



Knappa School District No. 4

The Knappa School District will Inspire all learners to Achieve academically and Thrive as independent and Productive citizens.

Wednesday, April 22, 2026

5:45pm ORS 332.061 for "examination of the confidential records of a student", under ORS 192.660 2B "to hear complaints...against, a public officer, employee, staff member or individual agent who does not request an open hearing." and ORS 192.660 2F "to consider information or records that are exempt by law from public inspection"

Board of Directors' Regular Meeting

Regular meeting to follow immediately or at 6:30 p.m. whichever is soonest.

Recognition of our Athletic Director, Jenny Smith

1. **Call to Order** – *Flag Salute*
2. **Consent Agenda** – *Motion for Approval Needed*
 - 2.1 Approval of Minutes from the March 18, 2026 Meeting
 - 2.2 26-29 Superintendent Contract
 - 2.3 Budget Committee Member Assignment
 - 2.4 Surplus of Music Curriculum
 - 2.5 Cell Tower Funding Request
 - 2.6 KMS ASB CC Approval
 - 2.7 Personnel Update
3. **Information** – **Dr. Fritz**
4. **Communications and Hearing of Interested Parties**

SUBMIT [PUBLIC COMMENT HERE](https://knappa.schoolinsites.com/comment): <https://knappa.schoolinsites.com/comment>
The Board welcomes visitors to our meetings, and values comments from district patrons. The Board, at their discretion, will recognize comments from the audience. We must require, however, that complaints be directed through the administration for resolution. Comments made during this session must be free of abusive language, personal attacks on district personnel, and not directed towards any department which, due to its low staffing, would amount to an attack by in affect naming district personnel. We ask that presentations be limited to (3) minutes and be submitted prior to 3pm the day of meetings.
5. **Superintendent Report**
6. **New Business**
 - 6.1 Teacher Appreciation – *Motion for approval needed*
 - 6.2 Enrollment Report
7. **Student Rep Reports**
 - 7.1 KMS – Audrey Bangs (8th Grade) – Written Report
 - 7.2 KHS – Mylie Lempea (12th Grade) – Prerecorded video
8. **District Reports**
 - 8.1 Financial Report – Jennifer Morgan
 - 8.2 Hilda Lahti Elementary/Knappa Middle School – Andi Rynberg
 - 8.3 Knappa High School – Paul Isom
9. **Board Member Reports and Future Agenda Items**

Next Meetings:

Wednesday, May 6, 2025 Budget Committee Meeting 6:30pm, Knappa High School Library.

Wednesday, May 20, 2025 Regular Board Meeting 6:30pm, Knappa High School Library.



Knappa School District No. 4

The Knappa School District will Inspire all learners to Achieve academically and Thrive as independent and Productive citizens.

Board of Directors’ Regular Meeting

Wednesday, March 18, 2026

5:45pm: ORS 192.660(2)(i) *Executive Session the governing body of a public body may hold an executive session: (i) to review and evaluate the employment related performance of the chief executive officer of any public body, a public officer, employed or staff member who does not request an open hearing.*

6:30 p.m. or immediately following after executive session.

Present

- Brian Montgomery – Chair
- Cullen Bangs – Vice Chair
- Will Isom – Director
- Michelle Finn – Director
- Hannah Bryan – Director - Virtual
- William Fritz – Superintendent – Virtual
- Hannah Mather – Board Secretary
- Jennifer Morgan- Chief Financial Officer
- Andi Rynberg – HLE/KMS Interim Principal
- Paul Isom-KHS Principal

Absent

Brittany Norton – SPED Director

1. Call to Order – Flag Salute

Meeting called to order at 6:30pm.

2. Consent Agenda – Motion for Approval Needed

2.1 Approval of Minutes from the March 4, 2026 Meeting

2.2 Approval of the Budget Committee Member Appointment

Chair Montgomery calls for a motion to approve the consent agenda as presented,

Director Isom makes a motion, Finn seconds, all in favor, motion passed. No further discussion.

3. Information

Dr. Fritz reports as given.

4. Communications and Hearing of Interested Parties

SUBMIT [PUBLIC COMMENT HERE: https://knappa.schoolinsites.com/comment](https://knappa.schoolinsites.com/comment)

The Board welcomes visitors to our meetings, and values comments from district patrons. The Board, at their discretion, will recognize comments from the audience. We must require, however, that complaints be directed through the administration for resolution. Comments made during this session must be free of abusive language, personal attacks on district personnel, and not directed towards any department which, due to its low staffing, would amount to an attack by in affect naming district personnel. We ask that presentations be limited to (3) minutes and be submitted prior to 3pm the day of meetings.

None.

5. Superintendent Report

Dr. Fritz reports as given. Director Isom states we should thank the community on showing support for the musical performance.

6. New Business

6.1 Clatsop County Youth Prevention Needs Assessment

County Representative not present to present as requested.

6.2 Adult Meal Prices – *Motion for approval needed*

Jennifer Morgan presents board background as given. Director Isom makes a motion to approve, Bangs seconds, all in favor, motion passed. No further discussion.

6.3 Superintendent Evaluation Summary – *Motion for approval needed*

Chair Montgomery reads the evaluation letter discussed from the prior executive session into the record. Chair calls for approval, Director Finn makes a motion, Bryan seconds, motion approved. No further discussion.

6.4 Delayed Adoption for Social Studies – *Motion for approval needed*

Dr. Fritz presents board background as given. Bryan asks if the cost will remain the same, Dr. Fritz relays it may be more but will stay in budget. Chair calls for approval, Finn makes a motion, Bryan seconds, all in favor, motion passed. No further discussion.

7. Student Rep Reports

7.1 KHS – Mylie Lempea (12th Grade)

Mylie Lempea reports on behalf of the high school students.

8. District Reports

8.1 Financial Report – Jennifer Morgan – *Motion for approval needed*

Chair calls for motion to approve the financial report, Director Isom makes a motion, Bryan seconds, all in favor, motion approved.

8.2 Hilda Lahti Elementary/Knappa Middle School – Andi Rynberg

Dr. Rynberg reports as given.

8.3 Knappa High School – Paul Isom

Paul Isom reports as given.

9. Board Member Reports and Future Agenda Items

Finn – SEI came in our inbox, so please check it because it is required.

Bryan – Nothing to report at this time.

Montgomery – Nothing to report at this time.

Isom – Nothing to report at this time.

Bangs - Nothing to report at this time.

Meeting adjourned 7:49pm.

Next Meetings:

Wednesday, April 22, 2026 Regular Board Meeting 6:30pm, Knappa High School Library.

Wednesday, May 6, 2026 Budget Meeting 6:30pm, Knappa High School Library.

EMPLOYMENT AGREEMENT BETWEEN
William Fritz
AND
THE GOVERNING BOARD OF KNAPPA SCHOOL DISTRICT
CLATSOP COUNTY, OREGON
20265-20298

THIS AGREEMENT, made and entered into this 22nd day of April, 20265, between the Knappa School District No. 4, hereinafter referred to as DISTRICT, and William Fritz hereinafter referred to as SUPERINTENDENT.

WITNESSETH:

WHEREAS, the DISTRICT is desirous of securing a SUPERINTENDENT of Schools to supervise and direct the schools and educational program of the DISTRICT under the general supervision of the DISTRICT'S School Board for the 20265-20276, 20276-20287 and 20287-20298 academic years; and

WHEREAS, the DISTRICT and SUPERINTENDENT believe a written employment agreement is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the educational program of the schools;

NOW THEREFORE, in consideration of the mutual promises contained herein, the DISTRICT hereby employs the SUPERINTENDENT as SUPERINTENDENT of Schools in and for said DISTRICT, and the SUPERINTENDENT hereby accepts such employment upon the terms and conditions following:

1. **TERM.** This Employment Agreement for the Superintendent shall be for the school years 20265-20298. This Agreement will begin July 1, 20265, and continue through and terminate June 30, 20298. This Agreement is for a fixed period of time and expires on June 30, 20298. This section constitutes notice of contract non-renewal under ORS 342.513.
2. **SALARY.** The 20265-20276 salary will be \$150,521.44 and the following years of this Agreement will be negotiated with the Board.
3. **Retention Incentive.** The board recognizes the value of continuity at the Superintendent level, and in an effort to promote stability in the District the Superintendent shall be paid a 3% base salary retention incentive in the July payroll for each year when he has completed employment with the District in the previous year and has received an aggregate evaluation rating of "effective." This retention stipend shall be in effect for each contract year, starting in July of 2026.
4. **SUPERINTENDENT AND BOARD RESPONSIBILITY.** The SUPERINTENDENT shall be the chief executive officer of the DISTRICT. As such, the SUPERINTENDENT shall have the primary responsibility for execution of Board policy, whereas the Board shall retain the primary responsibility for formulating and adopting that policy.
5. **DUTIES.** As chief executive officer of the DISTRICT, the SUPERINTENDENT shall perform the duties of district superintendent as prescribed by the laws of the State of Oregon, Oregon Administrative Rules and Board policy. In addition, the SUPERINTENDENT shall have the powers and duties set forth in the position description of SUPERINTENDENT.

The SUPERINTENDENT shall, within Board policy and subject to Board approval, have responsibility to organize, reorganize and arrange the administrative staff, including instruction and business affairs, which in his judgment best serves the DISTRICT. The SUPERINTENDENT shall, subject to Board approval, have the responsibility for all personnel matters, including selection, assignment, transfer, termination of classified personnel and recommendation for non-extension, renewal, non-renewal and termination of licensed personnel.

The SUPERINTENDENT shall:

- A. periodically evaluate all district employees as provided for by Oregon law and Board policy;
 - B. establish and maintain an appropriate community relations program;
 - C. endeavor to maintain and improve his professional competence by all available including subscribing to and reading appropriate periodicals, joining appropriate professional associations, and participating in activities of such associations; and
 - D. have authority to accept the resignation of any licensed staff member, and to waive, on behalf of the Board, the 60-day notice provision of ORS 342.553.
 - E. be entitled to:
 - (1) present his recommendation to the Board on subjects under consideration by Board prior to action taken on the subject by the Board;
 - (2) attend each meeting of the Board, unless excused by the Board; and
 - (3) serve as an *ex officio* member of each committee established by the Board.
6. **PROFESSIONAL GROWTH OF SUPERINTENDENT.** The DISTRICT encourages the continuing professional growth of the SUPERINTENDENT through participation, as he might decide in light of the duties of the SUPERINTENDENT, in:
- A. the operations, programs and other activities conducted or sponsored by local, state and national school administrator and school board associations;
 - B. seminars and courses offered by public or private educational institutions;
 - C. informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the SUPERINTENDENT to perform his professional responsibilities for the DISTRICT

In its encouragement, the DISTRICT shall permit a reasonable amount of release time for the SUPERINTENDENT as he deems appropriate to attend to such matters and the DISTRICT shall pay for the necessary membership, tuition, travel and subsistence expenses. The SUPERINTENDENT shall report to the Board on his activities upon return to the DISTRICT.

- 7. **SUPERINTENDENT'S LICENSE.** The SUPERINTENDENT shall maintain throughout the life of this Agreement a valid and appropriate license to act as SUPERINTENDENT of Schools as required by the State of Oregon.
- 8. **EVALUATION.** By April 1, the Board and the SUPERINTENDENT shall meet for the purpose of evaluation of the performance of the SUPERINTENDENT and expressing recommendations and observations on how such performance may be improved. The SUPERINTENDENT shall be evaluated on the job performance, the SUPERINTENDENT's professional goals set by the Board and the SUPERINTENDENT, and the DISTRICT's goals. The meeting shall be held as provided by Oregon law and DISTRICT policy.
- 9. **PROFESSIONAL ACTIVITIES.** With prior approval of the Board, the SUPERINTENDENT may undertake consultative work, speaking engagements, writing and other professional activities for honoraria and expenses, provided such activities do not interfere with the SUPERINTENDENT'S normal duties.
- 10. **WORK YEAR/VACATION.** The SUPERINTENDENT shall be required to render 260 days of service to the DISTRICT during each year covered by this Agreement, except that he shall be entitled to 20 vacation days in addition to the following holidays: Independence Day, Labor Day, Veterans Day, Thanksgiving holidays, Christmas Eve Day, Christmas Day, New Year's Day, MLK Day, Presidents Day, Memorial Day and Juneteenth. Any time off taken during winter, spring, or

summer break periods, must be counted among the vacation days. Time will be used within 12 months following the employment year in which it was earned. In June of each year, at the SUPERINTENDENT'S request, the SUPERINTENDENT will be compensated for up to six accrued vacation days not used within the established time period at his per diem daily rate.

11. **FRINGE BENEFITS.** The SUPERINTENDENT shall be entitled to participate in the following fringe benefits:

- A. *PERS:* The DISTRICT shall pay the employer's and the employee's contribution to the Public Employees Retirement System.
- B. *Professional Dues:* Professional/civic dues in full for COSA and AASA,
- C. *Travel Allowance:* Mileage will be paid at the approved IRS rate for travel required to fulfill the duties of SUPERINTENDENT for miles outside the District.
- D. *Insurance:* For the 202~~65~~-27~~6~~ insurance year, the DISTRICT will contribute a maximum of up to \$1,~~620~~ ~~542~~ per month ~~this includes plus~~ the percentage increase in the premium for the Moda Plan 5 plan for the employee and their dependents towards insurance premiums for the DISTRICT's Group HRA and the employee's choice of dental and vision coverage offered by the DISTRICT. The benefits provided are described in the Agreement between the school DISTRICT and insurance carrier.
- E. *Leaves:* The SUPERINTENDENT shall have 3 days available for personal or emergency leave. Bereavement leave shall be the same as provided in the licensed collective bargaining agreement. Such leave days are not cumulative.
- F. *Sick Leave:* Sick Leave means absence from duty because of illness or injury of administrator or a member of his/her immediate family, as defined in the licensed collective bargaining agreement, and shall be allowed at a rate of one day per month for each month of employment up to 12 days per year, prorated from the first day of employment. Unused sick leave is accrued and carried forward from year-to-year.
- G. *Professional Development:* The DISTRICT shall pay for all tuition, and related, expenses that are incurred by the SUPERINTENDENT in the completion of professional development.
- H. *Tax-Sheltered Contributions:* ~~The DISTRICT shall contribute \$400 per month toward a tax-sheltered account of the SUPERINTENDENT'S choice. Beyond this contribution, the~~ district will match up to \$4300 per month of the employee's contribution to a TSA.

12. **EXPENSES.** The DISTRICT shall reimburse the SUPERINTENDENT according to DISTRICT policy for incidental expenses necessary for the operation of the DISTRICT.

13. **TERMINATION OF EMPLOYMENT CONTRACT.**

A. **TERMINATION:**

1) *Termination for Cause:* The District may terminate this employment contract at any time for cause. For cause termination is defined as the following:

- Breach of the terms and conditions of this contract.
- Conduct constituting grounds for dismissal of licensed public-school staff under ORS 342.865(1).
- Failure to maintain in good standing a valid and appropriate certificate to act as

Notice of termination for cause shall be given in writing at least thirty (30) days prior to the effective date of discharge or termination. Such notice shall include a statement of the reasons for recommending termination. The Superintendent shall be entitled to appear before the Board to discuss the reasons and to refute, orally or in writing, such reasons. Legal counsel at such meeting at the Superintendent's sole cost and expense may represent the Superintendent. Such meeting may be conducted in executive session unless the Superintendent

desires an open session. The Superintendent shall be provided the written decision regarding the results of the meeting.

2) *No-Cause Termination of Agreement.* The DISTRICT may dismiss SUPERINTENDENT as Superintendent and terminate this Employment Contract without any showing of cause upon ten (10) days' written notice and a notice that the DISTRICT is willing to pay up to twelve (12) months of SUPERINTENDENT's salary and insurance benefits or the balance of such payments due under this Employment Contract, whichever are less, for the Superintendent to provide consulting services to the District during the term of payment.

B. *Termination at the request of the SUPERINTENDENT.* In the event the SUPERINTENDENT intends to act to terminate this employment Agreement prior to its termination day, he will notify the Board immediately when he intends to seek other employment, and between July 1 and April 30 of each year shall give the DISTRICT no less than one hundred twenty (120) ~~days notice~~ days' notice in advance of taking another position. If notice is provided between May 1 and June 30, he shall give the DISTRICT no less than sixty (60) days written notice in advance of taking another position. It is agreed that such request be accepted by the DISTRICT. The SUPERINTENDENT will be paid for days actually worked and holidays that occur prior to Agreement termination.

14. **RENEWAL OF EMPLOYMENT AGREEMENT.** The Board and SUPERINTENDENT will meet and confer, not later than April 1st of each school year regarding their respective intentions as to any further contract between them. Upon mutual agreement by the Board and SUPERINTENDENT the parties may establish a new one, two, or three-year agreement effective July 1 of the respective calendar year.

15. **PROFESSIONAL LIABILITY.** The DISTRICT shall hold harmless and indemnify the SUPERINTENDENT from any and all demands, claims, suits, and legal proceedings brought against the SUPERINTENDENT in his/her individual capacity or in his official capacity as agent and employee of the DISTRICT, provided the incident arose while the SUPERINTENDENT was acting within the scope of employment. In no case will individual Board members be considered personally liable for indemnifying the SUPERINTENDENT against such demands, claims, suits, actions, and legal proceedings.

If, in the good faith opinion of SUPERINTENDENT, conflict exists regarding legal defenses to a third-party claim against the SUPERINTENDENT and DISTRICT (i.e., pressing the defense of one party would tend to injure the other party), the SUPERINTENDENT may engage separate counsel, and the DISTRICT shall indemnify the SUPERINTENDENT for the costs of such counsel, subject to the same limitations, provisions, and exceptions set forth above. The DISTRICT shall not, however, be required to pay the costs of any legal proceeding in the event the DISTRICT and the SUPERINTENDENT have adverse interests in any litigation.

16. **CRITICISMS/COMPLAINTS.** The Board, individually and collectively, agrees that any criticism or complaint about an employee or program of the DISTRICT that the Board is made aware of shall be promptly processed according to applicable Board policy.

17. **BREACH OF AGREEMENT.** Failure by the SUPERINTENDENT to fulfill the obligations set forth in this Agreement shall be considered a breach of this Agreement and will terminate the Agreement immediately.

18. **APPLICABLE LAW.** This Agreement is subject to all applicable laws of the state of Oregon.

19. **MODIFICATION.** This Agreement supersedes all prior Agreements and understandings between the parties. The parties may, during the term of this Agreement, mutually agree to modify any of its terms. Any modifications will be in writing, signed by both parties and attached to this document.

IN WITNESS WHEREOF, the DISTRICT pursuant to the authority of its Board of Directors has caused two originals of this Agreement to be signed in the name of the DISTRICT by the Chair of the School Board and the SUPERINTENDENT.

KNAPPA SCHOOL DISTRICT NO. 4
CLATSOP COUNTY, OREGON

By _____
Chair, Board of Directors

Date: _____

By _____
Superintendent of Schools

Date: _____



Knappa School District No. 4
 41535 Old Hwy 30, Astoria OR 97103
 (503) 458-5993
 Contact Email: ap@knappak12.org

Budget Committee Application

Please Print:

Madison Bailey 503-298-1112

Legal Name

Telephone

Forest Court Ln Oregon 97103

Address

City

State

Zip

Waitress Old US Hwy 30, Astoria, OR 97103

Occupation

Business Address & Phone

Selena Burgher 503-791-3517

Emergency Contact (Name & Phone)

Budget Preparation Experience:

Have you served on other any committees?

no

of Years Residing in our District: 2 **Registered to Vote?** Y N

Do you have children attending our school district? Y N

If so, which building(s) are they located (Check all that apply): KHS KMS HLE

References (Required):

- | Name | Telephone |
|----------------------------|----------------------------|
| 1. <u>Gretchen Teevin</u> | <u>503-741-1477</u> |
| 2. <u>Jeffrey Miller</u> | <u>503-458-5993 Ex-103</u> |
| 3. <u>Katie Montgomery</u> | <u>503-298-9028</u> |

Submit in person to any schools main office, scan/send photo and email to ap@knappak12.org OR scan/send photo upload online here:



**Knappa School District #4
Board Meeting Background Information**

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Other

Item Title: Surplus Declaration for Textbooks

Presenter: Bill Fritz, Ph.D., Superintendent

Background Information Related to this Issue:

The District remains in possession of approximately 122 music appreciation books with a copyright date of 1991. The district no longer has need for these books, and they appear to have no tangible economic value. In accordance with Policy DN, the District will offer the books to students and families first. The remaining books will be disposed of.

Background (con't)

Financial Impact:

None

Recommended Action:

It is the recommendation of the superintendent that the Board declare the following bus as surplus:

122 music appreciation books



Knappa School District No. 4
William Fritz Ph.D. KSD Superintendent

Board Meeting Background Information

Agenda Topic: Conditional Assignment of Cell Tower Resources to Summer Library Program

Date of Presentation: 04/22/2026

Presenter: Dr. William Fritz Presenter Position: Superintendent

Action needed: Board Approval

Please choose category

Policy Vision & Goals Other: _____

Financial Information

Discussion Resolution

School in Effect:

Knappa Pre-K

Hilda Lahti

Knappa Middle

Knappa High

Districtwide

Background Information Related to this Issue:

Each year, we open the HLE library for student/parent use one day per week during the summer. This allows students access to check out books to enjoy over the summer and helps reduce “summer slide”. Since the book vending machine was added four years ago, students/parents have had access to Astoria Library resources as well.

The funding stream to pay personnel for opening/supervising the library have come from various sources.

If we get the ODE summer learning grant and there are sufficient funds, we will not be using cell tower resources. However, we may not get the grant or the funds may not be sufficient.

We are requesting School Board authorization to use the cell tower fund, if needed, to provide summer library services, up to \$1000.

Background (con't)

Financial Impact/Budget:

Currently, the cell tower fund has \$__91,000__ and is replenished annually by approximately \$_15,000___, so this authorization is compatible with the available resources. The proposed budget allows these funds to be used, but we have traditionally sought Board approval to earmark the funds.

Recommended Action:

It is the recommendation of the Superintendent that the Board of Directors approve the allocation of cell tower funds toward the summer library program, conditionally, as presented in an amount not to exceed \$1,000.

**Knappa School District #4
Board Meeting Background Information**

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Personnel

Item Title: KMS ASB Credit Card

Presenter: *Jennifer Morgan-CFO*

Background Information Related to this Issue:

Knappa Middle School ASB travels occasionally and has need for student purchases from fundraising and is in need of a credit card that is only tied to their ASB funds. This would eliminated the use of the District card and having them pay the district back with a check, and also a more clear audit trail.

We are requesting one credit card with a \$2000 limit, the authorized signer for the credit card loan will be Jennifer Morgan, CFO

The card name will be in Brittany Norton, with a limit of \$2000

Background (con't)

Financial Impact:

Recommended Action:

It is the recommendation of the CFO/ to authorize an ASB KMS credit card with a \$2000 limit for purchase associated with student fundraising from the KMS account.



Knappa School District No. 4

**Personnel Update
April 22, 2026**

New Hires:

- 1. Kathleen Scarletta has the 26-27 KHS Science Teacher.**

Resignations:

- 1. Michael Marcus – Districtwide Counselor**

Knappa School District # 4

**Information Update
April 22, 2026**

The Superintendent approves the following:

Hiring of:

1. Tim Miller as the Head Baseball Coach from the Assistant Coach position.
2. Kevin Bartlett as the Assistant Baseball Coach.
3. Nick Jacobson as the Assistant Track & Field Coach.
4. Jayden Jasper as a Severe Need Program Assistant.
5. Jymme Ahl as a Substitute Bus Driver.

Resignations:

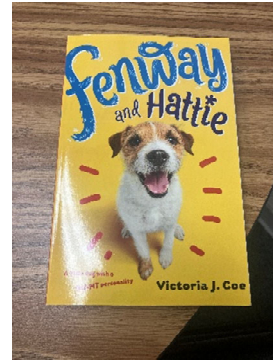
1. Trevor Oja as the Head Baseball Coach.
2. Kathy Tilander as a program assistant.

**Knappa School District #4
Superintendent Report
April 22, 2026**

Jenny Smith Named Athletic Director of the Year. At their recent annual meeting, Oregon Schools Athletic Association named Ms. Smith as their 2025-26 2A Oregon State Athletic Director of the Year AND they also named her as the Small School Athletic Director of the Year (representing 1A, 2A, and 3A districts combined). She was nominated by Northwest League coaches. We know how great Jenny is at helping our student athletes, and now the state knows it too! Congratulations to Jenny Smith on this honor. It is well deserved.



Whole School; One Book. Once again, over the last two weeks, Hilda Lahti Elementary participated in reading of a common book across the school. Thank you to the parents, teachers, and students who partnered to learn about Fenway the dog and his hijinks related to his friend Hattie. Many thanks to Carrie Palenske for putting this fun event together and to Knappa Schools Foundation for helping fund the books for our students.



Professional Development Day. Yesterday, our teachers met to do further work on behalf of student learning. Teachers were able to reflect on work they have been doing with creating deeper thinking in their classrooms, they watched and discussed several “model lessons”, learned about some of the work our math teachers are doing to create more active and dynamic learning, and did planning related to literacy improvement.



We want to acknowledge and thank Costco Wholesale for donating food for the event, the Loft at the Red Building for generously offering their space and for providing lunch at an extreme discount, to the Cannery Pier Hotel for offer providing a discount for learning spaces for breakout sessions during the morning, and to Northwest Regional Education Service District for helping plan and present to the Knappa team. Our teachers are dedicated and worked hard during this training to prepare for ongoing school improvement.

New Instructional Hours Requirements. Last week, the Governor established an Executive Order to prevent further erosion of instructional time for students. In the rulemaking process by the State Board of Education, the plan was modified slightly with Governor concurrence.

The plan prohibits further erosion of instructional time starting the day of the order, meaning no furlough days or other diminishment may be made during this year or in the future. Additionally, by 2027-28 school year, hours must be equal to or greater than the hours school districts had in 2024-25, so long as the hours then met the state instructional minimums in Division 22.

We believe in the value of instructional time, so we are glad that this issue has come to light. Oregon severely underfunds education and our schools have less instructional hours than most other states. A recent analysis showed that students in Washington get a full additional year of school as compared with students in Oregon, for example.

In her Press Conference, the Governor blamed local district leaders for the issue. However, school districts have very little financial flexibility between limited SSF funding, high cost IDEA programs without proper reimbursement, unfunded mandates like PERS increases and paying unemployment for employees during breaks, a need to pay a competitive wage, and collective bargaining obligations.

Fortunately, we have managed our budget well despite these challenges and are able to remove furlough days for next year. We will review the mandate and our planned hours to ensure compliance. Adjustments may be needed.

We have no objection to raising of the issue. However, if no funding follows a mandatory increase, this will be problematic for us and multiple districts across the state.

RESOLUTION 2025-26 ACKNOWLEDGING

May 4th through the 8th, 2026

TEACHER APPRECIATION WEEK IN THE KNAPPA SCHOOL DISTRICT

WHEREAS, teachers make public schools great; and

WHEREAS, teachers work to open students' minds to ideas, knowledge and dreams; and

WHEREAS, teachers keep American democracy alive by laying the foundation for good citizenship; and

WHEREAS, teachers fill many roles, as listeners, explorers, role models, motivators and mentors; and

WHEREAS, teachers continue to influence us long after our school days are only memories;

NOW, THEREFORE, we, the members of the Board of Directors for the Knappa School District, hereby declare our appreciation to our teaching staff and acknowledge May 4th-8th, 2026, to be:

Teacher Appreciation Week

BE IT FURTHER RESOLVED that we urge administrators, teachers, parents, students, and others from our community to join us in recognizing the dedication and hard work of these individuals.

By resolution of the Board of Directors this 22nd day of April, 2026:

Cullen Bangs, Chair
Knappa School District #4

William Fritz, Superintendent
Knappa School District #4

Board Directors



Knappa School District

Enrollment, Demographic, and Housing Analysis
2026 Strategic Report for the Board of Directors

Bill Fritz, Ph.D., Superintendent

April 22, 2026

Preparation aided by Gemini and Claude Analytics



Knappa School District

- Demographics and Enrollment Trends
- Courtesy Enrollment Analysis
- Home School Analysis
- Recommendations



Current K-Enrollment: 29 resident students for the 2025–2026 cycle. (35 including CKC)

The "Disparity Gap": A high median resident age combined with a lack of affordable housing is creating an enrollment ceiling.

Core Challenge: Knappa is struggling to attract and retain the young families necessary to stabilize student headcount.



The Birth Rate Funnel & Capture Rate

- **The Shrinking Pool:** County births have dropped from 385 (2018) to 326 (2022).
- **The Capture Rate:** KSD is currently capturing 8.1% of local births, similar to 8.5% in 2023
- **Projections:**
 - **2026–27:** 21–22 Kindergarteners.
 - **2027–28:** 20–21 Kindergarteners.

Key Insight: Even as the birth pool shrinks, we are maintaining a similar percentage of local births.



8-Year Enrollment Trend Comparison

- **Knappa ADM Change:** -17.5% (A loss of 87 students since 2017).
- **Statewide Comparison:** Knappa's decline is significantly steeper than Clatsop County (-6.4%) and Oregon (-6.8%).
- **Trend Impact:** If the current trajectory continues, the district will see a sub-400 ADM within the next two cycles.



Real Estate & The Housing Squeeze

- **Median Home Price:** \$529,323 (Feb 2026).
- **Affordability Gap:** Families in Clatsop County face a **\$36,284 income deficit** to afford a median-priced home.
- **Inventory Crisis:**
 - Lack of "starter homes" for young families.
 - Stock consists mainly of high-acreage, premium-priced residences.
 - Zero dedicated multi-family or subsidized housing in the Knappa area



Barriers to Affordable Development

- **Infrastructure:** Much of the district lacks municipal sewer systems and/or access to water
- **Density Constraints:** Without sewer infrastructure, developers cannot build the dense, affordable multi-family housing or starter-home tracts that young families require.
- **Regional Competition:** Affordable units are concentrated in Astoria and Warrenton, drawing potential KSD families away from the district.



Demographic Profile: The "Aging Up" Crisis

Region	Median Age	Trend
Knappa School District	52.5 Years	Aging Up
Clatsop County	44.8 Years	Stable
State of Oregon	39.7 Years	Slightly Increasing

- **Impact:** KSD is an "Empty Nester" district. The lack of generational turnover prevents new students from entering the system.

Financial Summary: ADM vs. ADMw



- **Current Headcount (ADM):** 391
- **Weighted Funding (ADMw):** 612
- **The 1.50x Factor:** KSD receives more weighting per student than the state average (1.30x). High cost students skew the data.
- **Conclusion:** The district is financially stable in the short term, but the demographic "top-heavy" nature of the resident base is a long-term sustainability risk.
- Low class sizes to maintain programming and avoid "splits" increase aggregate labor costs, while mitigating per employee wages

Courtesy Enrollment Analysis

Knappa School District I School Years 2018-19 through 2025-26

Prepared for the Knappa School Board of Education

Executive Overview

This report summarizes courtesy enrollment activity in and out of the Knappa School District over eight school years (2018-19 through 2025-26). The data covers 161 total applications and reveals persistent patterns in student movement, destination preferences, and enrollment modes that warrant Board attention.

161 Total Applications	59 Enrolled In	102 Enrolled Out	-43 Net Enrollment	8 Years Tracked
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Virtual Program Outflow Trend

Virtual enrollment out of the district spiked in 2021-22 following the pandemic and has remained elevated, suggesting that demand for flexible or online learning options is a sustained preference — not simply a temporary response to COVID-19.

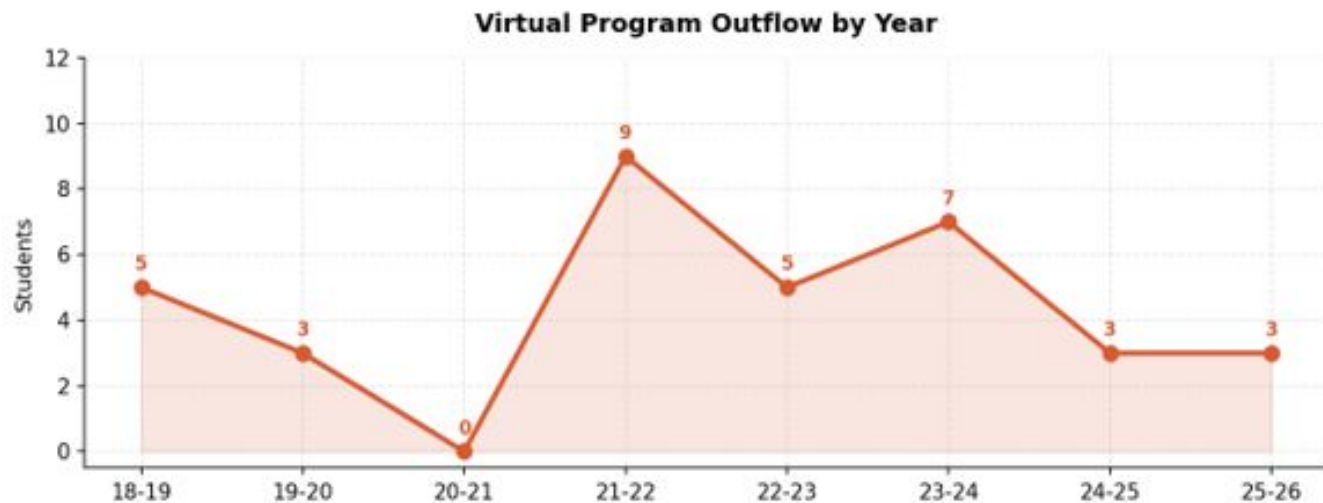
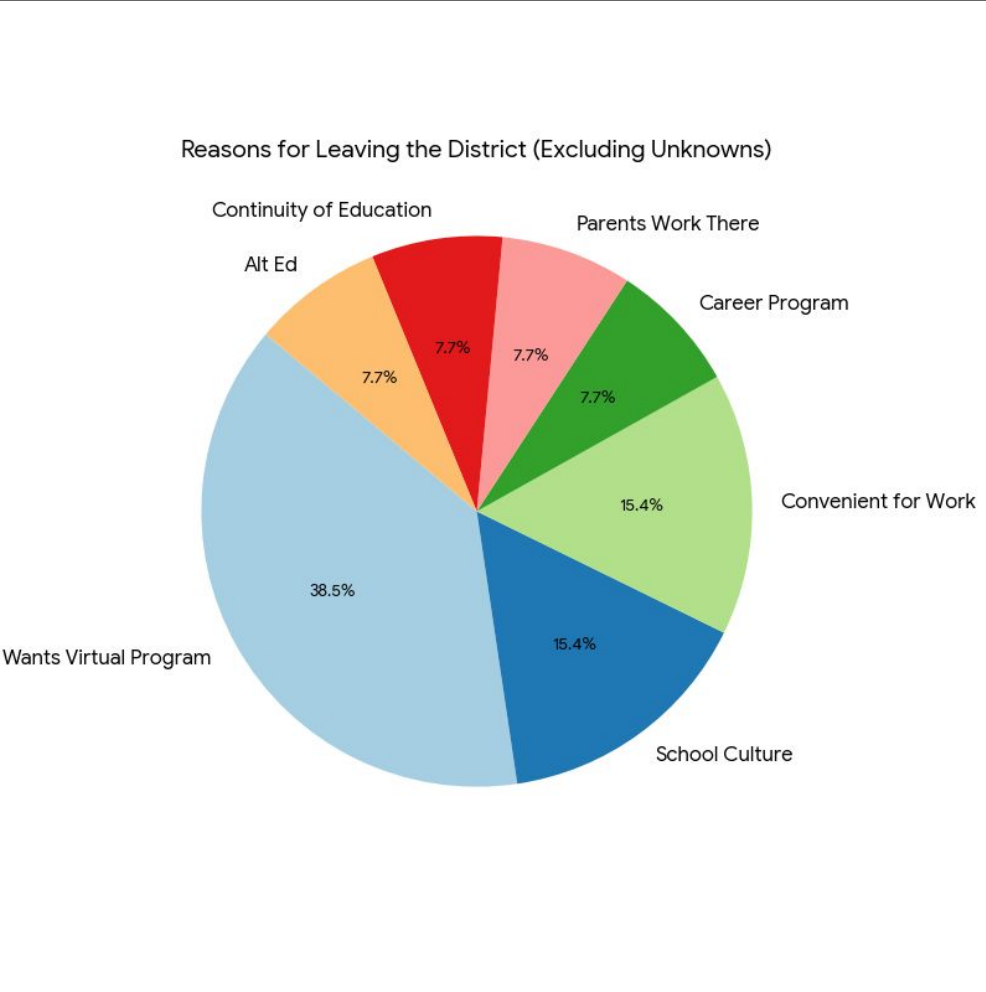


Figure 4: Students leaving for virtual programs by year

Courtesy Enrollment Trends 2018-2025



Courtesy Enrollment Trends

30% of current outflow is virtual

Conclusion: The district's main competition is not necessarily other physical school districts, but **virtual programs**. While the district remains a strong "commuter" choice for parents working in the area, it is losing local students who prefer online education, with a notable increase in students attending Scappoose SD this year.



Yearly Enrollment Flow: In vs. Out

The chart below shows enrollment activity for each school year. Outflows consistently exceeded inflows in nearly every year, with 2020-21 being the only near-balanced year (driven by pandemic disruptions reducing all mobility).

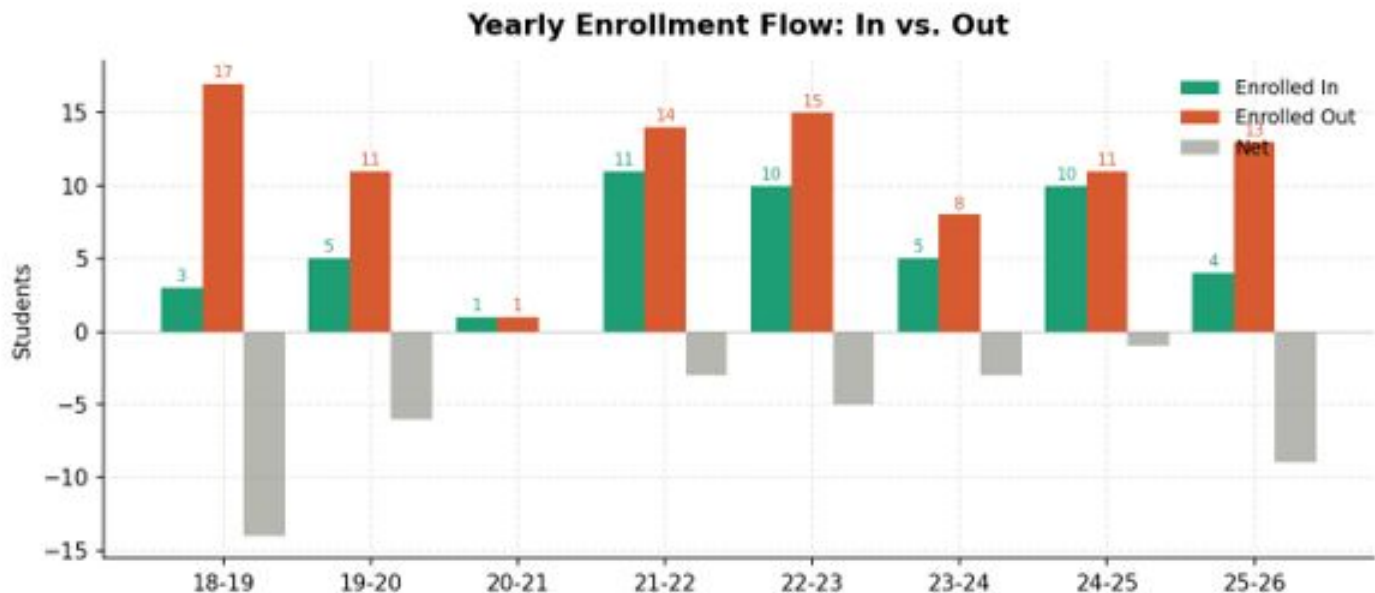


Figure 1: Yearly courtesy enrollment counts — incoming (green), outgoing (coral), and net (gray)

Outgoing Students by Grade Level

Exit patterns are distributed across all grade levels with notable concentrations at Kindergarten (early childhood pipeline), upper elementary (grades 3-5), and upper secondary (grades 9-11). The Kindergarten exits are particularly significant as they may represent families who never fully enrolled in the district.

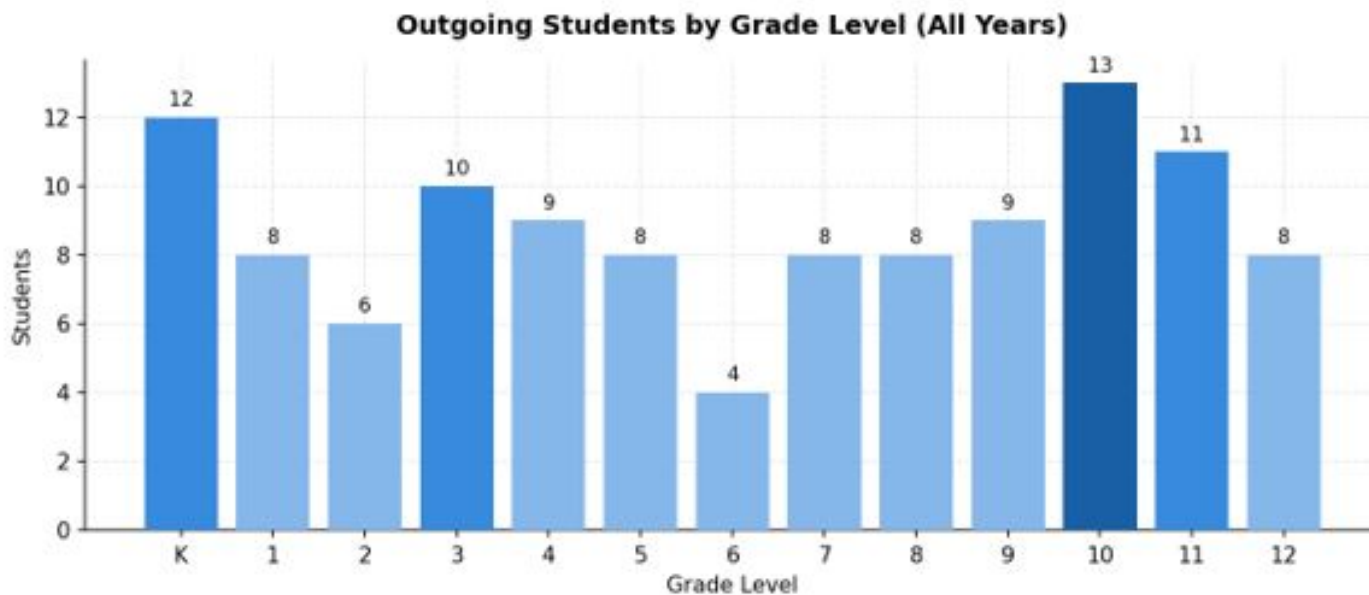


Figure 5: Outgoing student count by grade level, all years combined

Courtesy Enrollment Trends

The ratio of outflow to inflow is roughly 3:1, remains consistent, and Astoria SD is the predominant outflow and inflow non-virtual district.

Primary stated reasons for inflow and outflow are family logistics and continuity of education for those who move locally..



Outgoing Students: Mode of Enrollment

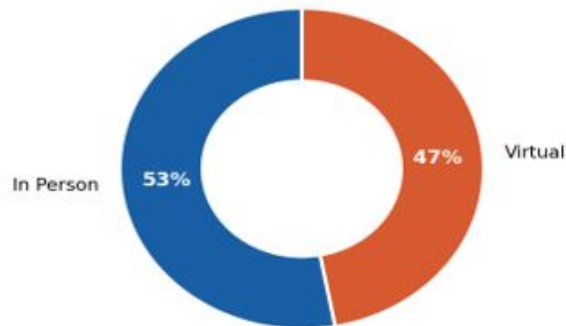


Figure 2: Outgoing students by enrollment mode

Top Destination Districts (Outgoing)

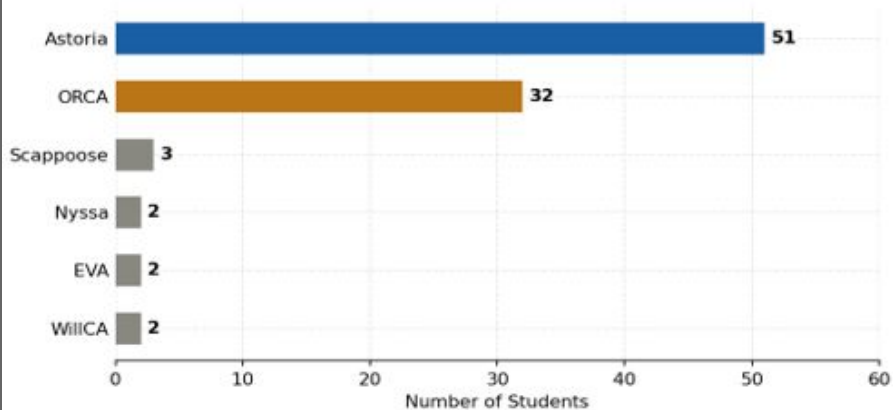


Figure 3: Top destination districts for outgoing students

INCOMING
ἘΝΙΟΘῚΤΟ

Courtesy Enrollment Trends

Astoria SD's courtesy enrollment form does not have a space for a "reason" so some data are not available.



Homeschool Trends



Data are hard to trust due to families who elect to home school and do not consistently register with NWRED as the law requires.

9 home school children re-enrolled in KSD this year (net 7) at least part time due to outreach.

Homeschool Trends



42 student names from Knappa are currently on the home school list with NWRES D

Of those, 14 have returned to Knappa Schools.

One student is confirmed to be attending Astoria School District and is no longer home schooled.



Homeschool Trends

Two students on the list have moved out of the area.

The “net” number is 25 home school families.

Strategic Recommendations

1. Continue outreach with the homeschool community
2. Continue work to show the academic viability of Knappa Schools
3. Work with Astoria to add “reason” to their form
4. Continue with quality programming (i.e. the arts, music, Spanish, advanced placement, CTE, dual credit)
5. Market small class size and “one site” advantages for families
6. Contact families where transfer was “unknown” to get further information
7. Work with county officials and/or agencies related to zoning and water access

Good evening chair and board members. Recently the student council has managed to accomplish many things. Since state testing is coming up the student council has decided to do the ticket system. The ticket system is a way to encourage students to take the stat test instead of opting out. Students are able to earn up to three tickets per day by participating in the test, showing up on time, and attempting to get the answers correct rather than just clicking through. At the end of each day students are able to earn a prize in a raffle, and we will be giving out one prize each day. 6th-8th graders can have a chance to get a 20 dollar Big Creek Coffee House gift card, a 20 dollar Amazon gift card or a 20 dollar Starbucks gift card. 3rd-5th graders can get an art pack, grow a crystal, or a DIY robot. To promote the ticket system the student council presented to the 3rd-8th grade classes about the ticket system and state testing. The state testing presentation wasn't the only thing we did, the student council also held a dance. We held a Hawaiian theme dance in April, and the entry price was five dollars per person. Thank you so much for your time this evening.



Knappa School District No. 4

William Fritz Ph.D.-Superintendent

April 22, 2026

Board Meeting

TO: BOARD OF DIRECTORS

FROM: Jennifer Morgan CFO

TOPIC: FINANCIAL REPORT

Discussion

Attached is the March 2026 monthly financial report.

The work on the budget for the 2627 school year is mostly complete and I will have the proposed document ready by April 30th. The interim audit is scheduled for next week and the auditors have already been reaching out for samples.

If you have any questions, please reach out!

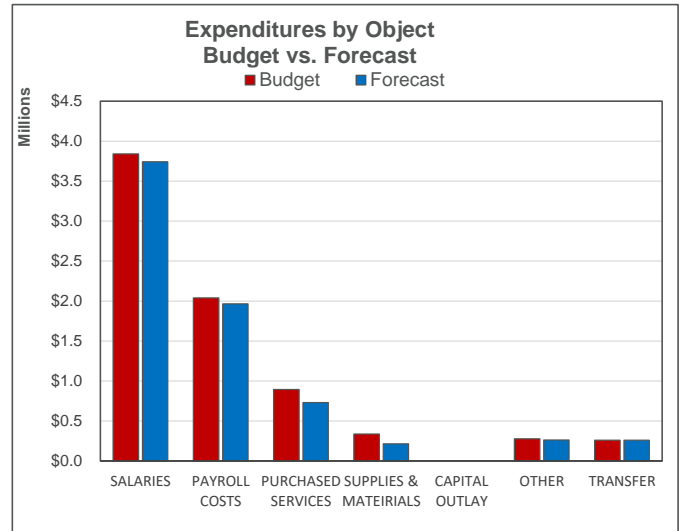
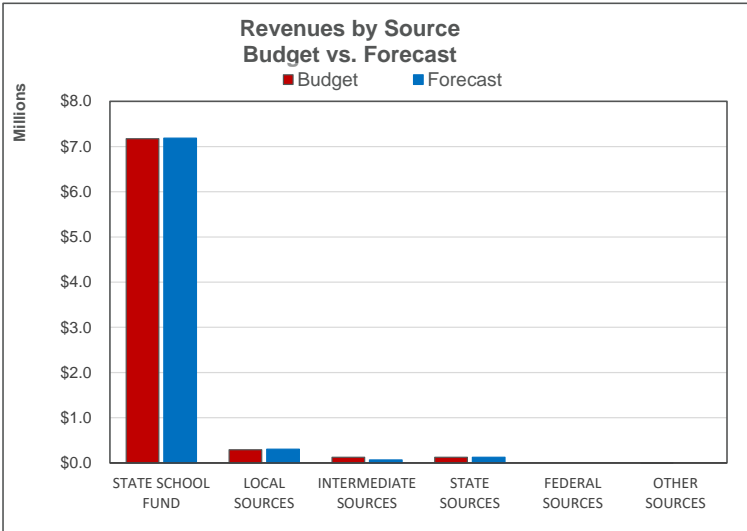
Respectfully,

Jennifer Morgan

General Fund | 2025 - 2026 Financial Summary by Object

For the Period Ending March 31, 2026

	2024 - 2025 YTD Actual	Prior Year % of Actual	Adopted Budget	2025 - 2026 YTD Actuals	% of Budget	Annual Forecast	Variance Fav / (Unfav)
RESOURCES							
Operating Revenues							
State School Fund	\$ 3,782,147	86.93%	\$ 4,805,292	\$ 3,935,462	81.90%	\$ 4,659,462	\$ (145,830)
Other State School Fund	1,750,244	88.04%	2,369,000	1,954,498	82.50%	2,528,379	159,379
State School Fund Formula	5,532,391	87.28%	7,174,292	5,889,960	82.10%	7,187,841	13,549
Local Sources	99,902	74.02%	290,100	110,281	38.01%	304,772	14,672
Intermediate Sources	-	0.00%	125,000	-	0.00%	65,630	(59,370)
State Sources	-	0.00%	125,000	-	0.00%	125,000	-
Federal Sources	-	-	-	-	-	-	-
Other Sources	95	100.00%	3,000	-	0.00%	-	(3,000)
Total Operating Revenues	\$ 5,632,388	83.85%	\$ 7,717,392	\$ 6,000,240	77.75%	\$ 7,683,243	\$ (34,149)
REQUIREMENTS							
Operating Expenditures							
Salaries	\$ 2,502,554	69.82%	\$ 3,840,551	\$ 2,599,825	67.69%	\$ 3,743,392	\$ 97,159
Associated Payroll Costs	1,204,557	69.23%	2,039,259	1,330,813	65.26%	1,964,466	74,793
Purchased Services	377,882	63.80%	893,589	533,941	59.75%	731,278	162,311
Supplies and Materials	190,661	80.11%	338,100	158,297	46.82%	214,123	123,977
Capital Outlay	-	-	-	-	-	-	-
Other Objects	221,578	98.81%	277,650	258,297	93.03%	262,519	15,131
Transfers	257,000	100.00%	260,000	260,000	100.00%	260,000	-
Total Operating Expenditures	\$ 4,754,233	71.65%	\$ 7,649,150	\$ 5,141,172	67.21%	\$ 7,175,778	\$ 473,372
Contingencies	-	-	90,000	-	0.00%	40,000	50,000
Unappropriated Ending Fund Balance	-	-	498,242	-	0.00%	498,242	-
TOTAL REQUIREMENTS	\$ 4,754,233	71.65%	\$ 8,237,392	\$ 5,141,172	62.41%	\$ 7,714,020	\$ 523,372



Attn: Knappa School Board Members & Superintendent Dr. Bill Fritz

Subject: School Board Report – April 22, 2026

From: Dr. Andi Rynberg

Our KMS students were very excited this month to be a part of the KMS Spring dance. Mr. Lempea was the DJ for the evening. My wife and I, along with Student Council Leader Ms. Buoy, and parents chaperoned the event. It was very fun for all and everyone came dressed up for the occasion. The boys are doing much better with dancing. ☺

This past week 15 of our students participated with the Mental Math Competition at Clatsop Community College, CCC. The event is put on yearly by the CCC math department. Three students from each grade (teacher recommendation) in grades 3-8 are invited from all public and private schools in Clatsop County as well as Pacific County (Washington). As the title indicates, students are taken into testing rooms by grade and they are given a mental math test. The only thing they can write down is the answer and the question is read to them one time. It's tough!

Alister McDaniel placed 1st for 8th grade and Bryson Humphries placed 1st for 3rd grade. The college also has math games that the students play while they wait for the awards, and get to meet students from other schools. To support them further, I made impromptu visits to Alister and Bryson classes to personally congratulate them and tell them how proud of them I was in front of their peers. Their classmates all gave them a well-rounded applause with hooting and hollering.

We are now entering Oregon's state testing cycle. Our Hilda Lahti 3-8 grade students will be assessed during the week of April 20-25. To support preparation for these assessments, I sent out a personal letter to parents encouraging involvement and how they could support us. Additionally, our middle school student council created a student presentation which discussed the importance of these assessments for our school. Student council members then met with each class to discuss and share with them their presentation. Daily acknowledgements during the testing cycle for those students who come on time for school, be prepared, and exemplify with their behavior a willingness to do their best will be recognized.

Lastly, we had our monthly student of the month celebration. This is always a great time to support positive student behavioral choices for our kids. Students are always provided with an opportunity to clap and cheer them on for their individual accolades.

April 2026
KSD Board Report

Enrollment 2025-26

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
K		35	36	34	33	33	35	35	34		
1		26	26	25	24	24	24	24	24		
2		31	31	30	30	29	30	29	29		
3		22	22	22	22	20	20	20	20		
4		36	35	35	35	35	35	35	33		
5		35	35	35	35	34	34	35	34		
6		26	25	23	23	23	23	23	23		
7		44	44	44	44	43	43	43	42		
8		32	33	33	33	32	32	33	33		
Total		287	287	281	279	273	276	277	272		

Respectfully,

Andi Rynberg
Hilda Lahti - PreK-8 Principal



Knappa High School

All learners prepared to rise to the opportunities and challenges of the world

Paul Isom

Principal

isomp@knappak12.org

Jenny Smith

Athletic Director

smithj@knappak12.org

Michael Marcus

Guidance Counselor

marcusm@knappak12.org

Stephanie Baldwin

Head Secretary

baldwins@knappak12.org

We kicked off this month by announcing the Knappa Schools Foundation scholarship winners. Congratulations to the 14 seniors who were awarded scholarships. A huge thank you to the Knappa Schools Foundation and all of those who support them. They were able to give out \$65,000 in scholarships this year!

I would also like to congratulate our Athletic Director, Jenny Smith, who was named 2A Athletic Director of the Year as well as Small School Athletic Director of the Year which covers 1A through 3A. This is a huge accomplishment and very well deserved!

Our seniors have been hard at work the past few weeks. As part of their civics course they were tasked with making improvements around our school or community. They decided to focus on making and improving trails for our students. They secured a partnership with Blackberry Bog Farm at their new location in Knappa and are helping build a running path around the perimeter of their property that I know our cross country team is very excited about. They also talked with Hampton Lumber and they generously donated mulch to improve the trails on our campus.

This last week we had our Art field trip to Seattle. Students visited multiple museums, Pike's Place Market, and the Space Needle. This is always a fun trip that students really enjoy. Thank you to Mrs Souza and Mrs Isom who chaperoned the trip. Also thank you to the Knappa Schools Foundation who funded the trip through their mini grant program.

We have a busy month ahead! Spring days will be April 27-29th, which will include a volunteer day, career day, and activity day. Our annual art show will open on April 28th. Our senior presentation night will be May 7th with doors opening at 6:00. Prom will be May 9th at the Fairgrounds. Finally state testing for Juniors will be May 13-15th.

Respectfully,

Paul Isom, Principal, KHS



Knappa High School

All learners prepared to rise to the opportunities and challenges of the world

Paul Isom

Principal

isomp@knappak12.org

Jenny Smith

Athletic Director

smithj@knappak12.org

Michael Marcus

Guidance Counselor

marcusm@knappak12.org

Stephanie Baldwin

Head Secretary

baldwins@knappak12.org

March 2026 **KSD Board Report**

Enrollment 2025-26

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
9		36	37	36	36	35	34	34	34		
10		33	33	32	32	31	31	30	30		
11		27	28	27	27	26	26	26	26		
12		31	31	31	31	29	29	29	29		
Total		127	129	126	126	121	120	119	119		

2024-25

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
9		34	34	34	34	34	34	34	34	34	34
10		30	30	29	30	29	29	29	28	28	28
11		37	37	37	36	35	34	34	33	33	33
12		30	30	30	30	30	30	30	30	30	30
Total		131	131	130	130	128	127	127	125	125	125

2023-24

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
9	34	35	35	33	33	34	32	32	32	32	31
10	36	34	33	33	33	31	31	31	31	30	30
11	34	34	34	33	33	32	32	31	31	31	30
12	35	36	36	35	35	36	36	36	36	36	35
Total	139	139	138	134	134	133	131	130	130	129	126