

BOARD OF DIRECTORS
LAKE COUNTY SCHOOL DISTRICT 7
LAKE COUNTY, OREGON

Present: Annie Bunten, Director
Darwin Johnson, Director (Not Present)
Cori Price, Chair
Scott Havel, Vice-Chair
Barry Shullanberger, Director (Not Present)
Michael Carter, Superintendent
Janet Melsness, Business Manager
Tandalin Gerber, Administrative Assistant

Ex-Officio: Susan Warner, Hillary Hulseman, Dusty Counts, Christopher Rose, Evan Reese

Guests: Kaylie Wright, DeNae Bauer, Mason Vickerman, Challis Young, LHS/DMS Students,
Jennifer Schulze, Kevin Winter (LCE), Lloyd Hartley, Samantha Alves

1. CALL TO ORDER REGULAR SESSION - 5:30 PM

1. Pledge of Allegiance to the Flag

2. APPROVAL / AMENDMENT OF MEETING AGENDA ITEMS

Havel moved and Bunten seconded the motion to approve the meeting agenda items for April 13, 2022 as presented. The motion passed unanimously.

3. APPROVAL OF MINUTES

Havel moved and Bunten seconded the motion to approve the minutes of the March 9, 2022 meeting as presented. The motion passed unanimously.

4. GOOD NEWS

Carter reported that he and Mrs. Warner recently attended the Wide-Open Spaces conference held in Bend OR for superintendents and principals. Carter stated it being a very beneficial conference. Carter reported that he put in for the REN grant, which if awarded to the district it will provide housing for a staff member. Carter stated that he, Hartley and Hulseman will be attending the OSSA conference April 20th – 23rd. Carter congratulated Patty Mills, LCSD7 payroll clerk, for earning perfect PERS reporting. Carter announced most recent hires, pending board approval, Mrs. Jennifer Schulze, Student Services Director and Community Liaison, and Dr. Lloyd Hartley, Special Education Direction, both K-12. Carter stated that the Wellness Grant being received from ODE and Grace Bullock will pay for the salary of Schulze. Carter reported that Mrs. Challis Young will be the Teacher of Record for the Summer School Program.

5. SUPERINTENDENT REPORT

Carter reported that the most recent audit, which took place for LCSD7, gave great reviews and without findings. However, Melsness and Carter were not satisfied with these results as findings should always be a part of an audit. Carter stated that began researching the audit company the district had hired and found four major violations they had made. Carter discussed the situation with Lake ESD business manager, Sara Sarensen, who also began researching the company. Carter stated that the district will not be hiring Umpqua Financial as auditors for the next year, but will hire another company, which will be a difference of \$24K. Carter reported that he and the new Lake ESD superintendent were able to meet once but each meeting since has been canceled. Carter hopes that they will be able to meet in the near future many times to develop a solid working partnership.

6. PUBLIC COMMENT

There was no public comment.

7. REPORTS

1. Building Principals Report

Hulsemann reported that she received notification that the district passed the accreditation process and are officially accredited for a 6-year term. Hulsemann reported that the National Honor Society held their annual Induction Ceremony and 17 new students were welcomed into the NHS for the upcoming 2022-23 school year. Hulsemann reported that several open positions at the LHS/DMS schools are in the process of hiring as interviews are scheduled and taking place. Hulsemann is busy with staff peer observations, virtual job fairs, and conferences. Warner Reported enrollment numbers being steady with 327 students at FRE/Hay and 44 students at Union. Warner reported the Union Carnival being a great success. New reading curriculum has been decided on and will be presented for board approval at the next scheduled board meeting. Counts and Warner are busy with interviewing and hiring several positions available in the elementary buildings. Summer School planning is underway as well as Kinder Camp. Many events are scheduled including: Garden Club, PBIS, Teacher Appreciation, Spring Conferences, AG Awareness and Senior Grad walk-through.

2. VP / AD / LKV Academy Report

Rose reported that he and Hulsemann are in the process of editing Staff & Student handbooks, which will be presented at the May board meeting. Conferences were recently held and went very well. The Spring Concert is scheduled for May 24th. The Senior activities calendar is published and available. Rose recently attended an Athletic Director conference and the biggest issue on the table was lack of officials. Spring sports are underway; however, due to the weather many of the teams are having to hold indoor practices in the district gyms.

3. Financial Report

8. Melsness reported that actual YTD Revenues are 77.27%, YTD Local Sources are 89.39% and YTD State Sources are 72.84%. Top ten sources of Revenue include: Unrestricted Grants, taxes, school tuition, interest on investments, penalties on interest, and miscellaneous. Percent of total revenues YTD is 99.93%. Actual YTD Expenditures is 49.39%, Actual YTD Salaries/Benefits is 53.36%, and Actual YTD Other Objects is 46.84%. General Fund Expenditures include: licensed salary, insurance, classified salary, PERS, consumable supplies, district paid TSA. Percent of total expenditures YTD is 79.66%. EFB \$-328,202. Melsness stated that due to the state not releasing funds, we are backed up. Carter stated that the district will have to freeze spending during the month of May if state funding is not released as the district must be able to pay for June payroll.

1. District Inventory

Gerber reported that during her evaluation given by Mr. Carter she was assigned a new task. This task requires her to be out in the district with staff getting a feel for how each department is doing in regard to what is going well and any concerns they may have. The point of this assignment is to develop strong relationships throughout the district and between staff, admin, and the board of directors. Gerber stated the first district inventory session held was with the kitchen department and all five staff members chose to take part in this together at one meeting. Gerber summarized the session and reviewed the standard questions and answers to the board, explaining that Classified staff will be three questions and Certified will be asked four questions. Reasoning for the 4th question for Certified staff is due to them earning a PDU (professional development unit), which is a licensure requirement. Gerber concluded by stating that this was an incredible experience and very beneficial for the district. Gerber's next session is scheduled for this upcoming Monday with the Maintenance department.

9. OLD BUSINESS

1. 2022-23 Instructional Calendar

Havel moved and Bunten seconded the motion to approve the 2022-23 Instructional Calendar as presented. The motion passed unanimously.

10. NEW BUSINESS

1. Student Recreation Center – Proposal

Bunten moved and Havel seconded the motion to approve the Student Recreation Center proposal as presented. The motion passed unanimously.

2. CTE - Agriculture Program

Havel moved and Bunten seconded the motion to approve the CTE – Agricultural program changes as presented. The motion passed unanimously.

3. Resolution #5 - Certified Appreciation Week - May 2 - 6, 2022

Bunten moved and Havel seconded the motion to approve to Resolution #5 – Certified Appreciation Week, May 2-6, 2022 as presented. The motion passed unanimously.

4. Budget Calendar Approval

Havel moved and Bunten seconded the motion to approve the budget calendar as presented. The motion passed unanimously.

11. **CONSENT AGENDA**

Bunten moved and Havel seconded the motion to approve the Consent Agenda as presented. The motion passed unanimously.

1. OSBA Policy Updates - 2nd Reading & Approval
2. Separation Agreement
3. 2022-23 Certified Teacher_Resignation
4. 2022-23 Certified Elementary Teacher
5. 2021-22 Volunteer Golf Coach
6. 2022-23 Special Education Director
7. 2022-23 Student Services Director and Community Liaison

12. **ANNOUNCEMENTS**


Carter congratulated and welcomed Dr. Lloyd Hartley to LCSD7 as the approved Special Education Director. Carter announced the upcoming Circus that will be taking place on the district property grounds near the district office in May. Carter explained more details will be announced from the Lake County Chamber of Commerce.

13. **NEXT BOARD MEETING AGENDA ITEMS**

1. 2022-23 Student & Staff Handbooks
2. AG Farm Improvements
3. Dr. Daly's special items to be donated the Schminck Museum

14. **ADJOURNMENT**

Bunten moved and Havel seconded the motion to adjourn the meeting at 7:04 PM. The motion passed unanimously.



Board Chair



Superintendent