

**MINUTES OF THE REGULAR MEETING OF THE DISTRICT SCHOOL BOARD  
SCHOOL DISTRICT #1J, CRANE UNION HIGH SCHOOL,  
HARNEY COUNTY OREGON  
JANUARY 25, 2010**

**CALL TO ORDER**

The meeting was called to order at 6:02 PM in the Board Meeting Room by Board Chair Ken Bentz.

**ROLL CALL**

Present:

Board Chair Ken Bentz, Marc O'Toole  
Stacey Moser, Cindy Witzel

Superintendent - Pat Sharp  
Deputy Clerk - Deb Crisp

Absent:

Wayne Evans

Guests:

Mary Jo Evers, Milton Merritt

**FLAG SALUTE**

Board Chair Ken Bentz led the flag salute

**MINUTES**

Motion: Cindy Witzel moved to approve the minutes as written

Second: Stacey Moser

Vote: All in favor

**FINANCIAL REPORT**

Motion: Cindy Witzel moved to approve the financial report

Second: Marc O'Toole

Vote: All in favor

**AGENDA CHANGES**

Move Oster's audit report to beginning of agenda

Old Business: c) HVAC update  
d) Policies

New Business: e) Head Trauma protocol  
f) Cell phone guidelines  
g) Gym seating

Mary Jo Evers from Oster Professional group was present to give the annual audit report. Overall the audit report was good with only a few problems. Expenditure testing was one area where improvement

needed to be made. Superintendent Sharp and Deputy Clerk Crisp are working on this problem. There were a few budget errors and Deputy Clerk Crisp has worked with Oster's and these errors will not be an issue again. Overall the audit has greatly improved over past years.

### **STUUDENT COUNCIL REPORT**

Moved to after the Superintendent's report

### **CITIZEN'S INPUT**

None

### **SUPERINTENDENT'S REPORT**

Superintendent Sharp reported that the Science teachers James Driskell and Stephanie Esplin are involved in a sustainability grant. It is a two year consortia grant with several ESD's. They grant is for taking a detailed look at the Science standards. They will be having a total of three workshops.

Mrs. Sharp has completed her third class in her Mentor Coaching class. There are a lot of athletic events going on and Crane is doing very well. The Winter Formal Dance will be on Thursday. There was a discussion over use of the gyms, the multi-purpose room and scheduling.

### **STUDENT COUNCIL REPORT**

Student Council president Milton Merritt reported that Winter Formal would be on Thursday from 7:00 – 11:00 PM in the Multi-purpose room. Basketball districts will begin February 17<sup>th</sup>.

### **BOARD REQUESTS**

None

### **OLD BUSINESS**

Columbia Energy partner update – Superintendent Sharp reported that the Met tower will be moved to the school campus and not be put up on the butte. Horizon Wind Energies has made a donation of a Met tower to Crane Schools.

Revisit Dorm residency policy – Superintendent Sharp wanted to discuss again about the Burns student situation. Ken Bentz wanted the Board to take a look at this situation again, as we have plenty of room in the dorm. There was a discussion about what the policy specifically says. Superintendent Sharp looked up the policy and found where the policy specifically excludes Burns students. The main concern Mr. Bentz had is that we have consistency. There was a lengthy discussion about room, capacity, consistency, residency and policy. Mrs. Sharp stated that our policy is consistent but our practice is not. There was also a long discussion regarding mileage. Superintendent Sharp brought the policy to the table. She read the policy for admission of resident students. The policy does state that Burns students cannot live in the dorm or receive mileage without special Board approval. Cindy Witzel asked if we would be tested if this student was allowed to live in the dorm and were we liable for lawsuit. Superintendent Sharp stated that we would probably be tested by other students. After further discussion it was decided to uphold the decision from last meeting and not to allow this student to stay in the dorm. The main thing is that we stay consistent.

HVAC update – Superintendent Sharp wanted to inform the Board that a new heat pump unit has been installed in the Ag building. It seems to be working very well and is much better than what we had. Buck Smith Heating and Air Conditioning installed the unit. The next major project will be the dorm heating and the whole system will have to be revamped.

Policies - Cindy Witzel wanted to get a copy of the policies and wanted to know if they were back from OSBA. She was told that they were about done and should be back in about two weeks. She wanted to know how the Board reviews the policies. She was told that they had all been gone through last year. It was discussed on how to involve the community in the review.

## **NEW BUSINESS**

Oster's audit report – given earlier

ESD Contracts – Superintendent Sharp presented the Board with the ESD contracts for the coming year and explained what services we will be receiving. Cindy Witzel had some questions concerning technology and filters. There was a short discussion regarding the situation. Superintendent Sharp will discuss the matter with Rod Bennett at ESD. The contract was accepted.

Motion: Stacey Moser made the motion to accept the services indicated and sign the contracts with Harney ESD  
Second: Marc O'Toole  
Vote: All in favor

Student Wellness Survey – Superintendent Sharp presented the Board with a draft of the new Oregon Student Wellness Survey. Mrs. Sharp recommends that we participate in the survey with the 11<sup>th</sup> graders. She presented the Board with last year's results.

Motion: Stacey Moser made the motion to administer the Oregon Student Wellness Survey to the 11<sup>th</sup> graders  
Second: Marc O'Toole  
Vote: All in favor

Compensation for Drama Extra-curricular – Stacey Moser would like to have a stipend allotted for the Drama Coach. Ken Bentz reviewed the process for hiring coaches that receive an extra duty stipend. If this is done there would have to be guidelines established that would have to be followed. The position would then be subject to budget cuts just the same as any other coach position. The Board asked that Superintendent Sharp draw up a sample job description for this position and bring it back to the Board.

Head Trauma Protocol – Superintendent Sharp told the Board about a situation that had happened about a month earlier. The case was handled as it normally would have been. This was not adequate and the procedures have been changed. Mrs. Sharp explained the new protocol and how it will work. This new protocol will begin immediately.

Cell Phone Guidelines – Crane now has full cell phone coverage. The new policy is that there is no cell phone use in the High School building; they are to be left in their room or car. Cell phones can be used in the dorm during lunch and none school hours. There will be no cell phone use in the dorm after 10:00

PM. The first offense is a warning and their name is sent to Mrs. Sharp. The second offense their cell phone will be taken away and given to Mrs. Sharp. To get the cell phone back, the student along with their parents will have to meet with Mrs. Sharp and review the policy and she will determine then if they can continue to have a cell phone on campus. The students are aware of the policy.

Gym Seating – Athletic Director Steeves was very concerned about the people who are placing folding chairs in the corners and creating extreme congestion. The seating has been changed so that the ones who need the chairs will still be able to use them, but the corners will not be filled. The first row of bleachers will be pushed in and chairs will be placed in front for those who need them. Staff will be working at keeping the corners cleared out to relieve the congestion. We will also ask the referees to help keep people out from under the baskets and being in heavy traffic areas.

### **EXECUTIVE SESSION**

The meeting was adjourned into executive session at 8:06 PM.

The meeting was reconvened into regular session at 8:34 PM

### **ANNOUNCEMENTS**

None

### **ADJOURN**

Next meeting will be February 22, 2010 at 6:00 PM. The meeting was adjourned at 8:36 PM.

Respectfully submitted,

---

Debora Crisp, Deputy Clerk

---

Ken Bentz, Board Chair