

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

## **REGULAR SCHOOL BOARD MEETING MINUTES**

January 13, 2016

### **ANNOUNCEMENTS/AGENDA MODIFICATIONS**

6. Reports - a. Astor Elementary Presentation – took place immediately after agenda item  
1. Call to Order and Flag Salute due to large amount of student participants.

**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, January 13, 2016 in the Astoria School District Boardroom. All present stood for the Pledge of Allegiance.

### **2. \*COMMUNITY RECOGNITION**

Astoria School District teacher, Matt Hensley, read a proclamation declaring the month of January “School Board Recognition Month.” Mr. Hensley and Superintendent Hoppes encouraged all citizens and employees of the District to recognize the Board for their hard work and dedication in preparing today’s students for tomorrow’s world.

### **3. AHS STUDENT REPRESENTATIVE REPORT**

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

- AHS boys basketball record is 9-4
- AHS girls basketball record is 5-7
- AHS boys and girls swimming are doing well
- Hygge-student council spread hygge around AHS-a Danish word that describes a combination of coziness and tranquility that comes from being present with each other
- Students are preparing for finals
- YTP coffee cart is doing great
- Project Homeless Connect in Seaside is coming up

#### **4. PATRON COMMENTS/QUESTIONS**

None.

#### **5. CONSENT AGENDA**

The following consent agenda items were presented:

- A. Approve minutes of Board Study Session, December 9, 2015
- B. Approve minutes of Regular Board Meeting, December 9, 2015

**DIRECTOR LAMAN 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 PRESENTATION**

Principal Gohr showed the Board what makes Astor different with “carpet time” in the morning. Kindergarten teacher, Mrs. Stelzig along with the help from two of her students shared with the Board how they warm up by saying letters, read words, and use flash cards by naming and sounding letters out. Student learn that it is okay to make a mistake and still try to participate. 1<sup>st</sup> grade teacher, Mrs. Williams pointed out that 1<sup>st</sup> grade students need to know 150 high frequency words by the end of the school year. She along with some of her students showed the Board how they start with their spelling in the morning. One of the ways they learn vocabulary words is to associate a picture that matches their vocabulary word. 2<sup>nd</sup> grade teacher, Ms. Fruiht explained to the Board how her students do a lot of partner reading. Students that were in attendance demonstrated how they learn vocabulary words by motion to show what words mean, like strutting around the board room to show what the word “strut” means.

##### **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. He pointed out that the PE teachers and Wellness Committee will be working on writing the OEA Trust Wellness Grant during the February 29<sup>th</sup> in-service. Superintendent Hoppes mentioned that he saw three of the board members at the basketball game last month. He also mentioned that a picture of Astor students wearing hats donated by Columbia Bank was placed on the District website.

##### **C. ENROLLMENT REPORT**

Superintendent Hoppes reported that student enrollment is up from last year and is holding steady.

##### **D. FINANCIAL REPORT**

Ms. Landwehr reported that finances are continuing the same as last year. She noted that property taxes are coming in strong. Ms. Landwehr also stated that during the month of

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December the District was up 23 students compared to December of 2014. She also mentioned to the Board that the PERS rate change is starting to build discussion.

**E. FOOD SERVICE REPORT**

Ms. Burch highlighted the following things:

- A nice holiday dinner on the last day of school in December
- December was Root Vegetable Month
- Nutrislice still is a great addition
- Funds from Farm to School Grant has been exhausted
- Citrus salsa is being served
- Coast Guard is here next week
- Food Service will be catering the pancake feed at the high school
- Build your own bars are a big hit at the middle school and high school which helps with the number of students eating at school

**F. 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 Jessica Jones, 3.0 hours per day Instructional Assistant, Astor Elementary School, effective December 2, 2015
- B. Employment of Alexander Eterno, 6.5 hours per day Instructional Assistant-Resource Room, Astor Elementary School, effective January 4, 2016

**8. UNFINISHED BUSINESS**

Superintendent Hoppes explained to the board that this is the second reading of policies JOA, JOB, EBBB, GBEDA, IGBAJ, JHCB, and EFA.

**A. JOA – DIRECTORY INFORMATION**

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.

**DIRECTOR LAMAN MADE A MOTION TO APPROVE THE CHANGES FOR POLICY JOA – DIRECTORY INFORMATION AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**B. JOB – PERSONALLY IDENTIFIABLE INFORMATION**

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**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE CHANGES FOR POLICY JOB – PERSONALLY IDENTIFIABLE INFORMATION AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**C. EBBB – INJURY/ILLNESS REPORTS**

House Bill 3045 requires school districts to establish policy for reporting incidents that result in an injury of an employee while in the actual performance of the duty of the employee that aligns with existing reporting requirements.

**DIRECTOR LAMAN MADE A MOTION TO APPROVE THE CHANGES FOR POLICY EBBB – INJURY/ILLNESS REPORTS AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**D. GBEDA – DRUG AND ALCOHOL TESTING**

Transportation Personnel The new provisions created by Senate Bill (SB) 193 requires school transportation providers to have an in-house drug and alcohol testing program that meets the Transportation Employee Test Act requirements or belong to a consortium that meets the same federal requirements.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE CHANGES FOR POLICY GBEDA – DRUG AND ALCOHOL TESTING AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**E. IGBAJ – SPECIAL EDUCATION**

Free Appropriate Public Education - The revision of ORS 338.165 modifies policy IGBAJ - Special Education – Free Appropriate Public Education (FAPE) to place responsibility on the district to provide FAPE to children with disabilities enrolled in a public charter school that is located in the district.

**DIRECTOR RICKENBACH MADE A MOTION TO APPROVE THE CHANGES FOR POLICY IGBAJ – SPECIAL EDUCATION AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**F. JHCB – IMMUNIZATIONS OF STUDENTS**

Senate Bill 132 added “philosophical beliefs” to medical and religious beliefs as a basis for opting out of immunizations and changes certain documentation that must be

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submitted to a school administrator for the purpose of opting-out of immunizations. Religious Beliefs and Medical reasons were not listed in the policy but are listed in the law. The policy references the law for documentation for opting out.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE CHANGES FOR POLICY JHCB – IMMUNIZATIONS OF STUDENTS AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**G. EFA – LOCAL WELLNESS PROGRAM**

The local wellness program policy has been reviewed by the Wellness Committee and the committee also reviewed the administrative rules associated with the wellness policy. The changes on EFA – Local Wellness Program policy are directly related to new nutritional guidelines. The Wellness Committee also recommends to concentrate on certain parts of the policy including staff wellness and student activity.

**DIRECTOR LAMAN MADE A MOTION TO APPROVE THE CHANGES FOR POLICY EFA – LOCAL WELLNESS POLICY AND DIRECTOR HELLIGSO SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**H. EFA-AR – LOCAL WELLNESS PROGRAM**

Superintendent Hoppes said that the Board doesn't need to approve this policy, but he wanted to include it.

**9. NEW BUSINESS**

**A. LEWIS AND CLARK DEVELOPMENT INFORMATION**

Superintendent Hoppes went over with the Board a request by developer, Mr. Richard Krueger, asking for a letter of support from the District to the Clatsop County Board of Commissioners for a development project located between Lewis and Clark Elementary and the golf course. He stated that the initial plans of the development include the following:

- Three apartment units. Each unit will have 36 apartments within it.
- Each apartment will be a 2 bedroom and 2 bathroom unit.
- The District and Mr. Krueger would agree to work collaboratively to create walking pathways between the complex and the school.

**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE A LETTER TO BE WRITTEN TO THE CLATSOP COUNTY BOARD OF COMMISSIONERS GIVING ASTORIA SCHOOL DISTRICTS SUPPORT FOR AN APARTMENT COMPLEX TO BE BUILT NEAR LEWIS AND CLARK ELEMENTARY AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**B. NWRES D LOCAL SERVICE PLAN FOR 2016-2017**

Superintendent Hoppes read over the proposed Core Service Budget to the Board.

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**DIRECTOR HELLIGSO MADE A MOTION TO APPROVE THE NWRES D LOCAL SERVICE PLAN FOR 2016-2017 AS PRESENTED AND DIRECTOR LAMAN SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

**C. DIVISION 22 STANDARD**

Superintendent Hoppes reviewed the Division 22 Report to Community with the Board. He noted the District is out of compliance with OAR 1640 – adopting instructional material. Superintendent Hoppes explained that the District adopted K-5 math last year, but has not caught up with all the adoption nor the adoption requirements. He stated that the District needs to continue to adopt textbooks each year pending funding levels to meet the requirements of the law.

**DIRECTOR LAMAN MADE A MOTION TO APPROVE THE DIVISION 22 STANDARD AS PRESENTED AND DIRECTOR RICKENBACH SECONDED. THE MOTION WAS UNANIMOUSLY CARRIED.**

The Board reviewed the following policies:

- D. BFD – BOARD POLICY IMPLEMENTATION (FIRST READING)**
- E. JF/JFA – STUDENT RIGHTS AND RESPONSIBILITIES (FIRST READING)**
- F. JFC – STUDENT CONDUCT AND DISCIPLINE (FIRST READING)**
- G. JFCJ – WEAPONS IN THE SCHOOLS (FIRST READING)**
- H. JG – STUDENT DISCIPLINE (FIRST READING)**
- I. JGD – SUSPENSION (FIRST READING)**
- J. JGAB – USE OF RESTRAINT AND SECLUSION (FIRST READING)**
- K. JGAB-AR – USE OF RESTRAINT AND SECLUSION**

This was the first reading of these policies. The board did not have any questions concerning the above policies.

**10. COMMENTS**

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

There were no comments for the good of the order.

**B. SUPERINTENDENT**

Superintendent Hoppes

- Orchestra concert is tomorrow
- I'm on the Board – in the process of helping hire the Clatsop Community College President

**C. BUSINESS MANAGER**

Mindy Landwehr

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- We have Brenda Higgins here now – we are full staffed

**D. BOARD MEMBERS**

Director Rickenbach

- Finishing up all the work that was done
- Thank you to Astor's dedicated teachers
- Thanks for our award
- Thank you Matt Hensley for your exuberance in reading the award
- Went to a basketball game – it was a good experience for my daughter

Director Helligso

- Enjoyed the Astor presentation
- Thank you for the award
- I'm interested in the time change for the schools – it will be a hard process to work through

Director Laman

- I reiterate what each of you said about Astor's presentation – it was neat to see
- Thank you for the recognition
- Appreciate the hard work from the administrators – it doesn't go unnoticed

**E. BOARD CHAIR**

Vice Chair Sampson

- Thank you for the recognition – very sneaky of Craig
- Thank you Astor for the presentation
- Thank you to the entire administrative staff for all you've done

**11. FUTURE MEETINGS & EVENTS**

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| A. Tuesday, January 26, 2016<br>6:30 P.M.    | <u>BOARD INTERVIEWS</u><br>ASD Boardroom      |
| B. Wednesday, February 10, 2016<br>5:30 P.M. | <u>BOARD STUDY SESSION</u><br>ASD Boardroom   |
| C. Wednesday, February 10, 2016<br>7:30 P.M. | <u>REGULAR BOARD MEETING</u><br>ASD Boardroom |

**12. EXECUTIVE SESSION**

The Board moved into Executive Session at 8:45 P.M. per ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**13. OPEN SESSION**

Open Session resumed at 9:10 P.M.

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**14. ADJOURNMENT**

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

The meeting was adjourned at 9:10 P.M.

  
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Board Chair

  
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Superintendent/Clerk