

Principal & Director Reports

December 2011

Goal 4

Develop and foster strong communication practices that support the district's mission and goals with all stakeholder populations as determined by annual survey. MCSD will build trust and improve partnerships with communities, including parents, business, civic and cultural groups through the use of social media. MCSD will look to develop a transparent and consistent communication system that keeps stakeholders informed and connected to important news and events in our school district.

AC. Houghton Elementary

Communication and Involvement of ACH Parents and Community

ACH is online and ready to use the School Messenger communication system with our homes. With this system, we will be able to send phone notifications those mornings where we have school delays or snow closures. This can be done from the school or from our home computers also as necessary for early notification. We have experimented with test calls and the system works well and quickly. We will also be using School Messenger for notices to parents regarding school programs here at school. We will try this approach with at least one of our Christmas concerts.

Activities for Community and Parent Involvement

Family Reading Night

Five months out of the year, October through March, on the third Tuesday of the month, we have our Family Reading Nights. This activity has four staff members volunteering to be readers to different age levels and our parent group provides a free book for every child who comes. This activity takes place in our library and has the average participation of 35-45 people.

Family Skate Night

Six months out of the year, October through March, we have a family skating activity at the George's skate Center in Hermiston. The school student body funds provide a bus for students and families without transportation to the event. About half again as many people usually come over as family groups in personal vehicles. A great time is had by all and average participation is 55-75.

Family Movie Night

This has been our newest activity for the last couple years. 6-7 months out of the year we have a late release DVD family movie in our cafeteria projected on our 12 foot screen with a good sound system. Average attendance has been between 140-170 people. The activity is free and grade levels and school programs sell candy, pop and popcorn for a nominal cost. Our attendance has been a good example of an inexpensive activity to get parents involved at school, as a family.

Concerts

We hold a Christmas concert each year in December. With our 275 students, we have to divide their concert into two separate nights because we pack our gym twice with parents and extended families attending. Average total attendance is right at 1000 people total for the two events.

We also hold a spring concert which is not attended quite as heavily by parents so we are able to combine all grades.

Heppner Elementary School

I can't believe it is already December, but the recent cold and frosty mornings are a good indicator that winter has arrived. Our current enrollment at HES is 189 students and our attendance percentage for this school year is currently 97.14%. As always we will continue to communicate the importance of regular attendance to the students and parents of Heppner Elementary School.

The HES-Parent Teacher Club held another successful school carnival at HES on November 10th and raised over \$1,250.00 that will help out with school related projects and supplies. The HES Staff and I are pleased to announce that **109** HES Students recently earned Honor Cards and **95** students had perfect attendance for the first quarter. Each student had to maintain positive grades, attendance, behavior, and citizenship to be eligible and they received their honor card certificates at an assembly on November 10th. Many thanks to the local Heppner businesses who support the Honor Card program, as HES Students are able to receive special rewards from 10 participating local businesses by showing their Honor Cards! The first round of OAKS testing is just wrapping up, and preliminary results indicate another strong showing by HES Students during the first round of testing. HES Students raised nearly 800 pounds of canned food that was donated to the Heppner Neighborhood Center to help families in need from our community.

The HES Staff and I work hard to communicate both MCSD and HES school related information, events, and happenings. In this month's report I will be focusing on—**Board Goal 4: Develop and foster strong communication practices that support the district's mission and goals with all stakeholder populations as determined by annual survey. MCSD will build trust and improve partnerships with communities, including parents, business, civic and cultural groups through the use of social media. MCSD will look to develop a transparent and consistent communication system that keeps stakeholders informed and connected to important news and events in our school district.**

The information provided below is the 2011-2012 action plans that HES developed with cooperation from HES-PTC (Parent Teacher Club), HES-Site Council, and HES-PFP (Parents for Parents) committees. It is aligned with current best practices that relate to Epstein's 6 Types of Links with School, Family, and Community Partnerships - (Ideas about which practices of engagement/involvement partnerships will help reach the desired results for each goal).

Heppner Elementary School-2011-2012 Community Engagement, Communication & Family Involvement Action Plan

Revised: 12/7/2011

Heppner Elementary School Mission Statement:

"Heppner schools, in partnership with families and their community, provide each student the opportunity to develop values, knowledge, skills, and self-confidence to become life-long learners and responsible citizens."

Goal – Climate of Partnership: To help strengthen the six types of family and community involvement, improve communication and encourage partnerships with students, parents, community stakeholders and families.

Desired outcome for this goal: For HES to become more of a community based school for the benefit of all students (including home school students), staff, parents and other community members/stakeholders.

How will we track and/or measure the result(s): Tracking of attendance for the different target audiences/groups at planned activities and student/parent/stakeholder surveys.

Organization and scheduling the family and community involvement activities to support this goal:

<u>Examples of Activities:</u>	<u>Type (1-6):</u>	<u>Date:</u>	<u>Grade(s):</u>
HES School Carnival	2, 3 & 6	Fall-2011	Kg-6th
Family Reading Night	1, 2 & 3	Winter-2012	Kg-6 th
Family Movie Night	1 & 2	Winter-2012	Kg-6 th
Family Game Night	1 & 2	Spring-2012	Kg-6 th
Title One & ELL Family Night	1, 2, 5, & 6	January-2012	Kg-6th
HES-Community Health Fair	2 & 6	February-2012	Kg-12 th
Parenting with Dignity Classes	1 & 4	Spring-2012	Kg-6 th
Monthly Site Council Meetings	5 & 6	Monthly-11/12	Kg-6 th
Monthly PTC Meetings	5 & 6	Monthly-11/12	Kg-6 th

6 Types (Epstein's) - Links with School, Family, and Community Partnerships: (Ideas about which practices of engagement/involvement partnerships will help reach the desired results for this goal?)

Type 1 – Parenting: Family activity nights, parenting classes, Use surveys to assess areas of need for families and end of the year celebration with food, recognition, and culminating thoughts to recap of the year. Possibly a community barbecue/picnic prior to end of school year.

Type 2 – Communicating: Communicate family activity nights, Conduct Health Fair (to include agency/business/community partnerships such as dental, mental health, health department, etc.), Breakfast with the principal, reader board, newsletters, Monday Folders Newsletters etc.

Type 3 – Volunteering: Classroom support, Book Fair support, School Carnival, ASB fundraising support, Certified Appreciation / Classified Appreciation support. Also could include a volunteer recognition event to be tied into the end of the year barbecue/picnic celebration.

Type 4 – Learning at Home: Child Development informational fliers, Parenting with Dignity Classes DVD's, Parenting tips and advice via newsletters, web site and Monday Folders, Academic Support via newsletters, web site and Monday Folders.

Type 5 – Decision Making: Monthly Site Council & PTC meetings, Breakfast with the principal, Staff input from staff/committee meetings, Parent surveys regarding school effectiveness.

Type 6 – Collaborating With the Community: Health Fair, School Carnival, Local Child Care Providers, School/Family Nights, Informational Nights/Open House.

Evaluation: Why Evaluate? – To help with future planning and assessing the quality of efforts, teamwork, program and practice. It is also an opportunity to reflect and evaluate the quality of partnership practices and efforts. Types of sample guiding questions for the evaluation/measurement tool:

1. What was successful? How do you measure the success?
2. What were the challenges?
3. What would you change to make this event better if we do it again?

Currently at HES, we are effectively utilizing the COLT Express Monthly Newsletter, HES Website, The Heppner Gazette Times, and School Messenger to communicate both MCSD and HES school related information, events, and happenings. We will continually seek opportunities to increase communication and partnerships with all stakeholders for continued success at HES and to provide the necessary communication opportunities to help facilitate this district goal.

Here are a couple of important upcoming events for your calendars; The HES/HJSHS Music Students will be presenting our winter concert on Wednesday, December 7th at 6:00pm in the HES Gymnasium. The Heppner Community Light Parade and Christmas Celebration event will be held Thursday, December 15th starting at 6:00pm. And finally, winter break begins December 16th with school resuming on January 3rd, 2012.

Heppner High School

Nuts and Bolts-

On December 12th, we have a unique opportunity to have a special presentation to our students. Hall of Fame basketball player Bill Walton will share his life experiences with our students from 2pm until 3:30pm. I have invited the students from Riverside, Irrigon, and Ione to join us for this event. In the evening he will be speaking at a fundraiser dinner at the Elks for the Heppner Daycare. Mr. Walton coming to Heppner is due to the relationship he has with Pat Kilkenny and Mr. Kilkenny's commitment to give back to Heppner. Needless to say, this is an exciting venue and we thank him for his efforts and financial support of such a cause. If you are available to come to the assembly, please do.

Dirk and I have spent a significant amount of time exploring options with renewable energy and the college program that Columbia Gorge Community College offers for its students. Their program is nationally recognized and accredited. We are looking for ways to crossover with their curriculum in our CTE programs. This in turn may help many of our students a head start in this field while being students here in Heppner. There may be some wind industry money that can help support this project, and we are exploring options that work for both our school and the industry. As we determine what can be done- it will be presented in a future meeting.

We just finished up Anti-Bullying Week the last week in November. There were some powerful presentations given by our students during assemblies throughout the week. Progress was made with students about what it looks like and how to handle negative situations in the future. Our site council is looking at student survey results and they will be discussing how best to support further bullying and harassment education each year.

Board Goal #4 Communication that fosters strong practices that support the districts mission and goals with all stakeholder populations.

Purchasing Phone Messenger, our new software to communicate via phone, email, and text is still in the development stages because it is new. With this being said, it is an amazing product and we will be able to use in the future to great lengths. We are currently using it for attendance and school delays or weather closures if needed as we clean up the data needed to make it work for parents via email and texting. It is my hope that within a month, we will have this part of the software working and communicating all things that pertain to our school. Some examples of how we could use the software outside of the above mentioned could be to create lists that are parent specific with their child. A band trip, concert, play, and possibly even athletic groups could be created and used. As with anything that is new, it will take a little time to get it going so we are able to use it to its fullest capacity.

We have been working with Schedule Star to update their software. They have finally done so and we have renewed our commitment with them to post school events on our website. Erika Lassiter is working on cleaning up the data and it should be linked any day now. Our patrons have missed this very much and it will be a great addition in getting this back to aid with communication.

Our community is posting a Heppner Schedule of Events to the Heppner Chamber of Commerce's website each Monday. Every week when I make up our schools Monday Bulletin, I send it to Sandy Matthews and she posts school and community wide events on the community calendar. This should help with communication/conflict on many different fronts. I have heard some great feedback while being on the Chamber Board about how many of our patrons

appreciate this information due to the number of things that go on in our town and the competition of dates.

Irrigon Elementary School

Here at Irrigon Elementary School we hold high and important the engagement of stake holders, parents, and other city organizations to be of service in and for our Student population. Here are some ways we show this.

1. Monthly School/Parent letters sent home to parents in Monday folders explaining to parents the month's agenda of events, changes happening in school, tips of child needs and developments and other things pertinent to our school. This is made both in Spanish and in English. Everything we send home we try to have it all in both languages.
2. On our IES website we put our daily announcements updated so parents can see each day what the school is doing. It helps serve as a reminder. And it communicates in a way for parents who want to look from home or work our daily events. Also in lights, IES pays in part for the Pepsi public electronic sign reader board. We contact the secretary at ACH and she puts any announcements that are happening at IES within the next few days. This gets everyone driving by Highway 730.
3. Like many schools in Morrow County, Irrigon Elementary School shares the gym with many other programs in the city. The Columbia Youth Basketball uses our gym half the year for girls and boys basketball. The junior high school uses the gym for regular boys' and girls' basketball and volleyball. The gym is also used by a new group called AAU Basketball, they use the gym on weekend for kids who want to learn more techniques and skills. This is not all! The Family Worship Center uses the gym late evenings during the week for men's basketball. They all share the use of the building with a master schedule that I have drawn up. Last, a group from Irrigon uses the gym on weekends for in-door soccer. The gym is always busy, used for student, children and adults. It is truly a community gym.
4. In general IES has many other things which make a community place to be. On December 12th we are having our Christmas Concert. We had 86% of our parents attend our first conferences in November. About 60 were in attendance for our first Family Movie Night in October. Parents run our lunchtime Bal-A-Vis-X program to help with our brain-based learning program. Parents and patrons are richly involved at IES. They are welcome.

Irrigon High School

We are always on the lookout for ways to improve our communication to parents and the community. Our monthly newsletter is posted to our webpage, mailed home, and is available in the office. Daily announcements are also posted to our webpage in addition to being displayed on several television monitors throughout the school. Our counselor also regularly posts scholarship and college information to our web page for students and their parents.

Until recently School Messenger has been used primarily as a means to notify parents of student absences. We have used the program to notify parents of our 5th Avenue program and our Breakfast of Champions recognition of outstanding students. Additionally, we have been and are continuing our efforts to utilize e-mail and text messaging to send home notifications of different school events as well. We also do a good job of tracking parent contact using our data discipline software.

I also personally had conversations with every parent who attended open house explaining the new graduation requirements, the district 236 plan, and the intervention strategies we are utilizing to help students. Our core area teachers also had similar conversations during conferences as well. Booster club meetings, site council, and chamber of commerce luncheons are also a few of the other means we utilize to disseminate school information.

Progress reports are mailed home every three weeks to keep parents informed of their child's progress. As per our 236 plan and junior high accountability program, we also utilize these mailings to notify parents that their child is at risk of having to attend a mandatory summer school or after school interventions program.

Riverside High School

Riverside High School -2011-2012 Community Engagement, Communication & Family Involvement Action Plan

Our current enrollment at Riverside is 414 students and our average attendance percentage for this school year is 96%. Of the 96%, first quarter reports indicate that 106 students had perfect attendance.

At the high school level we continue to encourage higher education. This year students have been taken to multiple college and career opportunities. The latest was an excursion to Hermiston High School where we took approximately 29 students to a college fair. At this fair, students were exposed to tips on choosing the right college, financial aid and how to access grants/scholarships. This effort is critical in helping students make informed choices about their long range educational future. We at Riverside are forging ahead with the 40/40/20 goal where by the year 2020, 40 percent of the population in our county will have a 4 year degree, 40 percent will have an A.A. and 20 percent will have a minimum of a high school diploma. Other events like this will be available to RHS students throughout the year. Ms. Sanchez is working diligently to make sure our students and parents are informed of these opportunities.

Boys Soccer Team – Takes 3A State Title

The Riverside Boys' Soccer Team capped off an incredible season (19-0) by bringing home the state title Saturday, November 19th with a 2-0 win over St. Mary's. The final three matches were a testament to their discipline, skill and team work. Every member of the team contributed with conviction. The team set a goal early in the season, to win a state title; they planned their strategy, worked hard every day and perfectly executed their game plan. Under the coaching of Mr. Carlos Velasco and Francisco Velazquez, the boys realized their dream. It was exciting to see a large body of RHS students, including cheerleaders, staff, and lots of community members support the boys at the state championship game. Congratulations are in order to Erik Ruiz who was name Player of the Game.

RHS and Rural Development Initiative

Building bridges with our community

Pasos al Éxito (PAE) is a two year, microenterprise development program that supports building the economic development capacity of rural Latino community participants in three ways: training in basic personal and business finance, instruction in starting a small microenterprise business, and access to mentorship, support, and resources as they take their first steps toward success.

This microenterprise development program is in Spanish and is designed to serve seven rural communities simultaneously over a two-year period. The four major activities of the program include

- Development of Local Partnerships
- Financial Literacy Training (Money Smart)
- Microenterprise Development Training (Starting a Business @ Home)
- Follow-up and Mentorship Activities

Senior “Brick” Fundraiser

The senior class has been working in collaboration with the local Community Clinic to raise funds to complete construction of the new clinic. The community clinic has been funded thus far by public and private funds. Seniors are selling bricks that will be built into the walkway of the clinic. The senior class earns \$30 for every brick they sell. The bricks are \$100. The rest of the proceeds go to building the clinic. So far, the senior class has sold 8 bricks.

Once a quarter Riverside Jr/Sr high provides the community an opportunity to visit with teachers at parent teacher conferences. Our goal is to encourage 80% to 90% parent attendance. I will provide more information on these numbers after parent/teacher conference on the 6th of December.

At Riverside Jr/Sr high we understand that communication is key. Since the inception of our new School Messenger program (automated phone system) we have utilized the program to inform parents of the events listed below. Currently the messenger reports indicate that we are reaching over 90% of our calls. Our goal is to reach 100% of our parents.

1. We have set up our Two Delay Schedule – I can access the command via my cell phone
2. We have also set up the School Closure announcement
3. We have used School Messenger for Parent Teacher Conferences notification
4. We sent out a Congratulatory Message for State Soccer event!
5. Invited town’s people to the game in Hillsboro state finals
6. Used it to inform parents of rooters bus for the same event.
7. We used it for early dismissal for Thanksgiving
8. We plan to use it for every parent/teacher conference
9. We will Send a message to parents regarding Christmas Break
10. Same for Spring Break
11. Graduation information
12. Night of excellence
13. Senior information
14. We feel very comfortable with the system.

Sam Boardman Elementary School

Strong communication practices that are a part of S.B.E.'s tradition include:

- Parent/Student handbook with side-by-side translation. Handbooks include school rules, calendar of events, compacts, policies; and contact information.
- Blue Communiqué Folders go home with students each Monday
- Bilingual Buccaneer Newsletters are sent home bi-monthly in the Communiqué Folder
- Half-page fliers are sent home announcing upcoming school and family events
- Web-page with calendar of upcoming events; facility use calendar; as well as student resources
- Reader board updated weekly
- Parent Survey twice a year

Building trust and improving partnerships through these programs and events:

- Scientists in Residence using FOSS science kits—**University of Oregon**
- Open House showcases community resources for families (**Community Health, CCEP, Boy Scouts, Girl Scouts, 4-H, Migrant Head Start**, etc.)
- Other evening events offer opportunities for student registrations (**Lil'Hoop, basketball, soccer, baseball, cheer camp**, etc.)
- Parent Information Night—informing parents of new changes (i.e. report cards, grading rubrics, OAKS or ELPA reports) as well as program information and Title services
- Veterans Day Assembly—inviting **veterans** from all over the county and our community stakeholders
- Family Reading Nights—inviting families to read with their child. Four events a year where every S.B.E. child takes home a self-selected book.
- Family Math Night—inviting families to learn strategies and games to help develop math concepts. Door prizes and math folders make this a night parents don't want to miss.
- Holiday Feast—**policemen, firemen, town mayor** and other community members are invited to serve students in a get acquainted, fun event.
- **Kiwanis**—gift dictionaries to every third grade student and host a safe Halloween experience for all children.
- The **Fire Department**—modeled different shapes and sizes among firefighters and then had lunch with kindergarten in an inclusion lesson on differences; offered fire truck tours and shared hot chocolate with the winning class in our Box top collection competition.
- **Tillicum Ladies Club** —supplies backpacks, school supplies, etc. for students and families; as well as provide an annual Easter Egg Hunt for all children
- **Eastern Oregon University**—practicum students studying language development seek hands-on opportunities to work with students and learn from our staff
- All-school assemblies – **OMSI, Morrow County Community Arts Foundation**

- The Artist in Residence program, sponsored by **Morrow County Community Arts Foundation**, this year will feature using clay to create exterior mosaics
- Meals in Backpacks program sponsored by LPSCC (**Local Public Safety Coordinating Council**) to ensure continued health over the weekend.
- One school foyer bulletin board is dedicated to displaying community resources for parents
- PTO (Parent Teacher Organization) meets monthly to plan events such as the holiday bake sale, AR and classroom party supports, Carnival, Family Movie Nights, Buck & Elizabeth Concert, and the end-of-the-year Roller Skating Party.

Improving partnerships through the use of social media:

- School Messenger—Our first all school announcement will be this Wednesday evening with an invitation to the school concert. We alerted parents, in the most recent Buccaneer Newsletter an announcement was coming and we promised similar communications regarding attendance and school closures to be sent via School Messenger.

Windy River Elementary

School Messenger is a great tool for Windy River. WRE uses School Messenger to communicate to parents about their child/children's attendance. So far, WRE has only heard positive comments from parents. We plan to use School Messenger to announce special occasions, such as evening events and parent -teacher conferences.

Other Parent Communication:

Each month an events calendar is sent to parents.

Every Monday a weekly event reminder is sent home.

School announcements are posted on the web site in English and Spanish.

A Title Parent meeting is held to inform and discuss Title programs and requirements.

School Improvement Plan meeting is held so parents can have input in the plan.

Parent teacher conferences are held mid-term to communicate early about their child/children's progress.

Student of the Month Assemblies:

Parents are invited to watch their child receive an award for attendance, grades, and/or behavior.

Future Events:

Book Fair, Reading Day, Learning Fair, Math and Reading Day and a Spring Music Concert.

Management's Discussion and Analysis

Financial Highlights

The district is continuing to see changes on the financial front from current legislation and changes to initial estimates of revenue. The areas below highlight the issues we have knowledge of since the last meeting:

1. Due to the recent revenue forecast for the State of Oregon the district is projecting a reduction in school funding for the 2012-13 school year to be approximately \$150,000.
2. The district is also projecting continued reduction in Federal grant dollars and is projecting a 5-10% reduction in total grant dollars for the 2012-13 fiscal year.

The district has also experienced the following with expenditures that should be noted:

1. The district did take ownership of 2 Ford Focuses and 2 Chevrolet Pickups in the month of November.

The plan is for the district to hold a surplus sale sometime in the spring of 2012 to sell the dilapidated fleet and other items the district no longer is using. The School Board will receive a listing of the items that will be on the surplus list and the district will receive authorization prior to advertising the dates.

Future Financial Planning

The district is also starting the initial planning phases of the option levy, which would be a renewal of the current levy. Research needs to be completed on compression and how this will change what is currently in place. The plan is currently to introduce the plan to the board after the first of the year.

The district is looking into refinancing the PERS Bond in 2012. Based on conversations with Seattle Northwest the net savings will be approximately \$4,000 annually and \$50,000 over the life of the bond. However, it must be noted that this is the initial projections and depends on the actual interest rate that is achieved upon the sale of the bonds.

Based on recent meetings and updates from PERS it is projected that rates will be increasing in the next biennium by 5-6%. This has a significant impact on the School District on the overall financial health and we will be analyzing the results of this increase over the next year.

Current Financial Issues and Concerns

No significant issues or concerns to report this month

Maintenance

Maintenance is a significant budget item and is one area that can change the financial position of the district with one incident. The district has only had some minor unanticipated repairs in the current year; however, below are any projects that are financially significant:

1. Irrigon Elementary School: The ongoing issue of the pond at Irrigon Elementary School has not yet been resolved. We did receive another bid for a longer term temporary fix and will be evaluating the bid to determine the cost/benefit of the proposed plan. We are continuing to look into other options that may have a longer term or permanent solution.