

REGULAR SCHOOL BOARD MEETING MINUTES

April 12, 2017

ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

BOARD OF DIRECTORS PRESENT:

Jeanette Sampson, Chair
Grace Laman, Vice Chair
Shawn Helligso, Director
Jenna Rickenbach, Director
David Oser, Director

ALSO PRESENT: Craig Hoppes, Superintendent-Clerk; Mindy Landwehr, Business Manager; Tracy Telen, 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 7:30 P.M. on Wednesday, April 12, 2017, in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

2.0 COMMUNITY RECOGNITION

Vice Chair Laman read the community recognition for the Lower Columbia Hispanic Counsel (LCHC). In attendance representing the Lower Columbia Hispanic Counsel was Jorge Gutierrez who is the LCHC Executive Director. Mr. Gutierrez was provided a certificate of appreciation and a picture was taken. Superintendent Hoppes discussed the District's dependence on the Hispanic Counsel for guidance and insight regarding our Hispanic community.

3.0 PATRON COMMENTS / QUESTIONS

None.

4.0 AHS STUDENT REPRESENTATIVE

Sadie Woolridge reported on the most recent events taking place at Astoria High School including:

- AHS dance team Pizzazz took 5th place at State
- AHS choir attended an ensemble on April 4th
- Seniors got signed to college for athletics
- 2017-2018 forecasting is going on now
- Parent-Teacher conferences are today and Thursday
- Teacher appreciation week is the first week in May
- AHS Prom will be on May 13th at the Old Astor Building Lobby area – Vintage Hollywood is the theme – April Showers Bring May Flowers.

5.0 CONSENT AGENDA

- A. Approve minutes of Board Study Session, March 8, 2017
- B. Approve minutes of Regular Board Meeting, March 8, 2017

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

6.0 REPORTS

A. STARTEGIC PLAN INDICATORS – MID-YEAR REVIEW

Superintendent Hoppes explained the indicators on the strategic plan were created to show District progress with student learning. Curriculum Director Linder showed a PowerPoint presentation and spoke about student progress and how the numbers were achieved. A brief discussion followed. She went on to present statistics by grade level in reading and math skills.

B. MENTAL HEALTH REPORT

Superintendent Hoppes referenced the Board Packet and presented possible ideas for early screening, training and staff awareness. A brief discussion followed regarding the possibilities for outside counseling for the District. It was also discussed about the concept of the district hiring a School Social Worker. Superintendent Hoppes stated he will work through these ideas when the District works on the budget.

C. PROFESSIONAL LEARNING COMMUNITY REPORT

Curriculum Director Linder explained that PLC had only met twice during the month of March. The information may not look different from February.

D. STAFF WELLNESS REPORT

Superintendent Hoppes explained the Cynthia Harber was attending parent-teacher conferences. He went on to talk briefly about the walking competition's success. He explained that the District is working on a plan with Astoria Parks and Recreation for possible staff membership. He offered that yoga classes have been popular with the Staff.

E. 2016-2017 BOARD AND DISTRICT GOALS

Superintendent Hoppes referred to Board Goal Update in the board packet. Director Oser spoke about the presentation to the college given by Mr. Jackson and Mr. Hoppes regarding the strategic plan. Director Rickenbach asked about expanding the District goal information to homeschool families. Superintendent Hoppes offered that he would be sending a letter to invite them to hear the Strategic Plan. He went on to discuss the staff appreciation night coming up in the middle of May.

F. ENROLLMENT REPORT

Superintendent Hoppes shared with the board that enrollment was down 5 students. The District will budget for 1825 students.

G. FINANCIAL REPORT

Business Manager Landwehr informed the board that they are collecting information for 2017-18 budget. She explained that new staff insurance rates will come out in May, and went on to discuss auditors will be coming next week for the 2016-17 audit.

H. FOOD SERVICE REPORT

Food Service Director Kelly notified the board that Food Service had received a 2nd USDA equipment grant for Lewis & Clark, as well a summer expansion grant and a community outreach

grant; they had already purchased some equipment. He discussed his hopes for the benefit of the grants. The Food Service Department has asked the Administrators to interview a small sampling of students about their school lunch habits. He went on to discuss the administrative review conducted at Lewis & Clark School. Superintendent Hoppes added a positive note about the review.

I. GIFTS TO THE DISTRICT

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

7.0 INFORMATION

The following information items were presented:

- A. Employment of Wendy Hensley, 3.0 hours per week, Bus Driver, Transportation , effective March 6, 2017
- B. Resignation of Brenda Higgins, 1.0 FTE, Payroll Clerk, Astoria School District Office, effective March 6, 2017
- C. Employment of Cindy Mills, 6.5 hours per day, Instructional Assistant-Consortium Room, Astoria High School, effective April 3, 2017
- D. Employment of Veronica Chavez, 5.5 hours per day, Pre-School Instructional Assistant, Gary School Campus, effective April 5, 2017
- E. Employment of Marisa Flukinger, 1.0 FTE, Superintendent/Board Secretary/Accounts Payable Clerk, Astoria School District Office, effective April 25, 2017

8.0 UNFINISHED BUSINESS

The following policies were submitted for a second reading and approval:

A. KL – Public Complaints (Second Reading)

The policy was brought back because it was missing information. Superintendent Hoppes explained that the policy changes had been completed.

VICE CHAIR LAMAN MADE A MOTION TO APPROVE POLICY KL AS SUBMITTED FOR SECOND READING AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

9.0 NEW BUSINESS

A. 2017-2018 ACADEMIC CALENDAR

Superintendent Hoppes referred to the packet and discussed the three different calendar options. He provided a handout of the feedback on the different calendar scenarios. Superintendent Hoppes stated that the majority of staff wanted the "C" scenario. He explained the addition of 3 days to the calendar year in case of school closure. Director Rickenbach discussed classified employment days that had to do with spring break and end of the third quarter. Superintendent Hoppes stated that the quarter system cannot be changed, and in the future the District can look at when conferences are.

DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE 2017-2018 ACADEMIC CALENDAR AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

B. SUPERINTENDENT EVALUATION

Chair Sampson explained that Board Members need to make a motion to approve the evaluation.

DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE SUPERINTENDENT EVALUATION AS PRESENTED AND VICE CHAIR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

C. SUPERINTENDENT CONTRACT

VICE CHAIR LAMAN MADE A MOTION TO APPROVE THE SUPERINTENDENT CONTRACT AS PRESENTED AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

D. RESOLUTION 32016-2017-003 – TEACHER APPRICIATION WEEK

Chair Sampson read the resolution to the Board.

DIRECTOR HELLIGSO MADE A MOTION TO APPROVE RESOLUTION 32016-2017-003 AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

E. FACILITY ASSESSMENT

Superintendent Hoppes discussed line items 9E and 9F on the agenda together. He explained that they would apply for two grants to help with the facility assessment and the long range facility plan. If the District does not receive the grants than the District will continue to plan to complete the facility assessment and long range facility plan. There was a brief discussion regarding the evaluation committee. Director Oser suggested Board representation on the committee.

VICE CHAIR LAMAN MADE A MOTION TO APPROVE FACILTIY ASSESSMENT AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

F. LONG RANGE FACILITY PLAN

DIRECTOR HELLIGSO MADE A MOTION TO APPROVE LONG RANGE FACILITY PLAN AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

G. SURPLUS ITEMS – TECHNOLOGY

VICE CHAIR LAMAN MADE A MOTION TO APPROVE SURPLUS ITEMS TECHNOLOGY AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

H. SURPLUS ITEMS – LEWIS AND CLARK ELEMENTARY SCHOOL LIBRARY
Superintendent Hoppes explained that they were weeding out old books and VHS.

DIRECTOR RICKENBACH MADE A MOTION TO APPROVE SURPLUS ITEMS – LEWIS AND CLARK ELEMENTARY SCHOOL LIBRARY AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

10.0 COMMENTS

A. FOR THE GOOD OF THE ORDER
No Comment.

B. SUPERINTENDENT
Superintendent Hoppes:

- Feel like they were heading in the right direction for the facilities
- Thanked the Board for his contract

C. BUSINESS MANAGER
Mrs. Landwehr:

- There will be a Budget Meeting on May 3rd at 6:00 PM

D. BOARD MEMBERS
Director Oser:

- Pleased with Teacher Appreciation Week

Director Rickenbach:

- Repeated the thoughts regarding Teacher Appreciation Week
- Thanked the District for its hard work on the Strategic Plan presentation

Vice Chair Laman:

- Repeated the statements on Teachers Appreciation
- Pleased with the review of the Strategic Plan

E. BOARD CHAIR
Chair Sampson:

- Extended a thank you to our Teachers, and all of the Staff
- Thank you to the Lower Columbia Hispanic Counsel
- Reminded everyone to get out and vote
- Appreciated everyone on the Board

11.0 FUTURE MEETINGS/EVENTS

Chair Sampson read the upcoming meetings and events.

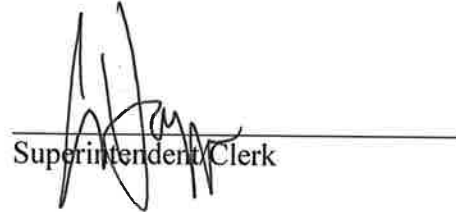
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| A. | Wednesday, May 3, 2017
6:00 P.M. | <u>BUDGET COMMITTEE MEETING</u>
ASD Boardroom |
| B. | Wednesday, May 10, 2017
6:15 P.M. | <u>BOARD STUDY SESSION</u>
ASD Boardroom |
| C. | Wednesday, May 10, 2017
7:30 P.M. | <u>REGULAR BOARD MEETING</u>
ASD Boardroom |

12.0 ADJOURNMENT

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

The meeting was adjourned at 9:15 P.M.


Board Chair


Superintendent/Clerk