

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, October 23, 2024

6:30 p.m.

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 September 25, 2024, Regular Board Meeting

2.2 Personnel Update

2.3 Cell Tower Funds Authorization

2.4 Surplus Excess Furniture

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. **Information Update**

5. **Superintendent Report-Dr. Fritz**

6. **New Business**

6.1 Board Student Representatives-(introduction)

6.2 IG End of Year Report-(discussion)

6.3 Division 22 Standards- (**motion** and approval needed)

6.4 Bus Driver Referral Incentive-(discussion and **approval**)

6.5 Fortis GMP Extension for Seismic Work-(discussion and **approval**)

7. **District Reports**

7.1 **Financial Report- (motion needed)**

- Hilda Lahti Elementary/Middle School
- Knappa High School

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

Next Meetings • November 20, 2024 Regular School Board Meeting, 6:30 p.m., Knappa High School Library.

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.

“All learners prepared to RISE to the opportunities and challenges of the world”

**MEETING WILL BE IN THE NEW
HLE MIDDLE SCHOOL**

Board of Directors’ Regular Board Meeting
Wednesday, September 25, 2024
6:30 p.m.

Present

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

Absent

William Fritz-Superintendent
Jennifer Morgan-Board Secretary
Tammy McMullen-HLE Principal
Paul Isom-KHS Principal

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

2. **Consent Agenda- (Motion for approval needed)**
 - 2.1 Minutes from the August 21, 2024, Regular Board Meeting
 - 2.2 Personnel Update

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

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.

Blake Gerttula spoke in approval of supporting soccer in the Knappa School District.

Alondra Pina coached little kid’s soccer and officiated. She stated she would like the board to support soccer in Knappa.

Bridget Koeppen a soccer coach spoke in support of a soccer program at Knappa.

Dahlia Koeppen said she may have attended Astoria to play soccer, but stayed for basketball, and is excited to have the opportunity to play soccer here in Knappa if approved.

3. Information Update

Bond Citizens Committee Report-no discussion

Classified Staffing Update-no discussion

- 4. Superintendent Report**-Dr. Fritz reviewed his report with the board, the only glitch at the start of this year, was transportation. The new gym is scheduled to be open in late December. No discussion.

5. New Business

Superintendent 24-25 Goals-(discussion and motion needed)-Dr. Fritz reviewed his draft goals with the board. They align with the board goals that were discussed at the August meeting. Isom asked about the employee's relation goal, are those ongoing and will it tie in to the goals, Dr. Fritz stated yes, we had focus groups at in service and discussed questions from the survey. Isom moved to approve the goals as presented, Finn seconded, moved to vote, approved unanimously.

Knappa/Warrenton Girls JV Soccer Agreement-(discussion and motion needed)-Paul Isom stated he is very supportive of the soccer program, this co-op would need to be approved each year and would look to add it to a spring board meeting. Dr. Fritz read a statement in support of the co-op with Warrenton. Jasper thanked the kids and is supportive of the program, Finn had some logistical questions regarding the co-op and whether we would have our own soccer team, Dr. Fritz stated he didn't see that as a possibility. Discussion followed with the board on co-op policies, transportation, and equity. Bangs had issues with the process and timeline of the program and would like it to be a school-led process, in the future. Montgomery moved to approve the coop agreement with Warrenton for girls' JV soccer for the 24-25 school year, Jasper seconded, moved to vote, approved unanimously.

Adoption of K-12 Stride Alt-Ed Curriculum-(motion needed)-Isom stated this curriculum is used in our Alt-Ed and KVA programs and we are using this for credit recovery options. Isom moved to approve the K-12 Stride Curriculum, Finn seconded, moved to vote, approved unanimously.

Authorization to Purchase Roofing Repairs at HLE – Garland Roofing via Omnia Purchasing Contract – Cafeteria Building-(motion needed)-Dr. Fritz stated we had inspections done at HLE, and this is the second worst section that doesn't need a full replacement, it's a recoating process. The contract is for \$165904, but is requesting to expend up to \$175,000 just in case they run into unforeseen

issues, this will be funded through the bond. Bangs moved to approve the contract as presented, Isom seconded, moved to vote approved unanimously.

6. **District Reports**

Financial Report- (motion needed)-Dr. Fritz reviewed the financial report, Bangs asked about the ending fund balance, he stated we are still working on it but we are not there 100%, we may have that if we have a new CFO. Bangs, unemployment amount, they are behind on processes but so far we are trending more favorably than we anticipated. Finn moved to approve, Jasper seconded, moved to vote, approved unanimously.

- **Hilda Lahti Elementary/Middle School**-McMullen reviewed her report, working on our homebased students to get them in for extra curricula or PE. No discussion.
- **Knappa High School**-Isom reviewed his report, thanked the students for being here tonight. Thanked Tina Nicholson for her hard work and flexibility in getting both libraries set back up. No discussion.

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

Bangs-nothing at this time.

Montgomery-nothing at this time.

Finn-nothing at this time.

Isom-thanked the student board representative applicants for coming tonight

Jasper-nothing at this time.

Adjourn-7:36 pm

Meeting • Wednesday, October 23, 2024, Regular Board Meeting, Knappa High School Library.

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

<input type="checkbox"/> Policy	<input type="checkbox"/> Vision & Goals	<input checked="" type="checkbox"/> Student Academic Support
<input checked="" type="checkbox"/> Financial	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Family Support
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	

Item Title: Authorization to Utilize Cell Tower Revenue for After School Programs (Continuation)

Presenter: Dr. Bill Fritz, Superintendent

Background Information Related to this Issue:

In 2020, Knappa School District initiated an after school program at Hilda Lahti Elementary.

This program helped families when the District shifted to two-tier transportation (which addressed bus driver shortages, allowed us to avoid putting students of all ages on buses simultaneously, addressed bus overcrowding, and addressed adolescent sleep pattern research).

In the initial years of this program, it was funded using COVID relief resources (tied to addressing learning loss). These resources have ended.

As the School Board is aware, the district receives lease revenue related to the cell tower which is located near the football field, and utilized those resources, prior to 2020, to support after school programs. The Board reinstated after school funding from the cell tower funding in 2023.

Over the last several years, the program involved academic support and play.

Last year, two teachers stepped forward with a vision to enhance the quantity and quality of academic support in the program. Their salaries, due to the program's literacy focus, are supported by the early literacy grant. Additionally, at HLE, a SMILE club has begun using grant funding from OSU and some support from Knappa Schools Foundation.

They do need some additional resources to support both programs with some staffing and non-staffing materials, including snacks.

Background (con't)

Financial Impact:

The estimated cost of the program, including ancillary personnel and snacks is \$2,000, which is about 4% of the resources in the Cell Tower Fund.

Recommended Action:

It is the recommendation of the Superintendent that the Board authorize release of up to \$2,000 of Cell Tower resources to support the HLE after school programs.

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

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Other

Item Title: Surplus Declaration for Furniture

Presenter: Bill Fritz, Ph.D., Superintendent

Background Information Related to this Issue:

With the purchase of new furniture for the middle school classrooms and the HLE library, a number of furniture items are no longer needed. The following items are recommended to be declared surplus, thus allowing the district to dispose of the items via auction and/or sale, and then eventually (if there is no interest) as scrap, junk, or via donation.

1. 2 double sided four-foot tall library shelving units
2. 3 seven tall shelving units
3. 41 plastic student chairs
4. 3 wooden teacher desks
5. 47 "combo" student desks
6. 4 AV carts
7. 2 metal workbenches with power strips
8. 2 metal stools
9. 1 hard top science table
10. 1 padded waiting room chair
11. 1 six foot long desk with shelf
12. 1 metal folding chair

Background (con't)

Financial Impact:

These items will be offered up for auction and/or sale. Items that remain after being made available for auction/sale will be disposed of in accordance with Board Policy DN

Recommended Action:

It is the recommendation of the superintendent that the Board declare the furniture items noted above as surplus property.

Knappa School District # 4

**Information Update
October 23, 2024**

The Superintendent recommends accepting the following:

The hiring of Selena Hayes as a bus driver

The hiring of Christy Marshall as a substitute bus driver.

Superintendent Report

October 23, 2024

Student Performance. Earlier in the month, ODE released spring accountability results for the 2023-24 school year. While growth measures (gap scores) for our students in grades 3-8 are favorable (Level 5 in literacy, reflecting growth in the top 10% for the state and Level 4 in mathematics, reflecting growth in the top 25% for the state), proficiency levels are still stagnant. During the inservice day on October 14, staff members at both schools were able to review data and create plans to improve.

Arts and Dance. This week, Sitka Center will begin their visual arts program in our P-5 classrooms. The 6-HS physical education students had their third dance session last week. These programs are possible through partnership with Astoria Arts and Movement Center, Sitka Center, the Oregon Cultural Trust, and Hampton Lumber.

Construction Update. The gym subfloor is being installed this week. Baskets and scoreboards are up, tile is in the bathrooms, doors and windows are being installed, exterior concrete work is complete, the dividing curtain is installed, landscaping is being installed, and preparations are being made to install student art work. The anticipated completion will occur well prior to the end of the middle school boys' basketball season. We are scheduling their final game of the season to be in their new gym on December 11th. That afternoon, we plan to make the building (and middle school) available to the community with a ribbon cutting ceremony.

Interim Business Manager. Nancy Hall will be serving as our interim business manager until we can hire a permanent replacement. We are expanding our recruitment outreach with hopes of identifying qualified candidates. Nancy has solid experience as a retiree out of Woodburn, with experience over the last few years working as an interim in other districts. She has hit the ground running on the audit, preparing the financial report for tonight, honing in on the 2023-4 ending fund balance, addressing lease reporting associated with the audit, and has discussed high cost disability tracking with our Student Services Director.



Knappa School District

2024 Integrated
Guidance Report





Elements of District Plan

01 Music Program

02 Alternative Education

03 9th Grade Success

04 PlayWorks

05 Class Size Reduction

06 Expanded High School
Learning Opportunities

07 Behavior Support



Local Growth Metrics

	<u>Target</u>	<u>Actual</u>
Four Year Grad Rate	85.3%	84.2%*
Five Year Grad Rate	92.6%	89.2%*
9 th Grade On Track	82%	80%*
3 rd Grade Reading	25.2%	26%*
Regular Attenders	74.7%	66.1%
Female CTE Enrollment	13%	16%
Participation in Arts & Music	128	179 (322 w/ Dance)

* Denotes within one student of goal (shortfall or overage depends on rounding)

Annual Report Narrative #1



As you review your progress markers/overall reflection responses and reflect on plan implementation, how do you see your progress contributing to the Outcomes and Strategies in your plan and your Longitudinal Performance Growth Targets (LPGT)/Local Optional Metrics (LOM)?

Discuss at least one Outcome where you have seen progress in implementation.

- Attendance is much improved for students in alternative education (~50% less absences)***
- 3rd grade reading, high school graduation (4 year and 5 year), and 9th grade success are on target, and are related to our literacy initiative, CSR and 9GS work funded by HSS)***
- Female CTE enrollment is a bit ahead of our goals.***
- Music has increased well beyond our goals and students seem to be enjoying the program. While not funded by IG grants, dance is now taking hold. (WRE)***
- Attendance, while improved, has not matched our goals.***

- Alternative education was a new program in 2023-24. Students have increased credit attainment, all seniors in the program graduated, and attendance has improved.***



Annual Report Narrative #2

Where have you experienced barriers, challenges, or impediments to progress toward your Outcomes and Strategies in your plan that you could use support with?

Discuss at least one Outcome where you have seen challenges or barriers to implementation.

Diminishing enrollment has meant diminishing resources in these grants, so scaling down quality programs has been difficult.

There is no direct resource to districts to help with attendance. If there was a dedicated resource for EDC and/or a user friendly dashboard, it would help.



2025-27 Planning

- Community Engagement
- Financial Review
- Equity Centered
- Student Performance Data
- Local Career Data
- Progress Markers and Longitudinal Performance Growth Targets



THANK
YOU!



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Happy designing!

Knappa School District

Report on Compliance with Public School Standards

2023-24 School Year

By November 1 of each year, school district superintendents are required by [OAR 581-022-2305: District Assurances of Compliance with Public School Standards](#) to report to their community on the district’s status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of Knappa School District’s compliance with each of the requirements of Oregon’s administrative rules found in [DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS](#) during the 2023-24 school year. For each rule reported as out of compliance, Knappa School District has provided an explanation of why the school district was out of compliance and the school district’s proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2025-26 school year.

What are the requirements of the standards? For a general overview of what each rule/standard requires, consult this high-level [Rules at a Glance summary](#). For specific, comprehensive requirements, use the links below for each individual rule.

Category: Teaching & Learning

Subcategory: Curriculum & Instruction

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2030 District Curriculum	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2045 Substance Use Prevention and Intervention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

581-022-2050 Human Sexuality Education	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2055 Career Education	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2060 Comprehensive School Counseling	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2263 Physical Education Requirements *Elementary Grades	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2263 Physical Education Requirements *Middle Grades	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2320 Required Instructional Time	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2340 Media Programs	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>

581-022-2500 Programs and Services for TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2350 Independent Adoptions of Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2355 Instructional Materials Adoption	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Assessment & Reporting

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2100 Administration of State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable

581-022-2110 Exception of Students with Disabilities from State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2115 Assessment of Essential Skills: Diploma Requirements	Waived through the end of 2027-28 school year	Not applicable	Not applicable
581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2120 Essential Skill Assessments for English Language Learners	Waived through the end of 2027-28 school year	Not applicable	Not applicable
581-022-2270 Individual Student Assessment, Recordkeeping and Reporting	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Program & Service Requirements

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2315 Special Education for Children with Disabilities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2330 Rights of Parents of TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2505 Alternative Education Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2515 Menstrual Dignity for Students	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: High School Diploma

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2000 Diploma Requirements	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2005 Veterans Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2010 Modified Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2015 Extended Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2020 Certificate of Attendance	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2025 Credit Options	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Health & Safety

Subcategory: Policies & Practices

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2205 Policies on Reporting of Child Abuse	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2220 Health Services	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2310 Equal Education Opportunities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2312 Every Student Belongs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2345 Auxiliary Services	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Plans & Reports

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
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581-022-2223 Healthy and Safe Schools Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2225 Emergency Plans and Safety Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2230 Asbestos Management Plans	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2267 Annual Report on Restraint and Seclusion	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2510 Suicide Prevention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Athletics & Interscholastic Activities

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2210 Anabolic Steroids and Performance	In compliance	The district has met all of the requirements for this rule.	Not applicable

Enhancing Substances			
581-022-2215 Safety of School Sports – Concussions	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2308 Agreements Entered Into with Voluntary Organizations	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: District Performance & Accountability

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2250 District Improvement Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2255 School and District Performance Report Criteria	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2260 Records and Reports	In compliance	The district has met all of the requirements for this rule.	Not applicable

581-022-2265 Report on PE Data	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2300 Standardization	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2305 District Assurances of Compliance with Public School Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2370 Complaint Procedures	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Human Resources/Staffing

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2335 Daily Class Size	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2400 Personnel	In compliance	The district has met all of the requirements for this rule.	Not applicable

581-022-2405 Personnel Policies	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2410 Teacher and Administrator Evaluation and Support	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2415 Core Teaching Standards	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2420 Educational Leadership - Administrator Standards	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>
581-022-2440 Teacher Training Related to Dyslexia	<p style="text-align: center;">In compliance</p>	<p>The district has met all of the requirements for this rule.</p>	<p>Not applicable</p>

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

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Personnel

Item Title: *Bus Driver Recruitment Incentives*

Presenter: *Dr. Fritz, Superintendent*

Background Information Related to this Issue:

Since the time of the pandemic, Knappa School District has struggled to have sufficient personnel in our transportation department. While we (fortunately) have hired a bus mechanic, we still need several bus drivers. Historically, these positions have been hard to fill because of the level of training required, the challenging nature of the work (driving safely and managing students simultaneously), the “split shift”, and limited hours. These positions were once three hour positions, but increased to six hours, and now are back to 4.5 hours. This recent reduction from six to 4.5 helped the district balance its budget last spring, but made filling and maintaining personnel in positions a challenge.

Attempts to bargain different pay increase for drivers as compared with other classified employees have been unsuccessful. However, our hourly driver pay is reasonably competitive within the local market. During 2021-22, ODE provided resources for “incentive pay” through the *education workforce grant* which allowed us to differentiate pay for bus drivers with Association agreement, but that funding stream ended after one year and was used by the state to form teams to “look at” workforce development (grants were no longer given to districts).

Bus drivers are required to pass a physical, consistent with federal requirements, which includes being drug free. With the legalization of certain drugs in Oregon, the pool of qualified candidates for a CDL has decreased.

Our driver shortage has impacted students and families negatively, including impacting some students’ instructional time. It has also had an impact on employee morale.

In 2021, the Board approved initiation of a bus driver signing incentive of \$500. In 2023, the incentive was increased to \$1,000.

As a further strategy, we are proposing to do two things: 1) we are proposing raising the signing bonus to \$1,500. This would be payable upon completing training and serving for

Background (con't)

80 hours in the job. All drivers start as substitutes, which is why this has not been subject to bargaining. 2) We are proposing encouraging existing employees to use word of mouth to recruit potential drivers. In recognition of these efforts, if an existing employee refers a potential bus driver candidate to us, the recruit eventually gets hired, is successful in training, and completes at least 80 hours of service, the referring employee becomes eligible for a \$500 recruitment incentive. We have discussed the recruitment incentive with Association leaders for KEA and OSEA, and they are agreeable.

We also have a driver and manager who have remained with consistent employment with Knappa School District since the time prior to when bonuses were implemented. It does not seem equitable to have multiple new employees who received signing bonuses, while our existing employees received nothing additional. Accordingly, we are requesting the authority to bargain a retention incentive to recognize "missed bonuses" for transportation employees who have maintained constant regular driver/manager employment with Knappa School District since 2021 when signing bonuses were initiated.

It is our hope that increasing both the signing bonus and instituting the recruitment incentive, that we can increase the probability of filling the remaining openings.

Financial Impact:

The estimated increase in cost is a maximum of \$5,000, assuming all driver positions get filled and all needed drivers are referred by existing employees. This can be offset by the salary dollars in the budget for drivers that are not being used during the period while positions are vacant.

Recommended Action:

It is the recommendation of the Superintendent that the Board authorize the hiring bonus to be increased from \$1,000 to \$1,500 under the terms noted above, and that a \$500 referral incentive be initiated for any employee (represented or otherwise) who provides a referral under the terms noted above, and that an incentive be authorized for existing transportation employees who have maintained regular driving employment since 2020-2021 in the amount of \$1,500 . Additionally, the Board is being asked to authorize the Superintendent to work within these parameters to enter into agreements with Associations to implement these terms.

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

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Employee Contracts

Item Title: Extension of GMP with Fortis Construction for Seismic Work

Presenter: Dr. Bill Fritz, Superintendent

Background Information Related to this Issue:

After the last adjustment on August 7, 2024, several additional areas of scope were discovered as part of the seismic project at Knappa High School.

- 1) Concrete under the library was found to be unformed, which did not allow for proper support for the shear wall.
- 2) An additional pipe was discovered in the locker room during demolition for a new footing, and it needed to be properly wrapped prior to pouring the new footing.
- 3) Several mechanical conflicts were discovered under the stage that were not shown in as built,
- 4) Due to failure of the CMU wall using the screws that were specified, a different type of anchors had to be used to attach the joints for the gym beams, and
- 5) A redesign was necessary in the dressing rooms due to the mechanical systems above the ceiling. This was called out in the estimate presented to the School Board in August, but the solution was beyond the estimated cost from that time.

Fortis has agreed to reduce their billing for several of these items out of their profits in a good faith effort to work with Knappa School District.

Financial Impact:

The budget for the code-required structural testing and observations for the high school seismic project was \$70,000. As Fortis' design engineer already had to make site visits to check on the work, the engineer of record was able to perform many of the tests at no additional cost that would have been out-sourced to a 3rd party company. This effort saved the District over \$40,000 in testing fees which created a contingency that could be used for the concealed or unknown conditions in the high school. The bottom line to Knappa School District for the additional funds requested today is approximately a net zero cost because of the savings created by being creative about how to accomplish the testing scope.

The additional GMP capacity needed is \$42,616, which will come primarily from avoided costs in the testing scope.

Recommended Action:

It is the recommendation of the Superintendent that the Board authorize extension of the GMP with Fortis Construction by \$42,616.

Overall Project Budget & Funding Summary

Anticipated Cost Report						
Knappa SD Renovation						
Date Updated: October 18, 2024		Budget				
		F	H	K = H+J	M	N = L+M
Cost Group Cost Code Account Description		CD Budget	Approved Budget	Revised Project Budget	Pending Budget Changes	Projected Project Budget
01 + 02 Total Construction		17,771,660	17,771,660	17,771,660	0	17,771,660
03 - District Direct Costs Sub-total		1,118,952	1,118,952	1,590,161	0	1,590,161
04 - Furniture, Fixtures, and Equipment Sub-total		402,332	402,332	367,569	0	367,569
05 - Professional Fees & Expenses Sub-total		855,816	855,816	845,429	0	845,429
06 - Miscellaneous Development Costs Sub-total		402,515	402,515	298,303	0	298,303
07 - Finance & Interest Costs Sub-total		274,551	274,551	681,823	0	681,823
08 - Owner's Project Contingency Sub-total		832,668	832,668	103,549	0	103,549
09 - SRGP Sub Total		2,948,060	2,948,060	2,948,060	0	2,948,060
Total		24,606,555	24,606,555	24,606,555	0	24,606,555
		\$ -				
Project 2022 Knappa School District Funding			0	0		
000	Bond	\$ 14,000,000	7/31/24 Bond Finance Report			
000	Bond Premiums	\$ 2,190,742	7/31/24 Bond Finance Report			
000	Interest Proceeds	\$ 1,171,067	7/31/24 Bond Finance Report			
000	Arbitrage Taxes on Interest		Moved Arbitrage values up into budget as costs			
000	Future Estimated Arbitrage		Moved Arbitrage values up into budget as costs			
100	State Match (OSCIM Grant)	\$ 4,000,000	Received & complete per Diane 9/26/24			
200	ESSER	\$ 482,294	Per 12/11/23 email from KSD. Correct value verified by Diane 9/26/24			
200	Energy Trust of Oregon	\$ 116,731	Actual as of 1/31/24, no follow up needed as of 9/26/24			
250	County Fire Grant	\$ 150,000	Money received & disbursed, complete. 9/26/24. Follow up County if ar			
300	Seismic Grant	\$ 2,495,720	First reimb approved, funds not rec'd yet 9/26/24, Klash future reimburs			
400	SRGP Match from Maintenance Fund	\$ -	4/29/24 Remove \$50k match per Bill			
500	SB1149 Funds		Per Bill 10/21/24 Hold \$200k in SB1149 funds for maintenance fund. P			
Total Budget		\$ 24,606,555				

- Updated funding sources
- **Current budget balances with sources of funding**

Owner Contingency Request

1. Unformed Concrete in Crawl Space

- a. **Issue** – Under the library floor, there is a sector of the existing concrete wall that was unformed concrete when originally placed. This does not allow for the support connection per plan and a new concrete shear wall had to be placed.
- b. **Cost** - \$ 5,856
- c. **Request** - \$5,856

2. Pipe Wrap in New Footing

- a. **Issue** – During concrete demo for a new footing in the locker room, an existing pipe was discovered (not shown on as-builts) and had to be wrapped prior to pouring the footing.
- b. **Cost** - \$1,508
- c. **Request** - \$1,508



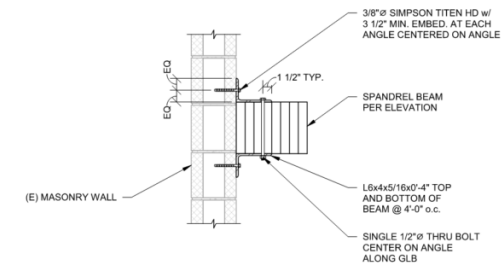
Owner Contingency Request

3. MEP Conflicts at Stage Joists

- a. **Issue** – The blocking below the stage was complicated by significant mechanical conflicts that were not shown in as-builts and were not assumed to be so high in the ceiling cavity below.
- b. **Cost** - \$29,000
- c. **Request** - \$14,500 (1/2)

4. CMU Anchor Change

- a. **Issue** – Glulam beams were anchored to the CMU wall with titen screws per design (allowable per ICC spec), however due to CMU wall failure, the anchors were not sufficient and had to be switch to epoxy anchors after install.
- b. **Cost** - \$63,757
- c. **Request** - \$21,252 (1/3)



TYP.
SPANDREL BEAM ATTACHMENT AT (E) CMU WALL
1" = 1'-0"

Owner Contingency Request

5. Dressing Room Re-Design

- a. **Issue** – The glulam beams could not be installed in the dressing room as designed without significant MEP relocations (not shown on as-builts). Design was revised to add shear walls and ceiling diaphragm in lieu of glulam beams.
- b. **Cost** - \$25,000
- c. **Request** - \$17,500



Owner Contingency Request

1	Unformed Concrete in Crawl Space	\$	5,856.00
2	Pipe Wrap in New Footing	\$	1,508.00
3	MEP Conflicts at Stage Joists	\$	14,500.00
4	CMU Anchor Change	\$	21,252.00
5	Dressing Room Re-Design	\$	17,500.00
	Subtotal	\$	60,616.00
	Previous Owner Contingency Approval	\$	(18,000.00)
	Requested Owner Contingency Approval	\$	42,616.00



Knappa School District No. 4

William Fritz Ph.D.-Superintendent

October 23, 2024
Board Meeting

TO: BOARD OF DIRECTORS
FROM: NANCY HALL, INTERIM CFO
TOPIC: FINANCIAL REPORT

Discussion

Attached is the September 2024 Financial Report. The format has changed slightly to include Revenue broken out by major category, and Expenditures listed by major Object instead of Function. Because 75% of the General Fund budget in expenditures is for salaries and benefits, excluding Unappropriated Ending Fund Balance, it is often more helpful to show these categories and how they track against the budget.

The current projected Beginning Fund Balance is pending the final audit. Work for that will start the week of October 28 with the report completed prior to December 31. There are common adjustments that will come as a result of the audit such as taxes receivable from the County and reclassification of expenditures. Therefore, this amount will continue as an estimate until the audit is complete.

Anticipated Revenues and Expenditures are calculated on items that have been encumbered, items that are known to be coming in such as the State School Fund, and projections based on historical activity. There are currently two open positions for Bus Drivers that have been included in the projections. Also included is a calculated estimate for extra duty salaries that come in on timesheets and therefore cannot be encumbered.

The Special Reserve Funds, broken out in the Revenue section of the General Fund, are Funds 102 Technology Reserve, 104 Textbook Reserve, and 106 Maintenance Reserve. Those funds were changed with Board approval from Funds 292, 293, and 296. A resolution will come to the Board at a later date to transfer those beginning fund balances into the new Fund numbers.

Knappa School District 4
2024-2025 Expenditure/Revenue Report (All Funds, Unaudited)
For Period Ending September 30, 2024

Fund/Appropriation	Adopted Budget	Increase/	Final	YTD	Favorable/	Anticipated Expenses	Favorable/	Explanation
	Budget	(Decrease)	Budget	Expenditures	(Unfavorable)	Revenues	(Unfavorable)	
General Fund Revenues								
Local Sources	1,619,000		1,619,000	27,951	1,591,049	1,550,000	(41,049)	Taxes/Interest/Misc
Intermediate Sources	583,000		583,000	0	583,000	583,000	0	County SF/ESD Rev
State Sources	4,756,280		4,756,280	1,518,368	3,237,912	3,217,194	(20,718)	SSF/Common SF/State Timber
Special Reserve Funds	315,000		315,000	-	315,000	327,547	12,547	Estimate-Unaudited
Beginning Fund Balance	700,000		700,000	0	700,000	600,000	(100,000)	Estimate-Unaudited
Total General Fund Revenues	\$ 7,973,280	\$ 0	\$ 7,973,280	\$ 1,546,319	\$ 6,426,961	\$ 6,277,741	-\$ 149,220	
General Fund Expenditures By Major Object								
Salaries	3,709,733		3,709,733	646,032	3,063,701	2,902,621	161,081	Anticipated amounts based on encumbrances and projections
Benefits	1,842,934		1,842,934	302,019	1,540,914	1,391,827	149,088	
Purchased Services	969,150		969,150	56,795	912,355	847,407	64,948	
Supplies (includes Special Reserve funds)	436,500		436,500	52,086	384,414	321,108	63,306	
Other	173,150		173,150	209,161	(36,011)	9,461	(45,472)	Insurance/Dues & Fees
Transfers	267,000		267,000	0	267,000	267,000	0	
Unappropriated Ending Fund Balance	574,813		574,813	0	574,813	574,813	(0)	Estimate - Unaudited
Total General Fund Expenditures	\$ 7,973,280	\$ 0	\$ 7,973,280	\$ 1,266,094	\$ 6,707,186	\$ 6,314,236	\$ 392,950	
Special Revenue Fund Revenues/Beg Balance	2,845,460	-	2,845,460	150,811	2,694,649	2,694,649	-	
Special Revenue Fund Expenditures (200's)								
Salaries	1,094,892	-	1,094,892	109,838	985,054	880,090	104,964	State/Fed/Local Grants
Benefits	479,079	-	479,079	52,855	426,224	390,674	35,551	Anticipated amounts based on encumbrances and projections
Purchased Services	280,358	-	280,358	8,894	271,464	210,406	61,058	
Supplies	609,132	-	609,132	54,094	555,037	431,907	123,130	Major grants include: SIA; HSS; SB1149; Title IA; IDEA
Capital Outlay	116,000	-	116,000	-	116,000	116,000	-	
Other	64,000	-	64,000	5,965	58,035	22,657	35,378	
Contingency	202,000		202,000	-	202,000	-	202,000	
Total Special Revenue Fund Expenditures	\$ 2,845,460	\$ 0	\$ 2,845,460	\$ 231,646	\$ 2,613,815	\$ 2,051,733	\$ 562,081	
Debt Service Fund 300 Revenues/Beg Balance	742,000		742,000	2,546	739,454	739,454	0	Taxes/Beg Fund Balance
Debt Service Fund Expenditures (Fund 300)								
Debt Service	742,000		742,000	0	742,000	742,000	0	Principal & Interest
Total Debt Service Fund Expenditures	\$ 742,000	\$ 0	\$ 742,000	\$ 0	\$ 742,000	\$ 742,000	\$ 0	
Capital Project Fund Revenues/Beg Balance	12,600,000	0	12,600,000	65,302	12,534,698	7,618,983	4,915,715	
Capital Project Funds (400's)								
Support Services	250,000		250,000	34,353	215,647	215,647	0	
Facilities Acquisition & Construction	12,350,000		12,350,000	4,946,664	7,403,336	4,120,827	3,282,509	
Transfers								
Total Capital Project Fund Expenditures	\$ 12,600,000	\$ 0	\$ 12,600,000	\$ 4,981,017	\$ 7,618,983	\$ 4,336,474	\$ 3,282,509	

HLE Board Report - October 2024

24-25	Sept	Oct	Nov	Jan	Feb	Mar	Apr	May	June
PreK	16	16							
K	23	25							
1	31	31							
2	21	21							
3	36	36							
4	34	34							
5	29	30							
6	41	41							
7	35	34							
8	37	37							
KVA	7	8							
Total*	294	297							
23-24 K-8	307	306	306	305	306	306	304.5	303.5	303.5
<u>22-23</u>	317	310	314	313	315	316	312	315	311

* PreK and consortium is not included in this #.

October brings rain, cooler temps, and everyone settles into learning. All students in the building have been iReady assessed. We continue to see our students slowly improving as a whole. The staff looked at the data on Monday and have written goals to attack the lower strands in each of their classes. This week has been fun as the staff pulled off an undercover spirit week. Each day the staff dressed up according to a theme and the kids had no clue :) By the end of the week, they were trying to guess what the next day might be.

Mr Gremer is working on getting the first Assistance League visit facilitated. He has a record number of names/families compared to this time any other year.

Our preschool is close to getting full licensure. We have had our pre-licensing visit, fire marshall inspection, and sanitary inspection. Thank you Marissa and staff for ensuring the preschool has all it needs for licensure.



Middle School Leadership class reading to the Kindergarteners as well as doing a craft.



Mrs Johnson's 2nd grade class making salsa!!

Ms Erhart's fourth

grade class swabbed various places throughout the school to grow bacteria.



Most primary classes have gone or will go to a pumpkin patch. In September, our sixth graders attended Forestry Days on a very wet and rainy day. Lots of great hands-on learning happening every day!!!

Two of our teachers are now out on maternity leave until February. We have some great long term substitute teachers to continue the great learning opportunities in those classes.

The middle school house system continues to see students earning points for spirit days, doing awesome things, great grades, attendance, and team competitions. The first quarter is almost over! It is a tight race between three houses. It will be fun to see who pulls out with the win. Every quarter we'll start over with 0 points for all.

Attendance data for September!!!

K-5 had a 95% attendance rate and 6th-8th did as well for the month of September.

We had 62 middle schoolers with 100% attendance for September.

We had 92 K-5 students with 100% attendance for September.

We are having a great start to the school year! Thank you for your continued support.



Respectfully submitted,

Tammy McMullen

Principal

Hilda Lahti Elementary and Knappa Middle School



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

October 2024 **KSD Board Report**

Enrollment 2024-25

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
9		34	34								
10		30	30								
11		37	37								
12		30	30								
Total		131	131								

2023-24

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

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



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

Homecoming week is approaching its end and has been full of fun and excitement. I want to thank all of the staff for their flexibility and Hannah Mather for coordinating this huge event. At the time of writing this, the Junior class is currently winning the homecoming week competition, highlighted by placing first in Lip Sync, Powderpuff, and Meatball!

Interim assessments will be starting next week. These assessments will help us track progress in our classrooms and will hopefully help prepare students for state testing their junior year. Interim assessments are run through the same system as state testing and are in the areas of mathematics, English Language Arts, and Science.

Our attendance rate for October has been 91.5%. This is a slight dip from September, but not unusual for October with hunting season starting up and just an uptick in illness related absences. It is however an improvement over last October, which had an 87% attendance rate. I would like to thank our parents and students for continuing to emphasize attendance and encourage that to continue throughout the year. Attendance is one of the biggest indicators of success at school.

As we continue to look for ways to recognize attendance, we did attendance prizes last month, and for the first month we focused on students who were over 90% attendance and had shown the biggest improvement from last year. These students were Luicee Van Hook, Izaiah Leedy, Sean Werner, Alegra Murray, and Isaac Miller. Congratulations to these five students! This month's prize was a gift card to Big Creek Coffeehouse. In future months we will have drawings that include all students with over 90% attendance for the month.

Respectfully,

Paul Isom
Principal, KHS