

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

REGULAR SCHOOL BOARD MEETING MINUTES

July 10, 2019

ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

BOARD OF DIRECTORS PRESENT:

Jeanette Sampson, Chair to Director
Grace Laman, Vice Chair to Chair
Heidi Wintermute, Director
Jenna Rickenbach, Director to Vice Chair
Jimmy Pearson, 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 5:30 P.M. on Wednesday, July 10, 2019, in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

2.0 OATH OF OFFICE

Chair Sampson read the board member Certificate of Election provided by Clatsop County Elections aloud to the group. Chair Sampson read the Board Member Oath of Office, supplied by the Oregon School Board Association aloud and paused intermittently while newly elected Directors Heidi Wintermute and Jimmy Pearson repeated verbatim the oath of office. A photo was taken and the directors were seated. The group welcomed Director Wintermute and acknowledged Director Pearson's election after his appointment in January.

3.0 ELECT BOARD CHAIR

There was a brief discussion regarding the board election process. Chair Sampson opened the floor for Board Chair Nominations.

DIRECTOR PEARSON MADE A MOTION TO APPOINT VICE CHAIR LAMAN AS BOARD CHAIR AND DIRECTOR WINTERMUTE SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

The gavel was passed to Chair Laman.

4.0 ELECT BOARD VICE-CHAIR

Chair Laman opened the floor for Board Vice Chair nominations.

DIRECTOR SAMPSON MADE A MOTION TO APPOINT DIRECTOR RICKENBACH AS BOARD VICE CHAIR AND DIRECTOR PEARSON SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

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5.0 CONSENT AGENDA

The following consent agenda items were presented:

- A. Approve minutes of Budget Hearing/Study Session, June 12, 2019
- B. Approve minutes of Regular Board Meeting, June 12, 2019
- C. Approve transfer of Marjo Hawkins, 1.0 FTE 1st Grade Teacher Position, Astor Elementary to 1.0 FTE Literacy Coach Intervention Specialist, effective August 26, 2019
- D. Approve transfer of Travis Roe, 1.0 FTE Special Education Teacher, Astoria Middle School to 1.0 FTE Director of Special Programs, District wide, effective July 1, 2019
- E. Appoint Craig Hoppes as Clerk and Mindy Landwehr as Deputy Clerk
- F. Approve fidelity bonds for Craig Hoppes, Clerk, and Mindy Landwehr, Deputy Clerk, (\$100,000 each)
- G. Designate Mindy Landwehr as Custodian of Funds and authorize the facsimile signature of the Custodian of Funds
- H. Designate Mindy Landwehr as Budget Officer of the school district
- I. Appoint Miller Nash Graham & Dunn, LLP Legal Counsel of the school district
- J. Authorize Mindy Landwehr, or in her absence, authorize Craig Hoppes to file an application and to act for the district for Public Law 874 (Federal Impact Monies)
- K. Designate The Daily Astorian as the official publication for legal notices
- L. Authorize Craig Hoppes, Superintendent, or in his absence, Mindy Landwehr, to sign all grant applications and to act for the district in federal ESEA programs
- M. Renew resolution regarding compliance with Title VI of Civil Rights Act of 1964 and Title IX of Educational Amendment of 1972
- N. Designate depositories for school funds
 - 1. United States National Bank of Oregon
 - 2. Columbia Bank (Bank of Astoria)
 - 3. Oregon State Pool
- O. Appoint Board of Directors as the Local Public Contract Review Board
- P. Authorize the Superintendent to apply for a short-term debt, in the event of a cash flow shortage, during the school year 2019-2020 not to exceed \$300,000
- Q. Approve Section 125
- R. Appoint Knutsen Insurance as district's insurance firm for 2019-2020

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

6.0 REPORTS

None.

7.0 PATRON COMMENTS/QUESTION

None.

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8.0 INFORMATION

The group reviewed the information items as presented.

9.0 UNFINISHED BUSINESS

None.

10.0 NEW BUSINESS

The following items of New Business were presented:

A. ADMINISTRATOR CONTRACTS

Superintended Hoppes asked the group to review the administrator contract as presented.

DIRECTOR PEARSON MADE A MOTION TO APPROVE THE ADMINISTRATOR CONTRACTS AS PRESENTED AND DIRECTOR SAMPSON SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

B. FOOD SERVICE DIRECTOR CONTRACT

The group reviewed the document.

VICE CHAIR RICKENBACH MADE A MOTION TO APPROVE THE FOOD SERVICE CONTRACT AS PRESENTED AND DIRECTOR WINTERMUTE SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

C. CONFIDENTIAL MEMBERS CONTRACT

The group reviewed the document.

DIRECTOR PEARSON MADE A MOTION TO APPROVE THE CONFIDENTIAL MEMBER CONTRACT AS PRESENTED AND DIRECTOR SAMPSON SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

D. BUSINESS MANAGER CONTRACT

Mr. Hoppes explained that this document, along with the other contract documents for approval, is a one year contract.

DIRECTOR SAMPSON MADE A MOTION TO APPROVE THE BUSINESS MANAGER CONTRACT AS PRESENTED AND DIRECTOR WINTERMUTE SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

11.0 COMMENTS

A. FOR THE GOOD OF THE ORDER

No Comment.

B. SUPERINTENDENT

Superintendent Hoppes:

- Welcome Heidi and Jimmy as elected Board Members
- Looking forward to the future

C. BUSINESS MANAGER

Mrs. Landwehr:

- No comment – welcome board members

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D. BOARD MEMBERS

Director Wintermute:

- Honored to serve on this team – excited to see what we do
- Thank you to Mr. Hoppes for the orientation
- Looking forward to Summer Conference

Director Sampson:

- Welcome Heidi Wintermute

Director Pearson:

- Honor to serve on the Board – Appreciate the confidence
- Attended the cheerleader carwash
- Looking forward to the future

Vice Chair Rickenbach:

- Welcome Heidi and Jimmy
- Will be representing Clatsop WORKS in August

E. BOARD CHAIR

Chair Laman:

- Welcome Heidi – we are excited to have you
- Congratulations Jimmy
- Thank you for entrusting me with this role

12.0 FUTURE MEETINGS

Chair Laman read the upcoming meetings and events.

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|------------------------------------------|--------------------------------------------|
| A. Wednesday, July 10, 2019
6:00 P.M. | <u>BOARD RETREAT</u>
ASD Boardroom |
| B. Tuesday, August 20, 2019
5:30 P.M. | <u>BOARD WORK SESSION</u>
ASD Boardroom |
| C. Monday*, August 26, 2019
5:30 P.M. | <u>BOARD TRAINING</u>
ASD Boardroom |

*verbally corrected by Chair Laman to change weekday of Monday, from Wednesday


13.0 ADJOURNMENT

DIRECTOR SAMPSON MADE A MOTION TO ADJOURN THE MEETING AND DIRECTOR PEARSON SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

The meeting was adjourned at 5:47 P.M.



Board Chair



Superintendent/Clerk