

BOARD OF DIRECTORS' BOARD MEETING

August 14, 2023, 6:30 pm via Zoom and in person at the Clatskanie Elementary Library, 815 S Nehalem
(see our main page at www.csd.k12.or.us for instructions on joining the meeting via Zoom)

CLATSKANIE SCHOOL DISTRICT BOARD MEETING AGENDA
REVISED 8/14/23 se

I. CALL TO ORDER

- A. Pledge of Allegiance
 - Presenter: Kara Harris
- B. Agenda Review
 - Presenter: Kara Harris
- C. Approve Agenda
 - Presenter: Kara Harris

II. REPORTS AND COMMUNICATION

- A. Bond Report
 - Presenter: Mark Bergthold
- B. Financial Report
 - Presenter: Jennifer Collins
- C. Enrollment
 - Present: Danielle Hudson
- D. Revise 23-24 Board Meeting Schedule
 - Presenter: Danielle Hudson
- E. Clatskanie Family Academy and Online Program
 - Presenter: Danielle Hudson
- F. School Start and End Times
 - Presenter: Danielle Hudson
- G. Policy Review
 - Presenter: Danielle Hudson
- H. Collective Bargaining Agreement between the Clatskanie Education Association and the Board of Directors
Clatskanie School District 6J
 - Present: Danielle Hudson

III. PUBLIC COMMENT

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.

IV. ACTION

A. CONSENT AGENDA

1. Approve July 24th board meeting minutes
2. Approve July 27th board training minutes
3. Approve August 11th special board meeting minutes
5. Approve revised board calendar
6. Approve hiring of Shelby Maughan, as CMHS math teacher
7. Approve hiring of Timothy Fray, as CMS PE/Health teacher
8. Approve hiring Kayleen Jones, as CMHS sped teacher

9. Approve hiring Brianna Camarena Flores, as CMS language arts teacher
 10. Approve hiring of Rachel Hagen, as CES teacher
 11. Approve hiring of Taryn Clappe, as CES teacher
- B. Ratification Collective Bargaining Agreement between the Clatskanie Education Association and the Board of Directors of Clatskanie School District 6J
- C. Approve transfer of \$50,000 from Capital Maintenance fund for CMHS construction costs.

VIII. BOARD/SUPERINTENDENT COMMENTS

A. Presenters: Board Members, Danielle Hudson

IV. EXECUTIVE SESSION

A. Executive Session: ORS 192.660(2d): To conduct deliberations with persons designated by the governing body to carry out labor negotiations.

ADJOURNMENT

NEXT BOARD MEETING: September 12, 2023



"Commitment to Quality – Education for All"

CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET

AUGUST BOND ACTIVITY REPORT

Date:

Regular Board Meeting on August 14, 2023

PRESENTOR:

Mark Bergthold, Project Manager

POLICY ISSUE/ SITUATION:

Bond activity report as of August 8, 2023.

RECOMMENDATION:

Discuss between Mark Bergthold and Board regarding the bond activity report.

DOCUMENT:

1. Written Bond Activity Report

To: Board of Directors

From: Mark Bergthold, Bond Project Manager

Subject: Bond Activity Report as of August 8, 2023

With less than a month left before school starts, it is great to see the progress being made. Paving has been completed, the concrete sidewalk and ADA access ramps at CMHS should be finished this week, and then parking stall stripes will be painted. The new speed bumps at CMHS have been installed, they'll be painted yellow when the striping is done. They are lower and longer than the previous speed bumps, similar to those found in residential areas.

Wall and floor tile is being set in the CMHS bathrooms. The new full height partitions are being made, and accessories such as paper towel, soap, and TP dispensers are waiting to be installed. A new style of toilet paper holder was provided at no cost by Home Depot Supply, where the district purchases its maintenance supplies at discount prices. The paper these holders use is less expensive than the individual rolls we have been buying. They also provided new spindles which allow the existing holders at CES to use the new lower cost paper.

New magnetic whiteboards have been ordered and will be installed before school starts.

Part of the new health office has been converted to a secure records storage room.

We asked Point Monitor, who installed the new CES intercom system last year, to look at the CMHS intercom system, which was not working in several areas. They were able to locate and repair the problems.

Contractors continue to work Monday through Saturday. We are on track to have classrooms ready when teachers return August 28th.

Respectfully submitted,

Mark Bergthold

Bond Project Manager

Clatskanie School District

Board Report - F100 - Rev & Exp/Assets OBJECT For the Period 07/01/2023 through 06/30/2024

Fiscal Year: 2023-2024

☐ 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>	
INCOME							
GENERAL FUND REVENUES							
Property Taxes (+)	\$3,768,985.00	\$0.00	\$0.00	\$3,768,985.00	\$0.00	\$3,768,985.00	100.0%
Charges for Services (+)	\$128,400.00	\$3,046.92	\$3,046.92	\$125,353.08	\$0.00	\$125,353.08	97.6%
Earnings on Investments (+)	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.0%
Intermediate Sources (+)	\$181,216.00	\$0.00	\$0.00	\$181,216.00	\$0.00	\$181,216.00	100.0%
State Sources (+)	\$5,563,265.00	\$834,518.00	\$834,518.00	\$4,728,747.00	\$0.00	\$4,728,747.00	85.0%
Interfund Transfers (+)	\$241,710.00	\$0.00	\$0.00	\$241,710.00	\$0.00	\$241,710.00	100.0%
Beginning Fund Balance (+)	\$800,972.00	\$0.00	\$0.00	\$800,972.00	\$0.00	\$800,972.00	100.0%
Sub-total : GENERAL FUND REVENUES	\$10,694,548.00	\$837,564.92	\$837,564.92	\$9,856,983.08	\$0.00	\$9,856,983.08	92.2%
Total : INCOME	\$10,694,548.00	\$837,564.92	\$837,564.92	\$9,856,983.08	\$0.00	\$9,856,983.08	92.2%
EXPENSES							
GENERAL FUND EXPENDITURES							
Salaries (-)	\$5,151,070.00	\$113,718.63	\$113,718.63	\$5,037,351.37	\$3,309,473.12	\$1,727,878.25	33.5%
Benefits (-)	\$3,176,393.00	\$68,543.62	\$68,543.62	\$3,107,849.38	\$3,822.04	\$3,104,027.34	97.7%
Purchased Services (-)	\$1,279,423.00	\$31,307.78	\$31,307.78	\$1,248,115.22	\$632,771.98	\$615,343.24	48.1%
Supplies & Materials (-)	\$637,950.00	\$54,228.62	\$54,228.62	\$583,721.38	\$21,596.75	\$562,124.63	88.1%
Capital Outlay (-)	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.0%
Other Objects (-)	\$218,415.00	\$180,611.41	\$180,611.41	\$37,803.59	\$1,569.00	\$36,234.59	16.6%
Transfers (-)	\$229,297.00	\$0.00	\$0.00	\$229,297.00	\$0.00	\$229,297.00	100.0%
Sub-total : GENERAL FUND EXPENDITURES	(\$10,694,548.00)	(\$448,410.06)	(\$448,410.06)	(\$10,246,137.94)	(\$3,969,232.89)	(\$6,276,905.05)	58.7%
Total : EXPENSES	(\$10,694,548.00)	(\$448,410.06)	(\$448,410.06)	(\$10,246,137.94)	(\$3,969,232.89)	(\$6,276,905.05)	58.7%
NET ADDITION/(DEFICIT)	\$0.00	\$389,154.86	\$389,154.86	(\$389,154.86)	(\$3,969,232.89)	\$3,580,078.03	0.0%

End of Report

Operating Statement with Encumbrance

CLATSKANIE SCHOOL DISTRICT
Student Enrollment Numbers by Grade Level
2023-2024

	2022-2023		2023-2024									
Grade Level	6/7/22	6/7/23	8/14/23	9/12/23	10	11	12	1	2	3	4	5
K	67	48	45									
1	57	72	47									
2	61	63	72									
3	51	63	63									
4	54	56	64									
5	45	57	56									
6	51	53	57									
Elementary Total	386	412	404									
7	63	51	52									
8	52	57	51									
9	44	52	58									
10	36	39	52									
11	46	36	39									
12	49	57	35									
Mid/High Total	290	292	287									
TOTAL	676	704	691									
TRANSFERS												
CES In	0	1										
CMHS In	2	1										
Total IDT In*	2	2										
CES Out	2	2										
CMHS Out	0	1										
Homeschool	1	0										
IDT Out**	3	3										

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



"Commitment to Quality – Education for All"

CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET

SCHOOL BOARD MEETING SCHEDULE

Date:

Regular Board Meeting on August 14, 2023

PRESENTOR:

Danielle Hudson, Ed.D., Superintendent

POLICY ISSUE/ SITUATION:

For the 2023-24 school year, Clatskanie School District will be contracting with NWRES D for Budget Manager services. The Budget Manager is an integral participant in school board meetings often sharing information with the Board. Due to scheduling conflicts the Clatskanie School Board meetings need to be moved to another day of the week/month other than the second Monday of each month.

Two board work sessions have been added to the calendar for the completion of the Superintendent's evaluation.

RECOMMENDATION:

It is recommended that the Board approve the new school board meeting schedule.

DOCUMENT:

1. 2023-24 revised School Board meeting schedule



"Commitment to Quality – Education for All"

August 14, 2023

TO: School Board Members

FROM: Danielle Hudson, Ed.D, Superintendent

SUBJECT: Clatskanie School Board Meeting Calendar

It is recommended that beginning in September, regular Clatskanie School Board meetings will be held on the second Tuesday of each month. Two executive session has been added for the purpose of completing the Superintendent's evaluation. The meeting schedule will be as follows:

9/12: Regular Board Meeting

10/10: Regular Board Meeting

11/14: Regular Board Meeting

12/12: Regular Board Meeting

1/9: Regular Board Meeting

2/13: Regular Board Meeting

2/27: School Board Executive Session: ORS 192.660(2)(a) Personnel

3/5: School Board Executive Session: ORS 192.660(2)(a) Personnel

3/12: Regular Board Meeting

4/9: Regular Board Meeting

5/14: Regular Board Meeting

6/11: Regular Board Meeting

Clatskanie School District
660 Bryant St., PO Box 678 Clatskanie, OR. 97016
Office: 503-728-0587 FAX: 503-728-0608



"Commitment to Quality – Education for All"

CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET

CLATSKANIE FAMILY ACADEMY

Date:

Regular Board Meeting on August 14, 2023

PRESENTOR:

Danielle Hudson, Ed.D., Superintendent

POLICY ISSUE/ SITUATION:

The instructional delivery model of Clatskanie Family Academy (CFA) is not compliant with Oregon Senate Bill 819 requirements for synchronous instruction in a district sponsored virtual learning environment.

RECOMMENDATION:

Discussion between the Superintendent and Board regarding the operation of CFA for the 2023-24 school year.

DOCUMENT:

1. Clatskanie Family Academy Written Report



"Commitment to Quality – Education for All"

August 14, 2023

TO: School Board Members

FROM: Danielle Hudson, Ed.D, Superintendent

SUBJECT: Clatskanie Family Academy

Following the 2023 Oregon legislative session, a change to state laws regarding instructional delivery models has been made. [Oregon Senate Bill 819](#) provides greater direction to K-12 public schools on the amount of synchronous instruction that is required to students who receive special education services, are eligible for a Section 504 accommodation plan, and students who are being evaluated for special education services. This new law will require the Clatskanie School District to adjust CFA, the online program, and the homeschool program within the district. School districts are now required to provide the same amount of synchronous instruction to students attending district based online programs as students who attend class within a brick and mortar school building. At this time CSD is unable to meet this requirement in order to be in compliance with the new law. Virtual charter schools are not subjected to the same synchronous instruction requirements as district sponsored virtual schools.

During the 2022-23 school year there were 41 students who participated to some extent in the Clatskanie Family Academy. CSD completed a survey of all the families to discuss options for their student if CFA is closed. Additionally, individual calls were made to families who did not return the survey.

In order to meet the requirements of Oregon Senate Bill 819, CSD will be closing the CFA program effective immediately. The 41 students enrolled in the program will have the option to enroll at CES or CMHS, enroll with NWRES as a homeschool student, or enroll in a virtual charter school. Families with questions about re-enrolling their student at CES or CMHS should contact the school.



"Commitment to Quality – Education for All"

CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET

CLATSKANIE MIDDLE HIGH SCHOOL START AND END TIMES

Date:

Regular Board Meeting on August 14, 2023

PRESENTOR:

Danielle Hudson, Ed.D., Superintendent

POLICY ISSUE/ SITUATION:

Implementation of adjusted start and end times for CMHS.

RECOMMENDATION:

Discussion between the Superintendent and Board regarding start and end times for the 2023-24 school year.

DOCUMENT:

1. Clatskanie Family Academy Written Report



"Commitment to Quality – Education for All"

August 14, 2023

TO: School Board Members

FROM: Danielle Hudson, Ed.D, Superintendent

SUBJECT: Start and End Times for CMHS

CMHS will have some changes to the start and end times for high school students next year. The school day for high school and middle students will be from **8:15 AM** and end at **3:25 PM**. In addition, both middle and high school students will attend from **9:15 AM - 3:25 PM** on Wednesdays. This will accommodate a late start on Wednesday mornings instead of the early release model used in recent years. These changes will allow all students to be picked up on one bus route in the morning, as was the practice prior to COVID-19 restrictions, which placed extreme spacing limits on bussing students. This schedule will also reduce the amount of class time missed by students who must travel for away athletic contests. Finally, this schedule will allow for time on Wednesday mornings for staff at CMHS to collaborate and engage in professional learning in order to improve instruction and thus, learning for students.

In summary, all students in elementary, middle, and high school will be picked up on common bus runs on Monday, Tuesday, Thursday, and Friday in the mornings. On these same days, elementary students will ride alone on a first afternoon bus run and middle school and high school students will ride on a second afternoon bus run. On Wednesday mornings, elementary students will ride their normal morning bus, followed by a second bus run which will pick up middle and high school students for their late start. On Wednesday afternoons, elementary students will ride the first bus run for their early release and middle and high school students will ride a second bus run at the end of the day.

Bus route information, including pickup location and times will be sent to families in mid-August.

Clatskanie Elementary will maintain the same hours of attendance for students in grades Kindergarten through sixth grade. The school day will begin at 8 AM and end at 2:40 PM. CES will continue early release on Wednesdays, releasing students one hour early at 1:40 in the afternoon.



"Commitment to Quality – Education for All"

CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET

CLATSKANIE SCHOOL BOARD POLICY REVIEW

Date:

Regular Board Meeting on August 14, 2023

PRESENTOR:

Danielle Hudson, Ed.D., Superintendent

POLICY ISSUE/ SITUATION:

The CSD school board has not completed a full policy review in over 10 years.

RECOMMENDATION:

Discussion between the Superintendent and Board regarding contracting with OSBA to complete a full school board policy rewrite.

DOCUMENT:

1. Clatskanie School Board Policy Review Report



"Commitment to Quality – Education for All"

August 14, 2023

TO: School Board Members

FROM: Danielle Hudson, Ed.D, Superintendent

SUBJECT: Clatskanie School Board Policy Review

Clatskanie School District has not completed a full school board policy review in the last 10 years. During this time there have been several updates to Oregon laws that directly affect school board policy. For the 2023-24 school CSD will contract with OSBA to complete a full policy rewrite. OSBA will go through policy by policy and OSBA will make recommended updates based on their sample policies. After sending the draft policies to the district, an OSBA specialist will meet with the district to discuss changes. After the meeting, OSBA will make the additional changes that the district requests and will send them to the district for board review and adoption. If there are additional changes by the board, OSBA will update those and send them to the district in final electronic copies. It is beneficial to adopt all of the policies at the end of the project to allow for all changes to go onto the website at the same time without significant delay.

The cost for the policy review will be \$8,000.



"Commitment to Quality – Education for All"

CLATSKANIE SCHOOL DISTRICT SCHOOL BOARD MEETING SITUATION SHEET

RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT WITH THE CLATSKANIE EDUCATION ASSOCIATION

Date:

Regular Board Meeting on August 14, 2023

PRESENTOR:

Danielle Hudson, Ed.D., Superintendent

POLICY ISSUE/ SITUATION:

The Clatskanie School District and the Clatskanie Education Association have completed negotiations and reached tentative agreement on a three-year contract, effective July 1, 2023 – June 30, 2026.

RECOMMENDATION:

It is recommended that the School Board approve the following resolution:

BE IT RESOLVED that the terms of the Collective Bargaining Agreement between the School Board and the Clatskanie Education Association, for the period of July 1, 2023 through June 30, 2026, be ratified by the School Board of the Clatskanie School District.