

REGULAR SCHOOL BOARD MEETING MINUTES

November 9, 2016

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 (via conference call); Melissa Linder, Administrator; Tracy Telen, Recorder (Please see Attachment A for complete list of attendees.)

Mindy Landwehr was unable to attend tonight's meeting.

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, November 9, 2016 in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

2.0 *COMMUNITY RECOGNITION

Director Laman read a recognition to the Lunch Buddy Mentoring program. Those in attendance to accept the recognition were Mary Jackson, Meche Brownlow, and Pete Gimre.

3.0 AHS STUDENT REPRESENTATIVE REPORT

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

- Quarterfinals Football game this Friday the 11th at CMH field
- Cross Country's Lucas Caruana
- I ran the girls golf booth at the activity fair
- Saturday we had a Halloween carnival and haunted house
- Cafeteria food: grapes were awesome and new pizza was so good

4.0 PATRON COMMENTS / QUESTIONS

Ms. Jenna Rouda spoke to the board about her concerns about bus routes and school start times. She reminded the board that her husband, Nik Rouda came to speak with the board during last month's board meeting about considering to adjust bus routes and times for students.

Superintendent Hoppes pointed out to the board that for the past two months the public has come to speak about this issue. He shared that Ms. Rouda had showed him a power point last week that was very good. He also commented that the board had spent quite a bit of time last year on the issue and will continue to look at this as things change. He expressed his appreciation when the public comes to speak at the meetings.

5.0 CONSENT AGENDA

- A. Approve minutes of Board Study Session, October 12, 2016
- B. Approve minutes of Regular Board Meeting, October 12, 2016

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

6.0 REPORTS

A. LEWIS AND CLARK ELEMENTARY PRESENTATION

Principal Ploghoft asked 5th grade teacher, Mr. Peter Grauff to speak to the board about the 5th grade trip to Camp Kiwanilong. He explained that each student signs up for five stations and each get a change to canoe. The board was treated to a video made by Scott Holmstedt.

B. ADMINISTRATIVE REPORTS

Principal Gohr shared with the board how Astor celebrated the Day of the Dead by reading stories in both English and Spanish, remembering people that you have lost, face painting and making masks. She also explained that Astor had finished their 1st standard based report cards.

Principal Ploghoft shared with the board that the standard based report cards were a big undertaking. He stated that at Lewis and Clark they were looking at engagement and getting kids to school. He also shared that the 3rd graders went to the Maritime Museum and the Nate the Great is back, the 4th graders went to Ft. Clatsop, and 5th graders did salmon dissecting. Lewis and Clark had a visiting author come in to visit them. Mr. Ploghoft stated that they are fortunate having places in the community for our kids to go to.

Principal Berger shared with the board that AMS celebrated Red Ribbon Week and that the student earned over 2,000 Viking Awards. She stated that they will be moving on to Integrity assembly next month. Ms. Berger shared that there were an outstanding number of students getting honor roll and perfect attendance. She also shared that AMS had their 1st newspaper in which students wrote all the articles. She expressed that they have come great little writers and that the next paper will be out in about 8 weeks.

Principal Jackson shared with the board that the students at Astoria High School celebrated the Astoria Megler Bridge on October 17th and that they had an artistic contest. He showed the board photos that were taken by the students. Mr. Jackson invited the board to attend their assembly tomorrow with veterans and the flag presentation with Food Service Director Mike Kelly and Transportation/Maintenance Director Billy Eddy.

Curriculum Director Linder shared with the board that fall has been full of audits, Title I audit, and representatives from Oregon Department of Education visiting our schools. She stated that the auditors did not tell us anything for polishing as they could tell we were already working on it. She mentioned that she is currently working on Title III audit. Ms. Linder went on to say that they are working on making sure we are communicating with our families by strengthening ties with families. She shared that she and Ramona Hunter attended a Mentoring training and that it was a very positive experience.

Transportation/Maintenance Director Eddy spoke to the board about how they were working on tools to work with bus drivers to help with students and identifying students that could be in a crisis as we are the first and last people to see the students each day. He shared how by taking 5

seconds to say good morning or have a good day could help the kids. Mr. Eddy also explained that their goal is to get someone within maintenance educated within to work on things that need to be done. He has asked each building to provide one major thing that needs to be done to keep kids safe.

Special Programs Director Clay shared with the board that preschool students went to the pumpkin patch last month. She also stated that she has started attending the study level work group monthly.

C. PROFESSIONAL LEARNING COMMUNITIES REPORTS

Curriculum Director Linder referenced the report provided in the board packet and stated that it was pretty explanatory.

D. ENROLLMENT REPORT

Superintendent Hoppes shared with the board that the numbers were up from last month by three students.

E. 2016-2017 DISTRICT GOALS

Superintendent Hoppes gave a brief update on the board goals and mentioned his plan to send out the November News Article.

F. STAFF WELLNESS REPORT

Superintendent Hoppes stated that Cynthia Harbor couldn't make it as she wanted to go to the cooking course tonight. He reminded the board that the staff is currently involved in the Backpack across Europe and indicated that the high school has a group that must work out before and after school. He stated that at this time we are in 4th place in all the districts. He also shared that the district had their first round of staff wellness snacks last month.

G. FINANCIAL REPORT

Superintendent Hoppes reported that Ms. Landwehr was at an OSABO conference today. He indicated that revenue is coming in as planned and that they are working on reconciling food service.

H. FOOD SERVICE REPORT

Food Service Director Mike Kelley reported that breakfast and lunch has increased. He added that he went to the Team Up for School Nutrition Success last month. Mr. Kelley notified the board that they received the USDA grant. He pointed out that they are purchasing pizza from a place out of Gladstone. He also added that that we are up 3% for all schools. He suggested that they are adapting and adjusting, trying to make meals better.

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 Amanda Anderson, 3.0 hours per day Instructional Assistant, Astor Elementary School, effective October 10, 2016
- B. Employment of Kevin Miller, 8.0 hours per day Evening Custodian, Lewis and Clark Elementary School, effective October 17, 2016

- C. Resignation of Susan Graham, 6.5 hours per day Instructional Assistant-Resource Room, Astoria Middle School, effective October 28, 2016
- D. Employment of Bryana Beaulieu, 6.5 hours per day Instructional Assistant-Resource Room, Astoria Middle School, effective November 7, 2016
- E. Employment of Francisco Zavalza, 4.5 hours per day Evening Custodian, Lewis and Clark Elementary School, effective October 20, 2016

8.0 UNFINISHED BUSINESS

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

- A. **BBAA – Individual Board Member’s Authority and Responsibilities (Second Reading)**
- B. **BBC – Board Member Resignation (Second Reading)**
- C. **BD/BDA - Board Meetings (Second Reading)**
- D. **BDC - Executive Sessions (Second Reading)**
- E. **BFC - Adoption and Revision of Policies (Second Reading)**
- F. **ECACB - Unmanned Aircraft System (UAS) a.k.a. Drone (Second Reading)**
- G. **KGB - Public Conduct on District Property (Second Reading)**
- H. **GBK/JFCG/KGC - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems (Second Reading)**
- I. **JFCG/JFCH/JFCI - Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems (Second Reading)**
- J. **GCBDC/GDBDC-AR - Employee Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave (Second Reading)**
- K. **IKF - Graduation Requirements (Second Reading)**
- L. **IL - Assessment Program (Second Reading)**
- M. **JFC - Student Conduct (Second Reading)**
- N. **JG - Student Discipline (Second Reading)**
- O. **JED - Student Absences and Excuses (Second Reading)**

DIRECTOR LAMAN MADE A MOTION TO APPROVE THE POLICIES SUBMITTED FOR SECOND READING AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

9.0 NEW BUSINESS

- A. **OSBA 2017-2018 LEGISLATIVE PRIORITIES AND POLICIES RESOLUTION**
Superintendent Hoppes referenced the resolution provided in the board packet.

DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE 2017-2018 LEGISLATIVE PRIORITIES AND POLICIES RESOLUTION AS PRESENTED AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

B. BUSINESS MANAGER CONTRACT

Superintendent Hoppes explained to the board that he was giving Ms. Landwehr a two year contract that will come due in June.

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

C. GERMAN FIELD TRIP

Principal Jackson reported to the board that 21 German exchange students arrived from Waldorf today. He added that students are very driven to go to Germany and start planning a year in advance.

DIRECTOR OSER MADE A MOTION TO APPROVE THE GERMAN FIELD TRIP AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

D. MUSIC FIELD TRIP

Principal Jackson reported on the music program field trip request. Superintendent Hoppes expressed his concern regarding the amount of time it would take for students to fund raise and the need for more control over the fund raising activities. Some other concerns expressed were the large number of students going and the number of days that students would be missing school. No motion was made.

E. GRAY SCHOOL CAMPUS SURPLUS ITEM

Directors reviewed the surplus item provided in the packet.

DIRECTOR LAMAN MADE A MOTION TO SURPLUS THE GRAY SCHOOL CAMPUS ITEM AS PRESENTED AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

F. TECHNOLOGY SURPLUS ITEMS

Directors reviewed the list of surplus items provided in the packet.

DIRECTOR LAMAN MADE A MOTION TO SURPLUS THE TECHNOLOGY ITEMS AS PRESENTED AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

G. AC – Nondiscrimination (First Reading)

H. AP-AR – Discrimination Complaint/Grievance Procedure (First Reading)

There is language in the AC expands the nondiscrimination policy by adding more groups. This is new law. There is also language in this policy that speaks to how to handle complaints. The recommended changes in AC-AR are a result of combining the procedural steps in the sample administrative regulation, in addition to identifying to whom complaints may be filed, and to better clarify the roles of parties in the complaint process.

I. BBFA - Board Member Ethics and Conflicts of Interest (First Reading)

BBFB - Board Member Ethics and Nepotism (First Reading)

J. GBC – Staff Ethics (First Reading)

The policy language was revised to better reflect the statutory wording for the definition of “relative” from Oregon Revised Statute (ORS) 244.020(15) and from the *Oregon Governments Ethics Law – A Guide for Public Officials*, published by the Oregon Government Ethics Commission

K. IGBAF-AR – Special Education – Individualized Education Program (First Reading)

The State Board of Education made a change in Oregon Administrative Rule (OAR) 581-015-2200, in the content of an Individualized Education Plan (IEP), to reflect the revisions made to the guidance for IEP teams in the selection of statewide assessments for students on IEPs.

L. JEA – Compulsory Attendance (First Reading)

N. JEC – Admissions (First Reading)

Senate Bill (SB) 321 lowered the compulsory attendance age for Oregon students from age 7 to age 6. A “child is considered to be age 6, if the child’s sixth birthday occurred on or before September 1 immediately preceding the beginning of the current school term.” Language also cleaned up around admission of students specifically around special education students.

M. JEBA – Early Entrance (First Reading)

Recommended a new policy around early entrance as we have parents who ask and we need policy to make sure we are consistent.

O. LGA – Compliance with Standards (First Reading)

P. LGA-AR (1) – Public Appeals and Complaints about Alleged Violations of Standard (First Reading)

Q. LGA-AR (2) – Appeal to the State Superintendent for Alleged Standards Violation (First Reading)

To better clarify and outline the complaint procedures for a complaint about a violation of state school standards, the board policy LGA - Compliance with Standards and its associated administrative regulations have been revised and updated. In addition, the requirements the written form of an appeal or complaint must include have been added. Board needs to select either Option 1 or Option 2 on the LGA-AR(1).

10.0 COMMENTS

A. FOR THE GOOD OF THE ORDER

Mr. Sam Rasco commented that he came to the board meeting to hear the presentation about transportation that Ms. Jenna Rouda provided and asked that the board relook at the request in the future.

B. SUPERINTENDENT

Superintendent Hoppes:

- Want to inform the board that I’m working with community members on housing shortage
- Election results and talking about district funding
- Plan to send our representatives a message that we are concerned with it
- Thanked the board for allowing him to attend the meeting over the phone

C. BUSINESS MANAGER

Mrs. Landwehr was absent from tonight’s board meeting

D. BOARD MEMBERS

Director Oser:

- Bring to people’s attention that there was a big to do about the North Coast Swim Clubs charges being increased, which will affect the AHS Swim Club, each member of the swim team will have to have a pass and there will be a \$25 per hour fee

Director Rickenbach:

- Appreciate everyone’s hard work
- The care you have for each student and awareness that the staff have for each student’s background
- Care and time and attention you give to each student

Director Helligso:

- Helped out with the Assistance League at Nike in Seaside

Vice Chair Laman:

- Thank you for the conferences, 1st experience with the upper level grades, went very quickly
- Got feedback from other people on the new report cards, would like to hear more about it

Chair Sampson:

- I didn't get to go to conferences as I was in Chicago for a conference for the hospital
- We appreciate you and all you do
- My daughter was able to go into the computer and do things I didn't even know she could do
- Went with Craig to the housing shortage meeting
- I'm impressed with everyone
- Tomorrow the board leaves for the OSBA conference, we'll have time to brainstorm together

11.0 FUTURE MEETINGS/EVENTS

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| A. | November 11-12, 2016 | <u>OSBA ANNUAL CONVENTION</u>
Portland, Oregon |
| B. | Wednesday, November 9, 2016
6:15 P.M. | <u>BOARD STUDY SESSION</u>
ASD Boardroom |
| C. | Wednesday, November 9, 2016
6:15 P.M. | <u>REGULAR BOARD MEETING</u>
ASD Boardroom |


12.0 ADJOURNMENT

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

The meeting was adjourned at 9:30 P.M.



Board Chair



Superintendent/Clerk