

Clatskanie School District 6J  
PO Box 678  
Clatskanie OR 97016

BOARD OF DIRECTORS' REGULAR BOARD MEETING  
December 14, 2020, 6:30 pm via Zoom  
(see our main page at [www.csd.k12.or.us](http://www.csd.k12.or.us) for instructions on joining the meeting via Zoom)

## BOARD MINUTES

Board Members Present: Megan Evenson-Board Chair, Kara Harris-Vice Chair, Ian Wiggins, Katherine Willis, Kathy Engel

Admin Team Present: Cathy Hurowitz-Superintendent, Mark Bergthold-Business Manager, Tami Burgher-Board Secretary, Jim Helmen-Director of Student Support & Innovation, Kara Burghardt-CES Principal, Kim Oblack-CMHS Principal

Guests: Rick Becker-McKinstry, Dawn Warren, Lucius Jones, Yvonne Krause, Ryan Tompkins

- I. CALL TO ORDER: 6:30 pm
  - A. Agenda Review: No changes
  - B. Approve Agenda

**A motion was made to approve the agenda as it stands.**

**KE/IW - UNANIMOUS**

## II. COMMUNICATIONS AND HEARINGS OF INTERESTED PARTIES

- A. Public Comment: None  
*This is the time for citizens to address the Board. All speakers should state their name prior to speaking. Speakers are asked to write their name, address, phone number and topic to be addressed on the registration card. Speaking time is limited to three minutes per speaker. Speakers may offer objective criticism of district operation and programs, but the Board will not hear any complaints concerning specific District personnel. The Chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. The right to address the Board does not exempt the speaker from any potential liability for defamation.*
- B. Student Body Report: None
- C. Oregon School Employees Association Representative Report: Y. Krause doesn't really have anything to report. They have a union meeting tomorrow and wished everyone Happy Holidays.
- D. Clatskanie Education Association Representative Report: L. Jones reported that the teachers want to do their best and be proactive and have a good positive relationship working with the district. There may have been a couple of hiccups in the last month and he reached out to the district office to apologize. That wasn't his intent and all are taking steps in the right direction. The teachers have really good intent and want to work together and be better.
- E. COVID Safety Update - Ryan Tompkins: As all are probably aware, the schools aren't doing cohorts this week because of the extreme risk category that the county is in at this time. The district has also not been doing sports since the extreme risk guidance came out two or three weeks ago. All is dependent on where we are at risk wise. All sports have been pushed back to February 22nd. Our cohorts are averaging about 50 kids per week at CMHS within about 16 different cohorts, but those are all on hold now. The air purifiers have been distributed in the building, teachers are very positive about those. We will be getting hand sanitizer from the ethanol plant so we will have a supply when the students return.

## III. OLD BUSINESS

- A. Presentation of Revised Budget: M. Bergthold informed the board that due to some technical difficulties with the software, he does not have it ready this evening. There was a discrepancy in revenue in the software, not in actual revenue, just in the software. The software company did not work the weekend and it took them until this afternoon to figure out what happened. He will be going through and checking every fund he will be sending it out for your review within the week. K. Engel asked a question regarding salaries on his report and if

the encumbrances were taken into account. The encumbrance includes what we have committed to. The actual salaries and benefits are included. Items like substitutes or stipends, the budget is there but it is not encumbered, that is where the difference is. After he gets the revised budget out, he might be able to run a few reports that would help. Please let him know what kind of reports you would like to see. He also let the board know that the funds are there to fund the 2% raise for the District Office Confidential Staff that is listed in the consent agenda. This is the same raise that the certified and classified received.

B. Approval of Alternate Construction Contracting Procedure

**BE IT RESOLVED that the Clatskanie School Board of Directors (i) adopts and approves the findings of this document , (ii) grants a specific exemption from competitive bidding requirements of ORS 279C.335(1), and approves and directs the use of the Design-Build contracting method, for the Clatskanie School District Bond Program, and (iii) requires that the procurement be in accordance with the Attorney General Model Rules applicable to Design-Build.**

**KH/KE - UNANIMOUS**

C. Hate symbol policies - 2nd reading

1. ACB
2. ACB-AR

**A motion was made to approve policy ACB and ACB-AR.**

**IW/KH - UNANIMOUS**

IV. NEW BUSINESS

- A. Policy Committee: I. Wiggins is proposing to have K. Willis take his place on the policy committee. Ian learned so much by being on the policy committee and is suggesting Katherine join the policy committee and Ian would take her place on whatever union negotiating committee that she is on. Ian gave a brief overview of the policy committee process. K. Willis agreed she would join the policy committee.

V. SUPERINTENDENT'S REPORT

- A. K-6 Principal Report: Written. CES went to distance learning today and it is hard to not have the kids in the building. The staff is rallying around them to get materials out to tomorrow to have some kind of closure before the winter break. K. Engel thanked K. Burghardt for helping set her up to observe four different classrooms at different grade levels including special ed. It was awesome to see how hard our teachers are working and how challenging it is for them to engage these kids online.
- B. 7-12 Principal Report: Written. K. Oblack discussed CMHS having their first case of COVID in the building this past week. Staff that were in contact are being quarantined. Nurse Annie has been working very hard, she is doing the contact tracing, cohort logs and contacting families. She deserves a lot of recognition right now. K. Engel asked about the barriers that she is finding with students regarding attendance. A lot of kids at home don't have the support they need, a lot of families have working parents, so it is their responsibility to get up and get online for their classes. There is a ton of outreach done to these families, the attendance team is constantly calling these kids and families.
- C. Student Services Report: Written. J. Helmen wants to recognize the K-12 staff for being able to pivot so quickly and asked to turn their educational platforms around in a 24 hr period and still manage to make it work.
- D. Superintendent Report: Written. C. Hurowitz had her superintendent weekly meeting with Michael Paul. Our test positivity rate has gone down this week, so that is good. We are still in the red zone as a county, but the numbers appear to be leveling off. He encouraged the districts to get the word out to not travel over the break. She discussed the district's possible plans for January, which will be doing what we are doing now (Limited in person instruction for those that need it and CDL for others). The data does not support K-3 coming back after winter break. C. Hurowitz also discussed the possibility of rapid COVID tests in the schools. Only are reliable if there are symptoms, not for those that are asymptomatic. She signed up to have our district participate. One bit of good news, she was in a county recovery meeting and all of the different organizations were there. She mentioned that she was worried about feeding our families during the winter break. The next day, she got an email from the United Way. They want to help Clatskanie families during the winter break, so on Thursday, when lunches are being distributed, the United Way will have food boxes for families that need it. This was all put together in three days, we are very grateful. There was a brief discussion about Columbia County being considered a large county and possible vaccine scenarios in schools.
- Financial Report: Written

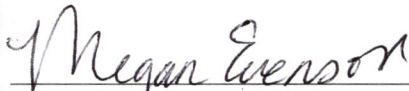
- VI. BOARD MEMBERS REPORTS: I. Wiggins gave a shout out to the drama club and Jaime Erwin for their presentation on youtube last Friday. It was a lot of fun to watch. K. Engel agreed it was a great effort by the drama club. K. Engel asked a question regarding the dates used for state funding that the state bases our per student ADM on? T. Burgher does those reports and gave the dates of Oct 1, Dec 31, mid April and the end of June. No report from K. Willis or K. Harris. M. Evenson commented on the virtual OSBA conference. There were a couple of good workshops, but it wasn't as fun as being there in person.
- VII. INFORMATION
- A. Enrollment information
  - B. Resignation of CES Custodian, John Swint (effective 12/18/20)
- VIII. CONSENT AGENDA
- A. Financial Report
  - B. Approve 2% Cost of Living Adjustment for the Confidential District Office Staff (Burgher, Hathaway, Mitchell, Simmons, Tack, Wilcoxon)
  - C. Approve the November 16th, 2020 Board Meeting Minutes

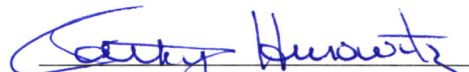
**A motion was made to accept the consent agenda.**

**KH/KE - UNANIMOUS**

NEXT BOARD MEETING: January 11, 2021

ADJOURNMENT: 7:07 pm

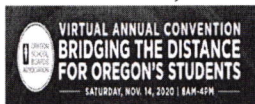
  
\_\_\_\_\_  
Megan Evenson, Board Chair

  
\_\_\_\_\_  
Cathy Hurowitz, Superintendent



**Virtual Annual  
Convention**

Saturday,  
November 14, 2020



**CONTENTS**

- ACB – All Students Belong, Required
- ACB-AR – Bias Incident Complaint Procedure, Required
- ~~GCBDA/GDBDA-AR(1) – Federal Family and Medical Leave/State Family Medical Leave, Conditionally Required~~
- ~~GCBDA/GDBDA-AR(2) – Request for Family and Medical Leave, Conditionally Required~~
- ~~GCBDA/GDBDA-AR(4) – Sample Designation Letter to Employee – FMLA/OFLA Leave, Conditionally Required~~
- ~~GCBDA/GDBDA-AR(1) – COVID-19 Related Leave, Highly Recommended~~
- ~~GCPC/GDPC – Retirement of Staff, Optional~~
- ~~IJ – School Counseling Program, Highly Recommended~~
- ~~IJ-AR – Child Development Specialist Program, Optional~~
- ~~IKFB – Graduation Exercises, Optional~~
- ~~JB – Equal Educational Opportunity[\*\*], Required~~
- ~~JFCM – Threats of Violence\*\*, Required~~
- ~~LBE – Public Charter Schools, Highly Recommended~~
- ~~LBE-AR – Public Charter Schools, Highly Recommended~~
- ~~LBEA – Resident Student Denial for Virtual Public Charter School Attendance\*\*, Conditionally Required~~

*Policy Update* is a subscription publication of the Oregon School Boards Association

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If you have questions regarding this publication or OSBA, please call our offices:

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**ALL STUDENTS BELONG**

**Summary**

On September 17, 2020, the Oregon State Board of Education adopted a temporary Oregon Administrative Rule (OAR) 581-022-2312 - All Students Belong. This rule took effect the following day and takes an unprecedented step to protect some of our schools' most marginalized students, as well as staff and others.

This rule requires that districts, ESDs, public charter schools and others receiving state funding for education adopt a policy prohibiting symbols of hate and addressing bias incidents by January 1, 2021. As a Division 22 requirement, districts will be required to verify that they are in compliance.

This rule prohibits the “use or display” of symbols of hate, including the noose, swastika, and confederate flag. The adopted policy must reflect this prohibition. Before adoption, we recommend documenting the following to forestall potential legal challenges:

- Previous incidents arising from the presence of these symbols or related issues;
- Why the presence of these symbols would cause a material and substantial disruption to the educational environment; and

This publication is designed to provide accurate and authoritative information regarding the subject matter covered. It is furnished with the understanding that policies should be reviewed by the district's legal counsel.

- How these symbols interfere with other students' right to be secure and be let alone in their schools.

The rule allows adding to the list of prohibited symbols, but we strongly recommend consulting legal counsel before doing so.

The rule also defines a "bias incident" and requires related procedures and requirements. Because these requirements are unique to bias incidents, there is a separate complaint procedure. If considering incorporating bias incidents into other complaint procedures, please work closely with legal counsel.

We expect that this temporary rule will be made permanent by the State Board of Education, and also that it could face legal challenges. We will update the model policy and administrative regulation as needed.

### **Legal Reference**

See model sample

### **Collective Bargaining Impact**

None

### **Local District Responsibility**

Review the required policy and administrative regulation for consideration and adoption into the board's policy manual. Please review and consider guidance noted above.

### **Policy Implications**

ACB – All Students Belong, Required

ACB-AR – Bias Incident Complaint Procedure, Required

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## **FMLA/OFLA and COVID-19 LEAVE**

### **Summary**

In September 2020, BOLI made permanent, BLI 7-2020, its temporary rule, BLI 4-2020, that provided sick child leave to include absence to care of an employee's child whose school or child care provider has been closed in conjunction with a statewide public health emergency declared by a public health official.

BOLI also adopted temporary rule BLI 8-2020 that identifies and defines the scope of what is a "child care provider", defines "closure" for the purposes of school and child care providers, and allows this use of sick child leave for intermittent school or child care closures.

### **Legal Reference**

OAR 839-009-0230

OAR 938-009-0210

OAR 839-009-0250

### **Collective Bargaining Impact**

Review collective bargaining agreement for any OFLA related leave.

# Clatskanie School District 6J

Code:                   ACB  
Adopted:

# REQUIRED

## All Students Belong

*(A new required policy)*

[District statement on equity.] *See attached for statement*

All students are entitled to a high quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All employees are entitled to work in an environment that is free from discrimination or harassment ~~[based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin]~~<sup>{1}</sup>.

All visitors are entitled to participate in an environment that is free from discrimination or harassment ~~[based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin]~~<sup>{2}</sup>.

“Bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior directed at or about any of the preceding demographic groups.

“Symbol of hate” means a symbol, image, or object that expresses animus on the basis of race, color, religion, gender identity, sexual orientation, disability or national origin including, the noose, swastika, or confederate flag<sup>3</sup>, ~~X~~ and whose display:

1. Is reasonably likely to cause a substantial disruption of or material interference with school activities; or
2. Is reasonably likely to interfere with the rights of students by denying them full access to the services, activities, and opportunities offered by a school.

The district prohibits the use or display of any symbols of hate<sup>5</sup> on district ~~[school]~~<sup>{6}</sup> grounds or in any district- or school-sponsored program, service, school or activity that is funded in whole or in part by

<sup>1</sup> {OAR 581-022-2312 does not include this list of classes for employees (only for students), but it can be added.}

<sup>2</sup> {OAR 581-022-2312 does not include this list of classes for visitors (only for students), but it can be added.}

<sup>3</sup> While commonly referred to as the “confederate flag,” the official name of the prohibited flag is the Battle Flag of the Armies of Northern Virginia.

<sup>4</sup> {We strongly advise that a district not add to these symbols of hate without first consulting with legal counsel.}

<sup>5</sup> {Prior to adopting the symbols of hate prohibition, or adding other symbols to the list, we recommend that the district document why the district feels that the presence of these symbols will cause a “material and substantial interference with schoolwork or discipline” or collide “with the rights of other students to be secure and be let alone.” These reasons may include previous incidents, current conditions in the schools and other factors.}

<sup>6</sup> {Oregon Administrative Rule uses “school.”}

monies appropriated by the Oregon Legislative Assembly, except where used in teaching curriculum that is aligned to the Oregon State Standards.

In responding to the use of any symbols of hate, the district will use non-disciplinary remedial action whenever appropriate.

The district prohibits retaliation against an individual because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

Nothing in this policy is intended to interfere with the lawful use of district facilities pursuant to a lease or license.

The district will use administrative regulation ACB-AR - Bias Incident Complaint Procedure to process reports or complaints of bias incidents.

END OF POLICY

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**Legal Reference(s):**

ORS 659.850  
ORS 659.852

OAR 581-002-0005  
OAR 581-022-2312

OAR 581-022-2370

*Tinker v. Des Moines Indep. Cmty. Sch. Dist.*, 393 U.S. 503 (1969).  
*Dariano v. Morgan Hill Unified Sch. Dist.*, 767 F.3d 764 (9th Cir. 2014).  
*State v. Robertson*, 293 Or. 402 (1982).

## EQUITY STATEMENT (to be the opening of policy ACB – All Students Belong)

The Clatskanie School District (CSD) Board of Directors firmly believes that being inclusive and eliminating inequities, discrimination, and institutional bias will increase achievement and graduation rates for our students while closing achievement and opportunity gaps. We are committed to providing an environment where dreams and goals are nurtured, history and cultural heritage are celebrated, love of learning is fostered, and educational, physical, emotional, and social needs are met; while ensuring each student develops the skills and knowledge needed to pursue a productive and fulfilling life amidst a diverse and evolving global society. We recognize the responsibility for excellence, diversity and inclusion lies with each of us.



# REQUIRED

## Clatskanie School District 6J

Code: ACB-AR  
Adopted:

### Bias Incident Complaint Procedure

*(A new required administrative regulation)*

The term “bias incident” is defined in policy. Persons impacted by a bias incident shall be defined broadly to include individuals at whom an incident was directed as well as students in the larger school community likely to be impacted by the incident.<sup>1</sup>

Step 1 {<sup>2</sup>}: When a staff member learns of a potential bias incident, the staff member will prioritize the safety and well-being of all persons impacted and immediately promptly without unreasonable delay report the incident to the building or program administrator.

Step 2: The administrator or designee shall acknowledge receipt of the complaint, reduce the complaint to writing, and investigate any complaint of a bias incident. Responding staff will recognize the experience of all persons impacted, acknowledge the impact, commit to taking immediate action, and prevent further harm against those persons impacted from taking place. Redirection procedures, if any, will include:

- Educational components that address the history and impact of hate;
- Procedural components to ensure the safety, healing, and agency of those impacted by hate;
- Accountability and transformation for people who cause harm; and
- Transformation of the conditions that perpetuated the harm. {<sup>3</sup>}

The administrator or designee must consider whether the behavior implicates other district policies or civil rights laws, and if so, respond accordingly.

The administrator or designee will make a decision determine responsibility within 10 days of receiving the complaint. ↓  
School

All persons impacted will be provided with information relating to the investigation and the outcome of the investigation. At a minimum, the information provided must include:

- That an investigation has been initiated;
- When the investigation has been completed;
- The findings of the investigation and the final determination based on those findings; and

<sup>1</sup> The term “complainant” in this administrative regulation includes persons filing formal complaints and persons reporting bias incidents, regardless of whether the complainant is a victim. Similarly, the term “complaint” includes any report, information or complaint.

<sup>2</sup> {These specific procedures are not required. The procedures must include all of the requirements listed in OAR 581-022-2312(6)(e). If making changes, we recommend working closely with legal counsel.}

<sup>3</sup> {ODE will be releasing additional guidance to support administrators in these situations.}

- Actions taken with the person or persons who committed the harassing behavior to remedy the behavior and prevent reoccurrence when the actions relate directly to a person impacted by the event.

If any of the above information cannot be shared, a citation to the law prohibiting release and an explanation of how that law applies to the current situation will be provided.<sup>4</sup>

Step 3: If complainant or a respondent wishes to appeal the decision of the [administrator or designee], the complainant or respondent may submit a written appeal to the [superintendent] within [five] school days after receipt of the [administrator or designee]'s response to the complaint.

The [superintendent or designee] shall acknowledge receipt of the appeal and may meet with all parties involved. The [superintendent or designee] will review the merits of the complaint and the [administrator or designee]'s decision. The [superintendent or designee] will respond in writing to the complainant within [10] school days.

The [superintendent or designee] will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 3, as appropriate.

Step 4: If the complainant or respondent is not satisfied with the decision of the [superintendent or designee], a written appeal may be filed with the Board within [five] school days of receipt of the [superintendent or designee]'s response to Step 3. The Board may decide to hear or deny the request for appeal at a Board meeting. The Board may use an executive session if the subject matter qualifies under Oregon law. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative [~~at the next regular or special Board meeting~~] [at a Board meeting]. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing within [10] days of this meeting.

The [Board] will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 4, as appropriate.

Complaints can be filed with or communicated directly to the [administrator or designee], in which case Step 1 will be skipped. Complaints against the [administrator] can be directed to the [superintendent or designee] and will begin at Step 3. Complaints against the superintendent or a Board member(s) can be directed to the Board and will begin at Step 4. If complaints begin later than Step 1, the individuals reviewing the complaint will ensure that all requirements are met.

The complainant, if a person who resides in the district, [or] a parent or guardian of a student who attends school in the district [or a student], is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal<sup>5</sup> the district's final

<sup>4</sup> Refer to policies GBL - Personnel Records, JOA - Directory Information and JOB - Personally Identifiable Information and district legal counsel for guidance in these situations. Possible laws include, but are not limited to, Title 34 C.F.R. § 99.31 and ORS 342.850.

<sup>5</sup> An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Complaints may also be filed directly with the U.S. Department of Education Office for Civil Rights.<sup>6</sup>

[~~Building administrators~~][District administration] will develop and implement instructional materials to ensure that all school employees and staff are made aware of this procedure and related practices. The materials will include reporting procedures, educational processes, and possible consequences.

*keep* [When necessary, timelines may be adjusted by the district by communicating to all parties in writing. This communication must include a new timeline and an explanation of why the timeline must be adjusted.]

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<sup>6</sup> Complaints must meet criteria as established by law. For more information, visit <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>

## Clatskanie Elementary School Board Report

Kara Burghardt, Principal

Submitted: December 10, 2020

### Fall Conference Data:

Scheduled: 94%

Attended: 88%

There was discussion during leadership of the potential to allow for ZOOM conferencing in the future regardless of COVID necessity as many parents that we don't normally reach were able to attend and scheduling was more flexible in regards to hours and meeting places.

Attendance remains a great concern for students. It is difficult to track down so many families. We are working diligently and calling daily to ensure they are able to access their education. Truancy research is also being done for the more elusive group.

- September -
  - Greater than 90% - 75%
- October -
  - Greater than 90% - 70%
- November -
  - Greater than 90% -68%

### Holiday Spirit Activities:

- Various staff members have volunteered to adopt Clatskanie families in need of support this holiday season.
- Secret Santa for staff is taking place December 7-11. Over 30 staff members chose to participate.
- Other activities and dress up days have been planned, as well including a special pajama day at the request of Angela Harris.

### Safety Protocols:

- We posted room stations and number count of students per square footage.
- Staff and Students are maintaining masks on at all times except when staff is at their duty station and they feel comfortable. When someone is seen without the proper mask, they are asked to fix the problem. Staff is encouraged to speak to me if they feel like there is an issue.
- I have included a safety concern component of staff meetings so that needs and concerns can be addressed directly.

### Intervention Assessments:

- With the resignation of Sarah Thorud, Heidi Newton has stepped to the plate and is assisting classroom teachers with Intervention Assessments. This is a big part of our RTI program successes.
- Teachers are also participating in the data collection and Linda Kujala is assisting with the second grade word reading component.

### Interim Assessment Work:

- Grades 3-6 teachers have been meeting with Jim Helmen and myself to plan for the Interim Assessments.
- The process will be collaborative and the target will be late January at the end of the semester time frame.

Clatskanie Middle/High School  
Building Report: Kim Oblack  
Dec. 14, 2020

### **Fall Conferences**

- Nov. 23rd on Zoom
- 95 Successful conference

### **Student Attendance**

- Attendance is at 83%
- Outreach to students and families occurs daily by 3 staff members to help troubleshoot barriers for attendance.

### **College and Career Readiness/SEL**

- Joanne Kallunki has contacted every senior for graduation audits and post-secondary education planning.
- Regular and consistent implementation of the Character Strong SEL (Social Emotional Learning) curriculum in advisory class for 7-12.

### **Sports**

- OSAA issued a press release on Dec. 7 that the school athletic calendar will be postponed. Here is a summary of the updated calendar:
  - **Season 1** *Conditioning and Skill Building*: now- February 21st
  - **Season 2** *"Fall Sports"*: February 22-April 11th
  - **Season 3** *"Spring Sports"*: April 5th-May 23rd
  - **Season 4** *"Winter Sports"*: May 10th-June 27th
- Ryan Tompkins will continue to update this group as things progress. Once metrics improve in our county, we will look to restart our Season 1 opportunities.

### **Technology**

- Wifi (10X Internet bandwidth) will be upgraded on Dec.17
- Large screen TVs have been installed in most classrooms with a few more to be purchased. This makes teaching more productive for staff.

### **Student Engagement**

- Student engagement for online learning continues to be a challenge for students. Professional development on engagement was provided to staff on Friday, 12/11 through Doug Fisher, the author of *The Distance Learning Playbook*. This will be in webinar format. This book was provided for all CMHS teachers. More information can be found at <https://us.corwin.com/en-us/nam/the-distance-learning-playbook-grades-k-12/book275865>

### **Reopening Plan**

- CMHS will remain on Comprehensive Distance Learning and Limited In-person Instruction into Semester II and when it's safe to return to school (per county metrics).
- Building and district administrators continue to work with building staff on a plan that will include ½ of the students to be in the school two days a week, and the other half of students to attend the other two days per week. Wednesdays will be used for professional development, deep cleaning, special education meetings, staff meetings and limited cohorts of students needing extra help or hands on learning.

# Clatskanie School District

## Student Services Department

### CSD Board Report

Jim Helmen- Director of Student Services and Innovations

December 14, 2020

#### CES Student Service:

- At CES, we have developed the following programs to support student access to school, increase socio emotional supports, increase student learning.
  - Pre- Academy Program- Focused on development of lagging skills, socioemotional intelligence, and school readiness skills.
  - Acellus Homeschool Program- Program developed to support students who cannot attend LII and maintain barriers synchronize education with regular education peers. The program offers self-paced, grade/ability level curriculum through Acellus.

#### **CMHS Student Services:**

Primary focus is development of transition service options for Life skills student. We are currently developing individual work stations within the school setting that focus on vocational task. We are seeing positive gains in use of Unique Learning Systems program.

#### District Office Focus

- SPRI&I File Review and Training -SPR&I is a district/program driven system founded on evidence based decision-making. It supports improvement planning through the (1) collection and interpretation of data, (2) development and implementation of an improvement plan, and (3) evaluation of impact and effectiveness of improvement strategies. SPR&I aligns with IDEA General Supervision requirements and improvement planning. This alignment supports a close relationship between special education improvement planning and other district or community improvement planning efforts.
- State Special Education Child Count (SECC)- CSD Fund sources for special education services are determined through SECC
- Special Education and Student Services Handbook
- Google File Stream increases confidentiality and maintenance of systems (People leave, we still maintain processes and data)
- Development of Homeschool system focused on providing our students and families with educational options that prioritize learning and socioemotional connection.

#### Professional Development

Currently providing Professional Development to Admin Team to support student academic and growth through effective instructional practice K-12.

#### Primary Resources

# Clatskanie School District

## Student Services Department

### CSD Board Report

Jim Helmen- Director of Student Services and Innovations

- Mike Schmoker- Elevating the Essentials to Radically Improve Student Achievement
- State of Oregon Common Core State Standards
- State of Oregon CCSS Blueprint
- Depth of Knowledge core principals- Depth of knowledge designates how deeply students must know, understand, and be aware of what they are learning in order to attain and explain answers, outcomes, results, and solutions.
- January Focus- quality instruction and system in the classroom to improve student achievement and teacher effectiveness.

#### Special Education Certified Staff PD

- Writing high quality IEP's
- IDEA educational Law requirements
- Understanding baseline data and academic / behavior goals development
- Engaging students through online platforms

#### Speech and Language Therapist staff PD

- Writing high quality IEP's
- IDEA educational Law requirements
- Understanding baseline data and academic / behavior goals development
- Communication reevaluation procedures
- DocuSign
- Evaluation / Re-evaluation process and compliance

#### Classified Staff PD

- Student engagement strategies
- Jamboard engagement tool
- IXL direct instructional strategies
- Read Naturally Live- Online reading Fluency and comprehensions program

Superintendent Report  
December 14 2020

This month's update has a lot of information regarding the current state of affairs with our COVID 19 responses, metrics, and school reopening.

It has become increasingly clear that having teachers teach in person and to students on CDL is not good a good option to provide our students with a quality education. We are working on an alternate plan that will allow teachers to focus on in class instruction without dual platforms (in class and CDL simultaneously.) We are working on a plan that will allow all students access to a quality education whether that is in-person or online. Updates will come in as soon as we iron out the details.

The Legislature has heard us loud and clear regarding the COVID 19 protection for schools. The Oregon Trial Lawyers are against any such legislation as they say it will allow schools to be negligent when it comes to employee and community safety. This is not a good argument as we are under guidance from the ODE, OHA, and OSHA.

The Governor's goal continues to be that all students have access to in person instruction beginning February 1<sup>st</sup>. Each building is planning to bring students back and we will do so when we know that it is safe and that we have all of our safety protocols in place.

The Governor submitted her proposed budget for the 2021-2023 biennium. Following are the highlights from the Governor's proposed budget that impacts PreK -12 schools. **The \$9.1 Billion proposed by Governor Brown is not enough for districts to maintain current service levels. The State Business manager's organization has calculated that we need \$ 9.5 billion to maintain current levels without cuts. An inadequate budget Combined with decreasing enrollment might mean major cuts to districts. COSA lobbyists are going to work hard with their partners to increase the budget to 9.5 billion to avoid cuts.**

- **State School Fund**
  - **\$9.1 Billion (includes \$200 million from Education Stability Fund)**
  - **\$5 million added to the SSF to provide resources to districts most impacted by wildfires (Phoenix-Talent, McKenzie, Santiam Canyon)**
  - **Districts need in the range of \$9.5 Billion+ to maintain current services**
- **Major K-12 Funding**
  - **Student Success Act – Student Investment Account = \$778.8 million over two years. (currently \$150 million in 20-21)**
  - **Measure 98/High School Success = \$314.5 million (currently \$303 million for 19-21)**
- **Early Learning**
  - **8,000 additional slots across early learning programs**
  - **\$299.9 million for EI/ECSE**

Districts are mandated to have an anonymous process for staff and/or community members to file complaints if a school or district is violating safety procedures and protocols. The complaint process was recently changed from filing with the ODE to OSHA taking over the enforcement role. OSHA has a permanent rule in place that all COVID-related complaints go directly to OSHA. The role of the ODE is to provide technical support to OSHA with regard to the metrics. Complaints are filed either by calling



Superintendent Report  
December 14 2020

1-833-604-0884 or going to [osha.oregon.gov](https://www.osha.oregon.gov). As of this writing over 100 complaints have been filed against schools, most of those complaints are coming out of Douglas County Oregon.

There were changes made to County size determinations. Rather than small and large the OHA and others have determined that counties will now be divided into small medium and large. Columbia County is considered large and we are to follow the metrics and guidance. Right now we are considered a county in extreme risk. That means that we continue with CDL and LIPI as appropriate. I have also provided the Sector Risk Guidance Chart and the General Metrics for Returning to In-Person Instruction charts.

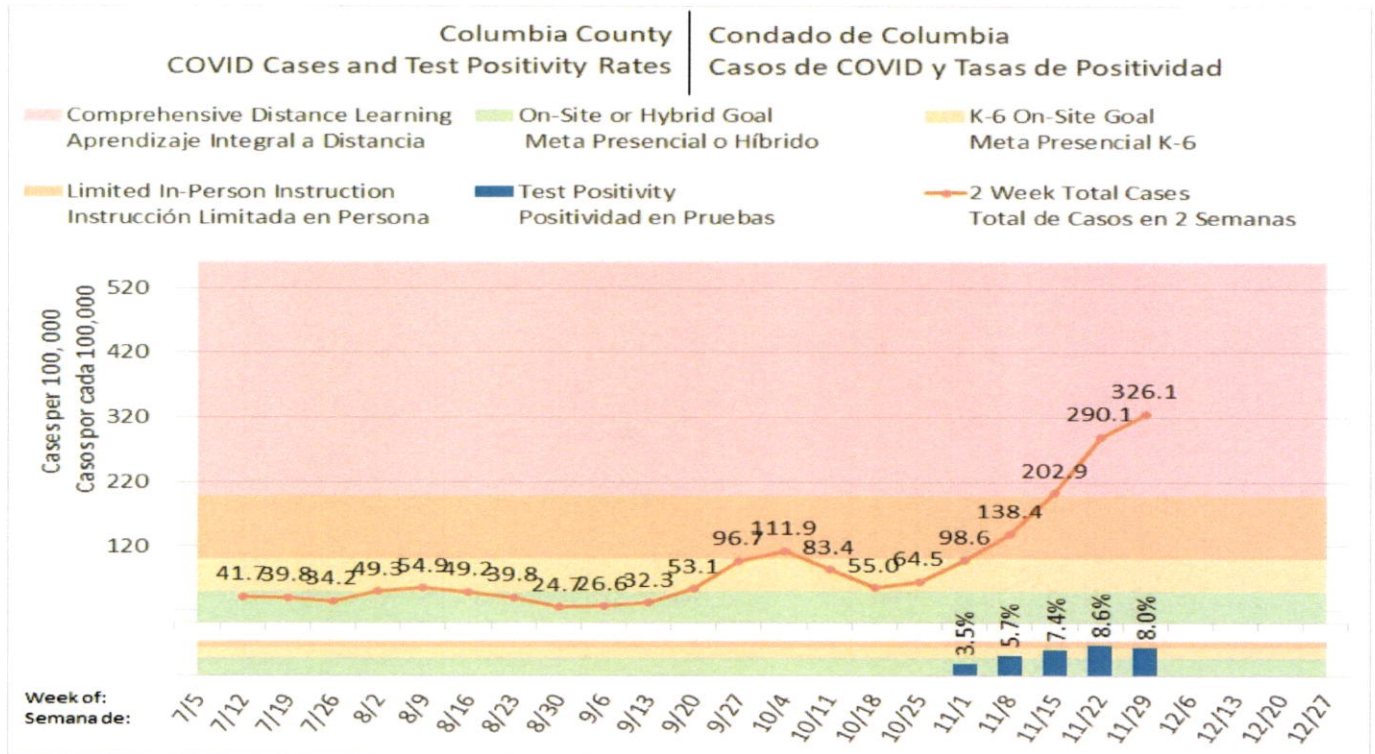
We are having discussions regarding travel and quarantining during the holidays. We will encourage our staff and families to stay local and refrain from unnecessary travel. We are going to ask that if families or staff travel and they have any symptoms to get tested. The Rainier Health Center is open Monday through Friday and is able to test for COVID 19. It consists of a tele-consultation with the nurse practitioner and then an appointment for a test. The appointment is usually the same day. The number is (503) 556-2178

This document explains what to do after you have been tested. It is a great resource provided by the Columbia County Health Department.

<https://www.columbiacountyor.gov/media/Public%20Health/COVID/AfterTestingGuide-SPA.pdf>

Here are our most current metrics. If you have any questions or need more information please do not hesitate to contact me. There is also a document available that explains the metrics.

Superintendent Report  
December 14 2020



# GENERAL METRICS FOR RETURNING TO IN-PERSON INSTRUCTION THROUGH THE ON-SITE OR HYBRID MODEL Version 12/4/2020

For a school to fully return to in-person instruction through ODE’s On-Site or Hybrid instructional models, the criteria below must be met, including the metrics table that follows:

If a school draws >10% of students or >10% of staff from a given county where case rates or test positivity put them in the “Transition” column (see metrics table below) they should consider delaying a return to in-person instructional models until these counties also meet the required metrics, unless after discussion with the local public health authority a collaborative decision is made that the neighboring county community spread does not pose significantly higher-risk.

Counties are identified as large, medium, and small. Large counties have a population greater than 30,000. Medium size counties are between 15,000 and 30,000. Small counties have a population less than 15,000. These size distinctions match Oregon’s Risk and Protection Framework. This framework of safety measures for each county closely aligns with the Ready Schools, Safe Learners metrics framework.

**Small = Less than 15,000      Medium = 15,000 to 29,999      Large = 30,000 or more**

METRICS & MODELS	ON-SITE	ON-SITE AND DISTANCE LEARNING	TRANSITION	DISTANCE LEARNING
County Case Rate per 100,000 People Over 14 days	<50.0	50.0 to <100.0	100.0 to ≤200.0	>200.0
County Case Count Over 14 days (applies to small & medium counties)	<30	30 to <45	45 to ≤60	>60
County Test Positivity <sup>1</sup> (applies to medium & large counties <sup>4</sup> )	<5.0%	5.0% to <8.0%	8.0% to ≤10.0%	>10.0%
Instructional Model	Prioritize On-Site or Hybrid (as needed to maintain small cohorts) instructional models.	Prioritize careful phasing in of On-Site or Hybrid for elementary schools (starting with K-3 and adding additional grades up to grade 6).  Middle school and high school primarily Comprehensive Distance Learning with allowable Limited In-Person Instruction. Over time, if elementary schools can demonstrate the ability to limit transmission in the school environment <sup>2</sup> , transition to <i>On-Site</i> or <i>Hybrid</i> .	Consider transition to Comprehensive Distance Learning with allowable Limited In-Person Instruction.  For counties with an upward case/positivity trend (entering from a lower risk category), school officials should discuss with their local public health authority (LPHA) and consider the spread of COVID-19 within schools and the local community in deciding whether to return to Comprehensive Distance Learning (CDL). <sup>3</sup>  Schools in counties with downward case/positivity trend must remain in CDL until they drop into the Moderate Risk category or lower.	Implement Comprehensive Distance Learning with allowable Limited In-Person Instruction only.

1. If statewide testing volume decreases by more than 10% in the week prior compared to the previous week due to external factors (such as due to a natural disaster or acute decrease in testing supplies), then OHA and ODE will consider temporarily suspending the use of percent positivity in the reopening considerations.
2. As a measure to monitor limited introduction or spread, local public health should look for an average outbreak size of 3 or less, excluding outbreaks with only one case, over the prior 4 weeks.
3. In considering community spread, public health should take into consideration the cases in the community, COVID-19 test availability in the community, recent percent positivity of tests, capacity in the community to respond to cases and outbreaks and the regional hospital capacity available for those with severe disease.
4. Small counties with a population of less than 15,000 only need to meet case counts in the metrics framework and don’t need to meet test positivity rates.

## STATEWIDE ALLOWANCE FOR LIMITED IN-PERSON INSTRUCTION (LIPI) FOR SPECIFIC GROUPS OF STUDENTS

ODE's [Comprehensive Distance Learning guidance](#) provides [Limited In-Person Instruction](#) (LIPI) to meet the needs of specific groups of students based on needed educational, relational, social-emotional, curricular, instructional, and/or assessment supports. This includes, but is not limited to, provisions for supporting students experiencing disability, English language learners, as well as programs such as career technical education (CTE) that may require hands-on demonstration of skills and the provision of secure assessment environments. This allowance does not count for instructional time requirements. An exception to meeting county metrics to implement LIPI as an enhancement to [Comprehensive Distance Learning](#) should be prioritized under the following conditions:

Ensure strong screening measures are in-place from day one and refer to the [Planning for COVID-19 Scenarios in Schools Toolkit](#) for positive cases, symptomatic individuals, and exposure.

Fully comply with sections 1-3 of the Ready Schools, Safe Learners guidance.

Fully comply with Comprehensive Distance Learning Guidance for [Limited In-Person Instruction](#) (LIPI), which includes further limitations on cohort sizes, time, and more.

## STATEWIDE EXCEPTION: SMALL REMOTE SCHOOLS

Small and remote public or private schools with enrollments of  $\leq 75$  in total who are located in a county that does not meet the General Metrics (Section 0b) can consider opening to in-person instruction (On-Site or Hybrid) only when and if their LPHA establishes the following criteria has been met:

The school has a total enrollment of  $\leq 75$  and is located in a county that does not meet the General Metrics (Section 0b).

There is not community spread in the school catchment area (the places where attending students live).

The school is more than 25 miles by the nearest traveled road from any town or city with a population over 3,000 people.

*In considering community spread, local public health should take into consideration the cases in the community, COVID-19 test availability in the community, recent percent positivity of tests, capacity in the community to respond to cases and outbreaks and the regional hospital capacity available for those with severe disease.*

The school is striving for a COVID-19-free start. Ensure strong screening measures are in-place from day one and refer to the [Planning for COVID-19 Scenarios in Schools Toolkit](#) for positive cases, symptomatic individuals, and exposure.

There is not community spread in the communities that serve as the primary employment and community centers (for shopping and other in-person services) and the school is isolated by a significant distance from communities reporting COVID-19 community spread in the previous two weeks.

Schools should consider pausing Limited In-Person Instruction when county case rates climb over 200 cases per 100,000 in population in counties with populations  $> 30,000$  (or over  $> 60$  cases in counties with  $< 30,000$  residents. When considering closing to in-person instruction for schools that have opened under any one of the exceptions to the General Metrics (0b) for reopening schools for in-person instruction, including the LIPI exception:

Schools should work with LPHAs to consider the spread of COVID-19 within schools and the broader community in deciding to temporarily return to [Comprehensive Distance Learning](#). If there are cases in two or more cohorts without an identified common exposure, school officials should discuss with LPHAs to determine if this represents unexplained spread within the school or broader community. It is encouraged that the school follow recommendations from their LPHA on whether a temporary transition away from any in-person instruction (for two weeks or longer) is recommended to protect the health and safety of the students, staff, families and broader community.



## LOW POPULATION DENSITY, LARGE POPULATION COUNTY EXCEPTION

An allowance for returning to in-person instruction can happen under the following conditions:

Total county COVID-19 case rate in the 14 days is < 100.0 per 100,000 in population

Schools fully comply with sections 1-3 of the Ready Schools, Safe Learners guidance and students cannot be part of any single cohort, or part of multiple cohorts that is >50.0 people.

There is not community spread in the school catchment area. In considering community spread, public health should take into consideration the cases in the community, COVID-19 test availability in the community, recent percent positivity of tests, capacity in the community to respond to cases and outbreaks and the regional hospital capacity available for those with severe disease.

There is not community spread in the communities that serve as the primary employment and community centers (for shopping and other in-person services) and the school is isolated by a significant distance from communities reporting COVID-19 community spread in the previous three weeks. The school does not serve a significant number of transfer students from outside its catchment area that are from communities reporting COVID-19 community spread in the previous three weeks.

As stated in section 0c, at the point a county reaches the "Distance Learning" column their situation is now high-risk and all schools in the county are required to move to Comprehensive Distance Learning immediately, including under this exception.



## STATEWIDE EXCEPTION: EMERGENCY WAIVER FOR IN-PERSON INSTRUCTION AT SCHOOLS IMPACTED BY WILDFIRES

This waiver to provide Emergency In-Person Instruction at schools serving communities impacted by wildfires is supplemental to the Oregon Department of Education Ready Schools, Safe Learners guidance for the 2020-21. Please write to [ODECOVID19@ode.state.or.us](mailto:ODECOVID19@ode.state.or.us) with any questions. This guidance was released on 10-5-20. It is provisional and subject to further change.

### Rationale for Emergency In-Person Instruction for Communities Impacted by Wildfires

Many students and families in communities impacted by wildfires are still displaced from active evacuation zones, loss of access to their home, or have seen a total loss of housing and infrastructure that has made accessing Comprehensive Distance Learning impossible. Additionally, some schools that serve communities impacted by the wildfires in Oregon are experiencing significant and widespread loss of internet connectivity, technology devices, and safe and supportive places to participate in online Comprehensive Distance Learning.

Many students and families have also experienced significant trauma due to the impact of the wildfires. This trauma and need for social emotional and mental health support is a driving factor for an emergency waiver to allow in-person instruction. Schools can serve as a hub of support for students and families that may experience lasting effects from the trauma (see EdSource article on lasting trauma impacts of California wildfires). Students may get needed supports from counselors, access to mental health specialists, and even seeing familiar teachers and peers. Many families, understandably, remain focused on meeting basic daily needs for adequate shelter and food.

If eligible public and private schools concur that current social emotional, mental health, and basic shelter and nutrition needs of students impacted by wildfires in Oregon outweigh the potential negative effects of increased COVID-19 risks, which may be mitigated by employing additional safety measures; the schools may provide in-person services with additional provisions (see below). For many of these students it is believed that the safest place in the community is at school.



# Sector Risk Level Guidance Chart

Activities	Lower Risk	Moderate Risk	High Risk	Extreme Risk
<b>Social and At-Home Gathering Size — Indoor</b>	<ul style="list-style-type: none"> <li>Maximum 10 people</li> <li>Recommended limit: 4 households</li> </ul>	<ul style="list-style-type: none"> <li>Maximum 8 people</li> <li>Recommended limit: 2 households</li> </ul>	<ul style="list-style-type: none"> <li>Maximum 6 people</li> <li>Recommended limit: 2 households</li> </ul>	<ul style="list-style-type: none"> <li>Maximum 6 people</li> <li>Recommended limit: 2 households</li> </ul>
<b>Social and At-Home Gathering Size — Outdoor</b>	Maximum 12 people	Maximum 10 people	Maximum 8 people	<ul style="list-style-type: none"> <li>Maximum 6 people</li> <li>Recommended limit: 2 households</li> </ul>
<b>Eating and Drinking Establishments</b>	<ul style="list-style-type: none"> <li>Indoor dining allowed</li> <li>Indoor capacity: not to exceed 50% maximum occupancy</li> <li>Outdoor dining allowed</li> <li>Outdoor capacity: 300 people maximum</li> <li>Indoor and outdoor seating: 8 people per table maximum</li> <li>12:00 a.m. closing time</li> </ul>	<ul style="list-style-type: none"> <li>Indoor dining allowed</li> <li>Indoor capacity: not to exceed 50% maximum occupancy or 100 people, whichever is smaller</li> <li>Indoor seating: 6 people per table maximum</li> <li>Outdoor dining allowed</li> <li>Outdoor capacity: 150 people maximum</li> <li>Outdoor seating: 8 people per table maximum</li> <li>11:00 p.m. closing time</li> </ul>	<ul style="list-style-type: none"> <li>Indoor dining allowed</li> <li>Takeout highly recommended</li> <li>Indoor capacity: not to exceed 25% maximum occupancy or 50 people, whichever is smaller</li> <li>Outdoor dining allowed</li> <li>Outdoor capacity: 75 people maximum</li> <li>Indoor and outdoor seating: 6 people per party and per table maximum, limit 2 households</li> <li>11:00 p.m. closing time</li> </ul>	<ul style="list-style-type: none"> <li>Indoor dining prohibited</li> <li>Takeout highly recommended</li> <li>Outdoor dining allowed</li> <li>Outdoor capacity: 50 people maximum</li> <li>Outdoor seating: 6 people per party and per table maximum, limit 2 households.</li> <li>11:00 p.m. closing time</li> </ul>
<b>Indoor Recreation and Fitness Establishments</b> (includes gyms, indoor K-12 Sports, indoor collegiate sports, fitness organizations, indoor recreational sports, indoor pools)	Capacity: Maximum 50% occupancy	Capacity: Maximum 50% occupancy or 100 people total, whichever is smaller	Capacity: Maximum 25% occupancy or 50 people total whichever is smaller	Prohibited
<b>Indoor Entertainment Establishments</b> (includes aquariums, indoor theaters/arenas/concert halls, indoor gardens, indoor museums, indoor entertainment activities of any kind)	Capacity: Maximum 50% occupancy	Capacity: Maximum 50% occupancy or 100 people total, whichever is smaller	Capacity: Maximum 25% occupancy or 50 people total, whichever is smaller	Prohibited
<b>Retail Stores</b> (includes street fairs/markets, grocery stores, convenience stores and pharmacies)	<ul style="list-style-type: none"> <li>Capacity: Maximum 75% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Capacity: Maximum 75% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Capacity: Maximum 50% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Capacity: Maximum 50% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>
<b>Indoor and Outdoor Shopping Centers/Malls</b>	<ul style="list-style-type: none"> <li>Capacity: Maximum 75% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Capacity: Maximum 75% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Capacity: Maximum 50% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Capacity: Maximum 50% occupancy</li> <li>Curbside pick-up encouraged</li> </ul>
<b>Faith Institutions, Funeral Homes, Mortuaries, Cemeteries</b>	<ul style="list-style-type: none"> <li>Indoor Capacity: Maximum 75% occupancy</li> <li>Outdoor Capacity: 300 people maximum</li> </ul>	<ul style="list-style-type: none"> <li>Indoor Capacity: Maximum 50% occupancy or 150 people total, whichever is smaller</li> <li>Outdoor Capacity: 250 people maximum</li> </ul>	<ul style="list-style-type: none"> <li>Indoor Capacity: Maximum 25% occupancy or 150 people total, whichever is smaller</li> <li>Outdoor Capacity: 200 people maximum</li> </ul>	<ul style="list-style-type: none"> <li>Indoor Capacity: Maximum 25% occupancy or 100 people total, whichever is smaller</li> <li>Outdoor Capacity: 150 people maximum</li> <li>Recommended: limit services to one hour</li> </ul>
<b>Offices</b>	Limited office work available	Recommend remote work, if able	Recommend remote work, if able	<ul style="list-style-type: none"> <li>Require remote work, if able</li> <li>Close offices to the public, if possible</li> </ul>
<b>Outdoor Recreation and Fitness Establishments</b> (includes outdoor gyms, outdoor fitness organizations, outdoor K-12 Sports, outdoor collegiate sports, outdoor recreational sports, outdoor pools, outdoor parks and hiking trails*, outdoor campgrounds*)	Maximum 300 people	Maximum 150 people	Maximum 75 people	Maximum 50 people
<b>Outdoor Entertainment Establishments</b> (includes zoos, outdoor gardens, outdoor aquariums, outdoor theaters/stadiums)	Maximum 300 people	Maximum 150 people	Maximum 75 people	Maximum 50 people
<b>Personal Services</b>	Allowed	Allowed	Allowed	Allowed
<b>Long-Term Care</b>	Inside and outside visitation allowed	Inside and outside visitation allowed	Inside and outside visitation allowed	Outside visitation only

**Effective Date:** December 3, 2020

**Authority:** Executive Order No. 20-66, ORS 433.441, ORS 433.443, ORS 431A.010

**Enforcement:** To the extent this guidance requires compliance with certain provisions, it is enforceable as specified in Executive Order 20-66.

**Definition:**

- "Maximum Occupancy" means the maximum occupancy permitted by law, or if the maximum occupancy is unknown the capacity equivalent to:
  - For 75% capacity: 86 square feet of space per person.
  - For 50% capacity: 120 square feet of space per person.
  - For 25% capacity: 240 square feet of space per person.

**NOTE:** \*Capacity limits do not apply to this activity.

**Additional notes:**

- All activities are subject to more detailed, sector-specific guidance.
- Subject to more detailed sector-specific guidance, all activities assume mask usage, minimum physical distancing, provisions for hand hygiene and enhanced cleaning protocols.
- Congregate homeless sheltering, Youth Programs, Childcare, K-12 Schools, Higher Education, Drive-In Operations and current Division 1 and Professional Athletics exemptions operate under sector specific guidance for all risk levels.
- Hookah bars and senior centers **are not allowed** to operate regardless of risk level.

**Clatskanie School District**

**BR-General Fund - Rev & Exp/Assets OBJECT For the Period 07/01/2020 through 11/30/2020**

Fiscal Year: 2020-2021

Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
<b>INCOME</b>							
GENERAL FUND REVENUES							
Property Taxes (+)	\$3,765,785.00	\$92,298.75	\$92,298.75	\$3,673,486.25	\$0.00	\$3,673,486.25	97.5%
Charges for Services (+)	\$80,500.00	\$23,716.37	\$23,716.37	\$56,783.63	\$0.00	\$56,783.63	70.5%
Earnings on Investments (+)	\$0.00	\$4,868.26	\$4,868.26	(\$4,868.26)	\$0.00	(\$4,868.26)	0.0%
Intermediate Sources (+)	\$31,000.00	\$18,115.14	\$18,115.14	\$12,884.86	\$0.00	\$12,884.86	41.6%
State Sources (+)	\$4,948,102.00	\$2,441,835.69	\$2,441,835.69	\$2,506,266.31	\$0.00	\$2,506,266.31	50.7%
Interfund Transfers (+)	\$445,673.00	\$0.00	\$0.00	\$445,673.00	\$0.00	\$445,673.00	100.0%
Beginning Fund Balance (+)	\$250,000.00	\$0.00	\$0.00	\$250,000.00	\$0.00	\$250,000.00	100.0%
Sub-total : GENERAL FUND REVENUES	\$9,521,060.00	\$2,580,834.21	\$2,580,834.21	\$6,940,225.79	\$0.00	\$6,940,225.79	72.9%
<b>Total : INCOME</b>	\$9,521,060.00	\$2,580,834.21	\$2,580,834.21	\$6,940,225.79	\$0.00	\$6,940,225.79	72.9%
<b>EXPENSES</b>							
GENERAL FUND EXPENDITURES							
Salaries (-)	\$5,026,951.00	\$1,622,584.45	\$1,622,584.45	\$3,404,366.55	\$3,167,239.06	\$237,127.49	4.7%
Benefits (-)	\$3,247,980.00	\$1,076,343.28	\$1,076,343.28	\$2,171,636.72	\$1,892.04	\$2,169,744.68	66.8%
Purchased Services (-)	\$743,250.00	\$205,174.05	\$205,174.05	\$538,075.95	\$446,069.43	\$92,006.52	12.4%
Supplies & Materials (-)	\$328,950.00	\$133,474.27	\$133,474.27	\$195,475.73	\$12,117.61	\$183,358.12	55.7%
Capital Outlay (-)	\$0.00	\$1,128.00	\$1,128.00	(\$1,128.00)	\$0.00	(\$1,128.00)	0.0%
Other Objects (-)	\$188,950.00	\$152,518.12	\$152,518.12	\$36,431.88	\$484.94	\$35,946.94	19.0%
Transfers (-)	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	100.0%
Planned Reserve (Ending Fund Balance) (-)	(\$90,021.00)	\$0.00	\$0.00	(\$90,021.00)	\$0.00	(\$90,021.00)	100.0%
Sub-total : GENERAL FUND EXPENDITURES	(\$9,521,060.00)	(\$3,191,222.17)	(\$3,191,222.17)	(\$6,329,837.83)	(\$3,627,803.08)	(\$2,702,034.75)	28.4%
<b>Total : EXPENSES</b>	(\$9,521,060.00)	(\$3,191,222.17)	(\$3,191,222.17)	(\$6,329,837.83)	(\$3,627,803.08)	(\$2,702,034.75)	28.4%
<b>NET ADDITION/(DEFICIT)</b>	\$0.00	(\$610,387.96)	(\$610,387.96)	\$610,387.96	(\$3,627,803.08)	\$4,238,191.04	0.0%

End of Report

Operating Statement with Encumbrance

CLATSKANIE SCHOOL DISTRICT  
Student Enrollment Numbers by Grade Level  
2020-2021

Grade Level	2019-2020		2020-2021									
	9/4/19	6/4/20	9/9/20	10/8/20	11/5/20	12/9/20						
K	69	74	50	47	44	45						
1	51	49	74	61	59	59						
2	60	59	46	47	45	46						
3	49	47	57	54	51	50						
4	57	59	48	45	45	44						
5	63	62	61	56	54	54						
6	56	55	60	60	61	60						
<i>Elementary Total</i>	<b>405</b>	<b>405</b>	<b>396</b>	<b>370</b>	<b>359</b>	<b>358</b>						
7	44	43	54	49	50	49						
8	47	46	44	41	41	41						
9	56	59	44	43	42	41						
10	41	38	57	56	54	53						
11	72	62	41	39	41	42						
12	51	53	63	60	60	62						
TR	0	0	0	0	0	0						
<i>Mid/High Total</i>	<b>311</b>	<b>301</b>	<b>303</b>	<b>288</b>	<b>288</b>	<b>288</b>						
<b>TOTAL</b>	<b>743</b>	<b>706</b>	<b>699</b>	<b>658</b>	<b>647</b>	<b>646</b>						
<b>TRANSFERS</b>												
CES In	3	0	1	1	1	1						
CMHS In	3	1	0	1	1	1						
Total IDT In*	6	1	1	2	2	2						
CES Out	18	14	26	25	78							
CMHS Out	14	10	23	24	58							
IDT Out**	32	24	49	49	136							

\* Interdistrict Transfers into our district  
 \*\* Interdistrict Transfers out of our district



20-21 Interdistrict Transfers Only

<u>Frontier</u>	<u>Homeschool</u>	<u>ORCA</u>	<u>ORVA</u>	<u>RAINIER</u>	<u>KNAPPA</u>	<u>WILLCA</u>	<u>ISORPH*</u>	<u>ORDCA**</u>
5th - 2	K - 7	K - 1	3rd - 1	K - 2	K - 1	K - 1	12th - 1	12th - 1
6th - 1	1st - 10	1st - 1	4th - 1	2nd - 1		2nd - 1		
9th - 1	2nd - 5	3rd - 2	5th - 2	3rd - 2		3rd - 1		
10th - 2	3rd - 8	4th - 1	6th - 1	7th - 2		6th - 1		
	4th - 8	5th - 1	7th - 1	12th - 1		7th - 1		
	5th - 7	7th - 1	9th - 2			8th - 1		
	6th - 9	8th - 1	12th - 1			12th - 1		
	7th - 9	9th - 2						
	8th - 8	10th - 2						
	9th - 7	11th - 1						
	10th - 6	12th - 1						
	11th - 5							
=6	=88***	=14	=9	=8	=1	=7	=1	=1

\*Insight School of Oregon Painted Hills

\*\*Destinations Academy of Oregon

\*\*\*Best estimate off of ESD list that is kept updated by homeschool parents

Clatskanie School District 6J  
PO Box 678  
Clatskanie OR 97016  
BOARD OF DIRECTORS' REGULAR BOARD MEETING  
November 9, 2020, 6:30 pm via Zoom

BOARD MEETING MINUTES

Board Members Present: Megan Evenson-Board Chair, Kara Harris-Vice Chair, Ian Wiggins, Kathy Engel, Katherine Willis  
Admin Team Present: Cathy Hurowitz-Superintendent, Mark Berghold-Business Manager, Tami Burgher-Board Secretary, Jim Helmen-Director of Student Services and Innovation, Kara Burghardt-CES Principal, Kim Oblack-CMHS Principal  
Guests: Monique Morrell-The Chief, Yvonne Krause, Daisy McGinnis, Lucius Jones, Stacy Hicks, Rick Becker-McKinstry, Ryan Tompkins, Sarah McClure, Cami Sprague, Annie Kynsi Dines, Donna Thompson, Tim and Jaime Erwin, Amanda Tompkins

I. CALL TO ORDER: 6:30 pm

- A. Agenda Review: M. Evenson made a couple of additions to the agenda. The board needs to take action on Item B. under New Business. The SSA Grant Agreement needs to be approved by the Board. Item D. will be added to New Business entitled Contract Negotiations with CEA union. M. Berghold needs to amend the Old Business Item A. to Clatskanie School District Findings Statement - Approval to hold a public hearing at the December 14th board meeting for the Design-Build Contractor.

II. COMMUNICATIONS AND HEARINGS OF INTERESTED PARTIES

A. Public Comment: None

*This is the time for citizens to address the Board. All speakers should state their name prior to speaking. Speakers are asked to write their name, address, phone number and topic to be addressed on the registration card. Speaking time is limited to three minutes per speaker. Speakers may offer objective criticism of district operation and programs, but the Board will not hear any complaints concerning specific District personnel. The Chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. The right to address the Board does not exempt the speaker from any potential liability for defamation.*

B. Student Body Report: None

- C. Oregon School Employees Association Representative Report: Y. Krause stated they are still at 100% enrollment. She can only speak for herself and some other classified staff, but they are looking forward to having kids back in the classroom. This year is a negotiation year for the classified and they are looking forward to starting that process as well.

- D. Clatskanie Education Association Representative Report: L. Jones reported that teachers are looking forward to having students in the building. They recognize that the back to school plan is aggressive and ambitious, and they are fully in support of bringing students back safely. We are glad to assume positive intent and look forward to working with the principals, admin and classified and all of the people in the process. T. Erwin thanked Nina and the Leadership Class for the phenomenal Spirit Week they just finished. They did an amazing job putting together many activities across the whole week to get kids out of the doldrums of distance learning and give them something to look forward to. It was very popular and the kids really enjoyed it. On Wednesday, Mrs. Erwin and the Choir, along with Kim Oblack, have put together a Veteran's Day presentation that will be released online Wednesday morning to honor the community's veterans. It will be available at 11 am.

- E. COVID Safety Update - Ryan Tompkins: R. Tompkins reported that the new guidance has allowed them to have 20 kids in a cohort, up from 10. This has allowed them to have more flexibility in our building, they can basically bring in any kids that need it and that has been really positive. One issue he has been dealing with is ambiguity around masks outside. To remedy this, they went with Cathy Hurowitz and Kim Oblack's advice to wear masks at all times while on campus. This took away any of the ambiguity around the issue and has actually been very positive. A lot of things they are doing is in preparation for the kids returning to the building, so they know what works and what doesn't. Athletics has returned to the building recently, which has been very positive. They have been doing a lot of troubleshooting, so they can have most issues hammered out by the time kids return.

III. OLD BUSINESS

- A. Clatskanie School District Findings Statement - ~~Approval of Alternate Contractor Contracting Procedure, Design-Build Contractor (action needed)~~: Approval to hold a public hearing at the December 14th board meeting for the Design-Build Contractor. M. Bergthold discussed the findings statement and where it is located on the website (under Bond Information). He expects to add the latest diagram of the high school showing how it looks now and how it would look if the bond measure passes to the website. He discussed the project priorities for CMHS (separating CMS and CHS, adding security measures and fixing the HVAC system). The next step is to hold a public hearing at the December 14th board meeting. It needs to be advertised beforehand and putting in The Chief automatically puts it on the Public Notice of Oregon, which satisfies the posting requirements. There will be a public comment section at the meeting, which usually has little to no people speaking up. Discussed the time of the public hearing, and decided on December 14 before the regular board meeting at 6:15 pm.

IV. NEW BUSINESS

- A. OSBA resolution (action needed): M. Evenson read the resolution by OSBA regarding 2021-2022 Legislative Priorities and Principles as recommended by the Legislative Policy Committee, see attached.

**A motion was made to adopt the OSBA resolution as read.**

**KH/IW - UNANIMOUS**

- B. Student Success Act (action needed): C. Hurowitz discussed the SSA application and the grant agreement. She spoke about the \$642,000 we were supposed to receive and the priorities we had based on that amount of money. The grant agreement is now for \$204,076. We can spend that this year, or due to COVID, we may be able to push some spending into next year. We did hire the .5 CTE Family and Consumer Sciences Teacher. We are in real need of a special education teacher for the kids that are too high for Life Skills and too low for Resource Room at the middle high school. The money is a new tax on larger businesses in our state and should provide steady income for the district and should go up over the years. There is some concern that the state could reduce a district's general fund because they know that schools will be receiving SSA money. This application is due November 15th. J. Helmen is hoping to develop our 18-21 special ed program at CMHS and make sure it is community based. C. Hurowitz said that the district also needs to plan for next year's SSA money, we will have to have the same kinds of meetings we had last year. She just had to make some clarifications in the application for ODE, but did not change anything.

**A motion was made to approve the grant for the Student Success Act.**

**KE/KH - UNANIMOUS**

- C. Hate symbol policies - 1st reading: These policies must be adopted by January 1st, 2021. The 2nd reading will occur at the December 14th board meeting.
1. ACB
  2. ACB-AR
- D. CEA Contract - 2% COLA for 20-21 and clarification on health insurance language.

**A motion was made to accept the 2% COLA as agreed upon, when it is ratified by the union and also the change in language for the health insurance policy.**

**KH/KW**

Discussion: Clarification was requested regarding the language change. M. Evenson responded that it had to do with clarifying which plan the health insurance language is based on. There is no actual change and it doesn't affect the coverage at all.

**UNANIMOUS**

V. SUPERINTENDENT'S REPORT

- A. K-6 Principal Report: Written. K. Burghardt said they are prepping for opening for business and that is what they are all working on right now. CES had a zoom meeting the other night and over 100 people attended and it went really well.
- B. 7-12 Principal Report: Written. K. Oblack reiterated what Mr. Erwin said regarding Spirit Week. It was something fun for the kids to do since we did not have Homecoming. 1st quarter concludes this week and secretaries are working on setting up conferences with parents. It's hard to engage parents for conferences when not in COVID times, so lots of phone calls are happening. CMHS is looking at opening up at the end of 1st semester. Because kids rotate in between classes, it's a little more difficult. Any given kid can't crossover with more than 100 other kids, so they won't be able to rotate like they normally do. They have meetings on how that is going to work in the next few weeks. May try rotating teachers instead of kids, it's a big puzzle. There was a discussion about how conferences may work.

- C. Student Services Report: Written. J. Helmen recognized staff, they are working very hard, just like everyone else is. There is one program he wants to recognize especially and that is the CES TAG program. Dawn Warren has done a tremendous job, being really innovative and strategic in adjusting TAG services at the elementary. Jim believes it is the foundation that our future TAG program will be based on.
- D. Superintendent Report: Oral. C. Hurowitz thanked the teachers union for working with us on the MOU and for being patient this year, she appreciates it. A lot of Cathy's time has been spent in preparation of the K-3 reopening at CES, facilitated by Kara Burghardt and the leadership team. Cathy's job has been to purchase, purchase (air purifiers, safety equipment, masks, plexiglass surrounds, sanitizer, etc). Free standing thermometers were purchased for each building that will scan each person to see if they have a fever. We are not obligated to take temperatures by the state, but it is a comfort for staff, another layer of security and safety. We couldn't have done this without the funding that the city gave us. Cathy attended the city meeting and thanked them and let them know what their funds were purchasing. Stephan purchased the tv's for CES, they are in the building now. C. Hurowitz discussed the local metrics and how it is determined whether a district can move forward with opening. C. Hurowitz thanked the district office staff for all of the work they have done on the new office; painting, putting things together, working hard, etc. Our motto is "whatever it takes to get it done", she appreciates it. First meeting on hate symbols went well at CES, she will be moving to CMHS next. C. Hurowitz discussed how we are working with the sheriff and police departments in the area and we are asking them to inform school districts when any of our students experience trauma, i.e., car accidents, domestic violence, drug bust, etc. The police would fill out a template regarding the trauma and get it to the district office. The district office would then forward the information to the appropriate school principal, so they can keep an eye on the student. Our social media complaint process is working nicely. When there is a complaint on social media, the appropriate administrator calls the complainant, so see if they can clarify or help rectify whatever situation they are upset about. It has worked very well. C. Hurowitz discussed kids that are leaving the district, we are trying to find out where and why they are going. Our numbers are down and that costs us money. She has been working on our federal funds narratives. Paul Simmons has been working on the flood issue at CMHS regarding the recent flood, it's a big project. I. Wiggins asked a question about reopening and how often the metrics are updated, they are updated weekly. Who decides if we have to return to distance learning? The local health authority does, they have the final 'yea or nay' on whether we can open. C. Hurowitz discussed the steps on when numbers come out and how that impacts reopening. Hot spots have been distributed, which is good news.
- Financial Report: Written. He contacted Pam Voss and he is hoping to get the retroactive 2% COLA done on this month's payroll. The revised budget will be available at next month's meeting.

- VI. BOARD MEMBERS REPORTS: K. Engel does not have a report, but wants to make sure the board signs up for the virtual platform navigation for the OSBA conference on Saturday. K. Harris commented on CES's zoom meeting that had 100 people on it and she is really impressed, that is a lot of parents and they had really good questions. She appreciates the time it takes to answer their questions. It really helped parents who were feeling unsure in the beginning or were just confused on how it was all going to work. She thinks these zoom meetings should continue, throughout this time of change, it makes parents feel a little more at ease. I. Wiggins and K. Willis had nothing to report. M. Evenson agrees with Kara H., there is no such thing as too much information in times like these when people are worried and anxious. The more we can communicate the better and the district is doing a good job at that.

VII. INFORMATION

- A. Enrollment information

VIII. CONSENT AGENDA

- A. Financial Report
- B. Cafeteria Bakery Supply Bid
- C. Accept resignation of CES Title I Teacher, Sarah Thorud effective 11/30/20
- D. Policy Updates - 2nd reading
1. GBEB - Communicable Diseases - Staff, (Highly Recommended)
  2. GBEB-AR - Communicable Diseases - Staff, (Highly Recommended)
  3. GBN/JBA - Sexual Harassment (Required)
  4. GBN/JBA - AR(1) - Sexual Harassment Complaint Procedure (Required)
  5. GBN/JBA - AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure (Required)
  6. JBA/GBN - Sexual Harassment (Required)
  7. JBA/GBN-AR(1) - Sexual Harassment Complaint Procedure (Required)
  8. JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure (Required)

9. JHCC - Communicable Diseases - Students (Required)
  10. JHCC-AR - Communicable Diseases - Students (Required)
- C. Approve the October 5th, 2020 Special Board Meeting Minutes
  - D. Approve the October 12th, 2020 Board Meeting Minutes

**A motion was made to approve the consent agenda, with a correction to the minutes.**

**IW/KE**

Ian Wiggins pointed out a typo on page 2 of the October 12th minutes, under the motion for the All Students Belong letter, it should say IW instead of IA.

**UNANIMOUS**

The next board meeting will be in person and on zoom. We will be holding it at the old CMS gymnasium with social distancing, plexiglass surrounds and a microphone system so people can hear. The next meeting will begin at 6:15 pm.

NEXT BOARD MEETING: December 14, 2020

ADJOURNMENT: 8:03 pm

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Megan Evenson, Board Chair

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Cathy Hurowitz, Superintendent