

REGULAR SCHOOL BOARD MEETING MINUTES

December 9, 2015

ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

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

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

1. CALL TO ORDER AND FLAG SALUTE

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

2. *COMMUNITY RECOGNITION

Director Rickenbach read a statement recognizing Oregon School Employee Association Chapter 72 (OSEA) for their support of Astoria School District students with the annual Coat Drive. For the past 8 years OSEA has provided over 100 coats annually to the Christmas Basket Program in the Astoria Community. In addition to coats OSEA collects sweatshirts, sweaters, jackets, hats, scarves, gloves and mittens.

OSEA represents over 100 employees within the Astoria School District. OSEA also provides annual scholarships for students within the school district. We appreciate the work of our OSEA members in support of our students via the Coat Drive and scholarship.

President Kandie Thornton accepted the award on behalf of the Oregon School Employee Association Chapter 72.

3. AHS STUDENT REPRESENTATIVE REPORT

Ms. Haley Korff was not in attendance for tonight's meeting to give her report instead the Astoria Port City Singers from Astoria High School came to entertain the Board and audience with some holiday songs. Astoria School District choir teacher, Matt Pierce shared that the group also sings at the Astoria Golf & Country Club, Liberty Theater among other locations. He also explained that the singers had to audition for the group

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

and that they meet at 7:00 A.M. and are required to be in the Advanced Choir group. Tuesday, December 16th is the annual choir concert showcasing 6th through 12th grade.

4. PATRON COMMENTS/QUESTIONS

Astoria Education Association President, Matt Hensley shared that A Better Oregon Campaign has started and encouraged everyone to sign the petition. He pointed out that there are many Oregon school districts that are struggling with limited amount of funding to work with and exclaimed, "It's for K-12 education!"

5. CONSENT AGENDA

The following consent agenda items were presented:

- A. Approve minutes of Board Study Session, October 14, 2015
- B. Approve minutes of Board Study Session, November 18, 2015
- C. Approve minutes of Regular Board Meeting, November 18, 2015

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

6. REPORTS

A. ADMINISTRATIVE REPORT

Principal Jackson reported that the Germany students from Waldorf came to Astoria High School today. The students will tour the Astoria area and will return to the high school on Friday. Mr. Jackson also shared that the new automotive class at MERTS has been approved and next semester 15 Astoria High School students will start in the class.

Superintendent Hoppes shared that the rest of the administrators were not in attendance tonight due to being sick, sick family members, or were heading to a training out of town.

B. BOARD AND DISTRICT GOALS REPORT

Superintendent Hoppes stated that a copy of the Board and District Goals report was included in the board packet and that not a lot has happened since November's board meeting.

C. OSBA ANNUAL CONFERENCE REPORT

Each of the members spoke highly about the sessions that they attended and several new concepts were shared.

D. ENROLLMENT REPORT

Superintendent Hoppes reported that student enrollment is up by three for the month of November and noted that the estimated state reporting was cut by 20 students.

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

E. FINANCIAL REPORT

Ms. Landwehr reported that we are wrapping up the 2014-2015 fiscal year and are currently working on 2015-2016.

F. FOOD SERVICE REPORT

Ms. Burch reported that participation is high in the elementary schools. The elementary schools were served carrot raisin salad and the middle and high school featured a variety of dried fruits in their salad bar during the month of November for Dried Fruit Month promotion. Parents and students are continuing to use Nutrislice. Ms. Burch also shared that the Farm to School Grant was submitted and almost \$3,000 of the \$5,000 grant has been used. December is Root Vegetable month. Tomorrow is the big holiday feast in which students are served turkey lunch. She also reported that the Coast Guard will be back to help January 19-22.

G. GIFTS TO THE DISTRICT

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

7. INFORMATION

The following information items were presented:

- A. Employment of Brenda Higgins, 1.0 FTE Payroll Clerk, Astoria School District Office, effective December 28, 2015.
- B. Transfer of Cecilia Cole, 6.5 hours per day Instructional Assistant, Astor Elementary School to 6.5 hours per day Instructional Assistant, Astoria Middle School, effective November 30, 2015
- C. Resignation of Ralph Scott Cuthbert, 1.0 FTE Band Teacher, Astoria Middle School/Astoria High School, effective November 23, 2015
- D. Resignation of Jackie Reikkola, 5.25 hours per day Bus Driver, Transportation Department, effective November 12, 2015.

8. UNFINISHED BUSINESS

Superintendent Hoppes explained to the board that this is the second reading of policies JEA, JHFE, and JHFF-JR.

A. JEA – COMPULSORY ATTENDANCE (SECOND READING)

Adds “regularly, a” and “during the entire school year” when explaining the requirements of regular attending a school full-time. Also further explains requirements for persons having legal control of student say that “Persons having legal control of a student who is five or six year of age and has enrolled the child in a public school, are required to have the child attend and maintain regular attendance.”

DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE CHANGES FOR POLICY JEA – COMPULSORY ATTENDANCE AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

B. JHFE – REPORTING OF SUSPECTED ABUSE OF A CHILD (SECOND READING)

Adds “of a Child” to the title. Changes “he/she” to “the employee” and “child abuse” to “abuse of a child”.

Also added to the policy:

- Child Abuse of a child by district employees or by students will not be tolerated.
- In the event the designated person is the suspected abuser, the [personnel director] [Board Chair] shall receive the report of abuse.
- A substantiated report of abuse by an employee shall be documented in the employee’s personnel file. A substantiated report of abuse by a student shall be documented in the student’s education record.

DIRECTOR LAMAN MADE A MOTION TO APPROVE THE CHANGES FOR POLICY JHFE – REPORTING OF SUSPECTED ABUSE OF A CHILD AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

C. JHFF – REPORTING REQUIREMENTS REGARDING SEXUAL CONDUCT WITH STUDENTS (SECOND READING)

Changes “child abuse” to “abuse of a child”. Includes “or student” when interviewed during an investigation. Also added to the policy is “If the subject of the report is a school employee” the investigation must meet any negotiated standards of an employment contract or agreement.

DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE CHANGES FOR POLICY JHFF – REPORTING REQUIREMENTS REGARDING SEXUAL CONDUCT WITH STUDENTS AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

9. NEW BUSINESS

A. 8TH GRADE WASHINGTON DC FIELD TRIP

Mr. Hensley was in attendance at tonight’s meeting to talk about the proposed field trip to Washington D.C. for Astoria Middle School students. He noted that students have already hosted a dance in which they earned a little over \$1400. Some other fundraising students will do to help offset costs is selling first aid kits, coffee, and a rummage sale.

DIRECTOR LAMAN MADE A MOTION TO APPROVE THE 8TH GRADE WASHINGTON DC FIELD TRIP AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.

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

- B. JOA – DIRECTORY INFORMATION (FIRST READING)**
- C. JOB – PERSONALLY IDENTIFIABLE INFORMATION (FIRST READING)**
- D. EBBB – INJURY/ILLNESS REPORTS (FIRST READING)**
- E. GBEDA – DRUG AND ALCOHOL TESTING – TRANSPORTATION PERSONNEL (FIRST READING)**
- F. IGBAJ – SPECIAL EDUCATION – FREE APPROPRIATE PUBLIC EDUCATION (FIRST READING)**
- G. JHCB – IMMUNIZATIONS OF STUDENTS (FIRST READING)**
- H. EFA – LOCAL WELLNESS PROGRAM (FIRST READING)**
- I. EFA-AR – LOCAL WELLNESS PROGRAM**

Superintendent Hoppes asked the Board if they had any questions regarding B-I policies.

10. COMMENTS

A. FOR THE GOOD OF THE ORDER

There were no comments for the good of the order.

B. SUPERINTENDENT

Superintendent Hoppes

- It was great to have the choir here today
- The band concert was really good and well attended
- The District received a \$302,000 CTE Grant by Hampton - The kids will get college credits for these courses

C. BUSINESS MANAGER

Mindy Landwehr

- I'm pleased that we have hired a payroll person

D. BOARD MEMBERS

Director Rickenbach

- The choir was really good – very impressive
- Thanks to the teachers and administrators for working really hard

Director Helligso

- I'll agree with what Jenna said

Director Laman

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

- Thank you to the choir
- Thank you to Mr. Hensley for your comments – we appreciate your efforts
- I'm super excited about MERTS and the grant

E. BOARD CHAIR

Vice Chair Sampson

- Thank you to the Port City Singers – some of those kids I've known since they were little
- Thank you Mr. Hensley for bringing that to the forefront.
- Thank you OESA for everything and for their scholarships

11. FUTURE MEETINGS & EVENTS

- | | |
|---|---|
| A. Wednesday, January 13, 2016
6:15 P.M. | <u>BOARD STUDY SESSION</u>
ASD Boardroom |
| B. Wednesday, January 13, 2016
7:30 P.M. | <u>REGULAR BOARD MEETING</u>
ASD Boardroom |

12. ADJOURNMENT

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

The meeting was adjourned at 8:47 P.M.



Board Chair



Superintendent/Clerk