Knappa School District No. 4 • Knappa, Oregon 97103

Board of Directors’ Budget Hearing and Regular Meeting

Wednesday, June 22, 2022

5:45 p.m.

**Present Absent**

Ed Johnson-Chair

Cullen Bangs-Vice Chair

Will Isom-Director

Michelle Finn-Director

Christa Jasper-Director

William Fritz-Superintendent

Diane Barendse-Business Manager

Jennifer Morgan-Board Secretary

Tammy McMullen-HLE/HLMS Principal-virtual

Laurel Smalley-KHS Principal-virtual

**5:45 p.m.** Budget Hearing (**Open to public comment**)

**Call to Order -6:00 p.m.**

A. Flag Salute -Ed Johnson

1. **Consent Agenda**

1.1 Minutes from the May 18, 2022 Regular Board Meeting and the June 8, 2022 Budget Committee Meeting.

1.2 Organization of the Knappa School District

1.3 22-23 Confidential Contracts

1.4 Personnel Update

1.5 Custody & Disbursement of School District Funds (ORS 328.441.)

The Superintendent recommends the following: Custodian of funds $500,000; Superintendent $500,000; Blanket for all others handling money $500,000.

Designate Officers and Agents of Record. The Superintendent recommends the following for the 21/22 school year:

a. Dr. William Fritz as Superintendent/Clerk;

b. Diane Barendse as Custodian of Funds;

c. Diane Barendse as Budget Officer;

d. Diane Barendse as AHERA designated officer;

e. Authorize the facsimile signature of the custodian of funds;

f. Official Auditors for the school year [ORS 297.405, ORS 327.137 and ORS 328.465] Pauley Rogers and Company PC, recommended;

g. Depository for school funds recommended local branch of Wells Fargo Bank, Columbia Bank and State Investment Pool. [ORS328.441, 294.805 and 295.885];

h. The Daily Astorian as the Newspaper of Record

i. Brown & Brown Northwest Insurance Agency LLC as Insurance Agent of Record for PACE through OSBA.

j. Approve all Federal and State Grant Applications for 2022-23

Fritz stated we had two employee additions to the personnel update Melissa Reid’s resignation and the hiring of Helen Cannon as a PA at HLE. Bangs moved to approve the consent agenda as presented, with the additions, Jasper 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.*

Nothing at this time.

**Old Business**

**Civility Policy**- (second read and approval)-Fritz reviewed the civility process and requested the approval of the second read. Bangs moved to approve as presented, Isom seconded, and stated how in practice is this going to be implemented, how will get this to staff, students and community, Fritz stated we will present this at in service, letters to the community and on the website, moved to vote, approved unanimously.

**New Business**

**Adopt the 22-23 School District Budget**- (motion to adopt)-Isom moved to adopt the 22-23 budget of $36,330,876 with a tax rate of $4.6062 per $1000 of assessed value, Jasper seconded, moved to vote, approved unanimously.

**22-23 Elect Board Chair and Vice Chair**- (nomination and motion)-Board discussed who to nominate for the chair and vice chair for the 22- -3 school year, Bangs nominated Johnson for the chair, Isom seconded, moved to vote approved unanimously. Johnson moved to approve Bangs for vice-chair, Jasper seconded the motion, approved unanimously.

**22-23 School Start and End Time**- (discussion only)-Fritz reviewed the start and end times for the 22-23 school year, he stated the new start and end time with be K-8 8-2:30 pm, 9-12 and preschool will start at 8:50 and end at 3:20 pm. Isom, stated that he hoped we had feedback from staff, Fritz stated yes we did work on this last year significantly and we resumed those talks this year, discussion followed. Bangs stated he had concerns with high school missing a lot of school due to early dismissal for athletics, Jasper asked if we had enough drivers for next year would we still have dual start times, Fritz stated yes, but would shorten the turnaround time. No further discussion.

**District Reports**

• **Financial Report**- (Diane Barendse)-Fritz reviewed the financial report that was included in the board packet. Isom moved to approve with the correction of the support services, Bangs seconded the motion, moved to vote, approved unanimously.

• Hilda Lahti Elementary/Middle School-

• Knappa High School

• Superintendent Report

Fritz reviewed the reports in the board packet, he stated that we now have windows in the art room and we will be re-roofing several parts of the high school and working on the HVAC system this summer. We will be receiving our new propane bus soon and the propane filling station is installed. We have received two more grants for the other bus that is on order.

Fritz stated we have met with our owner’s rep regarding our preschool, getting them on campus for next year. One option is putting a new modular on campus. No discussion.

**Board Reports and Future Agenda Items**

Jasper-nothing at this time.

Isom-nothing at this time.

Bangs-nothing at this time,

Johnsons-nothing at this time.

Fritz stated that he has a COSA conference on August 3rd, and asked if we could move the work session to the 10th and regular meeting to the 24th. Bangs moved to approve the change to the August board meetings as per Fritz request, Isom second, moved to vote, approved unanimously.

Johnson moved to adjourn 6:37 p.m.

**Next Meetings •**

Wednesday, August 10, 2022 • Work Session • 6:30 p.m., Wednesday, August 24, 2022 Regular Board Meeting • 6:30 p.m., Knappa High School Library