

ASTORIA SCHOOL DISTRICT 1C  
785 Alameda Avenue  
Astoria, OR 97103

## REGULAR SCHOOL BOARD MEETING MINUTES

October 10, 2018

### ANNOUNCEMENTS/AGENDA MODIFICATIONS

Superintendent Hoppes announced the proposed addition of a line item to the agenda, allowing the board to consider the negotiation of an extended service contract with BLR&B. Mr. Hoppes explained that the action item could not wait until the November meeting, as negotiations would need to begin before that date.

**VICE CHAIR LAMAN MADE A MOTION TO ADD LINE ITEM \*9-D UNDER NEW BUSINESS LABELED EXTENDED SERVICE CONTRACT – BLR&B AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

#### BOARD OF DIRECTORS PRESENT:

Jeanette Sampson, Chair  
Grace Laman, Vice Chair  
Jenna Rickenbach, Director, at 7:42PM  
David Oser, Director

#### ABSENT:

Matthew Lindstrom, Director

**ALSO PRESENT:** Craig Hoppes, Superintendent-Clerk; Mindy Landwehr, Business Manager; Marisa Flukinger, Recorder (Please see Attachment A for complete list of attendees.)

### 1.0 CALL TO ORDER AND FLAG SALUTE

Chair Sampson called a meeting of the Board of Directors of Astoria School District No. 1C, Clatsop County, to order at 7:32 P.M. on Wednesday, October 10, 2018, in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

### 2.0 COMMUNITY RECOGNITION

Vice Chair Laman read aloud a prepared statement regarding the SMART reading program. She recognized coordinator and representative of the Astor Elementary SMART program, Sherry Bean. Administrator Kate Gohr commented on the revitalization of the program and thanked Sherry Bean for her contribution and care. Mrs. Bean discussed the program, and how it works. There was a brief discussion regarding volunteers. They posed for a photo, and the group applauded the contributions of Mrs. Bean and all of the SMART volunteers to the district. The attendee excused herself from the Boardroom.

### 3.0 AHS STUDENT REPRESENTATIVE

AHS Student Representative, Aly Cotte reported the following:

- School Activities – Homecoming pep assembly and dance had a great turnout – theme of dance is Starry Night

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- Sports – Football won homecoming game and is ranked # 12 OSAA 4A; Cross Country is doing well and headed to Warner Pacific Classic on Saturday; Volleyball won homecoming game and ranked #13; Boys and Girls Soccer is going well; Cheer is still having great feedback
- School Play – show dates of ‘The Importance of Being Ernest’ are coming up November 2,3,9,10
- FFA - Leadership conference was October 3 in Hillsboro
- ASVAB/PSAT were conducted today at the High school
- The AHS activity fair will be October 18<sup>th</sup> with many clubs, teams and organizations participating.

**4.0 CONSENT AGENDA**

The following consent agenda items were presented:

A. Approve minutes of Regular Board Meeting, September 12, 2018

B. Approve minutes of Board Study Session, September 12, 2018

**DIRECTOR OSER MADE A MOTION TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED AND VICE CHAIR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**5.0 REPORTS**

Mr. Hoppes introduced Rhonda Hageman as the District’s new Transportation Director. The group welcomed Mrs. Hageman.

**A. ADMINISTRATIVE REPORTS**

Administrator Gohr reported the following:

- The family night was a huge success and had around 300 people attend.
- Astor is working on indoor and outdoor play
- The teachers are writing goals for the school year
- Literacy workshop on Friday

Administrator Ploghoft reported the following:

- New literacy program training on Friday
- Lewis & Clark’s Literacy Night is scheduled for October 22, and is a campfire theme
- Teachers are submitting goals
- Had first 100% meeting

Administrator Brech reported the following:

- Character assembly was a success – the Chief of Police spoke to the students at AMS
- Have finished 100% meeting – attaching goals to PLC and core instruction
- Library has increased circulation – thankful for the additional staff time
- PE is working with the Wellness Grant

Administrator Jackson reported the following:

- Hispanic Family night was a success and heavily attended by seniors
- Friday will be 9<sup>th</sup> grade on track meeting
- Will be looking at 100% data on Thursday

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Administrator Clay reported the following:

- Attended Early Learning Conference in Eugene
- Attended COSA conference for two days
- Special Education staff will be meeting once a month

Curriculum Director Linder reported the following:

- Literacy – teachers are looking at benchmark readers and assessing needs
- Attending Title III EL conference
- Collaborating with Special Education to focus on training IA's

Food Service Director Kelly reported the following:

- Off to a pretty good start – lunch is up at all schools
- Free Breakfast is very successful and increases in participation every day
- Discussed the Hunger Free Oregon November breakfast Challenge

Transportation Director Hageman

- Transportation is running smooth
- Currently training a driver who is interested in the one open bus route

**B. FACILITY COMMUNITY ENGAGEMENT REPORTS**

Superintendent Hoppes announced that community engagement was going strong. He appreciated the board and administrators that were available for building open houses. Mr. Hoppes briefly explained a few of the engagement techniques, including social media, pocket cards, mailers and group presentations.

**C. STUDENT ATTENDANCE REPORT**

Mr. Hoppes discussed the new district wide process for attendance communication with parents and families. He explained the letter system and referenced a letter sent to parents outlining the process. There was a brief discussion the process and how it works.

**D. ENROLLMENT REPORT**

Mr. Hoppes referenced the packet and stated that enrollment was at 1875. There was a brief discussion regarding equitable workload.

**E. FINANCIAL REPORT**

Business Manager Landwehr continued the discussion on student enrollment; she explained how it fits with the budget projection numbers. Mrs. Landwehr stated that the first full payroll was complete. She discussed that the audit team would be here the last week in October.

**F. GIFTS TO THE DISTRICT**

Chair Sampson read the Gifts to the District and thanked the contributors for their generosity.

**6.0 PATRON COMMENTS/QUESTIONS**

None.

**7.0 INFORMATION**

The group reviewed the information items presented.

### **8.0 UNFINISHED BUSINESS**

Superintendent Hoppes discussed that he had combined A-D as recommended by OSBA.

- A. JBA/GBN – Sexual Harassment (Second Reading)
- B. JBA/GBN-AR – Sexual Harassment
- C. GBN/JBA – Sexual Harassment (Delete)
- D. GBN/JBA -AR – Sexual Harassment (Delete)
- E. JHFF – Reporting Requirements Regarding Sexual Conduct (Second Reading)
- F. KI – Public Solicitation in District Facilities (Second Reading)
- G. KJ – Commercial Advertising (Second Reading)

**VICE CHAIR LAMAN MADE A MOTION TO APPROVE THE UNFINISHED BUSINESS ITEMS AS PRESENTED AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

### **9.0 NEW BUSINESS**

The following items of New Business were presented:

**A. TRANSPORTATION DIRECTOR CONTRACT**

Superintendent Hoppes asked the group to review the transportation director contract as presented. He briefly explained the document.

**VICE CHAIR LAMAN MADE A MOTION TO APPROVE THE TRANSPORTATION DIRECTOR CONTRACT AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**B. SURPLUS ITEMS – AMS LIBRARY**

The group reviewed the document.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE AMS LIBRARY SURPLUS ITEMS AS PRESENTED AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**C. SURPLUS ITEMS – TRANSPORTATION**

The group reviewed the document.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE TRANSPORTATION SURPLUS ITEMS AS PRESENTED AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**\*D. EXTENDED SERVICE CONTRACT – BLR&B ARCHITECTS**

Chair Sampson reminded the group that this line item was added in order to discuss the contract negotiations for extended services of BLR&B, in preparation for the potential school bond.

**VICE CHAIR LAMAN MADE A MOTION TO EXTEND THE SERVICE CONTRACT WITH BLR&B, WITH SUPERINTENDENT HOPPES TO NEGOTIATE SCHEDULE, FEES AND SCOPE OF WORK AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

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**10.0 COMMENTS**

**A. FOR THE GOOD OF THE ORDER**

No Comment.

**B. SUPERINTENDENT**

Superintendent Hoppes:

- Discussed the assistance league and the services they provide to our students including shopping trips for girls and boys in need.

**C. BUSINESS MANAGER**

Mrs. Landwehr:

- Discussed open positions for Instructional Aids and the need for substitutes district-wide
- Stated that Clatsop ESD is conducting a substitute registration, which should help – introduced attendee Elizabeth Friedman as a representative from the ESD.

**D. BOARD MEMBERS**

Director Rickenbach:

- Discussed PAC work and upcoming opportunities to volunteer and help spread the word
- Congratulations to Rhonda Hageman

Director Lindstrom:

- absent

Director Oser:

- Discussed the 3<sup>rd</sup> and 4<sup>th</sup> phase of PAC work. Voters' pamphlets are in the mail today.
- Welcome to Rhonda Hageman

Vice Chair Laman:

- Thank you to Director Oser and Director Rickenbach for their great presentations and PAC work.
- Expressed interest in an upcoming OEA presentation regarding disruptive learning environments
- Attended Astor Open House Picnic – Fun to talk with parents – great feedback
- Welcome Rhonda Hageman

**E. BOARD CHAIR**

Chair Sampson:

- Monday night at the bond Open House was a good turnout
- Thank you to Director Oser and Director Rickenbach for their PAC work
- Cross Country is doing great – visited the Nike invitational
- Contacted by OSBA and will be introducing Melissa Linder and others as presenters at the OSBA conference in November
- Thank you to everyone – Congrats to Rhonda Hageman

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### **11.0 FUTURE MEETINGS**

Chair Sampson read the upcoming meetings and events.

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| A. November 9-10, 2018                     | <u>OSBA ANNUAL CONVENTION</u><br>Portland, Oregon   |
| B. Wednesday, November 14, 2018<br>5:30 PM | <u>BOARD PLANNING SESSION</u><br>CMH-OHSU Knight Cancer Collaborative<br>1905 Exchange, Astoria, OR 97103 |

### **12.0 ADJOURNMENT**

**VICE CHAIR LAMAN MADE A MOTION TO ADJOURN THE MEETING AND  
DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY  
CARRIED.**

The meeting was adjourned at 8:34P.M.

  
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Board Chair

  
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Superintendent/Clerk