

# REGULAR SCHOOL BOARD MEETING MINUTES

December 14, 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); 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, December 14, 2016 in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

### 2.0 \*COMMUNITY RECOGNITION

Director Oser read a recognition to The Rogue. The Rogue sponsored a coat drive in partnership with the Astoria School District OSEA. The Rogue also sponsored a special evening event that provided contributions to the coat drive. In sponsorship of the coat drive The Rogue was able to donate 120 coats and \$500.00 to this very deserving benefit. In attendance tonight from The Rogue was Marie Bahr, OSEA Treasurer Pat LeVoy, and OSEA President Kandie Thornton.

### 3.0 PATRON COMMENTS / QUESTIONS

None.

### 4.0 AHS STUDENT REPRESENTATIVE

Choir teacher Matt Pierce and the Astoria Port City Singers came to entertain the Board with some holiday songs.

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

- December 1<sup>st</sup> winter sports began
- Wrestling match going on right now
- Choir concert was last night and band concert is tomorrow night
- College Week was last week
- This week is Winter Week, including PJ, Bundle Up, Ugly Sweater, Holiday/Colors, Flannel Friday, and door decorating contest

### 5.0 CONSENT AGENDA

- A. Approve minutes of Board Study Session, November 9, 2016
- B. Approve minutes of Regular Board Meeting, November 9, 2016

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

## **6.0 REPORTS**

### **A. ADMINISTRATIVE REPORTS**

Principal Gohr reported on the following:

- Astor is in the midst of Christmas cheer
- She is amazed at what is happening with Kindergarten

Principal Ploghoft reported on the following:

- Lewis and Clark had their Christmas program this week
- Tomorrow Lewis and Clark students will be going to the fair grounds to help put holiday baskets together

Principal Berger reported on the following:

- Astoria Middle School just wrapped up their boys basketball season by playing at the MODA Center and going to a Blazer game
- Linda Noack worked on the Christmas Exchange with students
- All music programs will play for the students on Friday
- Choir and band concerts were this week

Principal Jackson reported on the following:

- All music programs including the Kindergarten will be entertaining the high school students tomorrow
- The high school had College Week and that Kyle Strange won a tablet at Clatsop Community College

Curriculum Director Melissa Linder reported on the following:

- Received back our ELPA scores from last February and how they were super stoked that our students are on target
- She and Ramona Hunter have been participating in a New Teacher Peer Mentoring Training and will be attending another training in January

Special Programs Director Kellie Clay reported on the following:

- Preschool is having their concert tomorrow
- Ben Smith, a behavioral consultant came to visit and will be putting on a training for staff
- Sped Directors will be coming to visit from local counties

### **B. PROFESSIONAL LEARNING COMMUNITY REPORTS**

Principal Berger reported that they are done with the Constructive Meaning classes.

Superintendent Hoppes reported there will not be a PLC report in January. He also reported that he and Principal Ploghoft are meeting on report card issues.

### **C. 2016/2017 BOARD AND DISTRICT GOALS**

Superintendent Hoppes reported the following:

- Has done three presentations so far, about 10 minutes long
- Talking about mission vision
- People are asking about programs and support that community can give to the school
- Talking to people about mental health

Director Rickenbach informed the Board that she went to a meeting in which they spoke about a severe shortage in construction workers and the possibility of looking into the CTE program.

### **D. ENROLLMENT REPORT**

Superintendent Hoppes reported that we are up three students and holding steady.

### **E. FINANCIAL REPORT**

Business Manager Mindy Landwehr reported on the following:

- Received an updated state school fund with basically no changes on it
- Measure 98 impact
- Governors purposed budget
- Working on the 15/16 audit

### **F. STAFF WELLNESS REPORT**

Cynthia Harbor reported on the following:

- The district took 3<sup>rd</sup> place in our Backpack Across Europe Challenge
- The elliptical machines are set up and getting used by staff
- Informal surveys are being done
- Every one of the surveys have at least one thing that staff are doing
- Will have a Zumba teacher
- Cooking class tonight has been postponed

### **G. FOOD SERVICE**

Food Service Director Mike Kelley reported on the following:

- Last month was the November challenge
- Lewis and Clark increased their numbers by 4%
- Still making adjustments with different products with low sodium and stuff like that
- Preparing for ODE review

### **H. 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 Jordan Anderson, 6.75 hours per day Instructional Assistant-Resource Room, Astoria High School, effective November 28, 2016
- B. Resignation of Francisco Zavalza, 4.5 hours per day Instructional Assistant-Title I, Lewis and Clark Elementary School, effective November 21, 2016
- C. Transfer of Chelsea Jehle, 6.75 hours per day Instructional Assistant-1 to 1, Astoria Middle School to Instructional Assistant-Resource Room, Astoria High School, effective November 14, 2016

## **8.0 UNFINISHED BUSINESS**

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

- A. AC - Nondiscrimination (Second Reading)
- B. AC-AR – Discrimination Complaint/Grievance Procedure (Second Reading)
- C. BBFA – Board Member Ethics (Second Reading)
- D. BBFB – Board Member Ethics and Nepotism (Second Reading)
- E. GBC – Staff Ethics (Second Reading)
- F. IGBAF-AR – Special Education – Individualized Education Program (Second Reading)
- G. JEA – Compulsory Attendance (Second Reading)
- H. JEBA – Early Entrance (Second Reading)
- I. JEC - Admissions (Second Reading)
- J. LGA – Compliance with Standards (Second Reading)
- K. LGA-AR (1) – Public Appeals and Complaints about Alleged Violations of Standards (Second Reading)
- L. LGA-AR (2) – Appeal to the State Superintendent for Alleged Standards Violation (Second Reading)

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

## **9.0 NEW BUSINESS**

### **A. SUNDIAL TRAVEL SERVICE CONTRACT**

Superintendent Hoppes explained to the Board that the district does not make any money off of this and how it is a good service to the community.

**DIRECTOR OSER MADE A MOTION TO APPROVE THE SUNDIAL TRAVEL SERVICE CONTRACT AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

### **B. AHS ART TRIP TO SEATTLE**

Principal Jackson explained to the Board that the Astoria Visual Arts, in collaboration through the Oregon Community Foundation, had granted the Astoria School District and Knappa School District the opportunity to enrich art offerings in their respective high schools. He stated that the cost of the trip will be paid through the grant and those students that are dedicated will get to go.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE AHS ART TRIP TO SEATTLE AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

### **C. AMS NEW YORK/DC FIELD TRIP**

Principal Berger reported to the Board that this trip occurs outside of the school year. She referenced the agenda provided in the Board packet. She also stated that 20 kids have completely paid their way and another 20 are still working on it.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE AMS NEW YORK/DC FIELD TRIP AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**D. MUSIC PROGRAM FIELD TRIP**

Matt Pierce explained to the Board that the trip would be April 20-22, the cost would be \$475 per student and that fundraising would be held to help pay the cost. He referenced the sample itinerary provided in the Board packet. Angela Calvin-Pederson stated they are assessing student by student. Jeremy Johnson shared that the band students are very excited about the trip.

**DIRECTOR LAMAN MADE A MOTION TO MUSIC PROGRAM FIELD TRIP AS PRESENTED AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**E. GRAY SCHOOL CAMPUS – SURPLUS ITEM**

Directors reviewed the surplus item provided in the packet. Superintendent Hoppes explained that the stove has not been used in 10 years and that it has no cord.

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

**F. ASTOR SCHOOL LIBRARY – SURPLUS ITEMS**

Directors reviewed the list of surplus items provided in the packet. Principal Gohr explained that the videos are no longer appropriate.

**DIRECTOR HELLIGSO MADE A MOTION TO SURPLUS THE ASTOR SCHOOL LIBRARY ITEMS AS PRESENTED AND DIRECTOR OSER SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**G. IGDF – STUDENT FUND-RAISING ACTIVITIES (FIRST READING)**

**H. IGDF-AR – STUDENT FUND-RAISING ACTIVITIES AND VERIFICATION (FIRST READING)**

The revision to this policy is to include state and federal Smart Snack requirements in policy language as they apply to fund raising, through the sale of food and beverage items sold to students during the regular or extended school day. There is a footnote to the Smart Snack Requirement on the AR.

**I. JHCA/JHCB – IMMUNIZATION, PHYSICAL EXAMINATION, VISION SCREENING/EYE EXAMINATION AND DENTAL SCREENING (FIRST READING)**

House Bill (HB) 2972, requires a student who is 7 years of age or younger and is beginning an education program with an education provider for the first time, to submit certification within 120 days of the student beginning school, that the student has received a dental screening within the past 12 months.

The HB requires districts to submit a report to the Oregon Department of Education, by October 1 of each year that identifies the percentage of students who failed to submit the certification for the previous year.

In May 2016 the State Board of Education adopted rules for implementing HB 2972.

- J. JO/IGBAB – EDUCATION RECORDS/RECORDS OF STUDENTS WITH DISABILITIES (FIRST READING)**
- K. JO/IGBAB-AR – EDUCATION RECORDS/RECORDS OF STUDENTS WITH DISABILITIES (FIRST READING)**
- L. JO – EDUCATION RECORDS (DELETE) (FIRST READING)**
- M. JO-AR – EDUCATION RECORDS (DELETE) (FIRST READING)**
- N. IGBAB – RECORDS OF STUDENTS WITH DISABILITIES (DELETE) (FIRST READING)**
- O. IGBAB-AR – RECORDS OF STUDENTS WITH DISABILITIES (DELETE) (FIRST READING)**

OSBA suggests that we combine the four policies into 2 policies since they have similar language and can be used for both regular students and special education students.

The U.S. Department of Education revised its regulations governing FERPA. The major areas of change include directory information exception and changes to the audit/evaluation and studies exceptions. In addition, the Oregon State Board of Education revised OAR 581-021-0255 deleting the reference to ORS 339.260, related to transfer of student records, and the revision of OAR 581-015-2000 expanded the definition of personally identifiable information.

- P. IGBBA – IDENTIFICATION – TALENTED AND GIFTED (FIRST READING)**
  - Added language about identifying underserved populations
  - Added specific information around assessment criteria to identify TAG students.
  - Added information about the process to file a complaint concerning TAG

- Q. IGBBA-AR – APPEAL PROCEDURE FOR TALENTED AND GIFTED STUDENT IDENTIFICATION AND PLACEMENT (FIRST READING)**

Added program supervisor as the person to appeal TAG complaints instead of the Director of Special Programs. This is based on who the staffing is at the time.

- R. IGBBB – IDENTIFICATION – TALENTED AND GIFTED STUDENTS AMONG NONTYPICAL POPULATIONS (DELETE) (FIRST READING)**

This policy is deleted as information was placed into IGBBA that include nontypical populations.

- S. LBE – PUBLIC CHARTER SCHOOLS (FIRST READING)**

The Oregon Department of Education revised Division 20 to move language related to public charter schools into Division 26.

- T. LBE-AR – PUBLIC CHARTER SCHOOLS (FIRST READING)**

Page 10 House Bill (HB) 2150 from the 2013 Legislative session, amended charter school proposal requirements including the number of days a district must respond to a resubmitted proposal.

PAGE 14 House Bill (HB) 2412 (2015) included a change that repealed Oregon Revised Statute 342.232, which means, a school district, education service district, private school or public charter school may not start the employment of a potential employee or contractor prior to receipt and disposition of the criminal records check and/or fingerprinting. The district *may* begin the service of a volunteer pending the return and disposition of a criminal records check.

PAGE 15 House Bill 2186 adds Oregon Revised Statute (ORS) 342.856 (core teaching standards and required evaluations of teachers and administrators and electronic devices law) to the statutes and rules that apply to public charter schools.

PAGE 15 It also repealed ORS 342.227 which allowed Teacher Standards and Practices Commission to issue a temporary license or certificate to a teacher, etc. pending the return of a records check.

### **10.0 COMMENTS**

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

None

#### **B. SUPERINTENDENT**

##### Superintendent Hoppes:

- Enjoyed the concerts at Lewis and Clark and Astor School

#### **C. BUSINESS MANAGER**

##### Mrs. Landwehr:

- Dealing with weather issues, early payroll, and personnel changes
- Closing out the calendar year
- Enjoying the preschoolers in the building

#### **D. BOARD MEMBERS**

##### Director Oser:

- Enjoyed the concert at tonight's board meeting
- Superintendent Hoppes sent out an email about the Spanish program grant that the foundation would be interested in

##### Director Rickenbach:

- Enjoyed the concerts

##### Director Helligso:

- Enjoyed the concert tonight

##### Vice Chair Laman:

- Enjoyed the concert tonight

##### Chair Sampson:

- Thanked the Port City Singers
- Thank all of you staff for what you have done this year
- Thank you Billy and Michael, both have taken on big challenges
- Wishing everyone a Merry Christmas and Happy New Year

### **11.0 FUTURE MEETINGS/EVENTS**

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|-----------|--|--|
| <b>A.</b> | Wednesday, January 11, 2017<br>6:15 P.M. | <b><u>BOARD STUDY SESSION</u></b><br>ASD Boardroom   |
| <b>C.</b> | Wednesday, January 11, 2017<br>7:30 P.M. | <b><u>REGULAR BOARD MEETING</u></b><br>ASD Boardroom |

**12.0 EXECUTIVE SESSION**

After a brief five minute break the Board moved into Executive Session at 8:52 P.M. per ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

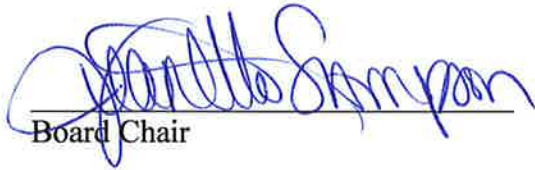
**13.0 OPEN SESSION**


The Board returned to open session at 8:58 P.M.

**14.0 ADJOURNMENT**

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

The meeting was adjourned at 8:59 P.M.

  
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Board Chair

  
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Superintendent/Clerk