

Clatskanie School District 6J
PO Box 678
Clatskanie OR 97016

BOARD OF DIRECTORS' REGULAR BOARD MEETING

March 8, 2021, 6:30 pm via Zoom and in person at the Old Middle School Gym, 660 SW Bryant St
(see our main page at www.csd.k12.or.us for instructions on joining the meeting via Zoom)

BOARD MEETING MINUTES

Board Members Present: Megan Evenson-Board Chair, Kara Harris-Vice Chair, Ian Wiggins, Katherine Willis, Kathy Engel
Admin Team Present: Cathy Hurowitz-Superintendent, Jim Helmen-Director of Student Services & Innovation, Mark Bergthold-Business Manager, Tami Burgher-Board Secretary, Kara Burghardt-CES Principal
Guests: Jackson McDonald-Willdan, Stacy Hicks, Rich Davis-Ameresco, Marisa Stephens-MacDonald Miller, Rick Becker-McKinstry, Robert Lindstrom, Greg McCracken, Tim Erwin, Kathleen Reinhardt Waring-MacDonald Miller, Paul Simmons, Lucius Jones, Dawn Warren, Yvonne Krause, Ryan Tompkins, Donna Thompson, Joseph O'Donnell-Ameresco

I. CALL TO ORDER: 6:30 pm

- A. Agenda Review: There is one addition to the agenda, under New Business, Item C, PACE Day - April 15th
- B. Approve Agenda

A motion was made to approve the revised agenda

K. ENGEL/K. WILLIS - 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: Written. C. Hurowitz added that two students from CMHS are invited to Jeff Merkely's Town Hall meeting on March 17th and they will be allowed to ask a beginning question and an ending question. The request was forwarded to Mrs. Brewer of Leadership to follow through.
- C. Oregon School Employees Association Representative Report: None
- D. Clatskanie Education Association Representative Report: None. Need to set up a day for negotiations and need to set up a calendar committee.
- E. COVID Safety/Athletics Update - Ryan Tompkins: There are about 115 high school and 55-60 middle school students in the building, Monday through Thursday 10 am - 4 pm. Everything is going well. He is very proud of the schools and the district and all of the hard work people have put in to get the kids back in school. It isn't perfect, but staff is being flexible and making adjustments as needed. In athletics, CMHS had its first full week of competition this last week. It's been a year and the kids are excited. There has been great participation and turn out for many of the sports, especially at the middle school level. Katherine Willis, Board Member, is helping coach the MS Volleyball team, there are 30+ girls out. Mr. Tompkins discussed the numbers of students on each sport team and that to participate in athletics, students must be passing their classes and on track to graduate. Athletics can be a huge motivator for students to pass classes. He also discussed the live streaming cameras from a grant from NFHS for people to watch the games from home. At this time, the district does not allow spectators, as it can not be done equitably, where every student would have an opportunity to have a parent there. It is going well. K. Willis gave Mr. Tompkins a huge thank you for making it happen.

III. OLD BUSINESS

- A. Approval of the FY 20-21 Revised Budget

A motion was made to approve the 20-21 supplemental budget as presented.

K. ENGEL/K. WILLIS - UNANIMOUS

IV. NEW BUSINESS

- A. Design Build Services Award: M. Bergthold discussed the process of evaluating the request for proposals for the design build process. There were four companies that submitted, they were Ameresco, MacDonald-Miller, McKinstry and Willdan. There were five raters, Mark Bergthold, Megan Evenson, Kathy Engel, Paul Simmons and from ODE, Michael Elliott. McKinstry came out as #1, followed by Willdan, Ameresco and MacDonald-Miller.

A motion was made to award the design build services to McKinstry LLC.

M. Evenson praised McKinstry on their answers and is excited to work with them moving forward. C. Huowitz spoke to Craig Hoppes of Astoria School District, they used McKinstry for their design build contractor and was very pleased with them. K. Engel thanked M. Bergthold for all of his work on the process, as did C. Huowitz and M. Evenson.

K. ENGEL/K. HARRIS - UNANIMOUS

- B. Donation of Technology: C. Huowitz was contacted by Monica at Umpqua Bank and the head of the Chamber of Commerce regarding a literacy project she is working on. She approached the district about donating old technology to be shipped to Belize. Any of our used computers. There was a discussion on what we currently do with old technology and the board agreed to move forward with this.
- C. Pace Day- April 15: C. Huowitz received an email that no one from our district had signed up for this virtual event. She just wanted to remind the board and encourage any and all board members to participate.

V. SUPERINTENDENT'S REPORT

- A. K-6 Principal Report: Written. K. Burghardt also mentioned that CES got a Kindergarten grant for \$5,100 and it helps support CES in getting ready for Kindergarten next year. They will use it for a back to school night, having the teachers make contact with the parents and little gift bags for each kinder. It is not used for Kinder Kamp, as the grant needs to be expended by July. C. Huowitz mentioned it was the first grant that Kara had gotten for the district as an administrator. K. Engel commented how she loves K. Burghardt's reports, they are optimistic, she is doing a great job and enjoying it.
- B. 7-12 Principal Report: K. Harris asked if there had been any preliminary plans for graduation. J. Helmen discussed three possible options that will depend on the metrics at the time. One is bringing in larger family groups, similar to what was done last year. Two, being on the football field where the district could host a larger group, depending on metrics. Three, doing what was done last year. C. Huowitz discussed the Governor mandating all schools have students in person by mid April. There is a meeting tomorrow at 2 pm where C. Huowitz will get more information.
- C. Student Services Report: Written. K. Engel asked if Mr. Helmen could share any results of the assessment review that he had done. Mr. Helmen shared that they did a complete review of the assessments from the last three years to give teachers a guide on where they need to prioritize. The goal is to have students prepared for proficiency testing for the Smarter Balance. He has a complete breakdown that he can share with the board. What we teach is very important. K. Engel pointed out that the writing program is very important, she is on a scholarship committee and they see 4.0 GPA students that don't write very well. Mr. Helmen discussed how they are addressing writing support for students. K. Burghardt stated CES is using EasyCBM for reading, that is how they are identifying where the different gaps are; targeted reading interventions primarily at the foundational level to try to tackle and fill those holes. C. Huowitz stated that a data presentation can be done at the next board meeting.
- D. Superintendent Report: Written. C. Huowitz clarified the Student Investment Funds. We will be receiving an additional \$300,000 sometime after Spring Break to work with, we won't be to the full \$600,000, but we will be around \$500,000. This isn't soft money, but should be there every year, unless the tax structure changes. Hopefully it will grow every year, so we can add to our programs. I. Wiggins asked C. Huowitz to explain the calendar committee. The committee is determining what next year is going to look like. It includes two teachers from each building, the administrators from each building and the district office, and a board member or two. They will meet and put together important dates in a calendar to bring to the board for their approval. I. Wiggins said he would serve on the committee along with Megan Evenson. C. Huowitz is in a lot of off the record superintendents meetings and hears a lot of strife between them and the unions or staff, but that isn't the case here. The kids are happy, the teachers are teaching, kids are learning. We have a lag with COVID, but it isn't going as big of a lag that so many other districts are going to have. Our entire staff has been amazing! It is truly remarkable what has happened in this district.
- Financial Report: Written. M. Bergthold commented that as of February 28th we are on track. Of course, the budget action today will change the numbers for next month.

VI. BOARD MEMBERS REPORTS: K. Harris stated she is really proud of our district, she works out of town and when people ask what is going on in the Clatskanie School District, they are impressed too. Kudos to all staff! She also shared that the local backpack program received a grant from Columbia Pacific CCO (medicaid managed care provider in Oregon). It's a COVID related grant for organizations that rely on donations, the grant is for around \$12,000. It will allow them to increase the amount of food they send home on weekends. They mostly serve the elementary school, but at times middle and high school as well. Excited to be able to do more with more funding. K. Engel also appreciates the staff, no matter what job they are doing, they are doing a great! K. Willis reiterated that it is really great. She works with other people in other states and there are very few kiddos that are going to school five days a week. Also really excited to get sports going again, it is a real big motivator for a lot of our kids. I. Wiggins dittoed the comments of the others. He also wanted to thank Mrs. Sittloh for sending out the 100 day video to us, it was adorable and a lot of fun. M. Evenson is proud of all of the work that everyone is doing. C. Hurowitz wants to make sure that she gets a monthly report from the Academy. She discussed the amazing things that are going on with the teachers and the instructional assistant. The district is accommodating our students and they are learning and the family's are happy. In the future, it may not be as large, but will probably be with us for a long time.

VII. INFORMATION (no action needed)

- A. Enrollment Information: It's good to see it continuing to go up. K. Harris asked if there are any plans to reach out to the 45 student families that are listed as homeschoolers about our Academy? C. Hurowitz responded that Dawn Warren and the admin team are going to meet to see how the Academy is going to look next year. The Academy was something we were planning on doing anyway, but COVID forced us to do it quicker. That has always been the plan to do some outreach to homeschool families. We will start looking at that after Spring Break. If they participate in the Academy, then their kids are able to participate in our other activities such as sports.
- B. Hiring of Temporary .5 FTE CMHS Custodian, Clayton Hanson (effective 2/9/21-06/10/21)
- C. Hiring of Temporary .5 FTE CES Educational Assistants, Kyleigh Engen & Candace Pinard (effective 3/1/21-06/10/21)
- D. Resignation of .44 FTE CES Cook Donna McCarty (effective 3/5/21)

VIII. CONSENT AGENDA

- A. Financial Report
- B. Teacher/Admin/Contractor Renewals
- C. Approve Policy Updates - 2nd reading
 - 1. GCBDA/GDBDA-AR(1) - Federal Family and Medical Leave/State Family Medical Leave (Conditionally Required)
 - 2. GCBDA/GDBDA-AR(2) - Request for Family and Medical Leave (Conditionally Required)
 - 3. GCBDA/GDBDA-AR(4) - Sample Designation Letter to Employee-FMLA/OFLA Leave (Conditionally Required)
 - 4. GCBDA/GADBAD-AR(1) - COVID-19 Related Leave (Delete, see email)
 - 5. GCPC/GDPC - Retirement of Staff (Optional)
 - 6. IJ - School Counseling Program (Highly Recommended)
 - 7. IJ-AR - Child Development Specialist Program (Optional)
 - 8. IKFB - Graduation Exercises (Optional)
 - 9. JB - Equal Educational Opportunity (Required)
 - 10. JFCM - Threats of Violence (Required)
 - 11. LBE - Public Charter Schools (Highly Recommended)
 - 12. LBE-AR - Public Charter Schools (Highly Recommended)
 - 13. LBEA - Resident Student Denial for Virtual Public Charter School Attendance (Conditionally Required)
- D. Approve the February 4th, 2021 Bond Workshop Minutes
- E. Approve the February 8th, 2021 Board Meeting Minutes
- F. Accept the resignation of CMHS Principal, Kimberly Oblack (effective 3/6/21)

A motion was made to approve the consent agenda.

K. Harris/K. Engel - UNANIMOUS

Adjourn the public meeting: 7:17 pm

IX. EXECUTIVE SESSION: ORS 192.660(i): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Return to public meeting: 8:16 pm

A motion was made to amend our current 20-21 contract to increase the buy back of vacation days from five to fifteen and also that in the new contract, that we increase Cathy Hurowitz's salary from \$123,500 to \$127,500 and we will make it a three year contract, but we will no longer put future salaries in the contract, one year at a time. The fifteen day buyback is for extenuating circumstances around COVID

K. ENGEL/K. HARRIS - UNANIMOUS

A motion was made to amend the motion by adding the words "the 15 day buyback is for extenuating circumstances around COVID".

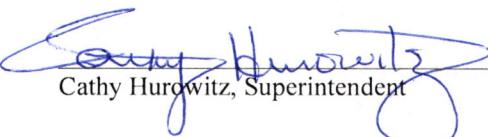
I. WIGGINS/K. HARRIS - UNANIMOUS

NEXT BOARD MEETING: April 12, 2021

ADJOURNMENT: 8:18 PM



Megan Evenson, Board Chair



Cathy Hurowitz, Superintendent

Student Body Report 3-04-21

The Leadership class is working on developing activities for keeping a sense of community amongst students both online and on-campus.

1. Tiger News is continuing to work towards consistent productions
 - a. Brainstorming new segments
 - b. Advertising for upcoming events
2. Pausing plans for a “Winter Spirit Week” to focus on current projects...looking to move it to the Spring
 - a. Planning for when in-person transition is complete
 - b. Competitions and activity opportunities through Advisory
 - c. Making sure involvement opportunities are available for online students
3. Applicants for ASB positions are still being accepted
 - a. Elections to take place next week
 - b. Senior Leaders make up the “Election Committee”
 - c. Class elections will be held after ASB results are finalized
4. Talent Show/Oscars:
 - a. Hollywood Apocalypse Theme
 - b. Committees are working on completing tasks
 - c. Nominees for Oscars have been determined
 - i. Ballot for final voting is out
 - d. Filming begins next week
 - e. Students submitting talents through email
5. Brainstorming a “commemoration” of March 13th
 - a. Video review of “fun” trends during a year of quarantine
6. Exploring alternatives to Prom (collaboration between Juniors and Seniors)
 - a. Formal, socially-distanced Dinner and/or Appetizers
 - b. Live, Outdoor Concert
7. Envolve and OASC Spring training and workshops
 - a. Looking at dates and options

Raters	Ameresco	MacMiller	McKinstry	Willdan
Mark Bergthold	67.37	56.12	94.75	60.77
Michael Elliott	75.80	63.33	87.62	67.98
Kathy Engel	54.85	40.47	96.25	71.88
Megan Evenson	55.83	40.28	96.67	69.78
Paul Simmons	<u>68.18</u>	<u>59.12</u>	<u>95.75</u>	<u>64.17</u>
Total Points	322.03	259.32	471.04	334.58
Rating	3	4	1	2

Clatskanie Elementary School
Board Report
March, 2021

Clatskanie Elementary School is getting into the routine of a new sense of normal. Students are happy to be back in the building and the hallways are alive with little bodies and voices interacting with their teachers and educators. It brings a sense of peace to my soul as I traverse the hallways and know that everyone is working their tails off for the betterment of the students entrusted to our care. The fifth and sixth grade are totally rocking utilizing the gym for their classrooms. It baffles me everyday how well they are minding their own and being mindful of their surroundings. Kudos to the students and their teachers, as well.

RTI has begun to meet regularly and assess the data to look to develop a plan to tackle the deficiencies that have occurred due to the Covid-19 restrictions. There is a plan to have assessments complete by March 10 and the professional development on that day will focus utilizing the facts as a gauge for more specific and intentional interactions, interventions, and instruction. We also added two temporary classified employees for the remainder of this year to provide more intensive reading interventions at the foundational reading levels of Kindergarten, First, Second, and Third Grade.

PBIS is planning a virtual assembly for March 19. It will be our first PBIS assembly of the year and will include activities and drawings for various prizes. The staff is spending part of every staff meeting focusing on the positive and relearning what makes PBIS a respected system in our school community.

March 1-5, 2021 was Classified Employees' Week. The certified staff adopted a classified employee and gave them presents each day of the week and then the big reveal was held on Friday at the staff meeting. There were also daily gifts presented in their mailbox, donuts, and a socially distant pizza luncheon held on Wednesday. Although this is the official week we celebrate these amazing humans, they are a huge factor in the overall success at CES on many and various levels.

March 1-5, 2021 was also Dr. Seuss Week. Dress up days were planned around five of the author's books. Students enjoyed the days and the classrooms were full of rhymes and activities that supported the learning. We did have to reschedule picture retakes because it corresponded with Crazy Hair Day and that would have made for an interesting yearbook this year.

March 2th was the celebration of the 100th Day of School. Students participated in various activities to acknowledge this important yearly milestone including wearing shirts decorated with 100 objects and Ms. Sittloh's CFA group created a video fashion show that was fun to view and brought the learning to life in a creative way that the students could celebrate.

Certified Staff have been working during professional development on the book FOCUS by Mike Schmoker and diving into the Depth of Knowledge (DOK) component of teaching that is standards based. I have attached the two slide shows from Feb. 24, that analyzed the ideals and practices that are utilized to teach a solid lesson.

[How We Teach Part One](#)

[How We Teach Part 2](#)

Submitted by:
Kara Burghardt
CES Principal

Clatskanie School District

Student Services Department

CSD Board Report

Jim Helmen- Director of Student Services and Innovations

March 4, 2021

Month in Review:

Writing workshop

We are providing a writing workshop for all resource educational assistants at CMHS and CES. The workshop is intended to develop a clear understanding of Oregon writing requirements and provide strategies for staff to support students' success in writing.

During the writing training, I provide exemplar papers at various achievement levels from the state of Oregon writing training series. The pieces are from relatively low to those that are high and exceed the standard. We utilize the Official Writing Scoring Guide rubrics to determine what meets Common Core Writing Standards for Oregon in grades 3-8 and 11. At our initial training, our baseline in scoring calibration was 30%. At the most recent training, our baseline indicated 68% calibration. Our goal is to meet 90% calibration with each scoring group with three score papers.

Smarter Balanced Assessment Review

This month we have completed the review of Smarter Balanced performance of the last three testing years. The review included

1. Assessment of overall proficiency data one each CCSS grades 3-8 & 11
2. Identification of strand data proficiency each sub-standard
3. Comprehensive data comparison of all grade levels for three testing years

DESSA System-Devereux Student Strengths Assessment.

- We have completed training for grades 3 and 6 with staff
- Completion of winter DESSA-Mini will be done by March 12, 2021
- The team will review results at the March 23 training and check SEL supports for teacher options during noncore class time.

Priority standard development

Through meetings with ODE, we have provided support to identified teachers at CMHS to develop priority standards in math and ELA. We are also providing ongoing observation and frequent feedback to improve teaching practices.

Board Report
March 2021

Schools: Our schools are open and serving students K-12. Our staff in the buildings has done an outstanding job of putting safety protocols in place to keep students and staff safe. I have been in both buildings at least weekly and have been in every classroom.

Most of the staff that wanted to get the vaccination has done so. Many of our staff had their second shot on 2/27 or 2/28. There was a lot of angst around side effects before getting the second dose. I was concerned that if enough staff felt really sick we would need to close school. Many had significant effects and some had none. Only a few staff members had to miss a day of work. Most of them toughed it out and came into work feeling under the weather. We really have a staff dedicated to the students.

Bond: I went to the Columbia County Courthouse and filed for our Bond. We are in the waiting period. Next week I expect that I can file the final paperwork and we can move forward. We have 3 bids for our design-build that Mark, Paul, Kathy, an ODE staff member, and me are rating. More information will be at the meeting.

Reports: This is the time of year that all of our additional grant funding reports must be turned in for accountability purposes to the ODE. I have filed our reports for our Student Investment Funds, Comprehensive Distance Learning, Oregon Business Development, ESSER, and our Federal funds.

Student Investment Funds: As you know we had a reduction in the funds due to COVID impacts on businesses. We were expecting over \$600,000 and were given \$204,769.04. We have not spent the entire amount yet as there were things that we could not fulfill. I have asked for an extension to the funding and have made some slight changes so that we can use all of the funds. The good news is that we have our preliminary allocations for the 21-22 and the 22-23 school years and things are looking better. We have preliminary allocations of \$520,912.06 for the 21-22 year and \$542,173.77 for 22-23. We will need to again work with our stakeholder groups to determine how best to use the funds.

ESSER 2: We are expecting to receive \$\$509,450.99 for COVID relief. These funds come with significant strings just as the previous funds were. I have asked each building as well as facilities and maintenance to review needs for the next year and submit requests to me. We have a lot of technology that will need to be replaced (student chrome books) and a variety of miscellaneous technology needs. We also need to get storage "dry boxes" for our buildings, continue to purchase sanitation supplies, pay for food service over budgets, monthly broadband service for families, and new better filters for our HVAC systems. Those are just a few of the identified needs. We do not have to spend all the funds in one year so that helps but we do have to follow the guidelines. We have also increased some staff hours and added some temporary positions.

Repairs & Insurance: We have received reimbursement from our first flood damage at CMHS and are expecting the second one sometime in the future. The insurance wheels turn slow. Work is continuing in Mr. Bryn's room, the flooring staff was there this week putting the new floor in. The preschool room

was completed and they are back up and running. We had one of our trees fall on a garage on Bryant St that we did not claim on our insurance as our deductible is \$1,000 and the cost to remove the tree was \$900. Our forestry students will take the tree and mill it for use. There was damage to a neighbors work trailer that is not covered.

Summer Programs: We were notified by the ODE that we are eligible for approximately \$43,000 to develop a summer program for CMHS students. Jim, Mark, and I need to participate in a training ZOOM with the ODE on fund uses. More to come... Kara applied for a grant from the NWRESD for a summer program as well. It is not a large sum but will help support a summer program if the schools decide to create one beyond the Kinder Kamp.

HVAC: Our HVAC system at CMHS continues to cause Paul frustrations. It's always something. He informed me that the computer software is not communicating with the units. All the units remain set the way there were before we had to turn them off.

Calendar Committee: We are putting together the calendar committee. There will be two teachers and the administrator from each building as well as two from the DO. It would be great if a Board Member or two would like to serve on the committee as it is the board's responsibility to set the calendar. We have a couple of options to review or start from scratch and put a calendar together. I will set a meeting in the next week or so once I know who will be on the committee.

Classified Week: This week was classified week and we honored our classified staff for the work they do. Lots of sweets and treats, I think they all gained a few pounds!

Kudos: To all staff, they have been really giving their all to support our students, keep our buildings clean, safe, and running. I am in awe of what is happening across the district. I sure hope our community realizes how awesome our staff is in our District.

Clatskanie School District

BR-General Fund - Rev & Exp/Assets OBJECT For the Period 07/01/2020 through 02/28/2021

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>
INCOME						
GENERAL FUND REVENUES						
Property Taxes (+)	\$3,765,785.00	\$3,389,631.61	\$3,389,631.61	\$376,153.39	\$0.00	\$376,153.39 10.0%
Charges for Services (+)	\$80,500.00	\$37,088.31	\$37,088.31	\$43,411.69	\$0.00	\$43,411.69 53.9%
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	\$18,609.77	\$18,609.77	\$12,390.23	\$0.00	\$12,390.23 40.0%
State Sources (+)	\$4,948,102.00	\$2,913,785.27	\$2,913,785.27	\$2,034,316.73	\$0.00	\$2,034,316.73 41.1%
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	\$6,363,983.22	\$6,363,983.22	\$3,157,076.78	\$0.00	\$3,157,076.78 33.2%
Total : INCOME	\$9,521,060.00	\$6,363,983.22	\$6,363,983.22	\$3,157,076.78	\$0.00	\$3,157,076.78 33.2%
EXPENSES						
GENERAL FUND EXPENDITURES						
Salaries (-)	\$5,026,951.00	\$2,839,291.65	\$2,839,291.65	\$2,187,659.35	\$1,982,233.22	\$205,426.13 4.1%
Benefits (-)	\$3,247,980.00	\$1,888,919.41	\$1,888,919.41	\$1,359,060.59	\$236.00	\$1,358,824.59 41.8%
Purchased Services (-)	\$743,250.00	\$397,913.81	\$397,913.81	\$345,336.19	\$345,948.73	(\$612.54) -0.1%
Supplies & Materials (-)	\$328,950.00	\$181,675.99	\$181,675.99	\$147,274.01	\$1,834.55	\$145,439.46 44.2%
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	\$159,153.01	\$159,153.01	\$29,796.99	\$0.00	\$29,796.99 15.8%
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)	(\$5,468,081.87)	(\$5,468,081.87)	(\$4,052,978.13)	(\$2,330,252.50)	(\$1,722,725.63) 18.1%
Total : EXPENSES	(\$9,521,060.00)	(\$5,468,081.87)	(\$5,468,081.87)	(\$4,052,978.13)	(\$2,330,252.50)	(\$1,722,725.63) 18.1%
NET ADDITION/(DEFICIT)	\$0.00	\$895,901.35	\$895,901.35	(\$895,901.35)	(\$2,330,252.50)	\$1,434,351.15 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	1/6/21	2/2/21	3/3/21		
K	69	74	50	47	44	45	45	47	47		
1	51	49	74	61	59	59	59	62	66		
2	60	59	46	47	45	46	45	45	48		
3	49	47	57	54	51	50	50	50	51		
4	57	59	48	45	45	44	44	44	44		
5	63	62	61	56	54	54	54	54	56		
6	56	55	60	60	61	60	59	61	61		
<i>Elementary Total</i>	405	405	396	370	359	358	356	363	373		
7	44	43	54	49	50	49	48	49	49		
8	47	46	44	41	41	41	41	41	42		
9	56	59	44	43	42	41	41	43	44		
10	41	38	57	56	54	53	53	53	52		
11	72	62	41	39	41	42	41	40	38		
12	51	53	63	60	60	62	60	59	60		
<i>Mid/High Total</i>	311	301	303	288	288	288	284	285	285		
<i>TOTAL</i>	743	706	699	658	647	646	640	648	658		
TRANSFERS											
CES In	3	0	1	1	1	1	1	1	1		
CMHS In	3	1	0	1	1	1	1	1	1		
Total IDT In*	6	1	1	2	2	2	2	2	2		
CES Out	18	14	26	25	78	78	23	22	20		
CMHS Out	14	10	23	24	58	58	23	22	19		
Homeschool							45	45	45		
IDT Out**	32	24	49	49	136	136	91	89	84		

* 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 - 1	3rd - 1	K - 1	K - 1	K - 1	12th - 1	12th - 1
6th - 1		1st - 1	4th - 1	3rd - 2		2nd - 1		
7th - 1		3rd - 1	5th - 1	7th - 2		3rd - 1		
9th - 1		4th - 1	6th - 1	12th - 1		6th - 1		
10th - 2		5th - 1	7th - 1			8th - 1		
		7th - 1	9th - 2					
		8th - 1	12th - 1					
		9th - 1						
		10th - 1						
		12th - 1						
=7	=45	=10	=8	=6	=1	=5	=1	=1

*Insight School of Oregon Painted Hills

**Destinations Academy of Oregon

CLATSKANIE SCHOOL DISTRICT 6J
PO Box 678
Clatskanie OR 97016

STATUS OF CONTRACTED PERSONNEL RENEWALS
For
2021-2022 School Year

Probationary Teachers:

Second Year Renewals for 2021-2022

Bianca Adkinson Miranda Belcher Maria Rissone

Third Year Renewals for 2021-2022

Nicole Baldwin	Rachel Fuller	Joanne Kallunki
Charlotte Kyle	Billi Leinonen	Sara Neuhauser
David Ramsey	Glenn Rhodes	Nicole Takalo

Contract Teacher Renewals for 2021-2023:

Caroline Alexander	Mary Bauman	Marc Brewer
Nina Brewer	James Byrne	Megan Corne
Amber Crawford	David Crawford	Jaime Erwin
Timothy Erwin	Denev Flatz	Mckenzie Garlock
John Hazapis	Robin Haulk	Rebecca Horness
Lucius Jones	Timothy Kamppi	Anne Kynsi Dines
Denise Rowland	Carole Shockley	Charlie Sittloh
Mary Sizemore	Sara Tallman	Ryan Tompkins
Amanda Tompkins	Amanda Turner	Kyla Van Voorst
Timothy Van Voorst	Dawn Warren	

Probationary Administrator Renewals for 2021-2022

Kara Burghardt

Administrator Renewals for 2021-2024:

James Helmen Cathy Huowitz

Contractor Renewals for 2021-2022:

Mark Bergthold Jennifer Cooper

Clatskanie School District 6J
PO Box 678
Clatskanie OR 97016
BOARD OF DIRECTORS' BOND WORKSHOP
February 4, 2021, 6:00 pm , Old Middle School Gym, 660 SW Bryant St.
(see our main page at www.csd.k12.or.us for instructions on joining the meeting via Zoom)

BOARD BOND WORKSHOP MINUTES

BOARD MEMBERS PRESENT: Megan Evenson-Board Chair, Kara Harris-Vice Chair, Ian Wiggins (via Zoom), Kathy Engel, Katherine Willis

ADMIN TEAM PRESENT: Cathy Hurowitz-Superintendent, Mark Berghold-Business Manager(until 6:20 pm), Jim Helmen-Director of Student Services and Innovation, Tami Burgher-Board Secretary, Kara Burghardt-CES Principal

GUESTS: Lauren MacMillan-Piper Sandler (via Zoom) and Rick Becker-McKinstry

- I.** CALL TO ORDER: 6:01 pm
- A. Agenda Review: Reviewed, no additions
 - B. Agenda approval

II. NEW BUSINESS

- A. New Federal Funds
- B. Bond Planning: C. Hurowitz gave a brief introduction to the evening and shared a more detailed agenda (see attached). Lauren Macmillan from Piper-Sandler gave a presentation on the election timeline and general obligation bond levy rate analysis. The paperwork timeline was presented, with the election being on May 18, 2021. If the bond passes, it takes 2.5 to 3 months to get the bonds issued for public sale. The first fiscal year that the tax would be levied is 21-22. She discussed campaign dos and don'ts via the Secretary of State brochure (see attached). This needs to be shared with all staff. Via a question from K. Engel, Lauren discussed the effect of the urban renewal tax and its effect on taxpayers if it ends. Next, Rick from McKinstry presented the priorities and needs in the district from the study they conducted. He discussed how they came up with the list and how they prioritized the list. The main priority is safety throughout the district and dividing the middle and high school students within CMHS. He showed how they plan to accomplish this with restructuring within the building. CES upgrades include safety, roofing, security and HVAC work. There was also some discussion around the Bus Garage, parking lots and lighting. There was mention of the auditorium at CMHS and some upgrades that would be included there. Rick also addressed the cost of waiting until 21-22 to start construction, which could up the cost as much as 5%. The board talked about the selling points of the bond. The bond is for \$10 million and if it passes, we get a matching \$4 million. If the bond doesn't pass the first time, the \$4 million grant goes away and we would have to reapply. There is also a possibility of \$2 million in seismic grants. We would keep the bond at the same rate for the taxpayer as the current bond that is expiring. They discussed whether work can be done while school is in session. The main goal, if the bond passes, is to get the design done and order the needed equipment to be able to get started as soon as possible. C. Hurowitz went over the work that needs to be done. The board needs to complete the Bond Resolution and Exhibit A for board approval at Monday's meeting. That will get the bond process moving. There was a lot of discussion as to what should appear on the Exhibit A. This document gives a general sense of what the district wants to complete with the bond money. C. Hurowitz will speak with the lawyer and M. Evenson to firm up the Exhibit A explanatory statement tomorrow at 10:30 am and it will be ready for board approval on Monday.

NEXT BOARD MEETING: February 8, 2021

ADJOURNMENT: 8:18 pm

Clatskanie School District 6J
PO Box 678
Clatskanie OR 97016

BOARD OF DIRECTORS' REGULAR BOARD MEETING
February 8, 2021, 6:30 pm via Zoom and in person at the Old Middle School Gym, 660 Bryant St
(see our main page at www.csd.k12.or.us for instructions on joining the meeting via Zoom)

BOARD MEETING MINUTES

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

Admin Team Present: Cathy Hurowitz-Superintendent, Mark Berghold-Business Manager, Jim Helmen-Director of Student Services & Innovation, Tami Burgher-Board Secretary, Kara Burghardt-CES Principal, Kim Oblack-CMHS Principal (via Zoom)

Guests (via Zoom): Dawn Warren, Donna Thompson, Yvonne Krause, Stacy Hicks, Ryan Tompkins, Tim Erwin, Lucius Jones, Paul Simmons

- I. CALL TO ORDER: 6:31 pm
 - A. Agenda Review: No changes
 - B. Approve Agenda

A motion was made to approve the agenda.

KE/KH - 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 thanked the couple of members that checked into the OSEA Scholarships. The recipients will be announced in mid June and the union will begin accepting applications for 2022. A couple of members were able to get discounts on their car insurance through the union, so that is available. They are still at 100% membership even with the three new hires. Shout out to the bus drivers, it has been a bit of a challenge with all of the changes that have taken place. They need bus drivers, they are short on substitutes. Thanked Ryan, Kim, Kara, Sarah and Heidi Newton for their help and support.
 - D. Clatskanie Education Association Representative Report: L. Jones, they are looking forward to sitting down and bargaining for their new contract. Many across the district have started with students and he expressed gratitude to all levels doing so much work, from his viewpoint people are really working together. Kids were very excited to be back. Thanks and gratitude to those that are working hard and to those behind the scenes as well.
 - E. COVID Safety Update - Ryan Tompkins: Obviously a big deal getting kids back in the building after planning for months. There were adjustments that had to be made the first couple of days (i.e. too close in line, rearranging lunch seating, etc), but people are used to change. Regarding the big issues, kids have been really good about masking up and following directions, it has been far better than expected. Appreciates the staggered start, it has given them a chance to work out all of the kinks before everyone is back. Very positive week!

- III. OLD BUSINESS
 - A. None

IV. NEW BUSINESS

- A. Policy updates - 1st reading (no action needed)
 - 1. GCBDA/GDBDA-AR(1) - Federal Family and Medical Leave/State Family Medical Leave (Conditionally Required)
 - 2. GCBDA/GDBDA-AR(2) - Request for Family and Medical Leave (Conditionally Required)
 - 3. GCBDA/GDBDA-AR(4) - Sample Designation Letter to Employee-FMLA/OFLA Leave (Conditionally Required)
 - 4. GCBDA/GADBAD-AR(1) - COVID-19 Related Leave (Delete, see email)
 - 5. GCPC/GDPC - Retirement of Staff (Optional)
 - 6. IJ - School Counseling Program (Highly Recommended)
 - 7. IJ-AR - Child Development Specialist Program (Optional)
 - 8. IKFB - Graduation Exercises (Optional)
 - 9. JB - Equal Educational Opportunity (Required)
 - 10. JFCM - Threats of Violence (Required)
 - 11. LBE - Public Charter Schools (Highly Recommended)
 - 12. LBE-AR - Public Charter Schools (Highly Recommended)
 - 13. LBEA - Resident Student Denial for Virtual Public Charter School Attendance (Conditionally Required)
- B. Approve Board Bond Resolution and Exhibit A: C. Hurowitz presented the Board Bond Resolution and Exhibit A that was completed on Friday. M. Evenson read Exhibit A aloud (see attached).

A motion was made to approve the \$10 million Bond Resolution that includes acceptance of the \$4 million grant and Exhibit A as written.

KE/IW - UNANIMOUS

- C. Establish Inter-District Transfer student limit for 2021-2022: M. Evenson had this added for discussion. C. Hurowitz said putting a number on it was fine, as each transfer request is reviewed before accepting by both districts and there have been students that she has said no to. Most of the time she says yes. When Cathy gets a request, she usually calls the district to get more information on the student. At this time, the district is not accepting students, because we are one of the first schools opening, we have a lot of people wanting to transfer here. Our classrooms are full with students social distancing. Currently, our interdistrict transfer limit in and out is 50 students. Open enrollment may return again, it expired a few years ago.

A motion was made to maintain our current interdistrict transfer limit at 50 students for the 2021-2022 school year.

IW/KH - UNANIMOUS

V. SUPERINTENDENT'S REPORT

- A. K-6 Principal Report: Written. K. Burghardt wants to thank the bus garage and other staff, the teamwork is pretty amazing to watch.
- B. 7-12 Principal Report: Written. K. Oblack wanted to add that they have added a temporary educational assistant for COVID, Kate Sloderbeck. She is helping with therm checks in the morning, COVID logs, escorting sick students to the office and filling in when CMHS is shorthanded. Overall, the kids have been really well behaved, they want to be there. 7th, 8th and Seniors are attending this week.
- C. Student Services Report: Written. J. Helmen added that they had just wrapped up about 1-½ months of principal training on student achievement and improvement. Also, kudos to the bus garage and Yvonne, who balances all the changes on a daily basis and the staff members in both buildings. It was exciting to see the kids back and the looks on their faces and the excitement they have about being back in school. They have developed the Student Study Team Handbook and revamped the Talented and Gifted Program. The district will send out a brochure to parents informing them about TAG. Huge shout out to our special education staff, how they are providing support and working hard. Their dedication to students that need extra support shows.
- D. Superintendent Report: Written. C. Hurowitz explained the process we used to get kids back in school. There are many factors used to open up, including Columbia County Health Department and Oregon Department of Education. It is a collaborative decision. Being at the schools, kids are smiling and happy to be back and staff are happy to have them back, it's very exciting. This has been a huge lift and team effort by all.
 - Financial Report: Written.

VI. BOARD MEMBERS REPORTS: K. Engel - To the people on Zoom and our administrators, when you are giving your report, we are smiling with the masks on. She watched Talking Tombstones on youtube and it was really fun and cool. It is another example of how teachers and staff go above and beyond for their students. People comment that it must be crazy to be on the board right now, but it isn't for the board, it is for the administration and staff. Thank you! She did send the letter to The Chief today. K. Willis seconded what K. Engel said. She thanked everyone for getting the kids back in school, and commented it was quite an undertaking. She is excited to hear that we might have some sports coming soon, that is exciting. The bus drivers have done a good job through some difficult times. The staff make it look easy and she knows it is not, so she thanked them. K. Harris agrees with everything that everyone has said. She is impressed with the safety aspects. She was worried about sending her child back to school, and the safety measures have been nothing short of impeccable. They have thought of every eventuality or situation that could occur and she is impressed! I. Wiggins wanted to congratulate the district employees for successfully bringing students back so far and is looking forward to next month when everyone is back. Hopefully, that will happen...and sports! M. Evenson commented she is sure the Seniors are excited to be back and she is really excited about the bond coming up and we will be building a lot of enthusiasm and excitement for it and that the community will support it, it is really, really needed for our schools.

VII. INFORMATION (no action needed)

- A. Enrollment Information: Still down about 100 kids from last year but, hopefully, we will get them back. C. Hurowitz commented that enrollment is down throughout the state, but that should change when schools are fully opened. It's not just us, it is statewide. The state is making some allowances for this next funding period, they say they are not going to ding us on the next funding round. We are hoping they change some of the calculations including the poverty weight for funding. They are also going to look at the funding for the student success fund and hoping they don't mess with it. She discussed the school district lobbyists. J. Helmen wanted to recognize, along with the K-12 teachers, the Clatskanie Family Academy. They've got 150 kids and the level of education they are providing, Dawn and her support staff, is incredible. We need to recognize that. Thank you Dawn and staff. K. Burghardt has been working with Kyla Van Voorst on the playground that has overgrown since last March. PSEA will be doing a clean up on Sunday from 1-3 pm and will clean up the lower playground and also the garden area. They will send out a flyer with more information.
- B. Board Election Information: Three board positions opening.
- C. Temporary hiring of .88 FTE CSD Educational Assistant Katelyn Dines Sloderbeck (effective 2/2/21-6/10/21)
- D. Temporary additional hours added to CES Custodian, Caleb Warren, making him 1.0 FTE (effective 1/22/21-6/30/21)
- E. Temporary additional hours added to Bus Driver, Stacy Hicks, as District Office/CMS Gym custodian (effective 2/8-6/30/21)

VIII. CONSENT AGENDA

- A. Financial Report
- B. Approve the 2021-2022 NWRESRD Strategic/ Local Service Plan
- C. Approve 2021-2022 Budget Calendar: There are four open positions on the budget committee.
- D. Approve revised September 14, 2020 Board Meeting Minutes: The original agenda read September 14, 2021, it was corrected to September 14, 2020.
- E. Approve the January 11th, 2021 Board Meeting Minutes

A motion was made to approve the consent agenda with the correction of September 14, 2020 minutes.

KH/KW - UNANIMOUS

Adjourn public session to enter executive session: 7:10 pm

IX. EXECUTIVE SESSION: ORS 192.660(i): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Adjourn executive session: 8:22 pm

NEXT BOARD MEETING: March 8, 2021

ADJOURNMENT: 8:23 pm

Megan Evenson, Board Chair

Cathy Hurowitz, Superintendent

Clatskanie School Board Executive Session
March 8, 2021

Evaluation Summary of Cathy Hurowitz
Clatskanie School District Superintendent

The Clatskanie School District Board of Directors is very pleased with the leadership Cathy Hurowitz has shown in her position as the Superintendent of the Clatskanie School District. The Board has evaluated Cathy on 9 performance standards. Overall, we have found her to be an effective and visionary leader for our district.

As with most districts, the past year has found us dealing with the Covid-19 pandemic and all the fallout surrounding the distance learning, safety protocols, and union issues that go with it. We are proud of the work our administration has done to become the first school district in Columbia County to safely open our schools back up to in-person learning for our students.

Cathy has put in countless hours meeting and learning about the ODE and OHA Covid-19 safety requirements that have been ever changing for school districts. She has wisely used the resources and investments from COVID and CARES funding to ensure that our students and staff have a safe place to work and learn. She has also shown visionary leadership in providing a comprehensive "Clatskanie Family Academy" for our families that wish to remain learning from home during this time.

Cathy has provided mentorship for our Administrative team that is focused on student learning and has collaborated with staff on a book study that focuses on student achievement. She has maintained a strong emphasis on teaching and learning and encourages staff professional development time.

Cathy has shown a strong ability to communicate well with our community. During this difficult COVID year, there have been many impacts to education that have required constant updates to staff and parents. She has done a great job of distributing information via various platforms in a timely fashion. She answers concerns and questions with a reassuring and confident manner. She has had to handle many emergency situations, and she does so in a calm and organized way.

Cathy is working closely with our business manager and is staying focused on the Student Success funding for our district, as well as the bond we hope to pass in May 2021. This bond, if passed, will bring much-needed upgrades to our schools. She has already put in countless hours planning and working towards this goal.

We hope that as life and school gets back to "normal" that she can focus on recruiting and mentoring staff, and continue building sustainable management systems. We would also like to see her working closely with union leadership to continue building trust and collaboration. We feel confident in Cathy's abilities to continue leading this district, increasing learning opportunities, and ensuring a high-quality education for every student.

Clatskanie School Board
Megan Evenson-Chair
Kathy Engel
Kara Harris-Vice Chair
Ian Wiggins
Katherine Willis