

# Administration Reports

March 2019

## Sam Boardman Elementary

Morrow County School District's strategic goal 3 focus's on maintaining "strong financial management plan that supports staying current with infrastructure and providing innovative learning opportunities for students". In order to meet this objective Sam Boardman will maintain budget parameters and be fiscally responsible by using the budget to improve instruction, create new opportunities to increase family involvement and student attendance, and search out STEAM opportunities for all students.

Throughout the year, our school has continued to focus on building a strong after school program, which has been a newly instituted Friday program, or Beyond the Bell. Students have been able to participate in activities such as sewing, cooking, board games, art, sports, STEM, word play, language and culture and science to name a few. These programs are a combined effort of Sam Boardman and Windy River staff, as well as a collaborative effort of our community partners.

We have also developed three parent nights. Our first focused on a "Polar Express" theme with various activities. The second event, still to be scheduled, is our reading night with an emphasis on Dr. Seuss. Finally, OMSI will be visiting our school and setting up a science night for our community.

All of these efforts and events have the focus of student achievement, through a collaborative effort. It is the hope that minds are invigorated and students become excited about learning.

## Windy River Elementary

Morrow County School District-School Board Strategic Goal 3

Windy River Elementary will maintain budget parameters and be fiscally responsible. Our goal is to use our budget to improve instruction and continue to provide a safe environment for students to learn. Our budget will be used to maintain the following:

- programs and academic trips for students
- assistance with the continual training of staff
- building repairs as needed
- update security cameras and classroom technology (radios, classroom televisions and doc cameras, security cameras)
- supplies for our teachers both with curricular needs and other classroom supplies that support our building goals (stools, tables, training, other supplies to support our areas of focus i.e. small groups)
- supplies for our goal of improving the climate of the school (self-manager and PBIS supplies)
- office/school general supplies

## Riverside Jr/Sr High School

Part of Goal 3 is to be focused on maintaining facilities. At Riverside, we have been very proactive in writing grants to be able to maintain and make necessary upgrades to the facility as need arise. This year we were focused on updating our baseball backstop. We wrote a grant to the Wildhorse Foundation for \$10,000 which was approved. Along with the support from Wildhorse, we also received donations from Umatilla Electric, Port of Morrow, Elite Tree Service and Rock Enterprises. With the help of all of these community partners, we were able to begin working on this project in the fall and finished in in January.

Currently we are still focused on continuing with our innovative learning opportunities with students that we shared with you in November. Our Leadership/Broadcast Journalism class has continued to grow in their skillsets in making

better videos and promoting programs at Riverside. The FFA chapter has been extremely active in participating in competitions and have two students who will be earning their State FFA Degrees this year. Lastly, we also have started a student run screen printing business at Riverside. This was made possible through a GEAR UP grant that we received last June. It has been a big process to get the equipment set up and operational, and it has been in operation for a few months now. They are making shirts for our school programs as well as a few other businesses who have reached out to them.

### **A.C. Houghton Elementary**

This year at AC Houghton our goal is to maintain a strong financial management plan. We have worked really hard at making sure classrooms have the technology they need to support student learning. We have almost every classroom equipped with 1-1 chrome books or iPads. Most of our classrooms have interactive promethean boards for teachers and students to use. The staff is using innovative ideas when presenting lessons with the students along with implementing Conscious discipline. To support our technology, we have incorporated coding classes at our Friday school program. Friday school focuses on STEAM- science, technology, engineering, art, and math. At ACH we are always looking at different ways to bring in innovative learning while maintaining financial stability.

### **Irrigon Elementary School**

Irrigon Elementary School Administrators have been looking at innovative learning aspects that are built into the daily lessons the students are receiving and through afterschool activities. Administrators have continued to have support from the DO once a month to discuss, best practices being used in the classrooms, data, standards, pacing guides, and building focus. These meetings have helped me to keep a focus on our school vision with lesson instruction/delivery, data, and standards based teaching. During the last few instructional leadership meetings, I have learned a lot about myself as an administrator and have received valuable feedback from district officials to help me grow as an administrator. We have finished up the maintenance budget meetings and look forward to making some small repairs to keep our school looking/running nice.

When we look at innovative learning, a lot comes to mind, such as the after school program and Lego robotics, but what about the innovative learning throughout the day? Starting with our Core instruction in math and reading, we have stations that students rotate through that have a focus on standards that they are missing in that subject. Most of the stations are student lead with a hands on activity for the students to engage in, a typical classroom you would see 4-5 stations set up with different standards being addressed. The student data is looked at each week and adjustments are made with the results. Our teachers are also taking the science and Social studies grade level standards and teaching the students using hands on methods that address each of the standards. We just finished up with the science kits from the IMESD. Our 5<sup>th</sup> grade team has started the research portion of state reports. The state report is a written report, state float and oral presentation. We have housed the Oregon State Extension Cooking Matters class at IES over the past month. This class is for families to learn healthy cooking skills and get to enjoy making a meal for their family that evening. They also receive all the ingredients to make the meal at home. We have a lot of innovative learning happening at IES this past month.

We wrapped up the maintenance meetings with our list of items for next year in mind for keeping our school running smoothly and keeping it looking nice. This was the second year I have helped with the maintenance budget. This was a fantastic learning experience and made me look at the different aspects of our school.

We are excited to grow as administrators and to make our school vision clear to our staff, school board, and outside partners. We will also have more innovative learning/teaching opportunities throughout the year for our students. Before we know it the snow will be melted and the tulips will be blooming throughout our little village.

### **Irrigon Jr/Sr High School**

It is March, but you wouldn't know that from all the snow and freezing temperatures that we are experiencing! It is hard to believe that spring break is just right around the corner. This month we wanted to take a look at our district goal #3

and how we are continuing to provide and expand opportunities for our students. Our district has done a great job of finding ways to provide access to funding for our teachers to increase engagement and opportunities in the classroom. One way is through our local technology grants. Through the grant process, our teachers have been able to apply and be awarded funds to upgrade their technology. Our teachers have utilized these opportunities to acquire chromebooks, TV's, ipads, 3D printers, video cameras and video editing software, microscopes, calculators, and a variety of other items. On top of that, we have also been provided with Measure 98 grants to be used towards drop-out prevention, college-career readiness activities, and CTE courses. With these funds, teachers have been able to purchase classroom supplies, fund fieldtrips and college experiences, and support students to continue to work towards graduation in a variety of different means. Myself and our counselor Mr. Royer will be conducting our annual college visitation trip on March 7-8, that will take students to Mt. Hood Community College, Oregon State University, and Western Oregon University. On this trip, students will be able to visit the campuses, eat in the dining halls, stay in a dorm room, meet current students that attend those schools from our area, and learn about each campus from the tour guides. This is all made possible through the Measure 98 grant funds.

We recently had a maintenance and facility budget walkthrough, to highlight our facility and maintenance needs for the upcoming year. During this visit, we were able to highlight all of the great work our custodial and maintenance staff have done to prolong the life of the facility and reduce our cost needs in certain areas. We were able to target specific areas to invest in preventative maintenance to keep our cost down in the long run. I wanted to give a big thank you to them for the great work they have been doing all year!

Winter sports have wrapped up. Our girls and boys basketball teams finished just one spot back of making the district tournament, but battled hard all year. During our boys season, our head coach Davie Salas was diagnosed with cancer and was unable to complete the season. He had to have surgery to remove the tumor, and as of last week, is making a complete and successful recovery. And last, but not least, our wrestling team qualified 9 wrestlers to the state tournament and had 8 state placers on their way to finishing 7<sup>th</sup> in the state, their highest ever finish: Asher Hall 106 6<sup>th</sup> place. Gabriel Romero 113 3<sup>rd</sup> place. Jacob Ayala Qualifier. Kyler Olney 126 4<sup>th</sup> place. Alex Miranda-Walls 170 3<sup>rd</sup> place. Brady Harrington 182 5<sup>th</sup> place. Josh Aguilera 195 5<sup>th</sup> place. Reese Sheller 220 6<sup>th</sup> place. Kaleb Kendrick 285 4<sup>th</sup> place.

Lastly, I wanted to add a community update. Over the past two weeks our community has gathered together to raise money for our students. On Feb. 23<sup>rd</sup> our Knights Pride Booster club held their annual dinner auction and raised around \$16,000. The following weekend, a benefit dinner and auction was held at Irrigon Jr/Sr High for one of our students, Braden Locey, who is battling Leukemia and is currently living at the Ronald McDonald house near Seattle Children's Hospital, where he will be for the next 4-5 months. At that benefit dinner auction, our community raised another \$15,000 for Braden and his family. That is over \$30,000 our community has donated in just the last two weekends alone, and is a great example of the support and compassion of our families in Irrigon. I would like to extend a big thank you to them as well!

### **Heppner Elementary**

HES has had much success this year expanding the innovative learning portion of our day-to-day activities. With support from two grants awarded for classroom upgrades all grades K-6<sup>th</sup> now have tables and chairs or desks designed for small group instruction. Along with the use of Active Panels in all classrooms, this has provided a consistent approach to learning that maximizes some of the strongest teaching strategies.

Another grant recently awarded has provided support for two separate days of Art instruction and practice with a certified Art teacher at HES. The first of these days will be April 5<sup>th</sup> and 12<sup>th</sup> with half of the grades getting to do a significant project on each of those days. The other day will be in the late spring after statewide testing has concluded.

Several classes have been able to go on field trips that include a farm visit, the Pendleton Roundup (as a capstone to a local history unit) and a Museum tour. In addition, there are several spring field trips planned, ranging from the 4<sup>th</sup> grade's annual trip to the John Day Fossil Beds, to a week of Tupper outdoor school and including Watershed Field day held on the outskirts of Lexington.

A partnership with the Oregon Trail Public Library has provided an after school program along the lines of Lego-robotics called Ozobot Evo. Students involved in this build and document simple functional robots. They incorporate STEM and language art topics through the hands on Science activities and written reports completed throughout the process.

The Heppner High School TSA students are scheduled to do another STEM in the classroom. High school students are preparing and will present a lesson to increase the interest of young students in the STEM field. This is supported by Mr. Fowler through supervision and mentoring and EOU through a grant with some oversight and mentoring.

With the exception of two classrooms that share, there is a chromebook cart with a full set of chromebooks in each classroom. These have come through the MCSD technology grant over the course of several years. When needed each student at HES could access a chromebook at the same time. These devices allow for many of the innovative practices employed at HES by teachers on a daily basis.

To wrap it up I wish to address the efforts of the HES teaching staff to make peer observations a regular part of their professional development. With support from the district through provision of a substitute teacher, when needed, and transportation, all grade level teachers have made at least one visit to another classroom. During these learning walk-throughs they have observed strong teaching practices. Each time HES teachers have done this, they have had the opportunity to share with the remaining staff their experience and we have had multiple productive discussions leading to implementation of strong strategies in our building.

### **Heppner Jr/Sr High School**

As we rapidly approach Spring Break, our current enrollment is 169 students with an attendance percentage of 94.3% at Heppner Junior/Senior High School.

The Mustangs Boys and Girls Basketball teams performed well this year. Both teams placed 1<sup>st</sup> at the Blue Mountain Conference district tournament and our girls team advanced to the state tournament and ended up being STATE CHAMPIONS!!! Our wrestling program advanced two wrestlers (Carson Brosnan & Trever Antonucci) to the state tournament where they both finished 4<sup>th</sup> place at state.

The remainder of my March 2019 report revolves around MCSD Goal 3 *“Maintain a strong financial management plan that supports staying current with infrastructure and providing innovative learning opportunities for students”*. A couple of innovative learning opportunities that we are excited to continue at HJSHS this year are the Heppner FFA Food Backpack program, the FBLA T-shirt design-production program and the HJSHS ASB recycle program.

The Heppner Backpack/Food Program continues to provide a weekend supply of nutritious food for children, commonly for low-income families, to help replace the school meals that children miss during their weekend or extended breaks from school. Each weekend food bag contains enough food for three breakfasts, three lunches, three snacks, one can of vegetables, and one can of fruit. All food is nonperishable. We invite your help finding children/families who will benefit most from participating in this program. The program is coordinated and facilitated by Mrs. Dickenson along with HJSHS FFA and Agriculture students who help pack food bags weekly, write grants, and organize fundraising and donation drives to help keep the program running. The program is currently funded through generous gifts from the National FFA Foundation, Heppner Jr/Sr High School ASB, Heppner FFA Chapter, Willow Creek Valley Economic Development Group, Wilco Co., DPR Construction, and many other gracious “anonymous” community donors.

The HJSHS FBLA T-Shirt Design/Production Program is a student led program coordinated and facilitated by Mrs. Collins and her FBLA students that designs and produces t-shirts and hats for various groups and organizations. They also do special requests for members of the business community and even miscellaneous items for special events. Our community has always supported our schools and they like to show their school spirit by buying shirts and hats. What better way to capitalize than for the FBLA members to produce those shirts and hats? With the way this program has already succeeded, it could be an extremely profitable venture for many years to come at HJSHS. Every HJSHS FBLA

student benefits from this program as they are learning marketing skills, creativity, organization, and entrepreneurship while making money for the FBLA program. It's also nice to not have to worry as much about fund raising for registrations and competitions associated with sending our students to Oregon Leadership Institute, State and National FBLA competitions, etc.

The HJSHS ASB Recycle Program is a student led program that is coordinated and facilitated by Mrs. Payne, where our ASB students collect and recycle cans and bottles with the proceeds going toward ASB sponsored community/school related activities and events.

**Management's Discussion and Analysis**

**MCS D – Maintenance & Facilities Update – March 2019**

It's been a busy month for our Custodial and Grounds Staff with snow/ice removal! They have done a wonderful job keeping our campuses as safe as possible for students, staff and patrons.

The sales agreement for the purchase of the lot near Irrigon Junior Senior High School is in the final process with the Title Company.

The 2018-2019 Budgeted Projects are almost complete with only three projects left! Here are a few of the projects that we were able to take care of this year; Outdoor Lighting and Door Replacements at Heppner Elementary; Outdoor Lighting and Wrestling Light at Heppner Jr Sr High; Health Room Remodel, Door Repairs and Table Saw at AC Houghton Elementary; Outdoor Lighting, Scrubber Cleaning Machine, and Eave Screens at Irrigon Elementary; Door Replacement and Power Winches for the Gym at Irrigon Jr Sr High; Window Tinting, Fencing and Parking Lot Signage/Lines at Sam Boardman Elementary; Sidewalk, Window Tinting and Parking Lot Signage/Lines at Windy River Elementary; Surveillance Cameras and a New Door and Window at Morrow Education Center; Carpet Replacement, Window Replacement and Door Repairs/Replacement at Riverside Jr Sr High.

Our school grounds received a few improvements with several trees trimmed or removed that were causing hazards throughout the schools, new gravel and rocks, a mower for the Heppner Schools and lawn sweeper and pull behind mower for the Irrigon Schools.

We have met with Administrators, Head Custodians and Lead Maintenance Staff in February to begin the budgeting process for next year. They presented their projects during our walk-through then we will decide which projects to move forward with. Our main focus is Safety, Extending Useful Life and Efficiencies/Cost Savings.

**Staff Incident/Accidents Report:**

<b>Date</b>	<b>School</b>	<b>Incident</b>
1/7/2019	SBE	Employee hurt wrist when greeting a student. Went to the doctor.
1/29/2019	WRE	Employee rolled ankle when entering the building. Went to the doctor.
1/30/2019	MEC	Employee was bit by a dog. Did not seek medical attention.
2/6/2019	IJSHS	Employee hurt their shoulder/arm after falling on the bleachers. Went to the doctor.
2/8/2019	WRE	Employee hurt knee, back & head after slipping on an icy sidewalk. Did not seek medical attention.
2/12/2019	North DO	Employee hurt back and ankle after slipping on wet floor. Did not seek medical attention.
2/21/2019	ACH	Employee rolled ankle after slipping on ice in the parking lot. Went to the doctor.
2/27/2019	WRE	Employee hurt elbow after slipping on snow in the parking lot.

**Financial Report Talking Points:**

The attached Financial Update highlights the significant transactions for the Morrow County School District for the month February:

- The General Fund collected the following:
  - Basic school support: \$1,411,442
  - Property taxes: \$29,630
  - LGIP Interest: \$24.689
  
- The 2017-2018 audit was completed and delivered to ODE by December 31<sup>st</sup>. Dickey and Tremper will be presenting the audit at the March Board meeting, due to the February Board meeting being cancelled due to weather. The first year with the new auditors and audit processes, went very well.
  
- 2019-20 Budget calendar is being presented for approval in March.
  - Beginning of a new biennium
  - State funding is rumored to roll out at \$8.97B