

REGULAR SCHOOL BOARD MEETING MINUTES

September 9, 2015

ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

BOARD OF DIRECTORS PRESENT: Martin Dursse, Chair
Jeanette Sampson, Vice Chair
Shawn Helligso, Director
Grace Laman, Director
Jenna Rickenbach, Director

ALSO PRESENT: Craig Hoppes, Superintendent/Clerk; Tracy Telen, Recorder (Please see Attachment A for complete list of attendees.)

1. CALL TO ORDER AND FLAG SALUTE

Chair Dursse 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, September 9, 2015 in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

2. *COMMUNITY RECOGNITION

Chair Dursse read a statement recognizing Astoria Parks and Recreation Department for building a great partnership and working collaboratively for over 30 years with the Astoria School District.

Current and past partnerships between the two include the use of gymnasiums and ball fields, the use of the Astoria Aquatic Center, and Port of Play.

Port of Play Daycare provides a valuable support system for students in Astoria School District. Teen parents who attend the Gray School Alternative Program are able to use the daycare that is located in the same hallway. Over the last five or six years numerous teen parents have been able to finish their high school diploma at Gray School and have child care for their child. This is a unique program that is not replicated between any other school district and parks and recreation program.

In addition to the strong partnership between the two entities, the Parks and Recreation Department provides an array of programs for all ages within our community.

Astoria School District staff, students and parents appreciate the strong partnership and immense opportunities provided by the staff of the Astoria Parks and Recreation Department. We look forward to continuing this partnership for many years to come.

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Members in attendance at tonight's meeting were presented with a certificate of appreciation.

3. PATRON COMMENTS/QUESTIONS

None.

4. CONSENT AGENDA

The following consent agenda items were presented:

- A. Approve minutes of Board Retreat, August 10, 2015
- B. Approve minutes of Regular Board Meeting, August 12, 2015
- C. Approve minutes of Board Study Session, August 12, 2015

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

5. REPORTS

A. ADMINISTRATIVE REPORTS

Principal Gohr reported that Astor Elementary School held their Kinder Camp, 18 kids attended. Kinder conference and orientation was held today.

Principal Ploghoft reported that Lewis and Clark Elementary School is off to a great start, they have a lot of kids coming in new and are busting at the seams.

Principal Berger thanked the Maintenance and Custodian staff. Astoria Middle School has enrolled tons of new kids, a really great problem to have.

Principal Jackson reported that Astoria High School has registered 70 new students with more students still coming. Staff development is going well, really appreciated having speaker Ken Williams. An assembly was held celebrating honor roll students, including incoming freshmen's end of year honor roll. Mr. Jackson had two eggs smashed on his head during the assembly.

Coordinator of Special Programs Mrs. Randall reported that she feels that half of the new students in the district have IEP's. Their big focus is on streamlining paperwork for efficiency reasons.

Curriculum Director Ms. Linder reported they had a lot of training, Ken Williams was great. Her job is getting the teachers ready.

Food Service Director Mrs. Bovard announced that Nutrislice program is now available for parents/students to interact with, it provides information such as food nutrition and other helpful tools. For a free application visit Astoria.nutrislice.com.

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Superintendent Hoppes welcomed Elizabeth Friedman, she took Paula Mills position at the ESD as the new Clatsop Service Center Director.

B. ASD SUMMER SCHOOL REPORT ()**

Ms. Clay coordinated summer school. Students eligible for summer school must show that they have moved quite often and are behind in school. Through summer school students showed 86% growth in math and 94% growth in language arts. There was a bilingual teacher for week that came to the school. The students went on two field trips, the Seaside Aquarium and Clatsop County Fair. Several students belonged in fair, so it was really good to see them. There were 2-3 grand champions. Summer school was 5 weeks long and everyone seemed to have a good time.

Superintendent Hoppes added that the District was responsible for the food service and transportation for summer school. State migrant funds paid for the teachers.

C. MENTAL HEALTH SERVICES REPORT ()**

Superintendent Hoppes reported that last year as part of our health and wellness goals, was to provide mental health services. Currently we are scheduled to have 2 mental health counselors in the district from Clatsop Behavior Healthcare. At this time we only one of the two counselors. To start the school year Astor and Lewis and Clark does not have a mental health counselor to start the school year. The district has over 110 students being referred to mental health counseling. Director Helligso asked if we see a difference in learning. Principal Berger mentioned that the middle school has seen an increase in attendance. Superintendent Hoppes stated he is trying to understand the OHP process better and is concerned that it is difficult for private counselors to use OHP.

Superintendent Hoppes stated that he will continue to provide information to the board about this issue.

6. INFORMATION

The following information items were presented:

- A. Transfer of Ryker Thornton, 1.0 FTE Math Teacher, Astoria Middle School to 1.0 FTE 6th Grade Teacher, Astoria Middle School, effective August 31, 2015
- B. Transfer of Emily Jenkins, 1.0 FTE 4th Grade Teacher, Lewis & Clark Elementary School to 1.0 FTE 5th Grade Teacher, Lewis & Clark Elementary School, effective August 31, 2015
- C. Employment of Nerissa Burr, 6.5 hours per day Instructional Assistant, Astoria High School, effective September 7, 2015
- D. Employment of Tiffany Ploghoft, 5.0 hours per day Office Assistant/Library, Astoria High School, effective September 7, 2015
- E. Employment of Carla Banducci, 6.75 hours per day Instructional Assistant, Astoria High School, effective September 7, 2015
- F. Employment of Chris Politowski, 6.75 hours per day Instructional Assistant, Astoria High School, effective September 7, 2015

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- G. Employment of Susan Graham, 6.5 hours per day Instructional Assistant, Astoria Middle School, effective September 7, 2015
- H. Employment of Kerry Atkins, 6.75 hours per day Instructional Assistant, Astoria Middle School, effective September 8, 2015
- I. Employment of Valarie McNair, 4.0 hours per day Instructional Assistant, Astoria High School, effective September 8, 2015
- J. Employment of David Hoofnagle, 3.25 hours per day Cafeteria Helper, Astoria High School, effective September 7, 2015
- K. Resignation of Katie Junes, 4.0 hours per day Instructional Assistant, Astor Elementary School, Effective August 28, 2015
- L. Transfer of Darcy Cotte, 6.0 hours per day Instructional Assistant, Lewis & Clark Elementary School to 6.0 hours per day Instructional Assistant, Astor Elementary School, Effective September 7, 2015
- M. Transfer of Xiaohong Liu, 6.0 hours per day Instructional Assistant, Lewis & Clark Elementary School to 6.0 hours per day Instructional Assistant, Astoria Middle School, Effective September 7, 2015
- N. Transfer of Estelle Petersen, 3.0 hours per day Instructional Assistant, Astor Elementary School to 4.0 hours per day Instructional Assistant, Astor Elementary School, Effective September 7, 2015
- O. Transfer of Mary Chandler, 6.5 hours per day Instructional Assistant, Astor Elementary School to 6.5 hours per day Instructional Assistant, Lewis & Clark Elementary School, Effective September 7, 2015
- P. Employment of Michael Janssen, 8.0 hours per day Evening Custodian, Astor Elementary School, effective August 26, 2015
- Q. Resignation of Cassie Russell, 4.0 hours per day Instructional Assistant, Astor Elementary School, effective August 14, 2015
- R. Resignation of Sean James, 4.0 hours per day Bus Driver, Transportation Department, effective August 21, 2015

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

A. INTERIM BUSINESS MANAGER CONTRACT

Superintendent Hoppes has asked Mindy Landwehr to fill in the position of Business Manager until a permanent replacement is found. The board reviewed the interim contract which included an additional \$1200 month increase for her. Superintendent Hoppes stated that we will look at the end of October for filling the position permanently.

VICE CHAIR SAMPSON MADE A MOTION TO ACCEPT THE INTERIM BUSINESS MANAGER CONTRACT AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

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B. DESIGNATE CRAIG HOPPES AND MINDY LANDWEHR AS CUSTODIAN OF FUNDS AND AUTHORIZE THE FACSIMILE SIGNATURE OF THE CUSTODIAN OF FUNDS

Designate Craig Hoppes and Mindy Landwehr to be the custodian of funds for the district. This will allow access to the state school funds at the district level. Currently no one that is employed can access those funds. This needs board approval before changes can be made.

VICE CHAIR SAMPSON MADE THE MOTION TO DESIGNATE CRAIG HOPPES AND **MINDY LANDWEHR AS CUSTODIAN OF FUNDS AND AUTHORIZE THE FACSIMILE SIGNATURE OF THE CUSTODIAN OF FUNDS AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

C. DESIGNATE CRAIG HOPPES AND **MINDY LANDWEHR AS BUDGET OFFICERS OF THE SCHOOL DISTRICT**

Designate Craig Hoppes and Mindy Landwehr as budget officers. This allows spending power within the district.

DIRECTOR HELLIGSO MADE THE MOTION TO DESIGNATE CRAIG HOPPES AND **MINDY LANDWEHR AS BUDGET OFFICERS OF THE SCHOOL DISTRICT AND VICE CHAIR SAMPSON SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

D. 2015-2016 ASD CALENDAR (REVISE)

DIRECTOR HELLIGSO MOVED NOT TO REVISE THE 2015-2016 CALENDAR AND VICE CHAIR SAMPSON SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

E. OSBA LEGISLATIVE POLICY COMMITTEE NOMINATION

Chair Dursse informed the board that he represents the North Coast on the OSBA Legislative Policy Committee. This committee works throughout the state in prioritizing legislative issues for education. To continue on this board Chair Dursse needs to be nominated by a school board within his geographic area.

VICE CHAIR SAMPSON NOMINATED CHAIR DURSSE TO CONTINUE AS REPRESENTATIVE FOR THE NORTH COAST OSBA LEGISLATIVE POLICY COMMITTEE AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

F. ASTORIA SCHOOL DISTRICT BOARD/DISTRICT GOALS ()**

Superintendent Hoppes read from the packet the board goals. The following goals will be brought back to the board for approval:

- Staff Recognition

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- Communication
- Strategic Planning
- Visibility and Engagement
- Health and Wellness

The board should let Superintendent Hoppes know if there is any changes to the goals. The goals will be brought back to the board in October for approval.

9. COMMENTS

A. FOR THE GOOD OF THE ORDER

There were no comments for the good of the order.

B. SUPERINTENDENT

Superintendent Hoppes

- Beginning of the year is at a good start
- Attended The Phoenix Award Ceremony, found a lot of projects that was better than ours
- City of Astoria will put something out regarding the Phoenix Award Ceremony
- Good to see people at the district bbq
- Will register the Board for the OSBA conference in November
- Next week or after the Board needs to have a meeting with the representative

C. DIRECTOR OF SUPPORT SERVICES

Director of Support Services was not available for comments.

D. BOARD MEMBERS

Director Rickenbach

- Had a kinder that attended the Kinder Camp, orientation was nice, staggered kids, and was more relaxing
- Neat to hear about summer school
- My part in the board goals is visibility, went to the staff bbq and helped at Astoria High School's registration, tried to talk students/parents in completing the free and reduced application at registration
- Everyone is working together

Director Helligso

- Excited that the new year started
- Flipped a lot of burgers at the staff bbq
- Daughter is out of the house, starting college

Director Laman

- Excited that new school year started
- "Getting ready for awesome" campaign at Astor is really good
- Thank you Shawn for flipping burgers at the staff bbq
- Nutrislice will be a helpful tool for students with medical issues

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- Facebook god has done a very good job with pictures on our District website
- We were a part of the District Hood to Coast team, had a really good time, we were the fastest District out there, 122nd position

E. BOARD CHAIR

Chair Dursse

- Thank you all, couldn't be at the bbq
- Last month I went with Craig and Kate to a conference, learned a lot, we are doing the right thing with our efforts.

10. FUTURE MEETINGS & EVENTS

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| A. Wednesday, October 14, 2015
6:15 P.M. | <u>BOARD STUDY SESSION</u>
ASD Boardroom |
| B. Wednesday, October 14, 2015
7:30 P.M. | <u>REGULAR BOARD MEETING</u>
ASD Boardroom |
| C. Wednesday, November 11, 2015
6:15 P.M. | <u>BOARD STUDY SESSION</u>
ASD Boardroom |
| D. Wednesday, November 11, 2015
7:30 P.M. | <u>REGULAR BOARD MEETING</u>
ASD Boardroom |
| E. Thursday, November 12-15, 2015 | <u>OSBA ANNUAL CONVENTION</u>
Portland, OR |


11. ADJOURNMENT

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

The meeting was adjourned at 8:22 P.M.



Board Chair



Superintendent/Clerk