

**REGULAR SCHOOL BOARD MEETING MINUTES**

January 14, 2015

**ANNOUNCEMENTS/AGENDA MODIFICATIONS**

None.

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

Vice Chair Sampson was unable to attend tonight's meeting.

**ALSO PRESENT:** Craig Hoppes, Superintendent-Clerk; Jodie Holthusen, 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, January 14, 2015 in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

**2. \*COMMUNITY RECOGNITION**

Chair Dursse read a statement of appreciation recognizing Chad Rankin of Columbia Memorial Hospital's Orthopedic and Sports Medicine Athletic Training program. He emphasized Mr. Rankin's consistent dedication to our kids and families and praised him for his expert, on the spot, medical advice and suggestions for proper treatment. Chair Dursse presented Mr. Rankin with a certificate of appreciation.

**3. AHS STUDENT REPRESENTATIVE**

Ms. Haley Korff reported on the most recent events taking place at Astoria High School including:

- Open-mic opportunities in Mr. Love's class at lunch
- Interviews for Honor Society were conducted yesterday and again tomorrow
- Students are preparing for finals
- MORP will take place at the end of the month
- Winter league sports play starts next week

**4. PATRON COMMENTS/QUESTIONS**

There were no patron comments.

**5. CONSENT AGENDA**

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

The following consent agenda items were presented:

- A. Approve minutes of Board Study Session, December 10, 2014
- B. Approve minutes of Regular Board Meeting December 10, 2014

**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. ASTOR ELEMENTARY SCHOOL**

Students from Astor School were in attendance at tonight's meeting to share what they've been learning at school. They talked about ways to portray "Safe, Respectful, Responsible" behaviors and distributed "Pilot Points" to the deserving members. They went on to explain how they can use their earnings to purchase special items and privileges. Before exiting, the children gifted "vintage" Astor School t-shirts to the members in recognition of School Board Appreciation Month.

### **B. (\*)(\*\*)BOARD AND DISTRICT GOALS**

Superintendent Hoppes highlighted key areas of the board and district goals information included in the board packet.

### **C. ENROLLMENT**

Superintendent Hoppes reported that there is a very limited amount of days between meetings, but enrollment is down by four students from mid-November through the end of December. He added that class sizes are still looking really good.

### **D. FINANCIAL**

Superintendent Hoppes presented the financial report as Ms. Kallstrom was not in attendance at tonight's meeting. He referenced page 19 of the packet, noting that the balance left to spend was at 70% and the range average for this time of year is 71% which is right on target. He noted that the sub-finance committee already met and will meet again at the end of January.

### **E. GIFTS TO THE DISTRICT**

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

### **F. FOOD SERVICE**

Ms. Bovard was in attendance at tonight's meeting to answer questions about the food service report. Superintendent Hoppes noted that there was a 7% increase in lunch participation compared to last year. Ms. Bovard said the reason may be that more meal varieties are being offered.

## **7. INFORMATION**

The following information item was presented:

- A. Resignation of Frances Bonner, 1.0 FTE Special Education Teacher, Lewis & Clark School, effective December 19, 2014

## **8. UNFINISHED BUSINESS**

- A. **POLICY BBFA – BOARD MEMBER ETHICS AND CONFLICTS OF INTEREST (SECOND READING)**  
B. **POLICY BBFB – BOARD MEMBER ETHICS AND NEPOTISM (SECOND READING)**  
C. **POLICY GBC – STAFF ETHICS (SECOND READING)**

The following are recommended changes for the above policies:

- “Member of Household” added and defined
- “Gift” defined
- Includes “any relative or member of the household of the Board member”

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE POLICIES BBFA, BBFB AND GBC AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

- D. **POLICY EEACA – SCHOOL BUS DRIVER EXAMINATION AND TRAINING (SECOND READING)**

Change would require a physical examination be administered by a medical examiner listed in the Federal Motor Carrier Safety Administration’s National Registry of Certified Medical Examiners, rather than one that is not listed, as part of the school bus driver selection process.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE POLICY EEACA AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

- E. **POLICY GBNA/JFCF – HAZING/HARASSMENT/INTIMIDATION/BULLYING/MENACING/CYBERBULLYING (SECOND READING)**

Adds “Cyberbullying” to the title.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE POLICY GBNA/JFCF AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

- F. **POLICY GBN/JBA – SEXUAL HARASSMENT (SECOND READING)**

Clarifies off duty conduct which is incompatible with district job responsibilities.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE POLICY GBN/JBA AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**G. POLICY JGAB – USE OF RESTRAINT AND SECLUSION (SECOND READING)**  
Includes added requirements as outlined in OAR 581-021-0568 although the District does not currently have a seclusion room.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE POLICY JGAB AS PRESENTED AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

## **9. NEW BUSINESS**

### **A. NWRESD LOCAL SERVICE PLAN**

Superintendent Hoppes reminded the members that the local service plan comes before the Board annually for approval. He explained that county superintendents meet in the fall to determine how money for core services and credits through the ESD will be spent. He went on to say that previously, there have been minimal changes to the plan, although this year, money allotted for professional services provided by the ESD will now be spent by the districts.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE NWRESD LOCAL SERVICE PLAN AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

### **B. DIVISION 22 STANDARDS**

Superintendent Hoppes reviewed the Division 22 Report to the Community with the Board. He noted the following two areas in which the District is out of compliance:

- 1350 - Alternative Education Programs – the District is required to conduct an annual evaluation of the program
- 1620 - Required Instructional Time – Juniors and Seniors do not meet instructional time obligations as they are not required by the District to attend tutorial classes on Tuesdays & Thursdays (they are not assigned to formal classes)

Superintendent Hoppes noted that the District will conduct an evaluation of the alternative education program and present it to the Board annually.

Administrative staff will assess and modify the high school schedule to ensure instructional hour requirements are met. Superintendent Hoppes will bring this topic back to the members at a later time for discussion.

### **C. AMS FIELD TRIP – WASHINGTON D.C.**

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

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 this is an annual trip that has been going on for the past 25 years. Students will host four fundraising events to help offset costs.

**DIRECTOR LAMAN MADE A MOTION TO APPROVE THE AMS WASHINGTON D.C. FIELD TRIP AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**D. WARRANTY DEED – TRANSFER OF WARREN FIELD TO CMH**  
Superintendent Hoppes informed the members that the previous Warranty Deed approved at the last meeting was missing two parcels. They have since been added to the document and reviewed by the attorneys of all parties.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE WARRANTY DEED TRANSFER OF JOHN WARREN FIELD TO CMH AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**E. BARGAIN AND SALE DEED (TRANSPORTATION PROPERTY)**  
This document was brought to the Board at the last meeting but lacked the two additional parcels.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE BARGAIN AND SALE DEED TRANSFER OF THE TRANSPORTATION PROPERTY TO CMH AS PRESENTED AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**F. BILL OF SALE – WARREN FIELD/TRANSPORTATION PROPERTY**  
Superintendent Hoppes explained that the Bill of Sale is a requirement of the original four-party agreement. He visited the sites earlier this week with CMH staff to specify which remaining articles belonged to the District and those that will stay with the property.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE BILL OF SALE DOCUMENT AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**G. SURPLUS PROPERTY - TECHNOLOGY**

**DIRECTOR HELLIGSO MADE A MOTION TO SURPLUS THE TECHNOLOGY ITEMS AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THEM MOTION WAS UNANIMOUSLY CARRIED.**

## **10. COMMENTS**

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

There were no comments for the good of the order.

### **B. SUPERINTENDENT**

#### **Superintendent Hoppes**

- Happy about the mental health counseling in the schools – there are 26 students receiving services right now – it’s making a pretty big impact
- The district will have representation at the “Way to Wellville” meeting scheduled for tomorrow night
- Will be attending the February 23<sup>rd</sup> Legislative Day in Salem sponsored by OSBA – let him know if any of the members would like to join him

### **C. DIRECTOR OF SUPPORT SERVICES**

Ms. Kallstrom was unable to attend tonight’s meeting.

### **D. BOARD MEMBERS**

#### **Director Rickenbach**

- Have been hearing some excitement about the heart clinic that is going to happen
- Parent wanted to express their appreciation of the play at the high school over Christmas break and how well done it was – the performance and the professionalism
- Thanks to Mr. Jackson for the tour of AHS – she’s excited to help more
- Her daughter wants to go to summer school – she loves school so much

#### **Director Helligso**

- Thought the Astor School presentation was great
- Looking forward to the Legislative Forum tomorrow night

#### **Director Laman**

- Thanked all of the schools for the gifts
- Thanks to Ms. Gohr and Ms. Brownlow – it’s neat to see all of the Astor students – they’re really cute and did a great job
- Went to “Way to Wellville” session – when asked what is one of the assets of our community – an Astoria High School student answered that it is the teachers in our school district

Vice Chair Sampson was unable to attend tonight’s meeting.

### **E. BOARD CHAIR**

- Thanked each of the schools for the swag
- The kids were great – it is always fun – thanks to Ms. Brownlow for not bringing Kelso the Frog
- Excited that we are focusing on our achievement gap – in his opinion, it is the most important work we are doing right now – we are all going in the right direction

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

- Mr. Hoppes' evaluation is due – Ms. Holthusen will create the online survey and the results will be discussed at the next meeting

**11. FUTURE MEETINGS & EVENTS**

|   |  |
|---|--|
| Thursday, January 15, 2015<br>6:00 P.M.   | <u>Clatsop County Education Legislative Forum</u><br>ASD Boardroom |
| Wednesday, February 11, 2015<br>6:15 P.M. | <u>BOARD STUDY SESSION</u><br>ASD Boardroom                        |
| Wednesday, February 11, 2015<br>7:30 P.M. | <u>REGULAR BOARD MEETING</u><br>ASD Boardroom                      |

**12. ADJOURNMENT**

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

The meeting was adjourned at 9:18 P.M.



Board Chair



Superintendent - Clerk