



CULVER SD #4 BOARD MEETING MINUTES

June 27, 2024

In Attendance

Seth Taylor, Vice Chair | Chelsea Williams, Director | Mike Knepp, Director | Sabria Arnold, Director |
Stefanie Garber, Superintendent | Megan VerVaecke, Business Manager | Lacie Correa, Board Secretary | Kyle Kuust, High School Athletic Director |
Kelsey Lucas, EDCO |

Community Budget Hearing

The Public Budget Hearing began at 5:10 PM and concluded at 5:32 PM.

Call to Order and Flag Salute

Board Vice-Chair, Seth Taylor, called the meeting to order at 5:32PM.

Approval of Agenda

The agenda was amended to add Resolution 44-08: Resolution to transfer appropriations within general fund and special revenue fund to the Business Agenda.
S. Arnold moved to approve the amended agenda as presented; M. Knepp seconded. Motion passed unanimously.

Communications

1. Hearing of Patrons

None

2. Business Manager Financial Report- Megan VerVaecke

Business Manager Megan VerVaecke informed the Board that our LGIP Interest rate remains the same at 5.20%. She went on to inform the Board that the new estimates for the State School Fund for our 24/25 Budget are lower than budgeted due to our decrease in enrollment, we are currently in the process of reviewing the budget to where we may have to make some additional cuts if our enrollment doesn't increase to where we originally budgeted it at. She added that in the last few weeks she met with our insurance provider Brown & Brown and we received various quotes on our Cyber insurance and chose a company that had a lower deductible and a slightly lower premium. The District will be switching from Cowbell Cyber to Coalition.

Ms. VerVaecke informed the Board that our prior year taxes have come in at \$5,200, which is a decrease of around \$1,000 from this time last year. Our current year's tax collections were around \$35k, which is a slight increase of about \$1,800 from May of last year. With May's collections, we have surpassed our budgeted estimates for tax collections. State School Funding is up \$271K from this time last year. She reminded the Board that at our last meeting, she had informed them that we had received our May adjustment for the 22/23 fiscal year and it was a positive adjustment so that contributed to the increase that we are seeing from May of last year till now. She added that our year to date revenue is at \$11.5 million, this is an increase of \$133k from last year at this time. We are also about \$16k short of hitting our budgeted estimates for overall General Fund revenue collections. We will surpass our budgeted estimates in June with the revenue collections that are still expected.

Ms. VerVaecke informed the Board that salaries and associated payroll costs are up, however are within reason and what we expected to see. We did see a large increase in spending in Instruction-Services, that line item was up around \$23k. A large part of the increase is due to the timing of sub costs for March and April from the High Desert ESD getting paid in one month. Our year to date expenditures were around \$8million, which is an increase of \$446k from last year at this time. Lastly she added that our May 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 brief demo of a project the Admin Team had recently completed. She explained that how easy it is to forget our accomplishments throughout the year as after many successes were off to the next task and forget to celebrate our wins. She had each member of the Admin Team write down their wins for the 23/24 School Year on a poster. Ms. Garber had displayed each Admins poster and read each to the Board. She added that she has a great Admin Team and is very thankful of each of them.

- **Kyle Kuust, High School Athletic Director**

Culver High School Athletic Director Kyle Kuust informed the Board of the upcoming changes within the High School Athletic Department. The High School Athletes will be participating in a new league this year, which Mr. Kuust is excited for this opportunity for our athletes. Mr. Kuust went on to explain to the Board the changes that will



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occur in regards to the athletic clearance process, grading check process and changes to athletic packet. He reminded the Board that they have hired a new athletic secretary, which is Tia Powell. Some exciting things in the works are new uniforms, safety upgrades to the athletic facility and fall athletics schedules are almost finalized.

Approval of Consent Agenda

1. Meeting Minutes – 5.30.2024
2. Monthly Personnel Report – June 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 and Jon Stark

Kelsey Lucas with EDCO presented Oregon Enterprise Zone.

2. Resolution 44-07: School Support Fees

M. Knepp motion to approve Resolution 44-07: School Support Fees; S. Arnold seconded. Motion passed unanimously.

3. Approve 24-25 School Board Calendar

C. Williams motion to approve the 24-25 School Board Calendar; M. Knepp seconded. Motion passed unanimously.

4. Superintendent Contract Renewal

Entered Executive Session prior to hearing Business Item

S. Arnold motion to approve Superintendent Contract Renewal; M. Knepp seconded. Motion passed unanimously.

5. Resolution to Adopt/Appropriate/Categorize Taxes 44-06: Resolution Adopting the 2024-2025 Budget

M. Knepp motion to Adopt/ Appropriate/Categorize Taxes 44-06: Resolution Adopting the 2024-2025 Budget.; C. Williams seconded. Motion passed unanimously.

6. Adopt Policy

- DLC- Expense Reimbursements
- DLC-AR- Staff Travel Expenditure Guidelines *NEW* - INFORMATIONAL ONLY

M. Knepp motioned to approved amended policy DLC-Expense Reimbursements as presented, S. Arnold seconded. Motion passed unanimously.

7. Adopt Grade 6th -12th Science Curriculum

- Accelerate Learning Inc. STEMscopes – Grades 6th-8th
- McGraw-Hill Glencoe Biology, Chemistry, Physics and Anatomy and Physiology- Grades 9th-12th

C. Williams motion to adopt grade 6th-12th Science Curriculum; M. Knepp seconded. Motion passed unanimously.

8. Project Manager for Seismic Grant

S. Arnold motioned to approve HMK for Project Manager for Seismic grant; C. Williams seconded. Motion passed unanimously.

9. Resolution 44-08: Resolution to Transfer Appropriations within General Fund and Special Revenue Fund

C. Williams motion to approve Resolution 44-08: Resolution to Transfer Appropriations within General Fund and Special Revenue Fund; M. Knepp seconded. Motion passed unanimously.

Items for Information at a Future Meeting

- ODE 2022-2023 Special Education State Reports- August

Items for Action at a Future Meeting

- OSBA Policy- July
- Student Representatives- August
- Cell Phone Procedure
- Annual Procedures

Board Member Comments

- NONE

Enter Executive Session



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The Board entered Executive Session at 7:23PM under the provisions of ORS 192.660, Open Meeting Law, the Board of Directors will enter executive session for the following purpose: (2)(i) To review and evaluate the performance of the Superintendent or any other public officer, employee or staff member, unless that person requests an open hearing.

Adjourn Executive Session

Adjourned Executive session at 7:55PM.

Re-Enter and Adjourn Regular Meeting

After re-entering regular meeting Board Returned to No. 4 on Business Agenda Superintendent Contract Renewal.

S. Arnold motion to approve Superintendent Contract Renewal; M. Knepp seconded. Motion passed unanimously.

The meeting was adjourned at 8:57PM.

A handwritten signature in blue ink, appearing to read "Seth Taylor". The signature is written in a cursive, flowing style.

Seth Taylor – Board Vice Chair

A handwritten signature in blue ink, appearing to read "Stefanie Garber". The signature is written in a cursive, flowing style.

Stefanie Garber - Superintendent