

# Sisters School District

“Home of the Outlaws”



Board of Directors Organizational Board Meeting 5:00pm  
 Sisters School District Administration Building  
 February 01, 2017

**MEETING MINUTES**

**ATTENDEES:**

**Board:** Don Hedrick, Amanda Clark, Greg Zadow, Jeff Smith, Stephen King

**Superintendent:** Curtiss Scholl

**Administrators:** Joe Hosang, Marshall Jackson, Becky Stoughton

**Supervisors:** Ryan Stock, Todd Pilch, Sherry Joseph

**CALL TO ORDER / FLAG SALUTE**

Jeff Smith called the meeting to order at 5:00pm and led the flag salute.

**ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA**

Additions – Superintendent Report – Snow Make Up Days

**Amanda Clark moved and Don Hedrick seconded the Board approve the February 01, 2017 agenda with the above changes. Vote was unanimous in favor, motion passed 5 -0.**

Jeff Smith publicly thanked all those that helped remove snow, checked schools and roofs as well as communication to parents and community during the recent snow storms in December and January.

**COMMUNITY COMMENTS**

No comments.

**LOCAL SERVICE PLAN** ~ John Rexford, Paul Evans, Carol Moorehead

John Rexford announced his retirement and informed the board that Paul Evans would be taking over John’s position as Superintendent of High Desert Education Service District. Paul reviewed the 2017-2018 Local Service Plan with the board. The board wished John well in his retirement and they thanked him for his five years of service.

**Don Hedrick moved and Amanda Clark seconded the Board approve the 2017-2018 Local Service Plan. Vote was unanimous in favor, motion passed 5-0.**

**AUDITOR REPORT** ~

The auditor reported that Sisters School District was in compliance and shared some of the upcoming compliances that will change for next year.

**BUSINESS/FINANCE** ~ Sherry Joseph ~ Tab H

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance.

46 **SUPERINTENDENT REPORT**

47  
48 Enrollment ~

49 Enrollment is slightly up but still short of projected numbers. SES has had 13 new students and a few  
50 more at SMS. Curt thanked Jay Wilkins for tracking data and trends of why students or families are  
51 leaving the district and actively working on some type of marketing plan.

52  
53 Snow Make Up Days ~

54 Monday, February 20<sup>th</sup> will be one make up snow day. The district also used Friday, January 20<sup>th</sup> as a  
55 makeup day. Other days that will be used as snow make up days are March 3<sup>rd</sup>, June 1<sup>st</sup>, June 15<sup>th</sup> and  
56 16<sup>th</sup>. ODE has offered a waiver of 14 hours however; Sisters School District has a board policy that states  
57 students will make up all days after the first missed day.

59 **Greg Zadow moved and Amanda Clark seconded the board approve the revised 2016-2017 student**  
60 **calendar to reflect snow make up days; Jan. 20<sup>th</sup>, February 20<sup>th</sup>, March 3<sup>rd</sup>, June 1<sup>st</sup>, June 15<sup>th</sup> and**  
61 **June 16<sup>th</sup>. Vote was unanimous in favor, motion passed 5-0.**

62  
63 Division 22 ~

64 Curt reviewed the Division 22 Assurances and their requirements. He informed the board the district is in  
65 compliance with the exception of two requirements. Due to budget constraints, the district is not in  
66 compliance with the licensed media specialist assurance and not compliant with the PE assurance which is  
67 also due to budget and facility constraint.

68  
69 Bond facilities update ~

70 The bond facilities group is moving forward with their work. More planning is taking place and the group  
71 is being very proactive and public with the bond projects information. Curt informed the board that the  
72 building remodels will be in full swing this spring and summer.

73  
74 SHS ~

75 Joe Hosang presented the proposed 2017-2018 Sisters School District Student Calendar. He suggested  
76 that the board review the current snow makeup day policy and possibly change some of the wording.  
77 Curt also added that all schools in the district will be going to a semester system starting next school year.  
78 Joe also recommended that the district put the question out to the community regarding the duration of  
79 spring break. Stephen King would like to see the board add more days to the calendar, extending the  
80 school year. The board would like to review the Emergency Closure policy as well as the school calendar  
81 policy.

83 **Stephen King moved and Amanda Clark seconded that the board approve the 2017 – 2018 calendar**  
84 **with the exception of a start date of school which will be decided at the March 2017 board meeting.**  
85 **Vote was in favor, motion passed 3-2.**

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90

91 SMS ~ Marshal Jackson  
92 Marshall Jackson complimented the work crews who worked so hard during the recent storms to keep  
93 staff and students safe. Marshall reported that his staff worked diligently to keep and make parent teacher  
94 conferences that were previously scheduled prior to school closure due to snow. Marshall shared staff  
95 appreciation for the new card readers that provide entrance into the schools. The annual O-Factor will be  
96 held this Friday, February 3, 1:30pm at SMS. He reported that the middle school jazz band attended the  
97 Oregon Jazz Festival and several students received outstanding recognitions. Battle of the Books will be  
98 hosted again at SMS on March 11<sup>th</sup>.

99  
100 SES ~ Becky Stoughton  
101 Becky Stoughton also complimented the work crews for snow removal. SES has reminded parents about  
102 using caution in the parking lot due to the amount of snow and to be aware of students walking through  
103 the parking lot. SES staff worked diligently to hold and conduct their parent teacher conferences. Becky  
104 was able to participate in the walk thru with the security company that will be installing security cameras  
105 inside/outside the building. She also presented the board with upcoming SPTC events that will be held at  
106 SES.

107  
108 Student Services ~ Mark Stewart  
109 Mark Stewart announced Sisters High School Transition Programs has been chosen as Vocational  
110 Education Program of the year by ODE. The Unified Sports program continues to excel and they are  
111 looking at expanding the program. The Polar Plunge, which is a fundraiser for Unified Sports programs,  
112 will be held Saturday, Feb. 11<sup>th</sup> in Bend. Sisters Education Online hosted over 150 students at the  
113 beginning of the semester, 22 students which are full time online students within the district. Jay Wilkins  
114 and Mark are working together to market the online program and work especially close with the  
115 homeschooled students. He also reported on Heart of Oregon program. He reported that counseling  
116 department has been working hard to host several community activities that will support families and  
117 inform them of outside resources.

118  
119 **CONSENT AGENDA:**

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121 **Amanda Clark moved and Don Hedrick seconded the Board approve the Consent Agenda. Vote**  
122 **was unanimous in favor, motion passed 4-0. Stephen King abstained.**

123  
124 **ANNOUNCEMENTS**

125  
126 

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
03/01/2017	Regular School Board Meeting	5:00pm	District Office

127  
128  
129 **ADJOURNMENT**

130 The meeting was adjourned at 7:24p.m.

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132  
133 \_\_\_\_\_  
134 Jeff Smith, Board Chair

\_\_\_\_\_  
Melanie Petterson, Board Secretary

# Sisters School District

“Home of the Outlaws”



Board of Directors Organizational Board Meeting 5:00pm  
 Sisters School District Administration Building  
 March 01, 2017

**MEETING MINUTES**

**ATTENDEES:**

**Board:** Don Hedrick, Amanda Clark, Jeff Smith, Stephen King, Greg Zadow

**Superintendent:** Curtiss Scholl

**Administrators:** Joe Hosang, Marshall Jackson, Becky Stoughton

**Supervisors:** Ryan Stock, Todd Pilch, Sherry Joseph

**CALL TO ORDER / FLAG SALUTE**

Jeff Smith called the meeting to order at 5:00pm and led the flag salute.

**ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA**

No revisions.

**Don Hedrick moved and Amanda Clark seconded the Board approve the March 01, 2017 agenda with the above changes. Vote was unanimous in favor, motion passed 4-0. Greg Zadow was not yet in attendance.**

**COMMUNITY COMMENTS**

No comments.

**BUSINESS/FINANCE** ~ Sherry Joseph ~ Tab H-1

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance.

**Greg Zadow moved and Amanda Clark seconded the Board approve Resolution #16-17-04 To Recognize and Appropriate Additional Specific Purpose Revenue for the Fiscal Year 2016-2017 Budget. Vote was unanimous in favor, motion passed 5-0.**

**SUPERINTENDENT REPORT**

Enrollment ~

There have been some SHS enrollment changes due to the SEO program. SES has seen a decline in enrollment again. Curt also gave an overview of bond facilities meetings as well as bond facilities updates. He is hoping to have some drawing renderings of phase 2 available for public viewing soon. Building administrators have been giving project input to BBT, architectural firm heading facilities projects, and sharing their ideas. The Bond Facilities Committee will be presenting at a public forum prior to the Outlaw Bingo Night in April.

46 SMS ~  
47 Susie Werts' reading class has created a Monarch butterfly weigh station which was established in May  
48 2016. The class presented a slideshow of their research. They also presented their book project which  
49 they plan to publish. Marshall Jackson announced that Susie is being recognized by the Daughters of the  
50 Revolution and will be awarded the First Conservation Award.

51  
52 Joe Hosang gave an overview of the revised 2017-2018 Student School Calendar.  
53

54 **Don Hedrick moved and Greg Zadow seconded the board approve the 2017-2018 Student Calendar**  
55 **as presented. Vote was in favor, motion passed 4-1.**

56  
57 SES ~ Becky Stoughton  
58 Becky Stoughton introduced Food Corps Services member, Shaili Parekh and Hallie Adams, Central  
59 Oregon Intergovernmental Council, Program Coordinator. They gave a presentation of what their  
60 programs are about and what efforts they are making in the schools.  
61

62 Student Services ~ Mark Stewart  
63 Mark Stewart gave an overview of the award ceremony that Josh Nordell received the 2017 Oregon  
64 Exceptional Transition Program. Josh Nordell presented the board with a video of SHS students  
65 participating in the Transitions Program. Josh also shared the vision of the transition program and he  
66 hopes to take it into the community. He congratulated Sisters Unified basketball teams for winning the  
67 Sportsmanship Awards. 2017 Polar Plunge raised over \$4,000 for Special Olympics. Mark announced  
68 that Sherri Hermans was awarded the Sisters Country Presidents Award for all her hard work and  
69 dedication to our youth and our community. She also developed an adaptive TKD program which has  
70 become a model for other programs statewide.  
71

72 SHS ~ Joe Hosang  
73 Joe Hosang announced that Heather Johnson was awarded the KTVZ One Class at a Time award for her  
74 efforts in introducing medical field opportunities to students. SSD has also been awarded the Region  
75 Promise grant which funds AVID training, helps improve AP classes, helps fund dual credit classes and  
76 purchased a mobile lab for SHS. They have also purchased text books.  
77

78 Don Hedrick complimented the staff for all their support and efforts to go above and beyond. Don  
79 attended the Unified Sports basketball game and complimented Josh for his work with the students.  
80 Don recognized Heather Johnson for her efforts in helping students host a Health Fair for younger  
81 students. He also attended the SES music program and praised SES music teacher, Shelly Hicks, for her  
82 dedicated efforts to the music program.  
83

84 **CONSENT AGENDA:**  
85

86 **Amanda Clark moved Greg Zadow seconded the Board approve the Consent Agenda. Vote was**  
87 **unanimous in favor, motion passed 5-0.**

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91 **ANNOUNCEMENTS**

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<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
94 04/12/2017	Regular School Board Meeting	5:00pm	District Office
95 04/19/2017	Official Budget Meeting	5:00pm	District Office

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97 **ADJOURNMENT**

98 The meeting was adjourned at 6: 43p.m.

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101 \_\_\_\_\_  
Jeff Smith, Board Chair

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Melanie Petterson, Board Secretary

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# Sisters School District

“Home of the Outlaws”



Board of Directors Workshop 11:45am  
Sisters School District Administration Building  
March 21, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Don Hedrick, Amanda Clark, Jeff Smith, Stephen King, Greg Zadow

**Superintendent:** Curtiss Scholl

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 11:45am and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

Addition ~ 2017-2018 School Calendar

Addition ~ Budget and Reserves

Addition ~ Evaluation Process

Addition ~ Bond Update

Addition ~ Intergovernmental Agreement with Sisters Park and Recreation

**Amanda Clark moved and Don Hedrick seconded the Board approve the March 21, 2017 agenda with the above changes. Vote was unanimous in favor, motion passed 5-0.**

### 2017-2018 CALENDAR ~

Curt presented the board with a revised calendar which eliminates ½ days for SES and SMS, with the exception of June 13<sup>th</sup>, the last day of school. This calendar will be presented to the board at the April 12, regular board meeting. Stephen King would like to be more proactive with the 2018-2019 school calendar and align it more with the goals of the board. He is concerned that enrollment will spiral down and that the board should consider reducing the contingency fund to help support teacher development and other district needs.

### BUDGETS AND RESERVES ~

Stephen King suggested that the board look at changing the time frame for creating future school calendars. He would also like to set the priorities for budgeting, focusing more on the goals of the school board. Stephen proposed that the board create an annual working calendar for the board. Amanda Clark suggested that the board conduct quarterly board work sessions.

### EVALUATION PROCESSES ~

Curt presented the board with three different handouts pertaining to superintendent evaluation processes. Curt would like to use some of these ideas as a model for evaluations district wide. He would like to move into next year with some evaluation systems and process changes. Amanda suggested that the board review the superintendent survey before it is sent out to staff. Jeff thinks it would be advantageous to send out a community survey and include a question about Superintendent Scholl. The board came up with several organizations within the community that Curt has worked closely with and would have some

46 good feedback to incorporate into the superintendent evaluation. Jeff has already reached out to the  
47 Classified and Certified groups to provide feedback for the superintendent evaluation. He feels that they  
48 might not have time to change the evaluation process for this year. Curt suggested that the board look at  
49 changing the superintendent evaluation process for next year. Jeff also suggested that the board have a  
50 board workshop with the two new board members and include Don and Greg in the discussion of creating  
51 a new evaluation process.

52  
53 Stephen King would like to have another workshop or discussion to follow up on the \$4 million bond  
54 monies. He would also like to look at possibly changing the facility usage agreement making it so that  
55 outside organizations may use school facilities to host events that would serve alcohol.

56  
57  
58 **ANNOUNCEMENTS**

<b><u>Date</u></b>	<b><u>Event</u></b>	<b><u>Time</u></b>	<b><u>Location</u></b>
61 04/12/2017	Regular School Board Meeting	5:00pm	District Office
62 04/19/2017	Official Budget Meeting	5:00pm	District Office

63  
64 **ADJOURNMENT**

65 The meeting was adjourned at 1:34pm.

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68 \_\_\_\_\_  
Jeff Smith, Board Chair

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68 \_\_\_\_\_  
Melanie Petterson, Board Secretary

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# Sisters School District

“Home of the Outlaws”



Board of Directors Organizational Board Meeting 5:00pm  
 Sisters School District Administration Building  
 April 12, 2017

**MEETING MINUTES**

**ATTENDEES:**

**Board:** Don Hedrick, Amanda Clark, Jeff Smith, Stephen King, Greg Zadow

**Superintendent:** Curtiss Scholl

**Administrators:** Joe Hosang, Becky Stoughton

**Absent:** Marshall Jackson

**Supervisors:** Ryan Stock, Todd Pilch, Sherry Joseph

**CALL TO ORDER / FLAG SALUTE**

Jeff Smith called the meeting to order at 5:00pm and led the flag salute.

**ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA**

Addition ~ Delete ~ Policies ~ 1<sup>st</sup> reading.

**Amanda Clark moved and Don Hedrick seconded the Board approve the April 12, 2017 agenda with the above changes. Vote was unanimous in favor, motion passed 5-0.**

**COMMUNITY COMMENTS**

Stephen King, PO Box 2265, Sisters, OR. Stephen King reported to the board about a Sisters gaming team that attended the Oregon Gaming Competition. Stephen would like to see these types of competitions integrated into Sisters’ school programs. He observed that other schools are introducing AP Computer Science classes into their electives; this is something he would like to see Sisters consider.

**BUSINESS/FINANCE** ~ Sherry Joseph ~ Tab H-1

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance. She also presented Resolution #16-17-05.

**Greg Zadow moved and Amanda Clark seconded the Board approve Resolution #16-17-05 to Authorize the Issuance and Sale of a Tax and Revenue Anticipation Promissory Note. Vote was unanimous in favor, motion passed 5-0.**

**SUPERINTENDENT REPORT**

Enrollment ~ Enrollment has seen a slight increase. Curt Scholl projects that the district will end the year with enrollment at 1080.

SHS ~ Joe Hosang

Joe Hosang shared some experiences from Interim Day which took place today for all SHS students.

44 Freshman – Vocational Exploration Day in the Sisters community, Sophomore – Challenge Day, Juniors  
45 – State Testing, Seniors – Vocational Exploration in the Portland Metro area.

46  
47 SMS ~ Marshall Jackson

48 No report.

49  
50 SES ~ Becky Stoughton

51 As a school project, SES students released thousands of steelheads into Wychus Creek. April 21<sup>st</sup> SES  
52 will host the Books Ahoy Family Night. Families can come and create literacy projects. In honor of  
53 national poetry month, a poet will be presenting to students on April 25<sup>th</sup> and April 26<sup>th</sup> at SES and SMS.  
54 Kindergarten Roundup will be held April 28<sup>th</sup>. April 29<sup>th</sup> the Juntos program will take students to visit  
55 OSU. My Own Two Hands will be held May 12th. Feed the Outlaws program is raising money for  
56 SPTC.

57  
58 Student Services ~ Mark Stewart

59 Mark Stewart introduced Kara Johnson who is the program director of the Sisters Heart of Oregon. They  
60 presented the board with a video about the Heart of Oregon/Youth Build program. She thanked the Sisters  
61 School District for their support of their program. Kara gave an overview of the program as well as the  
62 impact it has on youth. Two youth from Youth Build shared their experience with the program and how it  
63 has helped them.

64  
65 Curt attended a legislative lobby day in Salem. He spoke with Representative Huffman and shared his  
66 concerns about the budget. Curt has visited all schools and spoken with staff regarding the upcoming  
67 budget and how it will affect Sisters School District, as well as bond project updates. He shared that he,  
68 Joe, and Rob Corrigan visited Culver and their STEM program. He shared that a meeting was held for all  
69 sharing partners that help support the Sisters school district, trying to streamline funding efforts. Stephen  
70 and he continue to work with Sisters Park and Recreation on a new IGA. Curt and Becky have also been  
71 meeting with SPRD regarding after school programs. Curt met with Bend, Crook County and Redmond  
72 about how they are trying to implement the next generation of Science standards. He reported that the  
73 board held a workshop and was able to discuss upcoming issues that the district may face. Sherry and  
74 Curt are working to prepare and finalize budget for budget committee presentation next week.  
75 The bond facilities committee also met and received an update on bond projects.

76  
77 Bond Facilities Update ~

78 Brett Hudson, Bond Project Manager, and Curt shared Phase 2 renderings showing the changes that will  
79 be made to the high school, elementary school and Reed Stadium. Phase 1 is finished. Phase 3 will  
80 incorporate the middle school renovation which will happen summer of 2018.

81  
82 Curt asked the board to let the district move forward with creating a new bus barn and a CTE facility, as  
83 well as a central storage area.

84  
85 CTE/Bus Barn ~

86 **Amanda Clark moved and Jeff Smith seconded the board approve plans, development and**  
87 **construction of a CTE/bus barn facility. Vote was in favor, motion passed 4-1.**

88

89 2017-2018 School Calendar ~

90 **Amanda Clark moved and Greg Zadow seconded the board approve the 2017-2018 Student**  
91 **Calendar as presented. Vote was in favor, motion passed 5-0.**

92  
93 Curt informed the board that the district needs to replace a motor in one of the district’s newer buses. The  
94 motor will cost approximately \$40,000 – \$45,000.

95 **Amanda Clark moved and Don Hedrick seconded the board approve the district an expenditure of**  
96 **up to \$45,000 to replace the motor in a bus. Vote was unanimous, motion passed 5-0.**

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98

99 **BOARD BUSINESS:**

100  
101 New Budget Committee Members ~

102 **Don Hedrick moved and Amanda Clark seconded the board appoint Eric Bilderback, Nicole Gregg,**  
103 **Peggy Houge as the new budget committee members. Vote was unanimous, motion passed 5-0.**

104  
105 1<sup>st</sup> Reading of Policy ~ EIA ~ Insurance Program

106  
107 Delete policies ~ EFA ~ Child Nutrition – Hearings Procedure and Appeal Process  
108 EFAH ~ Child Nutrition – Collection Procedures and Accountability System

109  
110 **CONSENT AGENDA:**

111  
112 **Amanda Clark moved and Don Hedrick seconded the Board approve the Consent Agenda. Vote**  
113 **was unanimous in favor, motion passed 5-0.**

114  
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116 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
04/19/2017	Official Budget Meeting	5:00pm	District Office
05/03/2017	Official Budget Meeting	5:00pm	District Office
05/03/2017	Regular School Board Meeting	6:00pm	District Office

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123 **ADJOURNMENT**

124 The meeting was adjourned at 7:20p.m.

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127 \_\_\_\_\_  
Jeff Smith, Board Chair

128 \_\_\_\_\_  
Melanie Petterson, Board Secretary



# Sisters School District

“Home of the Outlaws”

Budget Committee Meeting  
Sisters School District Administration Building  
April 19, 2017 5:00pm

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## MEETING MINUTES

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### ATTENDEES:

**Board and Budget Committee:** Don Hedrick, Greg Zadow, Amanda Clark, Stephen King, Jeff Smith, Regan Roberts, Eric Bilderback, Nicole Gregg, Peggy Houge, Jennith Hoyt

**Superintendent:** Curt Scholl

**Supervisor:** Sherry Joseph

### CALL TO ORDER

The meeting was called to order by Board chair Jeff Smith at 5:00 p.m. who led the Pledge of Allegiance.

### WELCOME AND OVERVIEW

Jeff Smith welcomed the Budget Committee and had members make brief introductions. He explained the budget approval process.

### DISCUSS AND ELECT CHAIR AND VICE-CHAIR

Jeff Smith nominated Regan Roberts for Budget Chair and Amanda Clark seconded, all were in favor. Stephen King nominated Eric Bilderback for Vice Chair and Amanda Clark seconded, all were in favor.

### SUPERINTENDENT’S BUDGET MESSAGE – Curt Scholl

Curt gave an overview of his superintendent’s message as well as the state’s budget process.

### OVERVIEW OF BUDGET DOCUMENT

Sherry Joseph reviewed the budget document with the committee. She provided the committee with the 17-18 budget highlights.

### BUDGET COMMITTEE MEMBERS REQUEST FOR INFORMATION

Regan asked that committee members send all questions to her via email. She will then relay the questions to Sherry and Curt prior to the May 3rd meeting.

### ADJOURNMENT

At 6:12 p.m. the Budget Committee meeting recessed until May 3rd at 5:00 p.m. in the District Office conference room.

\_\_\_\_\_  
Regan Roberts, Budget Committee Chairman

\_\_\_\_\_  
Melanie Petterson, School Board Secretary

# Sisters School District

“Home of the Outlaws”



Board of Directors Workshop 1:12 pm  
 Sisters School District Administration Building  
 April 27, 2017

**MEETING MINUTES**

**ATTENDEES:**

**Board:** Don Hedrick, Amanda Clark, Jeff Smith, Stephen King

**Absent:** Greg Zadow

**Superintendent:** Curtiss Scholl

**CALL TO ORDER / FLAG SALUTE**

Jeff Smith called the meeting to order at 1:10 pm and led the flag salute.

**ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA**

Addition ~ School Excellence

**Stephen King moved and Jeff Smith seconded the Board approve the April 27, 2017 agenda with the above changes. Vote was unanimous in favor, motion passed 4-0.**

**SPRD IGA ~**

Curt Scholl presented the board with a copy of the Redmond School District policy KG and KG-AR which structures community facility use and guidelines. As the school district moves forward to finalize an IGA with SPRD he would like to look at rewriting the district’s KG-AR. Also, SPRD would like the district to look at possibly changing policy KG which would allow alcohol to be served on school property during “adult only” events. Amanda Clark questioned if security and background checks will be part of the verbiage in the agreement.

**\$4 Million Bond Grant ~**

Curt brought up several ideas and options where bond grant monies could be spent. Stephen King asked if some of the bond monies could be put into a deferred maintenance fund so the carry forward for deferred maintenance could be used to maintain a teacher. Stephen would like to see more of bond grant monies used towards facilities to support education not to support sports. Don Hedrick asked if there is enough money in the bond account to pay for turf to be placed in the stadium, Brett assured him there was. Amanda would like to see board be thoughtful about the process of utilizing grant monies. Brett Hudson presented the board with the long term master plan.

**ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
05/03/2017	Official Budget/Regular School Board Meeting	5:00pm	District Office

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**ADJOURNMENT**

The meeting was adjourned at 2:43 pm.

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Jeff Smith, Board Chair

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Melanie Petterson, Board Secretary

DRAFT

# Sisters School District

“Home of the Outlaws”



Budget Committee Meeting  
 Sisters School District Administration Building  
 May 03, 2017 5:00pm

**MEETING MINUTES**

**ATTENDEES:**

**Board and Budget Committee:** Don Hedrick, Amanda Clark, Jeff Smith, Greg Zadow, Stephen King, Regan Roberts, Peggy Root, Nicki Gregg, Eric Bilderback

**Superintendent:** Curt Scholl

**Supervisors:** Sherry Joseph

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order by Committee Chair Reagan Roberts at 5:00 p.m. who led the Pledge of Allegiance.

**AGENDA REVISIONS**

No revisions.

**APPROVE AGENDA**

**Don Hedrick moved and Amanda Clark seconded the committee approve the May 3, 2017 agenda. Vote was unanimous in favor, motion carried.**

**APPROVE MEETING MINUTES**

**Jeff Smith moved and Don Hedrick seconded to approve the April 19, 2017 Budget Meeting minutes. Vote was unanimous in favor, motion carried.**

**QUESTIONS AND ANSWERS ABOUT BUDGET**

Curt and Sherry addressed all the questions from the Budget Committee regarding the proposed budget.

**OPPORTUNITY FOR COMMUNITY MEMBERS TO COMMENT**

Susie Werts, 69286 Lucky Lady, Sisters, OR. Susie is the Special Educator shared her concern with the board about the proposed staff cut in the Special Education department.

Curt addressed the committee and explained the staff cut and the reasons as to why the district chose to make this reduction.

**MOTION TO APPROVE SSD BUDGET**

**Don Hedrick moved and Jeff Smith seconded to approve the Sisters School District budget for 2017-2018. Vote was 9-1, motion carried.**

**ADJOURNMENT**

The Budget Committee meeting adjourned at 5:56pm.

\_\_\_\_\_  
 Regan Roberts, Chairman

\_\_\_\_\_  
 Melanie Petterson, School Board Secretary

# Sisters School District

"Home of the Outlaws"



Board of Directors Regular Meeting 5:00pm  
Sisters School District Administration Building  
May 3, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Don Hedrick, Amanda Clark, Jeff Smith, Stephen King, Greg Zadow

**Superintendent:** Curtiss Scholl

**Administrators:** Joe Hosang, Marshall Jackson

**Absent:** Mark Stewart, Becky Stoughton

**Supervisors:** Ryan Stock, Todd Pilch, Sherry Joseph

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 6:05pm (meeting immediately followed the official budget meeting) and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

No revisions.

**Don Hedrick moved and Amanda Clark seconded the Board approve the May 3, 2017 agenda with the above changes. Vote was unanimous in favor, motion passed 5-0.**

### COMMUNITY COMMENTS

Mike Morgan, 159525 Pilot Drive, Sisters, OR. Mike Morgan suggested that the board consider merging the Sisters School District with another district due to declining enrollment.

Jennith Hoyt, 955 E. Creek View Drive, Sisters, OR. Jennith voiced her concern about security and what security training will be provided for staff, parents and volunteers with the implementation of the new security devices.

### BUSINESS/FINANCE ~ Sherry Joseph ~ Tab H-1

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance.

### SUPERINTENDENT REPORT

SHS ~ Joe Hosang

Joe Hosang presented the board with a handout explaining different curriculum staff strategies. SHS is working on goals as a staff as well as a professional development plan.

SMS ~ Marshall Jackson

Marshall shared a video of several activities and happenings that have been held at Sisters Middle School.



46 SES ~ Becky Stoughton  
47 No report.  
48  
49 Enrollment ~  
50 Enrollment is up this month, the largest increase was in the elementary school.

51  
52 Bond Facilities Update ~  
53 Curt gave an update on the bond projects. The bond project updates were also posted in The Nugget  
54 today. He gave an overview of the last bond facilities meeting and where they are headed with their  
55 direction of scope for the next phase. Curt also informed the board that the district is creating a plan to  
56 educate and manage security for all staff.

57  
58 **BOARD BUSINESS:**

59 2<sup>nd</sup> Reading of Policy ~ EIA ~ Insurance Program

60 **Amanda Clark moved and Jeff Smith seconded the Board approve policy EIA ~ Insurance**  
61 **Program. Vote was unanimous in favor, motion passed 5-0.**

62  
63 Delete policies ~ EFAE ~ Child Nutrition – Hearings Procedure and Appeal Process  
64 EFAH ~ Child Nutrition – Collection Procedures and Accountability System

65 **Amanda Clark moved and Jeff Smith seconded the Board approve deletion of policy EFAE ~ Child**  
66 **Nutrition – Hearings Procedure and Appeal Process. Vote was unanimous in favor, motion passed**  
67 **5-0.**

68  
69 **CONSENT AGENDA:**

70 **Stephen King moved to adjust the minutes of the April 12<sup>th</sup> school board meeting to read that the**  
71 **board approved the plans and the financials of the bus barn, not the construction. No one seconded**  
72 **the motion, motion failed.**

73  
74 **Amanda Clark moved and Don Hedrick seconded the Board approve the Consent Agenda. Vote**  
75 **was in favor, motion passed 4-1.**

76  
77 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
06/07/2017	Budget Hearing/Regular School Board Meeting	5:00pm	District Office

81  
82 **ADJOURNMENT**

83 The meeting was adjourned at 6:45 p.m.

84  
85  
86 \_\_\_\_\_  
87 Jeff Smith, Board Chair

\_\_\_\_\_  
Melanie Petterson, Board Secretary

# Sisters School District

“Home of the Outlaws”



Board of Directors Workshop 10:00 am  
 Sisters School District Administration Building  
 May 31, 2017

**MEETING MINUTES**

**ATTENDEES:**

**Board:** Amanda Clark, Jeff Smith, Stephen King, Greg Zadow

**Absent:** Don Hedrick

**Superintendent:** Curtiss Scholl

**CALL TO ORDER / FLAG SALUTE**

Jeff Smith called the meeting to order at 10:00am and led the flag salute.

**ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA**

No revision.

**Amanda Clark moved and Jeff Smith seconded the Board approve the May 31, 2017 agenda. Vote was unanimous in favor, motion passed 4-0.**

**POLICY KG – COMMUNITY USE OF DISTRICT FACILITIES ~**

Curt Scholl presented the board with a revision to district policy KG. If the policy is passed it would allow community partners to host events that could serve alcohol during non-school hours and without students present. Curt would like to have a first reading of the revised policy at the June 7<sup>th</sup> board meeting. He invited the board to send him their suggestions for the policy revision.

**BOND MONIES ~**

Jay Wilkins presented the board with binders that covered several components of the bond projects as well as the financials of the bond budget. Curt and Jay answered any questions that board members had regarding the projects and monies.

**ADJOURNMENT**

The meeting was adjourned at 11:25pm.

\_\_\_\_\_  
 Jeff Smith, Board Chair

\_\_\_\_\_  
 Melanie Petterson, Board Secretary



# Sisters School District

"Home of the Outlaws"

Board of Directors Budget Hearing/Board Meeting 5:00pm  
Sisters School District Administration Building  
June 07, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Don Hedrick, Greg Zadow, Stephen King, Amanda Clark, Jeff Smith

**Superintendent:** Curt Scholl

**Administrators:** Joe Hosang, Marshall Jackson, Becky Stoughton, Mark Stewart

**Supervisors:** Todd Pilch, Sherry Joseph, Ryan Stock

### CALL TO ORDER/FLAG SALUTE

Jeff Smith called the meeting to order at 5:00pm and led the Pledge of Allegiance.

### ADDITIONS, DELETIONS, AMENDMENTS TO THE AGENDA/ADOPTION OF AGENDA

No revisions.

**Greg Zadow moved and Amanda Clark seconded the Board approve the June 07, 2017 Agenda. The vote was unanimous in favor 5 -0. The motion carried.**

### RECOGNITION OF SERVICE:

Don Hedrick, Will Werts and Greg Zadow were all recognized and publicly thanked for their service to the school district and the school board. They were presented with cards and will receive plaques at a later time.

### PUBLIC HEARING FOR 2017-2018 BUDGET

Jeff Smith declared budget public hearing open.

### COMMUNITY COMMENTS

Jennith Hoyt, PO Box 2410, Sisters, OR. Jennith shared her concerns about the budget for school year 2017-2018 and enrollment shortfall.

Jeff declared budget public hearing closed.

### RESOLUTION TO ADOPT THE BUDGET

**Amanda Clark moved and Greg Zadow seconded the Board approve the Resolution #FY 16-17-06 Resolution to Adopt the Budget, Make Appropriations, Categorize and Levy Taxes Fiscal year 2017-2018. The vote was unanimous in favor 5-0. The motion carried.**

49 **COMMUNITY COMMENTS**

50 Steve Swisher, 69339 Ox Yolk, Sisters, OR. Steve serves as chair for Deschutes County Planning  
51 Commission. He said that in a recent meeting that the City of Sisters would like to revisit the regional  
52 community plan, community visioning and would like county participation and support. He encourages  
53 the Sisters School District to participate in this coalition.  
54

55 **MCKINNEY VENTO ACT**

56 Dawn Cooper, Homeless Liaison for Sisters School District and FAN advocate, explained the McKinney  
57 Vento program to the board and how she as a liaison intervenes with students, as well as what the  
58 program can offer students. Sisters School District had 48 students deemed as homeless this school year.  
59 She also shared that Sisters FAN has served over 1,000 clients this year.  
60

61 **BUSINESS/FINANCE** ~ Sherry Joseph ~ Tab H-1

62 Sherry Joseph presented the board with the YTD and monthly revenue/expenditure. She also presented  
63 the board with a resolution to balance appropriations.  
64

65 **RESOLUTION TO BALANCE APPROPRIATIONS**

66 **Don Hedrick moved and Greg Zadow seconded the Board approve the Resolution #FY 16-17-07**  
67 **Resolution to Balance Appropriations. The vote was unanimous in favor, 5-0. The motion carried.**  
68

69 **SUPERINTENDENT REPORT**

70 Enrollment ~ Curt Scholl reported that the district had a slight increase in enrollment at the high school  
71 but there were no major changes.  
72

73 SES ~ Becky Stoughton

74 Becky shared the mission of Sisters Elementary School that was voted on by parents, students and staff  
75 over two years ago. Because of a grant from Roundhouse Foundation, SES was able to gain back a  
76 counselor. SPTC has been bringing back numerous family nights for parents and students. Sisters Folk  
77 Festival renewed a grant for art integration. Becky organized a K-5 team to research a literacy curriculum  
78 that can be implemented at SES. SES Volunteer Appreciation Breakfast will be held Friday, June 9, at  
79 SES.  
80

81 STUDENT SERVICES ~ Mark Stewart

82 The Transition Program has teamed up with Bill Willits to move forward with SOUL (Sisters Outlaw  
83 Unified Living) which will build 8-10 housing units for students with disabilities that will allow them  
84 independent living. The program has also purchased a trailer to be pulled behind their van to help  
85 transport student's equipment for their work skills programs. The counseling department is working hard  
86 to support the transition of the 4<sup>th</sup> grade to 5<sup>th</sup> grade students as well as the 8<sup>th</sup> grade to 9<sup>th</sup> grade students.  
87 Brook Jackson has developed a new program for students, SOLE (Sisters Outdoor Leadership Experience)  
88 which provides an outdoor leadership experience for students. This program targets students that may  
89 have never had any outdoor camping experience and need some mentoring, as well as good role modeling.  
90

91 SMS ~ Marshall Jackson

92 Marshall shared that May is an extremely packed and busy month at the middle school. State testing took  
93 place in May and the school has finished all the testing. He reported that SMS hosted their first 5<sup>th</sup> grade  
94 outdoor school and it was a huge success for both students and teachers. 6<sup>th</sup> grade also experienced  
95 outdoor school and it was a phenomenal experience for students and staff. Marshall also commended  
96 Brook Jackson for his work and leadership with the SOLE program. The 8<sup>th</sup> grade was able to attend the

97 Civil War reenactment at Metolius Meadows. The 7<sup>th</sup> grade took a geology field trip to Smith Rock.  
98 Also, the 8<sup>th</sup> grade was able to attend the Shakespeare Theater in Ashland as well as a college tour at  
99 Southern Oregon University. Marshall invited the board to attend SMS 8<sup>th</sup> grade promotion in the gym  
100 next Wednesday, June 14<sup>th</sup>.

101  
102 SHS ~ Joe Hosang  
103 Joe announced that graduation will be held tomorrow, Thursday, June 8, at 6:00pm, SHS gym. Senior  
104 Celebration Night was held May 24<sup>th</sup>. 100% of students that applied for scholarships received a  
105 scholarship. The scholarships given at the celebration totaled over \$200,000. Joe shared a video of  
106 seniors parading through the halls of Sisters Elementary School.

107  
108 **SUPERINTENDENT REPORT**

109 Curt School applauded the staff for their hard work and efforts this school year. He presented the board  
110 with a list of staff requested items that he would like incorporated into Phase 2 of the bond projects.

111

112 **Amanda Clark moved and Greg Zadow second the Board approve the staff item list for Phase 2**  
113 **bond projects as well as the K-5 Language Arts Curriculum for Sisters Elementary School. Vote**  
114 **was unanimous in favor, motion passed 5-0.**

115

116 **BOARD BUSINESS**

117 1<sup>st</sup> Reading of Policy ~ KG – Community Use of District Facilities

118

119 **CONSENT AGENDA**

120

121 **Amanda Clark moved and Don Hedrick seconded the Board approve the Consent Agenda. Vote**  
122 **was unanimous in favor 5-0, motion passed.**

123

124 **ANNOUNCEMENTS**

125

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
07/12/2017	School Board Organizational Meeting	3:00pm	District Office

128

129 **ADJOURNMENT**

130 The meeting was adjourned at 6:32pm.

131

132

133 \_\_\_\_\_  
Jeff Smith, Chairman

\_\_\_\_\_   
Melanie Petterson, Secretary



# Sisters School District

“Home of the Outlaws”

Board of Directors Organizational Board Meeting  
Sisters School District Administration Building  
July 12, 2017 3:00 p.m.

## MEETING MINUTES

### **ATTENDEES:**

**Board:** Stephen King, Jeff Smith, Amanda Clark, Jay Wilkins

**Absent:** Nicki Greg

**Superintendent:** Curt Scholl

**Supervisors:** Ryan Stock and Sherry Joseph

### **CALL TO ORDER / FLAG SALUTE**

Curt Scholl called the meeting to order at 3:00 p.m. and led the flag salute.

Curt Scholl swore in Jay Wilkins, new board member.

### **ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA**

No revisions.

**Amanda Clark moved and Jay Wilkins seconded that the board adopt the July 12, 2017 agenda. Vote was unanimous in favor, motion passed 4-0.**

### **COMMUNITY COMMENTS**

Don Hedrick, 14425 Pole Court, Sisters, OR. Don thanked the board for the plaque and gift. Don encouraged the board chair and superintendent to prepare the district for growth in the community. He feels that the district will grow just as the community continues to grow.

### **ELECTION OF OFFICERS**

**Amanda Clark nominated Jeff Smith to serve as Board Chair and Stephen King seconded the nomination. Jeff Smith accepted the nomination. Vote was unanimous in favor, motion passed 4-0.**

**Jay Wilkins nominated Amanda Clark to serve as vice-chair, Amanda Clark accepted the nomination. Vote was unanimous in favor, 4-0.**

### **APPOINTMENT OF STANDING COMMITTEES**

Board Committee Organization

- Facility and Master Planning – Jay Wilkins and Amanda Clark
- Bargaining –
- Sisters School Foundation – Stephen King
- Sisters Country Leadership Group – Jeff Smith
- Student Achievement and Curriculum – Stephen King
- Student Calendar Committee – Nicki Gregg

**APPROVE BOARD MEETING CALENDAR**

**Amanda Clark moved and Jeff Smith seconded the Board approve the 2017-2018 School Board Meeting schedule, Tab A. Vote was unanimous in favor, motion passed 4-0.**

**ANNUAL ORGANIZATIONAL APPOINTMENTS**

Clerk	Curt Scholl
Business Manager	Sherry Joseph
Budget Officer	Curt Scholl
Official Auditor	Barnett & Company CPAs
Depository of School Funds	Bank of the Cascades/First Interstate Local Government Investment Pool, BOTC Investment Pool
Business Insurance Broker	Mike McGowan, PayneWest Insurance
Bond Counsel	Ann Sherman, Hawkins, Delafield & Wood, LLP
Authorized Representative for Application for Federal Funds	Sherry Joseph, Curt Scholl
Authorized Representative to Engage in Contracts	Board Chair, Vice-Chair, Designated Board Rep., Curt Scholl or Sherry Joseph
Contract Review Board	Board will serve as Contract Review Board
Official Legal Representative	John Witty, Greg Colvin and Shawn Swisher, Attorneys, HDESD

**Amanda Clark moved and Stephen King seconded that the Board approve annual organizational appointments as presented. The vote was unanimous in favor, motion carried 4-0.**

**ANNUAL RE-ADOPTION OF BOARD POLICY DFA – INVESTMENT OF FUNDS** - (Tab M)

**Amanda Clark moved and Jeff Smith seconded that the Board readopt policy DFA – Investment of Funds with the year changes noted in the heading. The vote was in favor, motion carried 3-0. Stephen King abstained from vote.**

Sherry distributed the 2017-2018 Sisters School District Adopted Budget.

**BUSINESS/FINANCES**

Approve 2017-2018 Student Pay-to-Play Fees (Tab G-1)  
 Approve 2017-2018 Mileage Rates (Tab G-1)  
 Approve 2017-2018 Per Diem Rates (Tab G-1)  
 Approve 2017-2018 Nutrition Services Prices (Tab G-1)  
 Approve 2017-2018 Substitute Teacher Salary Rate (Tab G-2)

**Jay Wilkins moved and Amanda Clark seconded that the Board approve the 2017-2018 Student Pay-to-Play Fees, 2017-2018 Mileage Rates, 2017-2018 Per Diem Rates, 2017-2018 Nutrition Services Prices and 2017-2018 Substitute Teacher Salary Rate, Tab G-1 and Tab G-2. The vote was unanimous in favor, motion carried 4-0.**

**SUPERINTENDENT REPORT**

Curt reported that the COSA conference was very informative; there was a lot of discussion regarding budgets. The state did lock in at \$8.2 billion budget. The Sisters High School Transition group presented at the conference. The district is still waiting to hear the outcome of Measure 98 and how that will affect the district’s budget.

**BOARD BUSINESS**

Jeff Smith announced that Jay Wilkins will continue to serve on the Bond Facilities Oversight Committee and he also suggested that Don Hedrick, retired board member, continue to serve on the Bond Facilities Oversight Committee.

**Amanda Clark moved and Jeff Smith seconded that the board appoint Don Hedrick, a community member, to the Bond Facilities Oversight Committee. Vote was unanimous, motion passed 4-0.**

**CONSENT AGENDA:** (Tab K)

- June 7, 2017 Budget Hearing/Regular Board Meeting Minutes
- Resignation, Marshall Jackson, SMS Principal
- New Hire, Andrew Scheele, SHS Advanced Math/Physic Teachers

**Amanda Clark moved and Jay Wilkins seconded the Board approve the consent agenda with the exception of the June 21, Special Session meeting minutes. The June 21, Special Session meeting minutes will be voted on at the August 2, 2017 meeting when there is quorum represented from the June 21<sup>st</sup> meeting. The vote was unanimous in favor, motion carried 4-0.**

**ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
08/03/16	Regular School Board Meeting	5:00pm	District Office

**ADJOURNMENT**

The meeting was adjourned at 3:28 p.m.

\_\_\_\_\_  
Jeff Smith, Chairman

\_\_\_\_\_  
Melanie Petterson, Secretary



# Sisters School District

"Home of the Outlaws"



Board of Directors Regular Board Meeting 5:00pm  
Sisters School District Administration Building  
August 2, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg

**Absent:** Stephen King

**Superintendent:** Curtiss Scholl

**Administrators:** Sherry Joseph

**Supervisors:**

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 5:00p.m. and led the flag salute.

### SWEARING IN OF NEW BOARD DIRECTOR

Jeff Smith swore in new board director, Nicki Gregg

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

No revisions.

**Amanda Clark moved and Jay Wilkins seconded the Board approve the August 2, 2017 agenda. Vote was unanimous in favor, motion passed 4 -0.**

### COMMUNITY COMMENTS

No comments.

### SUPERINTENDENT REPORT

Bond Projects ~ Curt Scholl updated the board about bond projects that have been happening at Sisters High School and Sisters Elementary School. Some of the projects will continue throughout the start of school and into the school year. Curt proposed August 15<sup>th</sup>, 3:00pm for a bond facility committee/school board tour of the buildings and projects. He also announced that the incoming Freshman class that was projected for 88 students now has 120 students enrolled for the upcoming year. Curt gave an overview of the teacher's back-to-school in-service week, Aug. 22 – 25<sup>th</sup>. August 21<sup>st</sup> will be a day off throughout the district due to the eclipse.

### BOARD BUSINESS

OSBA Conference ~

Jay Wilkins and Jeff Smith attended the summer OSBA conference. Jay said he was impressed with the wealth of resources that were available to the board at any time through OSBA. His take away was the importance of hiring a superintendent and to ensure/create policy. He also recommended that the board create and institute an operating plan for board members.



# Sisters School District

“Home of the Outlaws”



Board of Directors Board Meeting 5:00pm  
Sisters School District Administration Building  
September 13, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg, Stephen King

**Superintendent:** Curtiss Scholl

**Administrators:** Sherry Joseph

**Supervisors:**

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 5:00p.m. and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

Addition – Superintendent Report ~ Sisters Folk Festival cancellation update.

**Amanda Clark moved and Jay Wilkins seconded the Board approve the September 13, 2017 agenda with the noted revisions. Vote was unanimous in favor, motion passed 5 -0.**

### COMMUNITY COMMENTS

No comments.

### SSD INSTRUMENTAL PROGRAM ~ Susan Springer

Susan Springer applauded the Sisters School District for their instrumental program and how the program has grown; it has become a very marketable program for the school district. She complimented Tyler Cranor for his instructional skills and his contribution to helping grow the band program. Susan has written five grants for the band program which has awarded the district more than \$15,000. Her hope is that the district recognizes Tyler’s contributions to the program. SSD has 6 students that participate in the Central Oregon Youth Orchestra. Susan just submitted this week another grant request to the Roundhouse Foundation which would help fund the jazz/combo this year. If granted, this would be the third year the Roundhouse has help fund this program.

### BUSINESS/FINANCE ~ Sherry Joseph ~ Tab H

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance.

### SUPERINTENDENT REPORT

Enrollment Report ~

Curt reviewed the enrollment report with the board. Enrollment is down from projections but hoping it continues with last year’s trend of increasing throughout the year. Jay Wilkins and Stephen King would both like to see the district more proactive in implementing a marketing plan to increase enrollment.

46 Bond Update ~  
47 Curt updated the board about finished bond projects, as well as other phases in process and their status.  
48 Permitting and construction schedules have slowed down some of the progress of completion.

49  
50 Fire Update ~  
51 Curt was in constant contact with the fire management team during the fire. The district followed the local  
52 air quality index monitor to make decisions about school days and athletic practices. Curt is working  
53 through Deschutes County to reach out to other sources that may partially reimburse monies for filters  
54 that were purchased to help with air quality in the buildings during the fire. Stephen King commended  
55 Curt for his decisions of pushing out the beginning schools days as well as closing school during heavy  
56 smoke and poor air quality days.

57  
58 SSD 2017-2018 Student Calendar – Smoke Days Change ~ Tab Q

59 **Amanda Clark moved and Nicki Gregg seconded that the board approved the revised 2017-2018**  
60 **Student Calendar to reflect the added make up days for starting school two days later. Vote was**  
61 **unanimous in favor, motion passed 5-0.**

62  
63 Sisters Folk Festival ~  
64 Jay Wilkins serves on the Sisters Folk Festival board and he reported that the SFF still hopes to fund all of  
65 their supported initiatives. However, the SFF still does not know what the full financial impact will be on  
66 them. Stephen is concerned that the Sisters Folk Festival will have a short fall and not be able to support  
67 the district. He would like to approach the Sisters School Foundation and ask them to change their bi  
68 laws to allow the foundation to help pay for personnel and expenses that might be shorted by the folk  
69 festival’s cancellation.

70  
71 **ADMINISTRATORS REPORTS**

72 SHS ~  
73 Joe Hosang was not able to attend as he is attending an AVID parent meeting, Curt Scholl reported on his  
74 by behalf. The first home volleyball game had great attendance by the students. Link Crew started a new  
75 tradition of letting seniors decorate their personal parking spots. This Friday will be the first home  
76 football game and SHS is excited to host the event in the new stadium. Sisters GRO continues to grow  
77 and provide more financial support in ways of scholarships for our graduates. Several teachers were able  
78 to attend AVID training in San Diego and regionally. Our math department was able to attend a week  
79 long math professional development training. SHS will accreditation evaluation this year. A new  
80 student information system, TylerSIS, has been implemented in the district. The tech department is still  
81 working out the some transition issues. SHS will continue to use School Loop this year. Canvas will  
82 continue to be used at Sisters Middle School. Sisters Elementary School is using TylerSIS.

83  
84 SMS ~  
85 Tara Reis was pleased with the warm welcome she has received from students and staff. SMS Leadership  
86 hosted a Welcome Back assembly and it was a huge success. 5<sup>th</sup> graders were able to attend a field to  
87 Bend Science Station. Seed to Table is going to be working with 6<sup>th</sup> grade science students. ECoS will be  
88 taking their first weekend expedition at the end of September. Deputy Crosswhite is going to be meeting  
89 with students to review safety rules and talk about safe schools. At the end of September, Gabe Gabriel, a  
90 former NASA engineer, will be speaking at SMS. The SMS leadership students will be attending an all-

91 day regional leadership conference. Next Wednesday, September 20<sup>th</sup>, 6:30pm, at SMS will host a Parent  
92 Information Fair.

93  
94 SES ~

95 Becky Stoughton shared that this year at SES will be a year of change. SES has new curriculum and  
96 working on the adoption of that. With the new curriculum there is a push out communication piece that  
97 can be sent out to parents and to students. Becky thanked SMS staff, school board members and  
98 community that helped SES get ready for the first day of school. She invited the board to visit the school  
99 and see all the improvements. SES will host an Open House at a later time. October 12<sup>th</sup> will be the first  
100 SPTC Family Night. The theme for the night is “Foods Around the World”.

101  
102 SEO/Transitions ~

103 Mark Stewart complimented the district staff for their work during the difficult start of school this year.  
104 Neil Fendall was hired as the new SEO teacher at SHS. Mark and Neil are working together on an  
105 outreach /marketing program for homeschool students. The online platform was all moved to BYU  
106 online. Mark is excited about the SEO program and where things are headed. The Transition Center has  
107 been moved to the old central storage modular behind the football stadium. He thanked Angeline Rhett  
108 for letting the transitions program be housed in the bottom of the Belfry for the last two years. Mark also  
109 presented the board with a book that was published by Susie Werts’ students. There will be an assembly  
110 on Friday, Sept. 15<sup>th</sup>, at SMS to honor the students. A communication celebration for the book  
111 publication will also be held on Saturday, Sept. 16<sup>th</sup> at Sisters Chamber office.

112  
113 **BOARD BUSINESS**

114 Work Session Schedule ~

115 The board will hold a work session for Friday, September 22<sup>nd</sup>, 10:00 – 12:00pm at the district office.

116  
117 **CONSENT AGENDA:**

- 118 ➤ August 2, 2017 Regular Board Meeting Minutes
- 119 ➤ August 22, 2017 Special Session Meeting Minutes
- 120 ➤ New Hire, Neil Fendall, 1.0 FTE SEO teacher @ SHS
- 121 ➤ New Hire, Alyssa Hopper, 1.0 FTE teacher @ SES
- 122 ➤ New Hire, Taylor McCord, 1.00 FTE teacher @ SES

123  
124 **Jay Wilkins moved and Amanda Clark seconded the Board approve the Consent Agenda. Vote was**  
125 **unanimous in favor, motion carried 4-0. Stephen King abstained from the vote.**

126  
127 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
130 10/04/2017	Regular School Board Meeting	5:00pm	District Office
131 10/18/2017	OSBA Fall Regional Meeting	6:00pm	HDES D

132  
133 **ADJOURNMENT**

134 The meeting was adjourned at 6:45 p.m.

135

136  
137  
138

---

Jeff Smith, Chair

---

Melanie Petterson, Board Secretary

# Sisters School District

"Home of the Outlaws"



Board of Directors Work Session 10:00am  
Sisters School District Administration Building  
September 22, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg, Stephen King

**Superintendent:** Curtiss Scholl

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 10:00a.m. and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGEND

No revisions.

**Amanda Clark moved and Jay Wilkins seconded the Board approve the September 22, 2017 agenda. Vote was unanimous in favor, motion passed 5 -0.**

### COMMUNITY COMMENTS

No comments.

### BOARD BUSINESS

Board Operating Agreement ~

Curt presented the board with a proposed Board Operating Agreement. The board discussed the operating agreement. Curt asked the board to review the board governance policies against the proposed operation agreement. Stephen King feels that the operating agreement is redundant and that the board already follows outlined policies. Board members will review the document and give their feedback and questions to Curt. He will revise the operating agreement so it correlates with policy verbiage. Amanda Clark would like the board to get back into the practice of conducting board self-evaluation. The board organizational committee representatives will give their reports at each of the board meetings. Stephen King feels that the dollar amount for policy BBFA needs to be updated.

Goals ~

Curt shared the 2015-2017 Superintendent and Sisters School Board Goals. The board reviewed the goals. Curt will take the goals and add some measurables to them as well as make necessary modifications.

Superintendent Evaluation ~

Curt asked the board if they would like to take on a more structured plan for his evaluations. Jeff Smith would like to see the board move in the right direction to set a good process into place. Amanda shared her thoughts about the superintendent evaluation process. She will work on creating a document process, making sure to include all board input.

46 Enrollment/Advertising ~  
47 Curt said he shared at the district superintendent's meeting that Sisters could possibly be marketing and  
48 advertising for our schools. Stephen, Jay and Curt will work together to come up with a marketing and  
49 advertising plan.

50  
51 Mission/Vision Timeline ~  
52 The district has budgeted money to bring in an outside facilitator to help the board update the district's  
53 mission/vision statement. Curt asked the board for some guidance as to what timeline they like to see in  
54 regards to completing the update process. The board would like the process finished by February.

55  
56  
57 **ANNOUNCEMENTS**

<b><u>Date</u></b>	<b><u>Event</u></b>	<b><u>Time</u></b>	<b><u>Location</u></b>
60 10/04/2017	Regular School Board Meeting	5:00pm	District Office
61 10/18/2017	OSBA Fall Regional Meeting	6:00pm	HDESD

62  
63 **ADJOURNMENT**

64 The meeting was adjourned at 12:25p.m.

65  
66  
67 \_\_\_\_\_  
68 Jeff Smith, Chair

\_\_\_\_\_  
Melanie Petterson, Board Secretary



# Sisters School District

"Home of the Outlaws"



Board of Directors Board Meeting 5:00pm  
Sisters School District Administration Building  
October 4, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg, Stephen King

**Superintendent:** Curtiss Scholl

**Administrators:** Sherry Joseph

**Supervisors:**

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 5:00p.m. and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

REVISION – Calendar discussion will be a report, not an action item.

DELETION – OSBA Fall Regional Meeting.

**Amanda Clark moved and Jay Wilkins seconded the Board approve the October 4, 2017 agenda with the noted revisions. Vote was unanimous in favor, motion passed 5 -0.**

### COMMUNITY COMMENTS

No comments.

### BUSINESS/FINANCE ~ Sherry Joseph ~ Tab H

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance. She also provided an overview of bond expenditures as of September 30<sup>th</sup>. The auditor is here this week meeting. There will be a supplement budget presented to the board at next month's meeting.

### SUPERINTENDENT REPORT

Enrollment Report ~

The district saw some increase in enrollment at the high school and some loss at the elementary school.

Nicki Gregg asked if the district does track the student/families that leave the district. Curt confirmed that we do have a tracking system in place.

Bond Update ~

Curt reported that Phase 3 is moving forward. Brett has been meeting with SMS staff regarding their input into the redesign of the building. Bid walkthroughs were held today for the transportation building.

SSD 2017-2018 Student Calendar – Smoke Days Change ~ Tab Q

Curt informed the board that originally the 26<sup>th</sup> of October, which is a conference day, was suggested as a makeup day for the smoke closure day. He said that after talking with staff it is too complicated to try and reschedule conferences for staff and parents.

46 Curt addressed community members' concerns regarding the trees that have been removed throughout the  
47 district. He gave an explanation about the safety concerns, fire prevention, and facilities maintenance.  
48

49 Curt has started walkthroughs with each department and building. He conducts the walkthroughs with the  
50 site administrators and supervisors. The intent of the walk through is to insure consistent and quality  
51 instruction. Curt's goal is to be in every classroom by the next board meeting.  
52

### 53 **ADMINISTRATORS REPORTS**

54 SHS ~

55 Joe Hosang reported that there is a new light and sound system in the auditorium which is very user  
56 friendly. The Homecoming Kickoff assembly will be Monday, Oct. 9<sup>th</sup>, at 10:30am. Joe announced that  
57 the homecoming theme is "Viva Las Vegas". The theme was picked prior to the Las Vegas incident. The  
58 student body will focus more on the "live" Las Vegas, making sure to honor those who lost their lives in  
59 the Vegas incident by a moment of silence. Joe took the opportunity to inform the board about the  
60 upcoming student calendar process. The calendar committee consists of certified and classified staff as  
61 well as community members. The committee hopes to have the calendar ready to present to the board at  
62 the December board meeting. He reviewed the ODE requirements for the calendaring process. Curt is  
63 working on updating board policy ARs.  
64

65 SMS ~

66 Tara Reis reported on former NASA engineer, George Gabriel, visit to SMS. SMS Leadership students  
67 attended their first regional leadership conference in Redmond. Brook Jackson will take the SOLE group  
68 camping and hiking to Three Fingered Jack. Susie Werts' class will be building bat boxes. The USFS  
69 will be visiting the class and making a presentation about bats. 5<sup>th</sup> grade outdoor school is this month.  
70 The students will be traveling to Camp Tamarack.  
71

72 SES ~

73 Becky Stoughton informed the board that the new playground structure is in place and now in use.  
74 DIBBLES assessments have been completed. SES intervention groups are now called workshops. Becky  
75 and Curt have been able to do some walkthroughs in the building. SES is working with the Studio to  
76 Schools grant and creating a video for the school. October is Firebuster month. The fire department will  
77 host a kick off assembly next week for the students. The SPTC Family Food Night will be Friday, Oct.  
78 20<sup>th</sup>, 5-7pm. There will be food vendors there and students/families will learn how to follow recipes and  
79 create meals. Outlaw Gear Box is set up at SES for students to "swap" their outgrown clothes for larger  
80 sizes.  
81

82 SEO/Transitions ~

83 Mark Stewart was excused as he is attending the SPED conference in Eugene. Curt reported that the  
84 largest challenge for the SEO program is the change and rigor of the BYU online program. The district is  
85 moving to a new student safety protocol.  
86

### 87 **BOARD BUSINESS**

88 Organizational Committee Reports ~

89

90 Facility & Master Planning –

91 Jay Wilkins shared that the committee reviewed the financial numbers that were presented by Sherry.  
 92 Brett gave the committee a thorough overview of bond projects and timelines.  
 93  
 94 Sisters School Foundation –  
 95 Stephen King presented the board with Sisters School Foundation’s fall 2017 distribution list of grant  
 96 monies. The foundation will be making changes next year to its grant process. They will now defer the  
 97 small requests to the school budget and take on more large ticket items. The foundation will host a  
 98 fundraising campaign beginning at the end of the month. They are also trying to coordinate with other  
 99 organizations in regards to funding teacher grants. SSF is actively recruiting new board members.  
 100  
 101 Sisters Country Leadership Group –  
 102 Jeff Smith reported that no one has resurrected this group. He reported that he is in conversation with the  
 103 board chair for Sisters Park and Recreation who would like to partner more with the district.  
 104  
 105 Sisters Achievement & Curriculum –  
 106 No update.  
 107  
 108 Student Calendar Committee –  
 109 Nicki Gregg met with Joe and received the information that she needs prior to the calendar committee  
 110 meeting. Joe presented on her behalf.  
 111  
 112 Work Session Schedule ~  
 113 The board will hold a work session for Monday, Oct. 23<sup>rd</sup>, 3:30 – 5:00pm.  
 114

115 **CONSENT AGENDA:**

- 116 ➤ September 12, Regular Board Meeting Minutes
- 117 ➤ September 22, Board Work Session Minutes

118  
 119 **Jay Wilkins moved and Amanda Clark seconded the Board approve the Consent Agenda. Vote was**  
 120 **unanimous in favor, motion carried 5-0.**

121  
 122 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
125 10/18/2017	OSBA Fall Regional Meeting	6:00pm	HDES D
126 11/01/2017	Regular School Board	5:00pm	DO

127  
 128 **ADJOURNMENT**

129 The meeting was adjourned at 6:06p.m.  
 130

131 \_\_\_\_\_  
 132 Jeff Smith, Chair

\_\_\_\_\_   
 Melanie Petterson, Board Secretary

# Sisters School District

“Home of the Outlaws”



Board of Directors Work 3:30pm  
Sisters School District Administration Building  
October 23, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg, Stephen King

**Superintendent:** Curtiss Scholl

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 3:30pm. and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGEND

Addition ~ Bond Oversight

**Amanda Clark moved and Jeff Smith seconded the Board approve the October 23, 2017 agenda. Vote was unanimous in favor, motion passed 5 -0.**

### COMMUNITY COMMENTS

No comments.

### BOARD BUSINESS

Board Operating Agreement ~

Curt Scholl said he didn't move forward with the board operating agreement since he didn't feel like the board had a consensus about having an agreement in place. Amanda Clark suggested that the board create an operating agreement at the same time they are developing a new vision/mission. Jeff Smith is in favor of creating an operating agreement for the board and superintendent to work under. Stephen King feels that an operating agreement is a low priority task for the board. Jay Wilkins would be in favor of adopting an already formatted agreement and not recreating the wheel. The board would like to implement a board operating agreement. Stephen and Jay would like to have more open discussions in board meetings and more informative, collaborative time to discuss agenda items. The board will send Curt any suggestions that they have regarding the operating agreement he presented to them at the previous board work session.

Goals ~

Curt presented the board with the updated board and superintendent goals. Curt explained the revisions with the board. The board suggested that “Improved Smarter Balance Assessments” be removed from the goals. Curt would like to move forward with a new agreement with Sisters Park and Recreation. The board discussed the variables of the district's relationship with Sisters Park and Recreation. Jeff would like to support SPRD as much as possible. He would like to see one goal to be very kid specific. Stephen suggested that that type of goal be part of the mission/vision piece for the board. Jay would like to see the superintendent and board goals reviewed at each board meeting and that it used as an ongoing checkpoint for the superintendent evaluation. The board feels that there should be continual discussion about the

46 goals in correlation with the superintendent evaluation. Jay will create a document, a report card, which  
47 will help track and report on board and superintendent evaluation.  
48

49 Superintendent Evaluation ~

50 Amanda shared samples of different superintendent evaluations that she has researched. She feels that the  
51 staff survey has carried a lot of weight on the evaluation in the past. Curt suggested that the board create  
52 and control the surveys that are sent to staff regarding the evaluation. The board would like the surveys to  
53 be taken separately for each district group.  
54

55 Enrollment/Advertising ~

56 The administrative team is dividing up families who are transferring out of the district and personally  
57 contacting them to understand why families are leaving the district. Stephen feels that the board needs to  
58 focus on what kind of messaging the district wants to send out. Curt would like to have the board  
59 involved in creating future enrollment projections. Stephen would like to take all the ideas of marketing  
60 the district and execute the process. He would like to see more money put towards the enrollment  
61 decrease. Curt feels that a new marketing plan, engaging families more and improving the “product” will  
62 help increase enrollment. He would like the board to decide what they would like to focus/message on for  
63 marketing the district. Amanda questioned how far outside of Central Oregon will the district be  
64 advertising.  
65

66 Mission/Vision Timeline ~

67 Jerry Colonna and Curt are meeting next Tuesday, Oct. 31<sup>st</sup>, to discuss the work that the board would like  
68 to do in terms of the mission/vision statement. Curt would like to get on his calendar and initiate the  
69 process. He will engage staff and community in the process as well.  
70

71 Bond Oversight ~

72 Jay asked the board what types of information they would like to hear at the board meetings in regards to  
73 bond projects. The board would like to hear all aspects of the phases; financials, timelines, etc. Stephen  
74 would like to also hear complaints that other board members or bond facilities oversight committee  
75 members hear from community or staff.  
76

77 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
11/01/2017	Regular Board Meeting	5:00pm	DO

82 **ADJOURNMENT**

83 The meeting was adjourned at 5:35p.m.  
84  
85

86 \_\_\_\_\_  
Jeff Smith, Chair

\_\_\_\_\_   
Melanie Petterson, Board Secretary

87

# Sisters School District

"Home of the Outlaws"



Board of Directors Board Meeting 5:00pm  
Sisters School District Administration Building  
November 1, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg, Stephen King

**Superintendent:** Curtiss Scholl

**Administrators:** Joe Hosang, Tara Reis, Becky Stoughton, Mark Stewart

**Supervisors:** Sherry Joseph, Ryan Stock, Todd Pilch

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 5:00p.m. and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

ADDITION – Business/Finance ~ Resolution for Supplement Budget

ADDITION – Consent Agenda - Resignation, SES Music Teacher – Shelly Hicks

**Jay Wilkins moved and Amanda Clark seconded the Board approve the November 1, 2017 agenda with the noted revisions. Vote was unanimous in favor, motion passed 5 -0.**

### COMMUNITY COMMENTS

No comments.

### SISTERS SCIENCE CLUB ~ Bob Collins and Cal Davis

The Sisters Science Club has contributed almost \$500,000 to the enhancement of math and science programs in the Sisters School District. Bob Collins and Cal Davis, Sisters Science Club, reviewed the three main goals that the organization has. 1) Creating a uniform NGSS (Next Generation Science Standards) curriculum K-12 2) Creating a high school engineering lab 3) Develop an engineering field trip SSC would also like to initiate programming in SES. Both Cal and Bob stressed the importance of in-house, in school, leadership in each of these areas. Cal and Bob invited the board to attend a Science Club presentation at SES on November 9<sup>th</sup> at 3:00pm.

### BUSINESS/FINANCE ~ Sherry Joseph ~ Tab H

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance. She also reviewed the resolution for the supplemental budget.

**Amanda Clark moved and Jay Wilkins seconded that the board approved Resolution #17-18-01 Supplemental Budget for Sisters School District. Vote was unanimous in favor, motion passed 5-0.**

46 **SUPERINTENDENT REPORT**

47 Enrollment Report ~

48 Curt reviewed the district enrollment. Enrollment dropped a few students but the district has gained back  
49 a couple of students. Each site is tracking students when they leave the district and the reason why.

50  
51 Bond Update ~

52 Curt said that projects continue to move forward. The district is finishing the plans for remodeling Sisters  
53 Middle School next year. He also informed the board that the Transportation building bids came in  
54 higher than estimated costs. Bids are coming in at closer to 2.0 million. He would like the board to give  
55 their approval to keep moving forward to reduce transportation building expenses. Jay Wilkins shared  
56 financial overviews of the bond monies and the upcoming projects. Curt recommended that the district  
57 move forward in building the bus transportation. Stephen King feels that the district should not move  
58 forward with the bus barn at this time and would like the board to understand the money allocation  
59 process better before making any decisions. Amanda Clark said that the Bond Oversight Committee is  
60 waiting for the hard numbers from the bids.

61  
62 **Jeff Smith moved to approve the CTE/Transportation building project increase amount from \$1.5**  
63 **\$2.0 million. No second, motion died.**

64  
65 Jay Wilkins suggested that the board have a board work session to discuss the project increase further and  
66 to invite the Bond Oversight Committee to attend.

67  
68 **ADMINISTRATORS REPORTS**

69 SHS ~ Joseph Hosang

70 Sisters High School Cross Country Team and Volleyball team will be competing at state competition this  
71 week. SHS will be presenting the play Cinderella this week. Several CTE programs were awarded  
72 monies. Joe Hosang presented Behtany Gunnarson, Oregon's 2017 Secondary Art Teacher of the Year.  
73 Bethany presented the different courses that she teaches at SHS as well as her goals of teaching students  
74 and introducing them to art.

75  
76 SMS ~ Tara Reis

77 Tara reported that the 5<sup>th</sup> grade outdoor school was a success. Sisters Middle School hosted a Social  
78 Media Anti-Bullying assembly. Parents were invited to attend the assembly. Staff, parents, and students  
79 all benefited from the assembly. 7<sup>th</sup> grade retreat will be held tomorrow, November 2<sup>nd</sup>, at Suttle Lake.  
80 Friday afternoon, November 3<sup>rd</sup>, will be the SMS school carnival. 8<sup>th</sup> graders are in charge of planning  
81 and running the games at the carnival for the younger students. Next Thursday, November 9<sup>th</sup>, will be the  
82 SMS Veteran Day's assembly at 2:00pm. SMS had 215 families attend parent teacher conferences.

83  
84 SES ~ Becky Stoughton

85 The SES Veteran's Day Assembly will be held November 8<sup>th</sup> at 9:20am. Earl Schroder has been  
86 instrumental in getting new flags for the district. 303 students attended the SES parent-teachers  
87 conferences. Becky introduced Kirk Albertson a 2<sup>nd</sup> grade teacher at SES. Kirk presented a program  
88 called Yoga Calm. The yoga program is to help support students with past, present and ongoing trauma.

89  
90

91 SEO/Transitions ~ Mark Stewart  
92 Mark Stewart announced that Gabe Isle will be graduating from SHS Transition program. Mark  
93 introduced new teachers for Heart of Oregon, Collin Price and Cassie Henry. The program has moved  
94 into the old central storage modular. Mark thanked Brett and Ryan for upgrading and completing the  
95 remodel of the new Transition Program facility.

96  
97 Curt also presented the board with a comparison graph showing other Central Oregon schools' state  
98 testing scores vs. Sisters state scores.

99  
100 **BOARD BUSINESS**

101 Organizational Committee Reports - No report.

102  
103 Facility & Master Planning – No report.

104  
105 Sisters School Foundation –  
106 The foundation held a fundraising campaign and raised \$5,800. They conducted an email campaign as  
107 well as set up tables at the recent parent teacher conferences.

108  
109 Sisters Country Leadership Group – No report.

110  
111 Sisters Achievement & Curriculum – No report.

112  
113 Student Calendar Committee –  
114 Nicki Gregg reported that the committee sent a survey out to 7<sup>th</sup> – 12<sup>th</sup> grade students, all staff and all  
115 district parents asking for input regarding the student school calendar. The survey will close today.

116  
117 OSBA Fall Regional Meeting ~  
118 Jeff Smith reported on the fall regional meeting. He said it was very informative and well attended.

119  
120 **OSBA RESOLUTION**

121 **Amanda Clark moved and Jay Wilkins seconded that the board approve OSBA Resolution –**  
122 **Resolution to Reorganize the OSBA as a Non-Profit Corporation and Adopt the Proposed 2017**  
123 **Bylaws. Vote was unanimous in favor, motion passed 5-0.**

124  
125 **OSBA ELECTIONS**

126 **Amanda Clark moved and Jay Wilkins seconded the board approve to vote in favor of Patti Norris,**  
127 **Board of Directors Position 3, and Cheri Helt, Bend-La Pine, LPC Position #3. Vote was**  
128 **unanimous in favor, motion passed 5-0.**

129  
130 **POLICIES** –

131 1<sup>st</sup> Reading ~ EFA – Local Wellness Program  
132 EBBB – Injury/Illness Reports  
133 GBMA – Whistleblower  
134 GCPB/GDPB – Resignation of Staff

135



- 136 **CONSENT AGENDA:**  
137 ➤ October 23, 2017 Board Work Session Minutes  
138 ➤ Resignation, Shelly Hicks, SES Music Teacher  
139

140 **Amanda Clark moved and Nicki Gregg seconded the Board approve the above Consent Agenda.**  
141 **Vote was unanimous in favor, motion carried 5-0.**  
142

143 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
12/06/2017	Regular School Board	5:00pm	DO

147 **ADJOURNMENT**

148 The meeting was adjourned at 7:02 p.m.  
149

150 \_\_\_\_\_  
151 Jeff Smith, Chair

150 \_\_\_\_\_  
151 Melanie Petterson, Board Secretary  
152

# Sisters School District

"Home of the Outlaws"



Board of Directors Work 1:00pm  
Sisters School District Administration Building  
November 6, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Stephen King

**Absent:** Nicki Gregg

**Superintendent:** Curtiss Scholl

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 1:00pm and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGEND

ADDITIONS – Open Meeting Laws

ADDITIONS – Recusals

**Amanda Clark moved and Jay Wilkins seconded the Board approve the November 6, 2017 agenda. Vote was unanimous in favor, motion passed 4 -0.**

### COMMUNITY COMMENTS

Dixie Eckford, 288 W. St. Helens, Sisters, OR. Dixie is a resident and she is concerned about the location of the new proposed transportation building. She feels that the building details and plans for building have not been publicly circulated. She suggested that the district communicate the plans better and reach out to the community for their input.

### BOARD BUSINESS

Open Meeting Laws ~

Jeff Smith reviewed the Oregon state open meeting laws with the board. He reminded the board that they cannot communicate about policy or board decisions with more than two board members.

Recusal ~

Stephen King shared ORS 332.016(1) with the board. He feels that the board needs to be more mindful of this ORS.

Bond Oversight Process ~

Jay Wilkins feels that the district needs to communicate well and be very transparent in how the grant monies from the bond are spent. Jay shared how the Bond Oversight Committee utilizes a transparent process and communicates to the board. Curt shared that he liked the process that has been used. Stephen would like to see a plan on how the \$5million grant monies will be spent. Amanda Clark feels that having the Bond Oversight Committee is fulfilling a promise to the community that was communicated during the bond campaign. Curt does feel that communication to the community could be improved upon. Curt

45 reiterated that bond oversight process is a great checks and balances. The committee does have a list of  
46 other optional projects that the grant monies can be allocated for.

47 Paperless Board Packets ~

48 The board will now receive their board packets via email and Mel will no longer print hard copy packets.  
49

50 Bus Barn ~

51 Jay Wilkins reviewed the discussion of the bus barn that came from the last board meeting. Curt shared  
52 how the dynamics of facility changes within the district have created the need for a larger bus barn/CTE  
53 building. Amanda would like the board to make a more conscious effort of staying with the board  
54 discussion and motion process. Stephen would like to look at other project options for the district. Jay  
55 presented the board with a list of project ideas that have come from the committee, staff and community  
56 members. Curt informed the board that he and Brett are still working on final numbers for the bus barn.  
57 Stephen King feels that the district should set \$1 million dollars aside for technology upgrades. Curt  
58 reviewed the financials for the proposed bus barn. Stephen would like to know what the cost would be to  
59 refurbish the current bus barn. Amanda feels that the CTE/Bus Barn is fulfilling the district's goals of  
60 increasing student opportunities. Curt would like to bring the bus barn discussion back to the board  
61 during a board meeting. Curt and Brett are planning to go back to the contractors and work on getting the  
62 construction costs down to the projected budget. Brett reviewed the site plan and building plans for the  
63 bus barn. Brett has received some preliminary cost amounts from the city of Sisters regarding permits.  
64 Stephen is concerned about the long term plan for facilities.  
65

66 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
68 12/13/2017	69 Regular Board Meeting	5:00pm	DO

71 **ADJOURNMENT**

72 The meeting was adjourned at 2:40p.m.  
73

74 \_\_\_\_\_  
75 Jeff Smith, Chair

\_\_\_\_\_   
Melanie Petterson, Board Secretary



# Sisters School District

"Home of the Outlaws"

Board of Directors Board Meeting 5:00pm  
Sisters School District Administration Building  
December 13, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Nicki Gregg

**Absent:** Stephen King

**Superintendent:** Curtiss Scholl

**Administrators:** Joe Hosang, Tara Reis, Becky Stoughton, Mark Stewart

**Supervisors:** Sherry Joseph, Ryan Stock, Todd Pilch

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 5:00p.m. and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGENDA

Addition – Consent Agenda – Kathy Few – Requested Extended Maternity Leave

Addition – Announcements - Work Session – December 20, 2017

**Jay Wilkins moved and Amanda Clark seconded the Board approve the December 13, 2017 agenda with the noted revisions. Vote was unanimous in favor, motion passed 4 -0.**

### COMMUNITY COMMENTS

Dixie Eckford, 288 W. St. Helens, Sisters, OR. Thanked the school board and Facility Bond Oversight Committee for their responsiveness to community questions and inquiries. Dixie suggested that the district marks the perimeter/footprint where the bus barn is proposed to be built.

### 4A STATE GIRLS VOLLEYBALL CHAMPIONS ~ Rory Rush

Gary Thorson presented the SHS girls volleyball team as the 4A State Girls Volleyball Champions.

Rory Rush thanked the district and community for their support as well as congratulated and thanked the team for their hard work and team unity.

### RIMA GIVOT'S BIOLOGY CLASS ~

The Biology class presented their Trout Creek Conservation Area Study results to the board.

### BUSINESS/FINANCE ~ Sherry Joseph ~ Tab H

Sherry presented the board with the General Fund Statement of Revenues, Expenditures and Ending Fund Balance. The district has received approximately 90% of the tax revenue for this year.

### SUPERINTENDENT REPORT

Enrollment Report ~

Enrollment is up by 11.5 students from last month which follows the yearly trend. The district is projecting 1,060 for enrollment for 2018-2019.

46 Curt suggested that the board table updating policy EFA.

47

48 Bond Update ~

49 The district will put a hold on the CTE/Bus barn building until they have completed the middle school  
50 remodel project. Brett Hudson presented the design plan for the middle school remodel. The SMS  
51 project will begin next spring. Jay Wilkins is very proud of the planning process that was used to  
52 complete redesign for the building. He announced that all the oversight committee documents are  
53 available online. The committee will host a community informational meeting sometime in the spring.  
54 Amanda Clark also complimented the process of the oversight committee and communication with the  
55 district. She looks forward to continued community input and involvement with the bond oversight  
56 committee. The board was pleased with the design plan that was presented.

57

58 Division 22 Assurances ~

59 Curt informed the board that the district is in compliance with the Division 22 Assurances, with exception  
60 to a few that he will give explanations for when the report is filed.

61

## 62 **ADMINISTRATORS REPORTS**

63 SHS ~ Joseph Hosang

64 February 1<sup>st</sup> will be an accreditation visit at Sisters High School. SHS will again host the Classroom  
65 Learning Walk Tool. The Holiday Lip Sync competition will be held Monday, Dec. 18<sup>th</sup>, 10:30am. ASG  
66 is collecting cans and bottles to fundraise for FAN. Joe thanked Jay Wilkins for speaking to SHS students  
67 at the Veteran's Day assembly.

68

69 SMS ~ Tara Reis

70 The Tuesday before Thanksgiving SMS held some special activities for the students to participate in.  
71 Sisters Science Club sponsored a special speaker for 5<sup>th</sup> and 6<sup>th</sup> grade students, husband and wife that  
72 lived in Africa with the elephants to protect. Suzie Werts class is now working on bat houses. ECoS  
73 class is designing and building an American Ninja Warrior obstacle course. This Friday will be the  
74 Holiday Showcase.

75

76 SES ~ Becky Stoughton

77 This last month Kindergarten classes have built gingerbread houses. 2<sup>nd</sup> grade classes will be going to the  
78 Bend Science Station. 4<sup>th</sup> grade will be visiting Bend Science Station next week. 4<sup>th</sup> grade team also took  
79 students out to paint holiday windows at local businesses. The next installment of Studio to Schools  
80 project will be a desert theme. December 22<sup>nd</sup> will be the Holiday Sing-a-Long at SES. SES gathered 457  
81 pair of socks that will be given to FAN. Kindergarten will be singing to Rotary next Tuesday, December  
82 19<sup>th</sup>. Becky welcomed Annie Reid to the district as the new English Language Development Teacher.  
83 Becky also thanked Sherrie Kissinger for her service as a librarian.

84

85 SEO/Transitions ~ Mark Stewart

86 Mark was not present.

87

## 88 **BOARD BUSINESS**

89 Organizational Committee Reports - No reports.

90

91 Sisters Country Leadership Group – Jeff did receive an email from a community member who is trying to  
92 resurrect the leadership group.

93

94 **POLICIES** –

95 2nd Reading ~ EFA – Local Wellness Program

96 EBBB – Injury/Illness Reports

97 GBMA – Whistleblower

98 GCPB/GDPB – Resignation of Staff

99 **Amanda Clark moved and Jay Wilkins seconded the Board approve the policy EBBB with the**  
100 **notations discussed. Vote was unanimous in favor, motion carried 4-0.**

101

102 **Jay Wilkins moved and Amanda Clark seconded the Board approve the policy GBMA with**  
103 **notations discussed. Vote was unanimous in favor, motion carried 4-0.**

104

105 **Amanda Clark and Jay Wilkins seconded the Board approve the policy GCPB/GDPB – Resignation**  
106 **of Staff with notations discussed. Vote was unanimous in favor, motion carried 4-0.**

107

108 **PROPOSED 2018-2019 STUDENT CALENDAR:**

109 Joe presented the board with the proposed 2018-2019 student calendar. Joe would like to have board  
110 approval tonight. Amanda brought up the concern about ½ days that are on the calendar. Amanda thinks  
111 it would be a good idea to conduct a survey with feedback on the calendar that was created.

112

113 **Jay Wilkins Moved and Nicki Gregg seconded the Board approve the 2018-2019 student calendar.**  
114 **Vote was in favor, motion carried 3-1.**

115

116 **CONSENT AGENDA:**

117 ➤ New Hire, Annie Reid, .8 FTE English Language Development Teacher

118 ➤ October 4, 2017 Regular Board Meeting Minutes

119 ➤ November 1, 2017 Regular Board Meeting Minutes

120 ➤ November 6, 2017 Board Work Session Meeting Minutes

121 ➤ Kathy Few Request for Approved Unpaid Leave

122

123 **Amanda Clark moved and Jay Wilkins seconded the Board approve the above Consent Agenda**  
124 **with revisions as noted. Vote was unanimous in favor, motion carried 4-0.**

125

126 **ANNOUNCEMENTS**

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
01/10/2018	Regular School Board	5:00pm	DO

129

130 **ADJOURNMENT**

131 The meeting was adjourned at 6:47p.m.

132

133

134 \_\_\_\_\_  
Jeff Smith, Chair

\_\_\_\_\_   
Melanie Petterson, Board Secretary

# Sisters School District

"Home of the Outlaws"



Board of Directors Work Session 4:00pm  
Sisters School District Administration Building  
December 20, 2017

## MEETING MINUTES

### ATTENDEES:

**Board:** Jeff Smith, Amanda Clark, Jay Wilkins, Stephen King, Nicki Gregg

**Superintendent:** Curtiss Scholl

### CALL TO ORDER / FLAG SALUTE

Jeff Smith called the meeting to order at 4:00pm and led the flag salute.

### ADDITIONS, DELETION, AMENDMENTS TO THE AGENDA/ ADOPTION OF AGEND

No revisions.

**Amanda Clark moved and Jay Wilkins seconded the Board approve the December 20, 2017 agenda. Vote was unanimous in favor, motion passed 4 -0. Nicki Gregg was out of the room during the vote.**

### COMMUNITY COMMENTS

No comments.

### BOARD BUSINESS

Jeff Smith introduced Jerry Colonna to the board. Each board member introduced themselves to Jerry.

Jerry asked each board member what they were most proud of as a board.

- Amanda Clark – She is most proud of the superintendent hire and passing the bond.
- Jay Wilkins – He appreciates becoming involved with OSBA and the mindset that the board uses to make the best of limited resources.
- Nicki Gregg – Feels that she can be a voice for students and teachers.
- Stephen King – Most of the achievements have been planting seeds, improving core curriculum in the district and the hiring process for the superintendent.
- Mel – She was proud of the hiring process and the decision to hire Curt as well as the communication process of the bond campaign.
- Curt – Curt feels the district is building trust with the community and their positive support of the schools. He is always proud of the reengagement of continued improvement of systems within the district.
- Jeff Smith – He feels the district and board has done a great job of building partnerships with outside organizations and community.

45 Jerry asked the board what they would like to see in place in the district in the next five years.  
46 Jerry reviewed the workshop ground rules with the board.

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48 Priorities for Now and in the Future

- 49 • Board education training – new and continual
- 50 • Improved and consistent board with community communications
- 51 • Cohesiveness between schools and administrators; one district
- 52 • Foreign languages in elementary
- 53 • Create and improve technology sciences in the school
- 54 • Building career and technical options
- 55 • Create a consolidated district campus
- 56 • Stabilize enrollment – keep families in the district
- 57 • Improve quality of learning and instruction
- 58 • Clear philosophy how the district will be a leading force in education
- 59 • Priority of TAG program
- 60 • Make Sisters the best schools in America
- 61 • Focus on curriculum but breadth of curriculum as well
- 62 • Put kids first; teachers need to be in front of kids more during day and year
- 63 • Attitude change – need to change to “how do we do it differently”
- 64 • Community calendar
- 65 • Capitalize on community involvement and resources
- 66 • Continuous improvement model

67  
68 Strategic Plan Process Issues and Considerations

69 Jerry raised the question, what things get in the way of the priorities?

- 70 • Time
- 71 • Personal agendas
- 72 • Habitats – set in ways
- 73 • Inclusiveness, people feeling excluded from the process

74  
75 What makes a strategic plan successful?

- 76 • Key and common understanding
- 77 • Measurements and accountability
- 78 • Take things off their plates; educators to be allowed to “not” do something
- 79 • Excitement and enthusiastic
- 80 • Go “out” into the community

81  
82 Jerry would like the board to give Curt their recommendations for the planning team. He reviewed the  
83 key elements in the strategic planning process. The board was given an overview of the strategic planning  
84 timeline. The next step of the process is to select key communicators to serve on the Planning Team.

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89 **ANNOUNCEMENTS**

90

<u>Date</u>	<u>Event</u>	<u>Time</u>	<u>Location</u>
92 01/10/2018	Regular Board Meeting	5:00pm	DO

93

94 **ADJOURNMENT**

95 The meeting was adjourned at 6:15pm

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Jeff Smith, Chair

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Melanie Petterson, Board Secretary

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