

Knappa School District No. 4 • Astoria, Oregon 97103

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

Board of Directors' Regular Board Meeting

Wednesday, January 24, 2024

7:00 p.m.

Board Recognition Month!

1. **Call to Order** – Chair Cullen Bangs
 - 1.1 Flag Salute-6:30 p.m.

2. **Consent Agenda- (Motion for approval needed)**
 - 2.1 Minutes from the December 15, 2023, and January 10, 2024 Board Meetings.
 - 2.2 Personnel Update
 - 2.3 Maintenance Director Job Description
 - 2.4 23-25 OSEA Contract

3. **Communications and Hearing of Interested Parties**

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

4. **Superintendent/Bond Report**

5. **New Business**
 - 5.1 24-25 School Calendar-(motion needed)
 - 5.2 24-25 School Start and End Time-(information only)

6. **District Reports**
 - 6.1 **Financial Report-** (Diane Barendse)
 - 6.2 **School Reports**
 - Hilda Lahti Elementary/Middle School
 - Knappa High School

7. **Board Member Reports and Future Agenda Items**

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

Meetings •Wednesday, February 21, 2024 Board Work 6:30 pm, Knappa High School Library.

Knappa School District No. 4 • Astoria, Oregon 97103

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Board of Directors' Regular Board Meeting

December 13, 2023

6:30 pm

Music Performance

Present

Cullen Bangs-Vice Chair
Will Isom-Director
Michelle Finn-Director
Christa Jasper-Director
Brian Montgomery-Director

Absent

William Fritz-Superintendent
Diane Barendse-Business Manager
Tammy McMullen-HLE Principal-Virtual
Paul Isom-KHS Principal
Jennifer Morgan-Board Secretary

1. **Call to Order** – Chair Cullen Bangs-6:44 p.m.
 - 1.1 Flag Salute

2. **Consent Agenda- (Motion for approval needed)**
 - 2.1 Minutes from the November 15, 2023 Regular Board Meeting
 - 2.2 Personnel Update

Finn moved to approve as presented, Montgomery seconded, moved to vote approved unanimously.

3. **Communications and Hearing of Interested Parties**

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

Otis Hunsinger spoke about his concerns for a livable wage for staff.

Pam Engblom spoke about the SPED aide leaving and living wages.

Superintendent Report-Dr. Fritz-reviewed his report that was included in the board packet. No discussion

Bond Citizens Committee Report-(information)-reviewed, no discussion

New Business

Early Literacy Grant-Tammy McMullen- (presentation and approval needed)-McMullen reviewed the power point. Montgomery moved to approve as presented, Jasper asked how many kids are in the after school program, McMullen stated 25-27, they have a snack and then move to a classroom for math games and STEM activities, she also asked how many staff help, McMullen stated three. Jasper asked if we would you use the grant money for more staff to help after school, McMullen stated the 1st year will be focused on PD then work on developing the after school program to be more effective. Finn seconded, moved to vote, approved unanimously.

23-25 SIA Grant- (motion and approval needed)-Dr. Fritz stated the grant includes the music program, our behavior specialist, extra funds for PD, and student interventions, Finn moved to approve as presented Jasper seconded, moved to vote, approved unanimously.

Measure 110-(discussion)-Dr. Fritz stated the county commissioners put forth a resolution to give to the state, regarding making changes to M110 in the state of Oregon. Jasper stated she asked to discuss this, Finn asked what can we do as a school to support, discussion followed on if the board could pass a resolution as well in support of change to the measure. Bangs asked how the board would like to proceed for a future agenda item, Jasper asked if the board should create a similar resolution as the county has, Bangs stated this would be the boards resolution, not the district. Take the counties resolution and make it more Knappa specific, what it means for our students, Isom moved to create a committee, Finn seconded to make a committee of two board members working with Dr. Fritz on a resolution, moved to vote, approved unanimously.

Curriculum Reconsideration- (discussion and motion needed)-Dr. Fritz reviewed the curriculum complaint that was presented to the curriculum committee. The request was to remove some library books from the district, the complainant did not agree with the committee and filed an appeal to the board. Dr. Fritz reviewed each book and what the committee recommended. Each book and the complaint are included in the board packet. YA books are not checked out to students unless they have parent permission. The committee was very deliberate and took the time to review the books. Jasper stated she asked about the parent permission, why isn't in on an individual book basis, we didn't have a YA section until a few years ago, discussion followed. Bangs asked if the committee rated the books, Fritz stated no the committee did not rate the books, that came from the complainant, Carrie Doners research.

Took a 5-minute recess.

Bangs asked Carrie Doner, the complainant to speak about the books. Doner stated she is requesting the school board remove the books from our library, that they violate our board policy and removing the books just removes them from our library, they can still access them from the public library or at home. Discussion⁴

followed. Jasper stated the librarian is not there at all time, can students check out books when they are not there. Dr. Fritz stated that the K-5 students are always with teacher and have set times, 6-8th grade students can only access the library when the librarian is there. Bangs asked Ms. Doner about the violation of the school board policy, is she aware if the books are being used in the classroom, discussion followed.

Finn moved to remove the book Flamer from both libraries, Jasper seconded, Bangs asked how are we addressing the remaining books, Montgomery stated we can vote to uphold the committee recommendation, vote to reverse the decision by the committee, or modify the decision. Isom stated he would want clarification on the ratings of the books, discussion followed, moved to vote, Finn, yes, Isom yes, Jasper yes, Montgomery no, Bangs no, motion passes to remove the book Flamer from both libraries. Isom moved to uphold the curriculum committee's decision for the remaking 6 books, Montgomery seconded, Finn and Jasper both stated they want to review the policy on YA books, moved to vote, Jasper no, Isom yes, Montgomery yes, Bangs yes, Finn yes, motion passes.

District Reports

- 3.1 **Financial Report- (motion needed)**-Barendse reviewed the financial report, no questions. Finn moved to approve, Montgomery seconded, moved to vote, approved unanimously.
- 3.2 **School Reports**
 - Hilda Lahti Elementary/Middle School-McMullen thanked her staff for stepping in while she has been out on medical leave.
 - Knappa High School-Isom stated we are in our 50th year of accreditation, and we received a plaque, thanked Hughston for the musical performance, he reviewed the remaining items in his report. Continue to work on post high school career paths. NHS induction was last week and we have nine students inducted this year.

Board Member Reports and Future Agenda Items

Montgomery- would like to work on age appropriate library books.

Jasper-would like to work on the parental permission for the YA books.

Finn-wants to look at the policy regarding YA books

Isom-thanked the speakers today, stated the negotiation process can cause some friction, he recognizes the good people we have here and hope we move forward to find a resolution. The boards responsibility is to keep the doors open for our students-expressed gratitude for the staff.

Bangs-thanked everyone for being professional and civil

Adjourn 9:25 pm

Next Meetings • Wednesday, January 10, 2024 Board Work Session, and January 24, 2024 Board Meeting 6:30 p.m., Knappa High School Library.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the District Office at 503-458-5993. This notice is provided in accordance with provision of the Oregon open meeting law.

Knappa School District is an equal opportunity educator and employer.

Board of Directors' Regular Board Meeting

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

Wednesday, January 10, 2024

6:30 p.m.

Present

Cullen Bangs-Vice Chair

Michelle Finn-Director

Christa Jasper-Director

Brian Montgomery-Director

William Fritz-Superintendent

Diane Barendse-Business Manager

Jennifer Morgan-Board Secretary

Absent

Will Isom-Director

Tammy McMullen-HLE Principal

Paul Isom-KHS Principal

1. **Call to Order** – Chair Cullen Bangs
 - 1.1 Flag Salute

Bangs asked to moved item 2.3 to 2.1

New Business

24-25 Budget Reductions- (discussion only)-Dr. Fritz reviewed the potential budget cuts for the 24-25 school year. Barendse reviewed a few items and stated that ODE did a reallocation of our ADM, and it came in lower than what we budgeted. Our FTE has increased since 2020, and our student population has declined, we will be looking at making some changes. Dr. Fritz stated classified employees can now claim unemployment on summer breaks, this could cost the district upwards of \$100,000. Montgomery asked what is the change in payroll impact? Dr. Fritz stated we don't have that information at this time, but will get back to you on that amount. No further questions.

Phase III Bond Buy Out- (discussion and motion needed)-Dr. Fritz introduced Jesse from the Klash Group, she will be taking over for Abram. Jessie stated the budget is on track, and the whole contract is under budget overall. She reviewed the power point slides with the board, 36% are local contractors, and Hampton Lumber has made a generous donation of lumber to our project. Bangs asked if there will there be a time to comment on some of the buyback items as funding becomes available. Nathan from Fortis stated yes. Montgomery moved to approve the bid package as presented, Finn seconded, moved to vote, Montgomery and the board thanked Fortis and Klash for the presentation, approved unanimously.

24-25 Calendar Discussion- (discussion only)-Dr.Fritz reviewed the tentative 24-25 calendar that was included in the board packet. Discussion followed on the staff PD days instead of late starts. Dr. Fritz stated we will bring back to the January 24th meeting for board approval.

YA Library Books- (discussion only)-Dr. Fritz reviewed the new YA library book procedures that will be implemented at Hilda Lahti. The YA collection will be moved closer to the check out when the library is remodeled this summer. Discussion followed. No questions.

Communications and Hearing of Interested Parties

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

Nothing at this time.

2. Adjourn

Moved to adjourn-8:05 pm

Next Meeting • Wednesday, January 24, 2024, 6:30 p.m. Regular School Board Meeting
Knappa High Library.

Knappa School District # 4

**Changes of Employee Status
January 24, 2024**

The Superintendent recommends accepting the following:

The resignation of Bob Brockey as the District Maintenance Director Effective 6/15/24
16 Years of Service

The Resignation of Tim Van de Grift as the District Technology Director, Effective
6/14/24-**23 Years of Service**

The resignation of Cheryl Aho as a district bus driver

Knappa School District

41535 Old Hwy 30, Astoria, Or. 97103

503-458-5993

William Fritz Ph.D., Superintendent

Position Title: Maintenance Director

Location: District Wide Position
Reports to: Superintendent
FLSA Status: Nonexempt
Salary: TBD
FTE: 1.0
Contract Days: 260

GENERAL DESCRIPTION:

Assumes responsibility for all district building maintenance projects to include project organization, supervision of staff, and any other duties as required by this position.

QUALIFICATIONS: Knowledge, Skills, Abilities Required:

- Valid Oregon Driver's license.
- Two years minimum experience in construction trade, plumbing experience, and knowledge of boiler maintenance and operation.
- Demonstrate knowledge and expertise in the basic techniques of electrical repair, maintenance, carpentry, plumbing and grounds maintenance
- Strong customer service skills
- Supervisory experience.
- Establish and maintain positive and harmonious relationships with students, fellow employees and the general public
- Live in the Knappa School District boundaries
- Knowledge of:
 - i) Modern cleaning methods and the use, care, and safety of cleaning materials and equipment;
 - ii) Methods, materials, equipment, and tools used in routine building and grounds maintenance work;
 - iii) Requirements for maintaining school buildings and grounds in a safe, clean, and orderly condition.
- Ability to:
 - 1) Read and/or write specifications, plans and blueprints;
 - 2) Use cleaning materials and equipment with skill, efficiency, and safety;
 - 3) Understand and carry out oral and written instructions;
 - 4) Lay out work, estimate time and budget for tools and materials needed;
 - 5) Conduct bid process for capital improvements and equipment;
 - 6) Maintain records;
 - 7) Perform heavy physical labor.

ESSENTIAL FUNCTIONS: Performs some or all of the following tasks. Other duties may be assigned.

1. Performs carpentry, plumbing, and other work as indicated.
2. Assist in coordinating custodial activities with custodial staff at all building locations and provides input into custodial evaluations.
3. Schedules all competitive bidding maintenance projects through completion.
4. Estimates and budgets yearly projects and assists in budget development for custodial and maintenance services.
5. Coordinate the purchasing of all supplies for custodial use in all building locations and all maintenance supplies as needed.
6. Develops and performs a program of preventative maintenance, service of machinery, etc. at each district location.
7. Pass state water system training.
8. Schedules work to be done by outside service providers.
9. Assigns and/or performs duties as assigned by the Superintendent or designee.
10. Develop and maintain an annual Maintenance Calendar
11. Other duties as assigned.

EDUCATION:

High School Diploma or equivalent GED

TERMS OF EMPLOYMENT:

Salary and work year according to the negotiated contract.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of Board policy.

WORKPLACE EXPECTATIONS:

- Establish and maintain a positive and respectful working relationship with students, staff, administration, parents/guardians and community members.
- Work collaboratively and communicate effectively with staff and customers at all organizational levels (listening to others without interrupting, keeping emotions under control, remaining open to others' ideas and focusing on solving conflicts).
- Ability to work independently.
- Maintain a high level of ethical behavior and confidentiality of information about participants, families and staff.
- Maintain dependable and consistent attendance and punctuality.
- Follow all laws, District policies, rules, regulations, memos, announcements and reasonable requests by proper authority

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate grounds maintenance equipment.
- Walking or standing for extended periods of time.
- Ability to lift 100 pounds.
- Seeing to perform gardening and grounds work.

- Lifting, carrying, pushing or pulling heavy objects as assigned by position.
- Bending at the waist, kneeling or crouching.
- Reaching overhead, above the shoulders and horizontally.
- Climbing ladders.
- Heavy physical labor.

Work Environment:

- Outdoor environment.
- Seasonal heat, cold or adverse weather conditions.
- Driving a vehicle to conduct work.
- Exposure to fumes, dust, odors, oil, grease and gases.

Hazards:

- Working around or with machinery having moving parts.
- Working at heights.
-

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time, as it deems advisable.

Knappa School District recognizes the diversity and worth of all individuals and groups. It is the policy of KSD that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veteran’s status, genetic information or disability in any educational programs, activities, or employment.

Reasonable accommodations for the application and interview process will be provided upon request and as required in accordance with the Americans with Disabilities Act of 1990. Individuals with disabilities may contact the Human Resources Officer at 503-392-3194 x403 for additional information or assistance. Speech/Hearing impaired persons may contact the district for assistance through the Oregon telecommunications Relay Service at 1-800-735-2900.

EMPLOYEE STATEMENT:

I hereby certify that I possess the physical and mental ability to regularly attend work and fulfill the essential functions of the above position either with or without reasonable accommodations. If I require accommodation(s) in order to fulfill any or all of these essential functions, I will inform the District prior to actually beginning work.

I have read and understand this job description.

Employee Signature

Date

Employee Printed Name

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

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Collective Bargaining

Item Title: Approval of 2023-2025 Collective Bargaining Agreement with Oregon School Employees Association, Chapter 52

Presenter: Dr. Bill Fritz, Superintendent

Background Information Related to this Issue:

The previous contract between OSEA Chapter 52 and Knappa School District was a four-year agreement, in effect from 2018-2023.

Both parties have negotiated a successor contract in good faith.

Highlights of the new contract include:

- Two year duration, 2023-2025
- Salary increases in amounts of 5.5% and 3% in each of the respective two years of the contract.
- Readjustment of and remapping of employees on steps 7-16 to allow for annual increases (rather than frozen steps and larger differences between steps 7-9 on the new schedule.
- Allocation of three (3) days of personal leave, while providing senior employees an additional personal day (4). This group is now consistent with other employees in the district.
- Adjustments to district insurance contributions and opt out amounts, commensurate with the increase in the MODA plan 5 increases.
- Changes to requirements regarding providing copies of the contract (allowing for less print copies and providing the CBA on the website), as well as a requirement to share the location of the contract with new employees and removing a requirement that Board agendas be specifically sent to the OSEA President.
- Addition of a van driver rate of pay (less than a bus driver)
- An increase in notification days for layoff from ten (10) to thirty (30) days
- Adjustments in bus driver meal reimbursement rates.
- Removal of pay draw language (with a new MOU for two-year phase out of draws)
- Changes to just cause provisions to align with new statute, with reopener provision if future amendments are made to the law

Background (con't)

The District bargaining team included Diane Barendse (Business Manager), Paul Isom (High School Principal), and Bill Fritz (Superintendent). OSEA was represented by Cassandra VanGundy (OSEA Chapter 52 President), Chiyomi Honma, Lynne Barendse, Rebecca Gephardt, Tina Nicholson, Julia Mieth, and Tim Hoss (OSEA Field Representative). The District team appreciates the perseverance of the negotiation teams while we navigated challenging issues in a time of inflation, limited state resources, and unfunded mandates.

The agreement has been unanimously ratified by the membership by a 21-0 vote.

Financial Impact:

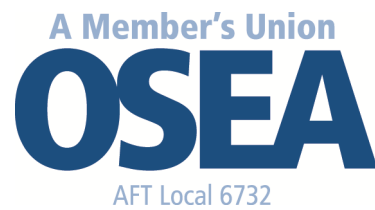
The agreement calls for an increase in the first year of 1% more than the Board approved 2023-24 budget. However, due to attrition of personnel, this difference is offset.

Recommended Action:

It is the recommendation of the Superintendent that the School Board approve the 2023-20265 Collective Bargaining Agreement with OSEA Chapter 52

Contract
Knappa School District No. 4
and
Oregon School Employees Association
Chapter #52

2023-2025



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Contract
Knappa School District No. 4
and
Oregon School Employees Association Chapter 52

Article One • Recognition

- 1.1 The Board recognizes the Association as the exclusive bargaining representative for all employees with a regularly scheduled position, excluding substitutes, temporary employees, confidential and supervisory employees.

Article Two • Management Rights

- 2.1 The District hereby retains and reserves unto itself all powers, rights, and authority and duties, including all rights invested in it by the laws and constitutions of the State of Oregon and the United States. In the exercise of its powers, rights, authority, and duties, the District shall be limited only by the express provisions of this Agreement.
- 2.2 The District shall make a copy of the contract available to represented employees on the website. As a courtesy, the district shall provide 10 printed copies of the contract to the Association for distribution. Upon hire, the District will inform new employees of the location of the contract on the District website.

Article Three • Association Dues Checkoff • Salary Deductions

- 3.1 The District agrees to deduct from the salaries of its regular employees as requested in writing by the employee:
1. Association dues
 2. Premiums for Board-approved insurance programs.
 3. Payments to the employees' credit union
 4. Contributions to the United Fund
 5. Tax-sheltered annuities provided five (5) or more employees subscribe to the annuity.
- 3.2 The District, upon appropriate authorization of the employee, shall deduct from the salary of any employee and make proper remittance for any other plans or programs mutually agreed to by the District and teachers.
- 3.3 The District agrees to deduct an amount equal to one tenth (1/10) of the dues of the Association, each month for ten (10) consecutive months from the pay of each employee who is a member of the Association, beginning with the paycheck for the month of October. Prior to the first dues deduction of the school year, and then for any employee who becomes a member of the Association after the start of the school year, the Association shall notify the District of bargaining unit members who have elected to have dues deducted from their paychecks and shall identify the dues to be deducted from each. In addition, the Association shall provide a formal letter from the OSEA Membership Department that confirms that OSEA possesses sufficient documentation of dues deduction authorization for those members. Upon request by the District, the Association shall make available to the District for review the documented proof of dues deduction authorization for employees. The Association shall also notify the District when a bargaining unit member should no longer have dues deducted. This notification will also include written proof of authorization by the employee. The District shall enact dues deduction changes on the pay period following a written notification.
- 3.4 Along with the monthly dues remittance to OSEA, the District shall provide to OSEA an electronic database with the name of each employee from whom dues deductions have been made and the amount of deductions.
- 3.5 Every quarter the District shall provide to OSEA an electronic database of each employee in the bargaining unit.

- 3.6 The Association agrees to hold the District harmless against any and all claims, suits, orders or judgments brought against the District as a result of the provisions of this Article. The District agrees to notify the Association promptly of any claim and to cooperate with the Association and its designated counsel in the defense of any claim.

Article Four • Association Responsibility

- 4.1 The Association or committees of the Association shall be allowed the use of facilities of the school district for meetings on the same basis as other school-related groups.
- 4.2 The Association shall be allowed use of such office equipment as needed to provide information to the employees outside the regular workday and with the permission of the principal.
- 4.3 The Board shall provide the Association with reasonable bulletin board space, in each building where employees work, for the association's use in communicating with employees.
- 4.4 Up to four Association representatives shall be granted a total of two days each without pay from his/her regular school duties to attend OSEA annual conferences and necessary meetings of interest to the Association, with approval of the Superintendent. The employees may use personal leave time, vacation time, and comp time, if available, to attend the Association conference.
- 4.5 The building principal or supervisor will approve or disapprove visits to employees during working hours.

Article Five • Layoff

- 5.1 Seniority will be defined as the continuous length of service with Columbia School District 5J and the Knappa School District No. 4 as a classified employee from the most recent date of hire. For accounting purposes, all authorized paid leave will be counted towards seniority; authorized, unpaid leaves of absence in excess of thirty (30) consecutive days will not count towards seniority, but will not break seniority. Classified employees who are laid off and subsequently recalled shall retain cumulative seniority for all periods worked except for the period of layoff.

When a layoff occurs within the bargaining unit, the Association and those employees affected will be notified at least thirty (30) working days in advance. This Article shall be interpreted to cover reductions in hours (except those instituted for disciplinary reasons), subject to the following conditions:

- a. Temporary reductions in hours (for 30 work days or less) are not covered by this Article; and
 - b. Only reductions in hours of over one hour are covered by this Article.
 - c. In the event hours are reduced and the employee is eligible for benefits, such benefits (at the existing level at the time) shall continue through the current school year, unless the reduction is a total elimination of hours.
- 5.2 Layoff of bargaining unit employees will be based upon seniority, but such layoff will occur by classification. Laid-off employees will not be paid any salary or benefits during the period of layoff. Notwithstanding, a laid-off employee may, at his/her own expense, continue insurance coverage, subject to the approval of the insurance carrier(s).
- 5.3 A laid-off employee who previously worked in a different classification for the District (within the definition of seniority in the first paragraph above), may "bump" an employee in the other classification as long as two conditions are met:
- a. The laid-off employee has greater District seniority than the person to be "bumped"; and,
 - b. The laid-off employee had at least current satisfactory evaluations. The evaluation form will have an overall evaluation rating that includes "satisfactory" and "unsatisfactory".
- 5.4 Recall rights shall exist for 27 months from the date of layoff. Any laid-off employee not recalled according to this procedure within the 27 months will be deemed to have been terminated in good standing.

Whenever the District determines that a vacancy exists within a classification which has experienced a layoff (within the last 27 months), laid-off employees from that classification will be recalled in reverse order of layoff. The recall notice will be sent by registered mail to the last address the District has on record for the laid-off employee. The laid-off employee will have 10 workdays to respond to the recall notice. Failure to respond within the 10 days or rejection of any recall notice will cause the laid-off employee to forfeit all recall rights and will be deemed to be a resignation.

A laid-off employee shall have the option not to accept a position that is not equal in hours to the former position, and still remain on the recall list.

If no laid-off employee has responded to the recall by classification, or if no further laid-off employees exist from the classification, all other laid-off employees may apply for the regular vacancy. Such application shall not prejudice the employee's rights to recall in his/her own classification.

Article Six • Lunch and Rest Periods

- 6.1 Each employee working six (6) or more hours per day shall receive an uninterrupted lunch period of one-half hour. Such time shall be as scheduled by the employee's immediate supervisor and be as near as possible to the halfway point of the workday.
- 6.2 Each employee shall receive a 15-minute break during each 4-hour period of consecutive service, or major portion thereof, with the break as close as possible to the 2-hour interval. Such breaks will be controlled by the employee's immediate supervisor.

Numbers of Meal and Rest Periods Required Based on Length of Work Period

Length of work period	Number of rest breaks required	Number of meal periods required
2 hrs or less	0	0
2 hrs 1 min - 5 hrs 59 min	1	0
6 hrs	1	1
6 hrs 1 min - 10 hrs	2	1
10 hrs 1 min - 13 hrs 59 min	3	1
14 hrs	3	2
14 hrs 1 min - 18 hrs	4	2
18 hrs 1 min - 21 hrs 59 min	5	2
22 hrs	5	3
22 hrs 1 min - 24 hrs	6	3

Article Seven • Personnel Records

- 7.1 The personnel records of all classified employees shall be maintained in the District's Personnel Office. Such personnel records shall not contain any information of a critical nature that does not bear either the signature of the employee indicating that he/she has been shown the material or documentation that the employee has refused to sign it. A copy of such material shall be furnished to the employee upon request. The employee's personnel records shall be available for inspection upon his/her request during the normal working day.
- 7.2 Employees have the right to respond to any comments in the file and permanent record. An employee will have the right to indicate those documents and/or other materials in his or her file which the employee believes to be obsolete or otherwise inappropriate for retention. Said documents will be reviewed by the Superintendent or designee and if the Superintendent or designee agrees, the documents will be destroyed. The decision of the superintendent or his/her designee is final and binding with no appeal to the board.
- 7.3 Material placed in the personnel record of an employee without conformity with the provisions of this Agreement will not be used in any subsequent evaluation or disciplinary procedure involving the employee.

Article Eight • Separability of Provisions

- 8.1 In the event that any provisions of this contract shall at any time be declared invalid, the District will be in compliance with ORS 243.702.

Article Nine • Wages

- 9.1 Wages for the classified employees in the bargaining unit shall be as indicated on the attached hourly wage schedule (Appendix A) and by this reference incorporated herein. The 2023-2024 salary schedule shall be amended to convert Step 7-10 to new step 7, Step 11-15 to Step 8, and Step 16 to Step 9. As compared with the 2022-23 salary schedule, the 2023-2024 salary schedule shall have a 5.5% increase to Step 1 through new Step 7. Step 8 shall be a 1.5% increase from the hourly rate of Step 7. Step 9 shall be a 1.5% increase from Step 8. The amendments to the salary scale, including the 5.5% increase, shall be retroactive to July 1, 2023. Employees who departed employment with the district prior to mutual ratification of the 2023-25 agreement shall forfeit retroactive pay.

The 2024-2025 salary schedule shall have a 3% increase from the 2023-2024 salary schedule applied to all steps (Step 1 through Step 9 and longevity).

For the 2023-2024 fiscal year, employees on Step 7-10 shall be transferred to Step 7 on the new salary scale. Employees on Step 11-15 shall be transferred to Step 8 on the new salary scale. Employees on Step 16 shall be transferred to Step 9 on the new salary scale. Employees shall be placed on the "longevity" column upon 16 or more years working for the Knappa School District.

- 9.2 A permanent change in position involving new duties with greater responsibilities shall be accomplished by moving the employee affected to the appropriate hourly wage step for the new position which provides an hourly wage rate higher than he/she was receiving prior to the change, and then moved one additional step.
- 9.3 The Association hereby agrees that all reference to overtime for employees, except bus drivers, shall be based on current State and Federal laws. Such laws require the payment of overtime for all hours worked over 40 hours per week. Bus drivers of the District shall continue to be paid overtime for hours worked in excess of 8 hours per day or 40 hours per week, whichever occurs first.
- 9.4 An employee in the bargaining unit called back to work shall be guaranteed a minimum of two hours of work .
- 9.5 New employees will be placed on the first column of the position schedule and subsequently moved one step horizontally on each anniversary in that position. New employees possessing relevant past work experience may be hired in at higher columns, subject to the recommendation of the Superintendent and approval by the Board.
- 9.6 Qualified employees within the District will be considered for additional hours before the district hires a non employee substitute. Employees shall not be placed in a position that would result in work exceeding 40 hours per week.
- a. Supervisors may request a classified employee assume part or all of the responsibilities of an absent employee. If the new duties are responsibilities of an employee in a classification with a higher wage scale, that employee will be paid the higher wage (at the step they are normally assigned).
 - b. An employee voluntarily performing duties of a lower or higher classification will be paid the starting wage of that classification. Employees directed to substitute or perform duties of a classification that has a lower wage scale than their normal position shall be paid at the rate of their normal position. (Note: If an employee has a choice, to perform the additional duties or not, that shall be the determining factor when deciding between voluntarily performing duties or being directed to perform such duties).
 - c. Additional hours worked as a substitute shall not constitute an eligibility for insurance benefits.
- 9.7 Each non 12-month employee shall receive pay for actual hours worked between the 16th and 15th of each month.

- 9.8 The District will front load sick and vacation leave at the beginning of each contract year. However, employees will only “earn” one day per month worked and if an employee leaves early and has used more leave than accrued, then any unearned portion will be reversed out and reflected on final pay.

Article Ten • Fringe Benefits

- 10.1 The District will provide a Group HRA based on the Moda Plan 5. The District will fund the Group HRA such that a deductible will be \$400 per covered person (\$500 if no PCP360 provider is selected), maximum three per family, and the maximum out-of-pocket will be \$3000 per covered person (\$3100 if no PCP 360 provider selected) maximum three per family. For each full time employee, during the 2023-2024 Insurance year, the District shall pay up to a maximum of \$1,462 per month towards insurance premiums for Moda Plan 5, and the employee's choice of dental and vision coverage offered by the District. For each full time employee during the 2024-2025 Insurance year, the District shall pay up to a maximum amount equal to the 2023-2024 Insurance year, plus the percentage increase for MODA Plan 5.

Any eligible employee who opts out of medical/dental/vision insurance coverage based on the rules set forth by the insurance company the following applies: employees opting out shall receive a basic contribution of \$640 per month for 2023-2024 and for 2024-2025, an amount equal to the 2023-2024 monthly amount, plus the percentage increase for MODA Plan 5 as a basic contribution. The basic contribution can be used toward dental and vision insurance, Section 125 or taxable income (See last paragraph Section A) This will be pro-rated for employees starting in mid-year, The basic contribution can be used towards dental and vision insurance, Section 125 or taxable income. (See last paragraph Section 10.1).

The employee's share of the insurance premium will not change even if the District chooses to utilize the tiered rate premium.

For those employees who do not qualify for a health benefit, they will be eligible for a 403b. The District shall contribute \$225 per month during the 2023-24 insurance year for each eligible employee on steps 1-5 with an established account. Employees who do not qualify for a health benefit, who have an eligible account, and are at step 6-8 during the 2023-24 school year shall receive a \$250 403b contribution. Employees who do not qualify for a health benefit, who have an eligible account and are at step 9 or longevity for the 2023-24 school year shall receive a \$275 403b contribution.

Starting with the 2024-25 benefit year, employees may choose to either contribute these amounts into a 403b account or an established Section 125 flexible spending account during open enrollment.

It is the responsibility of the employee to establish an account with an approved vendor under the 403(b) plan at which time the plan will be paid starting the first month after the employee has established said account. This funding is based on available funding and is subject to change during future negotiations.

After 2 employees have chosen to opt out of medical/dental/vision insurance coverage based on the rules set forth by the insurance company the following applies: employees opting out shall receive a basic contribution of \$4,540 for the 2019-20 and the 2020-2021 school years. This will be pro-rated for employees starting in mid-year. The basic contribution can be used toward dental and vision insurance, Section 125 or taxable income. (See last paragraph Section 10.1)

The association will set forth, with business office approval, the list of employees who may opt out of insurance coverage based on the rules set forth by the insurance company of choice.

Section 125 Plan:

In the event the amount paid by the District for the purchase of insurance for each employee is less than the actual cost of that insurance, then each affected employee shall pay the difference through payroll deduction. The District will make available a Section 125 Plan to allow for before tax deductions of the employee paid insurance premiums.

Any District basic contribution that is not spent on the insurance choices provided to the employee may be used towards eligible insurance premiums offered under the Section 125 Plan. Any remaining District basic contribution not spent on insurance plans will be included in wages as taxable fringe. This amount would then be available to the employee to contribute to their individual 403(b) account if they choose.

- 10.2 The school district will pay expenses for training programs for classified personnel, including mileage, meals, registration fees, etc., with prior approval of the Superintendent. Money will be budgeted for this purpose. The district will pay an employee at their regular rate of pay for time spent in required classroom training programs. This will cover any classified employee Who requires on going district mandated training. (This provision is not intended to cover college credit.)
- 10.3 Employees will be paid their regular scheduled hours and rate for two days per year that schools are closed due to inclement weather, physical plant problems (e.g. a power outage) or other such unforeseeable problems.
- 10.4 In the event an employee is required to use a personal car for the purpose of conducting school business, the employee shall be reimbursed for mileage at the Internal Revenue Service rate known at the time of payment.
- 10.5 Twelve-month per year employees will receive ten days paid vacation after one twelve-month year in the District. Those twelve-month employees who have worked five twelve-month years or longer in the District will be granted fifteen days paid vacation annually. Twelve-month employees who have worked ten twelve-month years or longer in the District will be granted twenty days paid vacation annually. Vacation time for employees working less than eight hours per day will be based on pro ration of the above schedule.
- 10.6 Three (3) days' personal business leave will be granted each regularly-employed employee, renewable each year (not cumulative), and approved by the building principal or supervisor.

One additional personal business leave day per year will be granted to employees who commence their 8th year of consecutive service.

- 10.7 Bereavement leave with full pay shall be allowed up to a maximum of five (5) days immediately following each death in the immediate family during an employee's work year. Definition of immediate family is as follows: spouse, (step) children and their spouses, grandchildren, grandparents and great grandparents of the employee or spouse, (step) mother, (step) father, former guardian, brother or sister of the employee or spouse, or any relative who is the resident responsibility of the employee.
- 10.8 Sick leave means absence from duty because of illness or injury of an employee or a member of his/her family, as defined in Article 10.9 above. Each regular employee shall be allowed ten days' sick leave per year or one day per month employed, whichever is greater, up to a maximum of twelve per year (prorated in hours for part-time employees). In the first year of employment, sick leave will be prorated and credited to the employee as it is earned per month. After the first year of employment, sick leave will be credited to the employee at the beginning of the fiscal year or work year, whichever is applicable. However, such credit of sick leave is only an advance on the amount projected to accrue during the employee's work year. Midyear resignations or terminations will result in an adjustment of any unearned but used sick leave. In order for an employee to receive this annual credit, the employee must actually commence work in the new work year. A month employed, for the purposes of this section, means at least one-half of the days in the particular month.

Sick leave not taken shall accumulate and may be transferred from another school district up to 75 days; however, the accumulation shall not exceed that carried by the most recent employing district and shall not be effective until the employee has completed thirty days with the new district.

An unlimited number of days of unused sick leave may be transferred from another Oregon district for purposes of computing retirement benefits. These provisions are not in addition to sick leave outlined under ORS 332.507. An employee who is absent on sick leave in excess of five consecutive school days may be required to furnish the principal or supervisor with a doctor's certificate stating that the illness or injury was such to prevent the employee from working. The statement would also indicate that the employee is released by the doctor for return to duty.

Employees who are absent on approved sick leave after expiration of all sick leave accumulation may be placed on leave without pay.

- 10.9 Any classified employee may, at his/her discretion, donate not more than two days of his/her accumulated sick leave to a fellow classified employee who has exhausted his/her own sick leave due to personal illness. The total of such donated sick leave shall not exceed the number of sick leave days accrued by the recipient on the date the illness began, nor shall more than thirty (30) days of sick leave be donated for this purpose to a single recipient during a current school year. The thirty (30) day limit shall be prorated accordingly for part-

time classified employees. (Example: a 62.5 percent employee would be eligible for $.625 \times 30 = 18.75$ days of donated sick leave or portion thereof depending upon accumulation at the time the illness began.)

All donations shall come from currently accumulated sick leave of the donor and donated sick leave days shall be reaccumulated by the donor at the usual rate as specified by this Agreement. The donor and the recipient shall have no later than five (5) working days after the recipient returns to work to notify the Business Office of the requested sick leave transfer on forms provided by the District.

No other forms of leave are transferable under this Agreement.

The Association agrees to hold the District harmless against any and all claims, suits, orders or judgments brought against the District as a result of the provisions of this Article. The District agrees to notify the Association promptly of any claim and to cooperate with the Association and its designated counsel in the defense of any claim.

- 10.10 Court Duty - Employees subpoenaed for a courtroom appearance having to do with their District employment, will be paid their regular salary, less the amount paid the employee by the requesting party, with of exception of mileage. This would not apply where the individual is appearing as a litigant or witness against the District or where the individual has been charged with a crime.
- 10.11 Jury Duty. Employees summoned for jury duty will be paid their regular salary, less the amount paid the employee by the court, with the exception of mileage fees.
- 10.12 Leave without Pay. Any request for leave without pay will be submitted only after all other available leaves (except Sick Leave) have been exhausted and will be subject to approval by the building Principal or immediate supervisor.
- 10.13 Misuse of Leaves. Any misuse of leaves or any other provisions for absence from assigned duties through intentional fraud, deceit or falsified statements shall be considered gross negligence and the employee shall be subject to disciplinary action and/or dismissal.

Article Eleven • Conditions of Employment

- 11.1 Step increases will be determined on July 1 of each school year. If the employee starts work prior to December 31 their anniversary date will be the following July 1. If the employee starts to work after January 1 their anniversary date would be July 1 of the following year (i.e. hire date 1/3/17, step increase would be 7/1/18).
- 11.2 All new employees will be hired on a six-month probationary period, during which time they may be dismissed without showing cause.
- 11.3 Conditions for Promotion:

Section A: A regular employee who has been promoted to a higher paid job classification may be returned to his/her former position and rate of pay within the first 90 calendar days of such promotion, at the discretion of the District. The District will provide the affected employee with a job related reason for any such return to the former position.

Section B: An employee promoted to a new job classification shall have the option, without penalty, of returning to his/her previous position, at the previous rate of pay, within ten (10) working days of promotion.
- 11.4 Negotiated increases will become effective on July 1 of each year for which an increase is applicable.
- 11.5 The District will pay for the required driver physical examinations and EKG's by the health care provider of the District's choice or employees may use their personal health care provider.
- 11.6 During the term of this agreement, the association and its bargaining unit members will not initiate, cause, permit to participate, or joining in any strike, work stoppage, slowdown or other concerted activity, including the observance of the picket line of an other labor organization. Participation in any of the above- prohibited activities shall constitute full just cause for disciplinary action, including discharge and/or damages.

- 11.7 There will be no lockout of employees in the bargaining unit by the District as a result of a labor dispute during the term of this Agreement.
- 11.8 The District agrees that for the duration of this agreement it shall not contract out bargaining unit work except to the extent that specialized contractors may be utilized to perform work requiring state or federal licensure for which no bargaining unit employee possesses. The District and the association leadership agree to negotiate in the event of any unexpected contract-out work that might arise.

Article Twelve • Holidays

- 12.1 All regular employees shall receive holidays, without loss of pay, as set forth below, if they fall within their work year:

Independence Day	Day after Thanksgiving
Juneteenth	Christmas Eve Day
Labor Day	Christmas Day
Veterans' Day	New Year's
Thanksgiving Day	President's Day
Martin Luther King Day	Memorial Day

To be eligible, employees must work their regularly scheduled shift the day before and the day after the holiday, unless on approved personal business leave, bereavement leave, vacation, or emergency school closure. (Sick leave exceptions to this day-before/day-after restriction may be waived on a case by case basis at the discretion of the Superintendent or designee).

- 12.2 Holidays falling on Saturday or Sunday will be observed on week days immediately preceding or following the weekend as determined by the district calendar for the year in question.

Article Thirteen • Grievance Procedure

- 13.1 The purpose of this procedure is to secure the exclusive and expeditious means of equitable solutions to grievances at the lowest possible level regarding the interpretation and application of the specific terms and provisions of this agreement. A grievance is defined as a claim of improper and inequitable application or interpretation of the Agreement between the Knappa School Board and the local Association filed in writing within 20 calendar days of the alleged occurrence or knowledge of such occurrence reasonably should have known. Maintenance and transportation personnel should file their grievance with the superintendent. All other classified personnel should file their grievance with the building principal.
- 13.2' **Level One.** The grievant will first discuss the grievance with the building principal or superintendent (as directed in Section 13.1) in an attempt to resolve the matter informally at that level. If not satisfied with the written response, the grievant may file a formal written grievance with the building principal or superintendent (as directed in Section 13.1).
- 13.3 **Level Two.** In the event of a formal written grievance, the building principal or superintendent, (as directed in Section 13.1), shall meet with the grievant and representative within seven calendar days after receiving the grievance, in an attempt to resolve the grievance. The principal or superintendent will render a written decision within seven calendar days of the meeting.
- 13.4 If the grievant is not satisfied with the decision at Level Two, the grievant may appeal the decision within seven (7) calendar days to the Superintendent.
- 13.5 **Level Three.** The Superintendent will discuss the grievance with the grievant and representative within fourteen (14) calendar days of the request and try to resolve the grievance. The Superintendent shall communicate the decision in writing to the school board, the grievant, and the representative, within seven (7) calendar days after the meeting. If dissatisfied with the action of the Superintendent, the grievant may request a meeting with the school board within seven (7) calendar days.
- 13.6 **Level Four. Within** twenty (20) calendar days of receipt of the appeal from the Superintendent's level, the Board will schedule a meeting with the grievant and representative to discuss the matter. The Board will

render a decision in writing within fourteen (14) calendar days after the conclusion of the meeting. A copy of the Board's decision shall be sent to the grievant and representative.

13.7 Nothing herein stated shall deprive the grievant of rights to be represented by counsel before the Board. The Association shall have the right to be present for any adjustment of the grievance.

13.8 **Level Five.** The Association, if dissatisfied with the decision at the Board level, may appeal the grievance to arbitration within ten (10) calendar days. Only the Association may carry the grievance procedure to Level Four and only the specific grievance as filed at Level Two may be submitted to arbitration.

Within five (5) days of receipt of the appeal, the Superintendent and the Association shall attempt to select a mutually acceptable arbitrator. If this is not done, the parties shall on the sixth (6th) day, initiate a request to the Employment Relations Board for a list of five (5) arbitrators who reside in the State of Oregon. The party to strike the first name shall be determined by a coin flip and the losing party shall strike one name. This process will be repeated. The one remaining shall be the arbitrator. The hearing shall be conducted in a manner agreed to by the parties or, failing such agreement, as determined by the Rules of the American Arbitration Association in effect at that time.

The arbitrator shall have no power to advise on salary adjustments, except as to the improper application thereof, and may not add to, subtract from, modify or amend any terms of this Agreement. The arbitrator shall have no power to substitute his discretion for that of the Board in any manner not specifically contracted away by the Board. A decision or award of the arbitrator shall, within the scope of the arbitrator's authority, be final and binding on both parties.

In case of a grievance involving any continuing or other money claim against the District, no award shall be made by the arbitrator which shall allow any alleged accruals for more than thirty (30) days prior to the date when such grievance shall have first been presented to the immediate supervisor or principal.

Expenses for the arbitrator's services and the proceedings shall be borne equally by the parties. However, each party shall be completely responsible for all costs of preparing and presenting its own case, including compensating its own representatives and witnesses. If either party desires a record of the proceedings, it shall solely bear the cost of such record and provide a copy to the other party at the cost of reproduction only.

Article Fourteen • Discipline/Discharge

14.1 The District shall not discipline any classified employee without just cause. Just Cause in this agreement means:

- a. The employee is given forewarning or foreknowledge of the possible or probable disciplinary consequences of his/her conduct. Certain offenses, such as insubordination, coming to work intoxicated, drinking intoxicating beverages on the job, or theft of District property, or of fellow employees, are so serious that any employee can properly be expected to know already that such conduct is offensive and punishable.
 - b. There will be an investigation conducted fairly and objectively of the charges before any discipline is administered.
 - c. The District's rule was reasonably related to:
 - a. the orderly, efficient and safe operation of the District's business; and
 - b. the performance that the District might properly expect of the employee.
 - d. The District, before administering discipline to an employee, will determine whether the employee did in fact violate or disobey a rule or order of the District.
 - e. The investigation will provide substantial evidence or proof that an employee is guilty as charged.
6. The penalty will be reasonably related to the seriousness of the offense and the record of the employee in his/her service with the District.

- 14.2 The parties agree to a contract reopener limited to this topic, at the request of the District, should the Oregon legislature make amendments to the just cause provisions in the law for classified employees in the future related to probationary employees/periods.

Article Fifteen • Job Openings

- 15.1 The Board shall make available to the Association a list of new job openings in the bargaining unit. The job opening list shall be available at least ten (10) calendar days prior to the closing of the open positions.

- 15.2 When a vacancy occurs within the bargaining unit, either existing or newly-created, such openings shall be posted. The posting notices shall be mailed to the Association president, and shall be posted on bulletin boards in each responsibility center during the school year where classified employees work and shall be posted on a bulletin board in the District Office during the summer months.

In the event a "temporary position" exceeds 90 consecutive work days it shall be opened and posted as a vacancy.

- 15.3 The District agrees to consider the employment of less-than-twelve-month employees during summer vacation periods in temporary positions. It is understood that these temporary positions may encompass some of the duties the less-than-twelve-month employees perform during the regular school year. It is further understood that these positions may be paid at a rate less than employees earn during regular employment. As a consequence, the Association and its members agree that the grievance procedures do not apply to this section and that neither will enter into any suit to recover wages higher than those paid to other temporary summer employees performing the same work. In addition, employment during one summer session would not guarantee employment during subsequent summers. In no case does the granting of temporary summer employment to a less-than-twelve-month employee constitute an extension of the employee's employment year or the granting of fringe benefits beyond those required by law.

- 15.4 Bus Driver Route Assignment • Bus driver assignments will be made according to the "Bus Driver Handbook," as approved by the Board, the lead bus driver and OSEA leadership.

Article Sixteen • Transportation

- 16.1 Route Selection: The District shall determine bus routes and stops. Drivers may select posted routes based on seniority prior to the start of the school year. The District maintains the right to alter routes; however, an employee's selected route will not be altered or changes made solely for the purpose of allowing the driver to select additional routes.

- 16.2 All regular drivers shall have the opportunity to sign up for extra-curricular trips at the beginning of each quarter. Assignments to trips shall be by rotation, beginning with the most senior driver and rotating through the list.

- 16.3 If a scheduled driver cannot make a trip, the next available driver shall replace the absent driver. Upon depletion of regular drivers, the District may assign substitutes. The District shall have the right to assign trips when there are no available drivers for a trip.

Signatures

This contract is made and entered into by the Oregon School Employees Association, Chapter 52, referred to as the "Association" and the Board of Education of the Knappa School District No. 4, referred to as the "Board" or the "District."

This contract supersedes all previous contracts and memorandums and shall be effective as of July 1, 2023, shall be binding upon the Board, the Association and its members, and shall remain in full force and effect through June 30, 2025.

In witness whereof, the parties hereby affix their signatures.

Date

Date

Oregon School Employees Association

Representative KSD Board

OSEA Field Representative

Board Approved

DATE _____

APPENDIX A

2023-2024 WAGE SCHEDULE

CLASSIFIED	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Longevity
Head Cook	\$16.63	\$17.22	\$17.79	\$18.44	\$19.04	\$19.68	\$20.40	\$20.70	\$21.01	\$21.54
Cook	\$15.83	\$16.16	\$16.73	\$17.39	\$17.96	\$18.61	\$19.04	\$19.32	\$19.61	\$20.10
Educ Asst	\$15.83	\$16.22	\$16.79	\$17.41	\$18.05	\$18.70	\$19.41	\$19.70	\$20.00	\$20.50
HQ Educ Asst	\$16.74	\$17.27	\$17.84	\$18.47	\$19.10	\$19.75	\$20.46	\$20.77	\$21.08	\$21.61
Head Media Asst	\$17.46	\$18.03	\$18.64	\$19.26	\$20.00	\$20.66	\$21.46	\$21.78	\$22.11	\$22.66
Media Asst	\$16.44	\$17.01	\$17.63	\$18.26	\$18.95	\$19.65	\$20.34	\$20.65	\$20.96	\$21.48
Head Secretary	\$17.87	\$18.54	\$19.18	\$19.85	\$20.64	\$21.34	\$22.17	\$22.51	\$22.84	\$23.42
Secretary	\$17.64	\$18.31	\$18.95	\$19.65	\$20.40	\$21.10	\$21.87	\$22.20	\$22.53	\$23.09
Speech Path Asst	\$22.28	\$23.09	\$24.00	\$24.88	\$25.81	\$26.76	\$27.77	\$28.19	\$28.61	\$29.32
Head Bus Driver & Trainer	\$19.57	\$20.30	\$21.00	\$21.75	\$22.51	\$23.45	\$24.34	\$24.70	\$25.07	\$25.70
Bus Driver	\$19.40	\$20.12	\$20.84	\$21.59	\$22.36	\$23.28	\$24.14	\$24.27	\$24.63	\$25.25
Trip Pay	\$17.62	\$18.27	\$18.89	\$19.60	\$20.30	\$21.10	\$21.87	\$22.20	\$22.53	\$23.09
Van Driver	\$18.40	\$19.12	\$19.84	\$20.59	\$21.36	\$22.28	\$23.14	\$23.27	\$23.63	\$24.25
Mechanic/Driver	\$22.15	\$22.93	\$23.82	\$24.69	\$25.62	\$26.59	\$27.59	\$28.01	\$28.43	\$29.14
Maintenance	\$22.05	\$22.92	\$23.78	\$24.72	\$25.67	\$26.67	\$27.85	\$28.26	\$28.69	\$29.41
Custodian	\$17.39	\$18.05	\$18.72	\$19.50	\$20.21	\$21.02	\$21.81	\$22.14	\$22.47	\$23.03
Head Grounds	\$20.14	\$20.88	\$21.63	\$22.43	\$23.26	\$24.09	\$25.04	\$25.41	\$25.79	\$26.44
Groundskeeper	\$19.04	\$19.76	\$20.48	\$21.32	\$22.15	\$22.98	\$23.89	\$24.24	\$24.61	\$25.22

- A. For overnight trips, drivers will be paid 8-hours day or the time the driver is with the bus, whichever is the longer.
- B. Meals for all Bus Drivers: When on approved travel by the District, a meal allowance will be paid monthly at the following rates to drivers on trips. Employees shall provide receipts for reimbursement:

6:00a.m. – 8:00 a.m.	Breakfast	\$13.00
11:00 a.m. -- 1:00 p.m.	Lunch	\$15.00
5:00 p.m. -- 7:00p.m.	Dinner	\$26.00
- C. Employees covering for management positions shall receive a 10% pay increase above their current salary.
- D. Program Assistants that become “Highly Qualified” pursuant to the District’s requirements shall be moved to their current step in the “Highly Qualified” PA classification

2024-2025 WAGE SCHEDULE

CLASSIFIED	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Longevity
Head Cook	\$17.13	\$17.73	\$18.32	\$19.00	\$19.61	\$20.27	\$21.01	\$21.32	\$21.64	\$22.18
Cook	\$16.30	\$16.65	\$17.23	\$17.91	\$18.50	\$19.17	\$19.61	\$19.90	\$20.20	\$20.71
Educ Asst	\$16.30	\$16.70	\$17.29	\$17.93	\$18.59	\$19.26	\$19.99	\$20.29	\$20.60	\$21.11
HQ Educ Asst	\$17.25	\$17.79	\$18.38	\$19.02	\$19.68	\$20.34	\$21.08	\$21.39	\$21.72	\$22.26
Head Media Asst	\$17.98	\$18.57	\$19.20	\$19.83	\$20.60	\$21.28	\$22.11	\$22.44	\$22.77	\$23.34
Media Asst	\$16.93	\$17.52	\$18.16	\$18.81	\$19.52	\$20.24	\$20.95	\$21.27	\$21.59	\$22.13
Head Secretary	\$18.41	\$19.10	\$19.75	\$20.44	\$21.26	\$21.98	\$22.84	\$23.18	\$23.53	\$24.12
Secretary	\$18.17	\$18.86	\$19.52	\$20.24	\$21.01	\$21.73	\$22.52	\$22.86	\$23.20	\$23.78
Speech Path Asst	\$22.95	\$23.78	\$24.72	\$25.63	\$26.58	\$27.56	\$28.60	\$29.03	\$29.47	\$30.20
Head Bus Driver & Trainer	\$20.16	\$20.91	\$21.63	\$22.40	\$23.19	\$24.15	\$25.07	\$25.44	\$25.82	\$26.47
Bus Driver	\$19.98	\$20.73	\$21.46	\$22.24	\$23.03	\$23.98	\$24.86	\$25.00	\$25.37	\$26.01
Trip Pay	\$18.15	\$18.82	\$19.46	\$20.18	\$20.91	\$21.73	\$22.52	\$22.86	\$23.20	\$23.78
Van Driver	\$18.98	\$19.73	\$20.46	\$21.24	\$22.03	\$22.98	\$23.86	\$24.00	\$24.37	\$25.01
Mechanic/Driver	\$22.82	\$23.62	\$24.53	\$25.43	\$26.39	\$27.38	\$28.42	\$28.85	\$29.28	\$30.01
Maintenance	\$22.72	\$23.61	\$24.49	\$25.46	\$26.44	\$27.47	\$28.68	\$29.11	\$29.55	\$30.29
Custodian	\$17.91	\$18.59	\$19.28	\$20.08	\$20.82	\$21.65	\$22.47	\$22.80	\$23.15	\$23.72
Head Grounds	\$20.75	\$21.51	\$22.27	\$23.10	\$23.96	\$24.82	\$25.79	\$26.18	\$26.57	\$27.23
Groundskeeper	\$19.61	\$20.35	\$21.10	\$21.96	\$22.82	\$23.66	\$24.60	\$24.97	\$25.35	\$25.98

- A. For overnight trips, drivers will be paid 8-hours day or the time the driver is with the bus, whichever is the longer.
- B. Meals for all Bus Drivers: When on approved travel by the District, a meal allowance will be paid monthly at the following rates to drivers on trips. Employees shall provide receipts for reimbursement:
- | | | |
|-------------------------|-----------|---------|
| 6:00a.m. – 8:00 a.m. | Breakfast | \$13.00 |
| 11:00 a.m. -- 1:00 p.m. | Lunch | \$15.00 |
| 5:00 p.m. -- 7:00p.m. | Dinner | \$26.00 |
- C. Employees covering for management positions shall receive a 10% pay increase above their current salary.
- D. Program Assistants that become “Highly Qualified” pursuant to the District’s requirements shall be moved to their current step in the “Highly Qualified” PA classification

APPENDIX B

**Memorandum of Understanding between
Knappa School District and
Oregon School Employees Association 52**

WHEREAS, Knappa School District and Knappa Education Association have language in the legacy Collective Bargaining Agreement pertaining to “pay draws” (mid-month cash advances),

And WHEREAS, as part of the 2023 collective bargaining process, the parties agreed to phase out pay draws,

And WHEREAS, the parties wish to work together to amicably end the practice of pay draws without undue challenge to employees,

The Parties agree that classified employees who have taken pay draws in the past, may take up to twelve (12) draws during the 2023-24 contract year (ten (10) for non-12-month employees), up to two (2) pay draws during the 2024-25 contract year, and draws will be discontinued in the legacy contract. These draws in 2023-24 shall be requested by 5 pm on the 10th of a given month to be processed by the 15th of that same month.

The District shall provide financial counseling to employees as part of the Employee Assistance Program as a resource to educators who are navigating the process of a reduction and elimination of draws, and shall provide this information to anybody who requests a draw during the 2023-25 school years.

This Memorandum of Understanding resolves the pay draw matter and the Association shall not have the ability to further request bargaining due to a change in practice on the matter of pay draws for educators.

For Knappa School District _____
Date

For Knappa School Employees Association, Chapter 52 _____
Date

OSEA Field Representative _____
Date

Superintendent Report January 24, 2024

With Appreciation. There were a couple of heroes in the last week. First, hats off to Sara Cameron the bus driver and the Clatskanie School District! On her trip back from Portland last week with the basketball players, the bus had too much snow caked onto the air lines, which caused the braking system to stop working when it reached Clatskanie. We contacted the Clatskanie School District (CSD) and within short order they loaned us one of their buses and Sara drove the students home to Knappa safely. Sara, demonstrated wonderful perseverance on that night to get the athletes home safely and we appreciate the willingness of the CSD to provide us with a loaner bus and mechanic help to take a look at the bus the next morning.

Bond & Capital Projects. Once the ground warmed up enough last week, Big River began installation of structural fill for the new buildings. The outline of the middle school is now visible behind the elementary school and the gym will be soon behind (see photo below). Weather permitting, the concrete will be poured in the next week or so, and progress on the buildings will be visible. Over the long weekend, the fiber line between the schools was cut over.



Academic Testing. We have almost completed our mid-year academic assessments in math and reading. Congratulations to the 3rd, 4th, and 5th grade students who at the mid-year mark have already (as a group) met 100% or more

of progress toward annual literacy goals (they have made a year of progress in half a year's time. Likewise, congratulations to our 8th grade class for making a year's progress in a half year in the area of mathematics. Five grade levels (out of six) have made more than a half year's progress already in reading (they are ahead of schedule), and 4 out of 8 grade levels have made more than a half year's progress in mathematics. Congrats to these students, teachers, and parents for their hard work. It is paying off and our community should be proud. However, we aren't done yet...we have a lot to learn before the school year ends. While growth is strong, performance still struggles.

OSEA Agreement. The District was able to reach a tentative agreement with the OSEA bargaining team on January 3, and we recently learned that they ratified the agreement. It will now be brought to the school board tonight for approval. We are happy to have reached a two-year agreement with this group and we wish to thank the people on both bargaining teams for their perseverance and candid communication during the process. We appreciate all of our employees, and we recognize that it can be challenging to reach agreements in times of limited resources and unfunded mandates from the state.

Athletics. After many game cancellations next week, the middle school athletes (wrestling and girls' basketball) starts this week. The high school basketball teams are also making up games and are starting the second games of league play with each team this week as they look toward the playoffs. Both teams are currently ranked well enough to qualify for post-season play, with the girls remaining undefeated in the first half of league play. Wrestling competed in the league meet last night in Nestucca and will compete in Yamhill-Carlton this upcoming weekend. Despite some injury setbacks, the team is quite competitive.

Natural Resources Event. On January 20, the Clatsop Working Watershed Cooperative and Oregon Women in Timber sponsored their second annual Dinner, Awards, and Auction which supports school natural resources Career and Technical Education programs, including Knappa's Forestry program.

Our students attended the event and several student projects were auctioned during the evening, including a lovely glass table fabricated in our own shop and an amazing wooden welcome sign that will look great on a local front porch. At

the dinner, Dirk and Amanda Rohne (Knappa parents) were formally honored in the farming category. This event, which included approximately 500 people honored the strong local tradition of forestry, fishing, and farming, and gave hope and support to young people who plan to invest in careers in natural resources. Thank you to Lindsay Davis (Hampton Lumber and Knappa Parent) for her leadership putting this event together.

Vehicle Maintenance. Knappa School District is engaging in an inter-local arrangement with Astoria School District for bus and fleet mechanic services. Knappa has struggled to keep a bus mechanic employed and has had turnover in recent years. Part of the challenge is that the size of our fleet is really too small to make this a full time position at a cost effective rate of pay. Additionally, while our pay rate has been competitive with other school districts, it is not competitive in the overall mechanic market. Over the last few months, the District has (with Union willingness) looked at the option of subcontracting with companies that provide this service but the quotes were cost prohibitive and impractical, and in one case a company failed to provide a timely proposal. During this time, we also reached out to nearby school districts to identify whether they might be interested in engaging in a partnership. Maintenance and transportations cooperatives are not unusual in Oregon and Washington, especially for smaller districts. Astoria School District is able to engage with us and this week, we signed an inter-local agreement for them to provide these services to Knappa. Under this agreement, we pay for services on an hourly basis only for time used (and transportation time, if needed). They charge us for parts at cost with a 10% administrative fee. Astoria School District has the staffing capacity to provide this service. Counsel has reviewed the agreement. Because the value of this contract is within the Superintendent's spending authority, no Board action is necessary. However, out of an interest in transparency, I wanted to share this with the Board.

Aug 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1T						

Sep 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
21T						16

Oct 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
23T						21

Nov 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
19T						16.5

Dec 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
16T						14

Jan 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
20T						19

Feb 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
19T						17

Mar 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31				16	15
					T	

Apr 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
22T						20.5

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
22T						21

Jun 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
11T						9.5

Jul 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Important dates

September 9th 1st day of School

June 13th last day of school ½ Day for students

June 16th-Staff Last Day-Work Day

6-Holidays

169.5 Student Contact Days

190 Staff Days

Teacher work days and Conferences

Sept. 3-6th-No School in service
Oct 14, Dec 9, Feb. 10, April 14th Staff Work/PD Days
Nov. 6 and April 11- ½ day of school teacher work Day
Feb. 7-NO School Teacher Work Day End of Semester
Conferences **Nov 6-7th Nov 8th No school and March 19-20th March 21st-No School**

Breaks

11/27-11/29 Thanksgiving Break
12/23-1/3 Winter Break
3/21-3/28 Spring break

Notes and Holidays

Graduation June 7th
8th Grade Promotion June 9
Possible Snow Make-Up Days
April 14-June 16-18

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

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Employee Contracts

Item Title: 2024-25 Start and End Times

Presenter: Dr. Fritz, Superintendent

Background Information Related to this Issue:

For 2024-25, the superintendent and staff will implement the following start/end time schedule:

K-3	8:15 am – 2:45 pm
4-12	8:15 am – 3:15 pm

This plan allows for sufficient instructional time at all levels consistent with Division 22 standards. This plan is workable from a transportation perspective and still aligns with the research on start times for high school students related to adolescent sleep patterns.

The District conducted a district calendar survey in late November. 146 individuals responded. There was strong sentiment in favor of a consistent schedule for all grades.

In Board Policy IC/ICA, the Board delegates decisions regarding school starting and ending times to the Superintendent. This is being shared as a courtesy.

Preschool times are still in the process of being determined.

Background (con't)

The after school program at HLE will continue. This is funded using a combination of cell tower and early learning grant resources.

Financial Impact:

No change

Recommended Action:

Information Only. No action required

**KNAPPA SCHOOL DISTRICT #4
BUSINESS OFFICE
Phone: 503-458-5993 Fax: 503-458-6979**

**January 24, 2024
Board Meeting**

NOTES FROM THE BUSINESS OFFICE:

General

I have enclosed the December 31, 2023 financial report for your review. I have reduced Total Expected SSF Revenue based on the most recent estimate.

The December 31, 2023 balance in the bond account is \$12,895,591.09.

**2023-2024 REVENUE AND EXPENDITURES
GENERAL FUND
As of December 31, 2023**

		ACTUAL through December 31, 2023	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED REV through June 30, 2024	Total Expected Revenue	Balance From Budget	BALANCE as % of BUDGET
REVENUES	BUDGET							
Property Taxes	1,452,500.00	1,389,316.47	96%	97%	211,762.29	1,601,078.76	(148,578.76)	110%
County School Fund	205,000.00	172,839.78	84%	51%	32,160.22	205,000.00	-	100%
State School Fund	4,738,091.00	2,943,158.00	62%	60%	1,777,974.92	4,721,132.92	16,958.08	100%
Unrestricted Grants (Small High School)	20,000.00	-	0%	0%	20,000.00	20,000.00	-	100%
Common School Fund	63,911.00	-	0%	0%	62,251.54	62,251.54	1,659.46	97%
State Managed County Timber	75,000.00	1,252.79	2%	1%	73,747.21	75,000.00	-	100%
Asset Recovery	-	3,524.50	100%	100%	-	3,524.50	(3,524.50)	
Total State Support Formula Revenues	6,554,502.00	4,510,091.54	69%	60%	2,177,896.18	6,687,987.72	(133,485.72)	102%
Revenue ESD	210,000.00	100,000.00	48%	0%	140,000.00	240,000.00	(30,000.00)	114%
Other Local Sources	70,000.00	67,534.07	96%	34%	50,000.00	117,534.07	(47,534.07)	168%
Total Revenue	6,834,502.00	4,677,625.61	68%	66%	2,367,896.18	7,045,521.79	(211,019.79)	103%
Interfund Transfers	-	-			-	-	-	
Beginning Fund Balance	800,000.00	-			675,000.00	675,000.00	125,000.00	84%
TOTAL RESOURCES	7,634,502.00	4,677,625.61			3,042,896.18	7,720,521.79	(86,019.79)	101%

		ACTUAL through December 31, 2023	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED EXP through June 30, 2024	Total Expected Expenditures	BALANCE	BALANCE as % of BUDGET
EXPENDITURES BY OBJECT	BUDGET							
Personal Services	3,647,949.00	1,645,605.22	45%	42%	2,058,327.32	3,703,932.54	(55,983.54)	-2%
Associated Payroll Costs	1,693,772.00	795,682.43	47%	40%	1,011,894.40	1,807,576.83	(113,804.83)	-7%
Purchased Services	704,300.00	256,095.18	36%	27%	207,564.77	713,659.95	(9,359.95)	-1% *1
Supplies & Materials	250,341.00	154,517.20	62%	66%	107,575.33	262,092.53	(11,751.53)	-5%
Capital Outlay			0%	0%	-	-	-	0%
Other Objects	146,140.00	157,730.64	108%	96%	672.35	158,402.99	(12,262.99)	-8%
Transfers	577,000.00		0%	0%	577,000.00	577,000.00	-	0%
Total Expenditures	7,019,502.00	3,009,630.67	43%	35%	3,963,034.17	6,972,664.84	46,837.16	1%
Contingency / Unappropriated	615,000.00	-	0%	0%	-	-	615,000.00	100%
TOTAL EXPENDITURES	7,634,502.00	3,009,630.67	39%	32%	3,963,034.17	6,972,664.84	661,837.16	9%

		ACTUAL through December 31, 2023	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED EXP through June 30, 2024	Total Expected Expenditures	BALANCE	BALANCE as % of BUDGET
EXPENDITURES BY MAJOR FUNCTION	BUDGET							
1000 - Instruction	3,536,395.00	1,505,846.90	43%	38%	1,995,236.29	3,501,083.19	35,311.81	1%
2000 - Support Services	2,906,107.00	1,503,783.77	52%	48%	1,390,797.88	2,894,581.65	11,525.35	0%
5000 - Other Uses/Debt Services/Transfers	577,000.00	-	0%	0%	577,000.00	577,000.00	-	0%
Total Expenditures	7,019,502.00	3,009,630.67	43%	27%	3,963,034.17	6,972,664.84	46,837.16	1%
6000 - Contingency / Unappropriated	615,000.00		0%				615,000.00	0%
TOTAL EXPENDITURES	7,634,502.00	3,009,630.67	39%	32%	3,963,034.17	6,972,664.84	661,837.16	9%

*1 - Includes estimate for consortium costs to be paid Fall 2024

HLE Board Report - January 2024

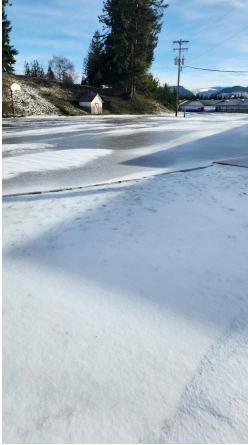
23-24	Aug	Sept	Oct	Nov	Jan	Feb	Mar	Apr	May	June
preK	18	18	18	18	17					
K	33	34	33	33	33					
1/2	50	52	51	50	52					
3	35	35	35	35	34					
4/5	65	69	70	70	71					
6	39	38	38	38	35					
7	37	38	38	38	37					
8	37	34	34	34	36					
KVA	7	7	7	8	7					
K-8 Total	303	307	306	306	305					
<hr/>										
22-23	311	317	310	314	313	315	316	312	315	311
<hr/>										
21-22	332	316	318	320	318	321	321	324	330	327

First semester of the 2023/24 school year ends on Friday. Our mid year assessment results are promising, but we still have a lot of work to do! The staff are analyzing the data and looking at how to adjust instruction.



Middle School Shop Class!

The Great Ice Storm of January 2024 gave our students a very long weekend. Thank you maintenance crew for working to break up the ice on the sidewalks for the student and staff



safety.

The Knappa Middle School boys basketball team ended their successful season in December. The grapplers and girls basketball team seasons are underway. Thank you coaches and Cori Jones for your work and flexibility during the weather challenges. The playshed and HLE gym are in full use from after school until late at night. We are looking forward to the use of the new gym next year at this time! Fingers crossed!!!

I am so thankful for our staff who work tirelessly to make sure the school is running smoothly and students are getting what they need. The students, staff, and families are excited to watch the construction and excited to see our new spaces.



Respectfully submitted,

Tammy McMullen
Principal
HLE



Knappa High School

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

Paul Isom
Principal
isomp@knappak12.org

Jenny Smith
Athletic Director
smithj@knappak12.org

Chris Gremar
Guidance Counselor
gremarc@knappak12.org

Stephanie Baldwin
Head Secretary
baldwins@knappak12.org

December 2023 **KSD Board Report**

Enrollment 2023-24

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

2022-23

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
9	36	37	37	36	34	34	35	34	35	35	35
10	39	35	33	33	33	33	33	33	33	33	33
11	39	35	35	36	34	34	35	35	34	34	34
12	34	36	37	37	36	36	35	35	35	35	35
Total	148	143	142	142	137	137	138	137	137	137	137

2021-22

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
9	43/1	44	44	44	43	44	44	44	40	39	39
10	39/1	40/2	40/2	40/2	38/2	38/1	40/1	41/1	38/1	38/1	38/1
11	35	33/1	33/1	34	33	33	33	33	33	33	33
12	34/4	34/4	34/4	34/4	33/4	33/4	33/1	32/2	32/2	32/2	32/2
Total	151/6	151/7	151/7	152/6	153	153	154	153	146	145	145

*KHS enrollment/KVA enrollment



Knappa High School

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

Paul Isom

Principal

isomp@knappak12.org

Jenny Smith

Athletic Director

smithj@knappak12.org

Chris Gremer

Guidance Counselor

gremarc@knappak12.org

Stephanie Baldwin

Head Secretary

baldwins@knappak12.org

The 1st semester ends Friday (25th) with Thursday being the last school day for students.

The winter sports season is flying by. The girls basketball team is doing well and currently ranked 5th in the state! Wrestling has also been doing very well. In the last meet at Waldport Sophomore Kiya Roe was named Outstanding Wrestler of the tournament. The girls also took 1st place as a team which was the first time our girls have ever placed first in a meet!

Wauna Mill came and talked to our Senior Transitions class about the work opportunities they offer. It was a great presentation and many of the students have signed up to go on a trip to the mill to see certain career fields first hand.

We also had a group of students go to Clatsop and visit the MERTS campus. Thanks to our TRIO coordinator, Chris Mahan, for coordinating that trip.

Some students in our CTE program went to the Big Creek Fish Hatchery to look at the salmon spawning process earlier this month. CTE Students also built items including a table for the Natural Resources Dinner, Awards & Auction that was held this past Saturday at the Fairgrounds. I haven't heard the final amount raised, but it sounds like it was another successful event. Thanks to Hampton Lumber and Lindsay Davis for coordinating that effort with our local schools.

Respectfully,

Paul Isom

Principal, KHS