

# CULVER SD #4 BOARD MEETING MINUTES

November 30, 2023



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## In Attendance

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

Stefanie Garber, Superintendent | Megan VerVaecke, Business Manager | Lacie Correa, Board Secretary | Scott Novelli, High School Principal | Cassandra Loredo, Elementary School Principal | Kyle Kuust, High School Athletic Director |

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## Call to Order and Flag Salute

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Board Chair, Scott Leeper, called the meeting to order at 5:06 pm

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## Elect Board Officers for the 2023-2024 School Year

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C. Williams was Sworn in to the Culver School District #4 Board Position 2.

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## Approval of Agenda

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Agenda was amended to removed Student Reports from Communications, Revise "Resolution 44-02" from Business Agenda item 1 to read as "Revision to 43-08 Budget Resolution" and add Bill Hvidt Board Work Sessions to Business Agenda.

S.Taylor moved to approve amended agenda as presented; S. Arnold seconded. Motion passed unanimously.

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## Communications

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### 1. Hearing of Patrons

None

### 2. Business Manager Financial Report – Megan VerVaecke

Business Manager Megan VerVaecke informed the Board that our LGIP interest rate still remains at 5.0%. She went on to add that they are currently still working on a supplemental budget due to the increase in the state funding and with the outcome of our negotiations with the Unions. Ms. VerVaecke anticipates to have this completed by our next scheduled Board meeting in January. Currently they are working through additional requests from the auditors. She believes for the most part that she has everything wrapped up and should be reviewing a draft in the next few weeks. She did advise the Board that she is aware of one compliance finding currently due to equipment tracking with the ESSER funded equipment purchases. She concluded that she is not aware of any other findings, however she does have a feeling that we may have a comment on our athletic gate admission and our process, as we haven't been able to make any changes to how we currently handle this.

Ms. VerVaecke informed the Board that our prior year's taxes came in at \$5,800, which is an increase of about \$3,000 from this time last year. Our current year tax collections began in October and came in around \$244k, which was an increase of \$154k higher than our October collections last year. She informed the Board that this is the highest October collection amount she has seen since she has been here and also the highest in the last five years. She added that it will be interesting to see if the November's collections decrease slightly with so many paying in October or if they will also be higher than usual. Ms. VerVaecke informed the Board that the State School funding has increased \$35k from this time last year. Our estimate of Membership and Revenue is due to the State at the beginning of January and could alter what we are looking at for the State School Funding. Our enrollment numbers are remaining steady in the 670 range, which is an increase of almost 20 students from last year, but our estimate is based on an ADM of 672, we are right within that range currently. She went on to add that we may choose to adjust that number down slightly, in the event that our enrollment decreases that we are covered. The enrollment along with our tax collections will dictate how we move forward with the estimates that we have turned in. Ms. VerVaecke reported to the Board that our current year to date revenue is at \$5.47million, which is a decrease of \$300k, which is due to our ending fund balance not being as large as it has been in the previous years.

Ms. VerVaecke reported that our salaries and associated payroll costs are up, however are within reason and we anticipated the increase. She pointed out on the service line item for both Instruction and Support have decreased by \$26k from this time last year, some of that offset is due to the increase in payroll. Our expenditures all seemed to be within reason and what we expected to see year over year. Our current year to date expenditures were around \$2.2 million, which is an increase of \$158k from this time last year.

Ms. VerVaecke moved on to our October Bank reconciliations all of which were completed, however all but two were in balance with no variance. The two variances are with our accounts that are held at the County. She reported that about two weeks ago she had received a notification from Jefferson County that they had made a prior period adjustment, changing our districts ending fund balance for the fiscal year of 2022-2023. This was done to correct inflated interest received throughout the year, which did not reflect the net costs for bought and sold maturities. This was a negative adjustment to our accounts. Due to currently being in the middle of our audit and our books having already been closed, she was unable to make an entry in the system to correct the cash balances in the correct year. She added that she is currently working with the auditors and our support person at HDESD on the appropriate way to account for this and that it is very possible with how the County posted it that it may resolve itself in the month of December and she will continue to keep the Board updated.

### 3. Administrator Reports

#### Cassandra Loredo

Elementary School Principal Cassandra Loredo presented a PowerPoint to the Board. Ms. Loredo informed the Board of all the exciting happenings in the Elementary School from a class Thanksgiving party in Ms. Abby's classroom to pumpkin pancakes in Kindergarten. She reported that alongside all of the fun the Elementary School, our students have been

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excelling in Lexia. She pointed out in her Power Point the improvement from the starting level to current which shows drastic improvement for students. Ms. Loredo reminded the Board that last month she had presented ELL and Carino Bautista's incredible program for our students and she would like to have a class or teacher provide an update each month to the Board. This month she presented the 1<sup>st</sup> Grade classes and their Stone Soup unit and read a brief synopsis from the 1<sup>st</sup> Grade Teachers which was as followed;

*During Stone Soup week, our classes read many different versions of the story Stone Soup. They learn vocabulary words for the story, compare and contrast the different stories, sequence the events in the story, and at the end of the week students go through the writing process and write their own recipe for Stone Soup. Students learn that the underlying message in each story is a message of sharing and coming together to contribute no matter how much or how little you have. Students put this into action by bringing one ingredient to contribute to our own Stone Soup. At the end of the week we gather all the ingredients and we make Stone Soup. Students are hands on and they each take a turn helping add an ingredient to the soup as we cook it in our classroom and prepare for our feast. This year, students also made a dessert of their choice. The options were 'no bake apple pie' and 'no bake pumpkin pie'. Students also had the opportunity to help set up their table for our feast and once our soup was done we all enjoyed a feast together just like in the story.*

Ms. Loredo went on to present the Elementary School Report card for the 2022-2023 school year. While reviewing the report card with the board she wanted to point a few things out. She informed the Board that a goal in her building is to increase attendance for regular attenders, currently they are brainstorming and researching possible solutions. She also pointed out that using the State Report Card isn't a great indication of student success. Ms. Loredo informed the Board a better indicator for student success are other platforms such as Lexia. She also reminded the Board that another inaccuracy with analyzing data on the State Report Card is that the scores don't reflect our top students as many parents will opt-out their students in participating in state testing and the number of parents making this choice continues to increase. Ms. Loredo is hopeful that our mathematics score will also increase with our new math adoption as teachers are now becoming more comfortable with the curriculum. She added that one item that she is ecstatic about on the State Report Card is the Elementary School retention rate which is incredibly high.

Lastly Ms. Loredo wanted to provide the Board with some upcoming events for the Elementary School.

December 4, 2023- Lexia Personal Development (Rotating Subs)

December 12, 2023- Winter Event for Students 9:00am to 10:30am

December 14, 2023- Student Clubs 1:00pm-2:15pm

## Brad Kudlac- (Presented by Superintendent Stefanie Garber)

Superintendent Stefanie Garber presented the 2022-2023 state report card for the Middle School on Mr. Kudlac's behalf. Ms. Garber went over the report card in detail and the Board did not have questions or concerns at this time.

## Scott Novelli

High School Principal Scott Novelli provided the board a packet which included the Culver High School 2022-2023 Graduation rate and a newspaper clipping. Mr. Novelli reported that our graduation rate for the 2022-2023 school year was 95.83%, this is due to a number of contributing factors such as a student that unenrolled and never reenrolled at another district. Mr. Novelli went on to discuss in detail the 2022-2023 High School Report Card. The Board had no questions or concerns regarding the report card or graduation rates. Mr. Novelli was excited to share all of the happenings in the High School such as:

- Great student and staff involvement in Homecoming. It was a great event!
- Wendee Bowen "Drive by" was amazing.
- Two High School Staff members received "One class at a time grant," Mr. Novelli expressed his gratitude of his amazing staff and also stated that two Elementary School Staff members received the same grant.
- Our students recently had the opportunity to see how the Madras Pioneer was printed and also had the opportunity to have an article they wrote published in the same paper.

## Stefanie Garber

Superintendent Stefanie Garber provided the Board a copy of the Culver School District Continuous Improvement Plan. She informed the Board that this plan has been submitted to the state as required. Ms. Garber pointed out to the Board that in Goal 1, on the third metric there was a correction made from 2024-2025 to 2023-2024. Ms. Garber went on to explain the document in detail for the District's Vision, Mission and Goals. Ms. Garber did inform the Board that she was required to meet with ODE and was required to lower our improvement rates to the 10%, we previously had a high percentage for improvement. The Board did not have any questions or concerns at this time.

## Barbara Garland (Transmitted electronically via Google Meets)

Ms. Barbara Garland presented the 2022-2023 Student Investment Account Quarter 4 to the Board. Ms. Garland prepared a printed handout of the Annual Reporting and explained the document in detail to the Board. The Board did not have any questions or concerns at this time.

## Kyle Kuust-

High School Athletic Director Kyle Kuust expressed his excitement in his current role with the Culver School District. Mr. Kuust informed the Board that they had a successful fall season for all of our athletic programs. He is thankful for all of the support from Boosters for all of the athletes. Mr. Kuust praised all of his coaching staff for all of their handwork and dedication invested in our athletes. Mr. Kuust was excited to praise his athletes and commend their sportsmanship and support of fellow athletes. He explained that he has really enjoyed watching their sportsmanship and support of one another. Mr. Kuust went on to inform the Board that winter sports are starting to ramp up for the season with one boys basketball team, one girls basketball team and a large turnout for boys and girls wrestling.

Mr. Kuust informed the Board that he has recently met with OSAA regarding different issues that affect our student athletes. One large issue that he addressed with OSAA was our entire league was on the other side of the mountain, which results in longer traveling time and late returns. This is causing our student athletes to miss academics whether that be leaving early to travel or arriving late to school the following day due to arriving home extremely late. He also added that it has been brought to his attention that the districts in our league would rather us not be in their league. OSAA is scheduled to vote in December and he will notify the Board if in fact we are able to change leagues. Mr. Kuust went on to inform the Board that he has been trying to bring our Athletic Program up to date and recently has updated the Athletic Clearance Packet and has also created a master High School Athletic schedule. Alongside his recent updates and improvements, he also informed the Board of his current three goals/objectives that he hopes to accomplish this year, which are;

1. Sports Clearance Procedure (sports physicals and documents)



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2. Athletic Grading Policy
3. Advertising our products by investing in our Students and Facilities

Lastly Mr. Kuust finished by informing the Board that he has recently had conversations with the MAC regarding recreation sports and Culver children. Currently Culver children do not fall under the in-district rates for recreation sports or swim lessons. Mr. Kuust said this is a barrier for building our athletic programs. Its critical to have our Culver youth have the opportunity to participate in various sports, however with the elevated cost that can be a hindrance as well as the disadvantage of traveling also. He is hoping that the MAC will honor the same pricing as they do for all of Jefferson County.

## Approval of Consent Agenda

1. Meeting Minutes – 11.2.2023 and 11.14.2023
2. Monthly Personnel Report – November 2023  
S. Arnold moved to approve the consent agenda as presented; S.Taylor seconded. Motion passed unanimously.

## Business Agenda

1. Revision to 43-08 Budget Resolution  
M.Knepp moved to adopt revision to 43-08 Budget Resolution. C. Williams Seconded. Motion passed unanimously.
2. 2023-2025 Biennium SIA Grant Agreement  
M. Knepp moved to approve 2023-2024 Biennium SIA Grant Agreement. S. Taylor seconded. Motion passed unanimously.
3. Staff Christmas Gift  
Board informed of Staff Christmas gift
4. Future Administrative Reports  
Board requests to have the following Administrative Reports presented to the Board as followed;
  - Jeff Jordan and Garry Noy present on February 29, 2023
  - Kelli Keiski on March 21, 2023
5. Bill Hvidt Training Workshop  
Bill Hvidt work session set for December 12, 2023 from 4:00pm-7:00pm

## Items for Information at a Future Meeting

- NONE.

## Items for Action at a Future Meeting

- JCESD 2024-2025 Local Service Plan- Shay Mikalson (January Meeting)
- OSBA Policy

## Board Member Comments

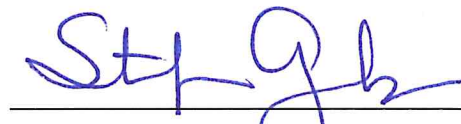
- Next Board Meeting is set for January 25, 2023 at 5:00 PM. (Board work session prior to meeting 3:00pm-5:00pm)

## Adjourn Regular Meeting

The meeting was adjourned at 7:05PM.



Scott Leeper - Board Chair



Stefanie Garber - Superintendent