedule.
 - Amazing turn-out for Future Freshman Night.

- **Brad Kudlac, Middle School Principal – Culver Middle School Update**
Middle School Principal Brad Kudlac provided the Board with a handout to highlight the happenings in the Middle School:
 - Reading State Test scores are trickling in and currently 10-15% above Oregon’s average. Other test results are not available currently.
 - Jamie Vollmer hired for Middle School Science position and she is a great fit for the Middle School.
 - 8th Grade Road Scholars leaving for Silverwood in the next few weeks.
 - Amazing Outdoor School experience for our 6th grade Students, received great feedback from Staff and Students.

Approval of Consent Agenda

1. **Meeting Minutes – 4.25.2024**
2. **Budget Hearing Minutes- 5.2.2024**
3. **Monthly Personnel Report – May 2024**
M. Knepp moved to approve the consent agenda as presented; C. Williams seconded. Motion passed unanimously.

Business Agenda

1. **Enterprise Zones Resolution- Kelsey Lucas (transmitted electronically via Google Meets)**
Board requested item be tabled and brought to June Board Meeting.
2. **High School Soccer Co-Op- Kyle Kuust**
S. Taylor motioned to approve 24/25 SY High School Soccer Co-Op with Redmond School District; M. Knepp seconded. Motion passed unanimously.
3. **Inter-district Transfer Administrative Proposal**
C. Williams motioned to approve the 24/25 Inter-District Transfer Administrative Proposal as presented; M. Knepp seconded. Motion passed unanimously.
4. **Cell Phone Procedure**
Stefanie Garber, Brad Kudlac and Scott Novelli informed the Board of the current procedure in the buildings. Board request to re-hear at a later time for possible change to policy and procedure for the District.
5. **Review Graduation Requirements**
M. Knepp motioned to approve updated Graduation Requirements Proposal as presented; C. Williams seconded. Motion passed unanimously.
6. **Honor Diploma Proposal**
M. Knepp motioned to approve Honor Diploma Proposal as presented with an addition to the proposal of 10 hours of community service; S. Taylor seconded. Motion passed unanimously.
7. **Superintendent Evaluation**
Board Secretary provided update on Superintendent Evaluation surveys. The Superintendent Evaluation for the Board will be sent out on 6.3.24 and a work session set for 6.13.24 at 3pm to review Staff and Board Surveys.
8. **Administrative Contracts**
C. Williams motioned to approve the Administrative Contract for C. Loreda, B. Kudlac, S. Novelli and B. Garland as presented; M. Knepp seconded. Motion passed unanimously.
9. **Resolution 44-05: Resolution to Transfer Appropriations Within Special Revenue Fund**
S. Taylor motion to approve Resolution 44-05: Resolution to Transfer Appropriations within Special Revenue Fund; M. Knepp seconded. Motion passed unanimously

Items for Information at a Future Meeting

- Health Occupation Presentation-June
- High School Athletics Update- June
- ODE 2022-2023 Special Education State Reports- August



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Items for Action at a Future Meeting

- OSBA Policy- June
- Superintendent Contact Renewal - June
- 24-25 School Board Calendar Proposal- June
- Adopt 24-25 School Year Budget – June
- Student Representatives- August
- Enterprise Zones Resolution -June
- Science Textbook Adoption-June
- Cell Phone Procedure-June

Board Member Comments

- Public Budget Hearing- June Board Meeting- June 27, 2024 at 5:00pm

Enter Executive Session

The Board entered Executive Session at 8:16pm under the provisions of ORS 192.660, Open Meeting Law, the Board of Directors will enter executive session for the following purpose: (2)(e) To conduct deliberations to negotiate real property transactions

Adjourn Executive Session

Adjourned Executive session at 8:44pm.

Re-Enter and Adjourn Regular Meeting

The meeting was adjourned at 8:45pm.

Scott Leeper - Board Chair

Stefanie Garber - Superintendent