

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, February 23, 2022

**6:30 p.m.**

**6:00 p.m. ORS 192.660 (2) Executive Session**, the governing body of a public body may hold an executive session:(b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

1. **Call to Order** – Chair Ed Johnson
  - 1.1 Flag Salute-6:30 p.m.
2. **Consent Agenda- (Motion for approval needed)**
  - 2.1 Personnel Update-**P.3**
  - 2.2 Minutes from the January 19, 2022 Regular Board Meeting-**P.4-7**
  - 2.3 Renewal of Licensed Teaching Personnel 22-23-**P.8**

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. **Student Body Reports**
  - 4.1 KHS-**P.9**
  - 4.2 HLMS-**P.10**
5. **New Business-P.11-21**
  - 5.1 Public Complaint Review- (discussion and motion)
  - 5.2 Gary Plano- (Presentation on Civility Policy)
  - 5.3 2021-22 NWRES D Local Service Plan Review- (Need motion and approval)
  - 5.4 2022-23 NWRES D Local Service Plan Approval- (Need motion and approval)
  - 5.5 20-21 Audit Report- (Brad Turano from Pauly Rogers)
  - 5.6 Adopt 2022-23 Budget Calendar-Diane Barendse- (Need motion and approval)
  - 5.7 2022-23 Board Calendar –William Fritz- (discussion and approval)
  - 5.8 Garland Roofing Contract- (motion for approval needed)
  - 5.9 2023 Western Bus Sale Quote- (motion needed for approval)

6. **District Reports-P.22-32**

6.1 **Superintendent Report**

- Financial Report- (Diane Barendse)
- 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.

9. **Adjournment**

**Meetings** • March 9, 2022, 6:30 p.m., Regular Board Meeting, Knappa High School. March 23, 2022, Board Work Session Meeting, Knappa High School

Knappa School District # 4

**Changes of Employee Status  
February 23, 2022**

**The Superintendent recommends accepting the following:**

The resignation of Jessica Jackson as a HLE Program Assistant

The hiring of Travis Chapman as the district bus mechanic

The hiring of Kathy Patterson as a HLE Program Assistant.

The hiring of Wendy Larson as a HLE Program Assistant.

The hiring of Emmi Collier as the new HLE PE Teacher Effective 7/1/2022

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Knappa School District No. 4 • Astoria, Oregon 97103

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academically and Thrive as independent and Productive citizens.*

**Board of Directors' Regular Board Meeting**

Wednesday, January 19, 2022

**6:30 p.m.**

**Board Recognition Month!**

**6:00 p.m. ORS 192.660 (2) Executive Session**, the governing body of a public body may hold an executive session:(b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

**Present**

Ed Johnson-Chair  
Cullen Bangs-Vice Chair  
Will Isom-Director  
Michelle Finn-Director  
Christa Jasper-Director-**Virtual**

**Absent**

William Fritz-Superintendent  
Diane Barendse-Business Manager  
Jennifer Morgan-Board Secretary  
Tammy McMullen-HLE/HLMS Principal  
Laurel Smalley-KHS Principal

1. **Call to Order** – Chair Ed Johnson
  - 1.1 Flag Salute-6:30 p.m.
  - 1.2 Wendy Montgomery 6<sup>th</sup> Grade Presentation-Wendy gave a PowerPoint presentation on the virtual marathon in Greece that the 6<sup>th</sup> grade has been participating in. She stated as part of the marathon the students are learning about Greece and getting outside to get their steps in. The virtual marathon was funded by a grant from the Knappa Schools Foundation.
  
2. **Consent Agenda- (Motion for approval needed)**
  - 2.1 Minutes from the December 15, 2021 Regular Board Meeting and January 5, 2022 Board Work Session.
  - 2.2 Personnel Update-Fritz gave a brief introduction on our new high school science teacher Jasmin Geografo.

Isom moved to approve the consent agenda as presented Finn seconded, move 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.*

Emily Larsen-read a statement from the girls' basketball team.

Nina Maher-read a statement on the possible new OHA rules.

Aaron Barendse-read a statement on the direction the school is heading.

Christopher Morey-read a statement on a petition.

Glen Gauthier-made a statement on Oregon Education and masks.

Tim Peitsch-made a statement on a handout that was given to 7<sup>th</sup> & 8<sup>th</sup> grade students.

Jasper Devereaux-made a statement on state requirements that need to be met in order for schools to be in compliance.

## **Student Body Reports**

**KHS**-Jacob Morey read a statement on the happenings at the high school.

**HLMS**-report is the board packet.

## **New Business**

**Disposition of Public Complaint Policy KL-** (motion needed)-Isom moved to adopt the superintendent's decision as the final decision on the complaint that was filed, with no further action from the board, Bangs seconded, Isom stated he appreciated the thorough investigation process, and that the board had no further action to take, moved to vote, approved unanimously.

**McKinstry HVAC Work Contract-** (discussion and motion needed)-Fritz stated that the HVAC units are in need of replacement and we have ESSER money available for these improvement's. Isom asked about the timeline and duration this will take. Fritz stated they are planning to start spring break if approved. Isom moved to authorize the board to approve the attached proposal and the authorization to spend up to \$250,000 on the project. Bangs seconded, moved to vote, approved unanimously.

**Respecting all viewpoints-** (discussion possible motion)-Isom made a statement on how the board can respond to the public during board meetings. He stated he takes his role on the board very

seriously, and wants what is best for the kids and community, we need to govern in a way that is best for the whole student population.

Bangs thanked Fritz for the note he sent out to the community regarding the poem the was in the BBX Program.

Jasper thanked Fritz and the community for the emails and comments.  
Finn thanked the superintendent as well.

Johnson stated that everyone has the best interest of the students at the school, sometimes life gets messy, and that people make mistakes. He stated we should try and be tolerant and understanding of all viewpoints. No further discussion.

## **District Reports**

**Financial Report-** (Diane Barendse)-Barendse reviewed the district financials and she stated the audit was completed in December. Pauley Rogers will be at the next month to present the final audit. Isom thanked Barendse for the work she does for the district and how quickly she responds to questions. Isom moved to approve the financials as presented, Finn seconded, moved to vote, approved unanimously.

### **Superintendent Reports**

- Hilda Lahti Elementary/Middle School
- Knappa High School

Fritz reviewed the reports in the board packet and stated that staff continue to work on improvement's in mathematics and literacy training. We will have autism training at the next late start, for all staff. We are looking at roof replacements and working on getting bids. This is work outside the bond. We should here about our bond rating sometime next week.

Covid quarantines have been reduced to 5 days now, he stated we are dedicated to keeping kids in school. We are short bus drivers and substitute staff; we ask the community recognize the shortages we have. No further discussion or comments

## **Board Member Reports and Future Agenda Items**

**Finn**-thanked the guest speakers tonight and the high school students who spoke tonight. Appreciated Wendy's presentation and the grant work to make that happen.

**Isom**-the blood drive is February in the high school gym, he stated that statewide blood is needed.

**Bangs**-met with McKinstry on the design build process for the bond, they answered a lot of questions the board had, it was worth the time.

**Johnson**-thanked the community for attending and to be assured that the board is listening and do consider every comment.

**Jasper**-nothing at this time.

**Fritz** stated that its board appreciation month and thanked the board for their hard work.

**Johnson** moved to executive session-7:40 p.m.

**7:30 p.m. 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.

Moved to open session-8:58 p.m.

**Adjourn Regular session- 8:59 p.m.**

**Meetings •Wednesday, February 23, 2022, 6:30 p.m., Regular School Board Meeting, Knappa High School Library.**



## Knappa School District No. 4

*“The Knappa School District will INSPIRE all learners to ACHIEVE academically and THRIVE as independent and PRODUCTIVE citizens.”*

February 23rd, 2022 Board Meeting

### Renewal of Licensed Personnel For the 2022-2023 School Year

**Whereas**, Senate Bill 880 provides that teachers will be employed pursuant to two-year employment contract; and

**Whereas**, the Superintendent has made a recommendation on each of the below-listed teachers; and

**Whereas**, any new employment contract that extends the teachers’ employment for a new term shall replace any prior contracts;

**Now, therefore, be it resolved**, by the Board of Directors of Knappa School District No. 4, Clatsop County, Oregon, that the following licensed staff shall be issued individual employment contracts for the 2022-2023 and 2023-2024 school years, pursuant to ORS 342.895:

#### **Hilda Lahti Elementary**

##### **Second Year (Probationary Contract July 1, 2022 - June 20, 2023)**

Buoy, Madeline S	Rehn, Kendall C
Burke, Brittany D	Stripling, Kacy
Collier, Melissa D	Wekh, Deirdre

##### **Two Year Contract July 1, 2022 - June 30, 2024**

Boardman, Rory William	Johnson, Hannah L	Montgomery, Wendy E
Espinoza-DeVargas, Lucille	Jolley, Elizabeth Jean	Mullins, Emma C
Fry, Margie L	Jones, Cori A	Norton, Brittany Leigh
Graham, Lisa Renee	Lempea, Bryan Duane	Osterlund, Stephanie L
Gremer, Chris D	Linton, Lorraine J	Palenske, Carrie Ann
Gremer, Tashi Nicole	Loughran, Hailey J	Reid, Melissa V
Haataia, Chelsea S	Miller, Christal Ann	Schaelling, Marissa Abra

##### **Probationary Nonrenewal**

Myers, Ashlee

#### **Knappa High School**

##### **First Year (Probationary Contract July 1, 2022 - June 30, 2023)**

Geografo, Jasmin

##### **Second Year (Probationary Contract July 1, 2022 - June 30, 2023)**

Achilles, James R	Glueck, Alexander J
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##### **Third Year (Probationary Contract July 1, 2022 - June 30, 2023)**

Dawkins, Matthew W

##### **Two Year Contract July 1, 2022 - June 30, 2024**

Isom, Amanda Jo	Miller, Kirk Anthony	Souza, Mikiala
Isom, Paul T	Rathfon, Michael P	Woodside, Matthew P
Miller, Jeffrey Paul		



# School board

## By Makenzie Herzog

### **Girls basketball**

Recently our girls basketball team played their last game, the eighth grade team finished the season with zero losses, great job girls! And the seventh grade girls made it with only one loss. It's great watching them improve.

### **Wrestling**

For the wrestling team their last meet is in Vernonia on the 16th, then they will have districts. We can't wait to see how they will succeed.

### **Valentines day**

Throwback to February 14th, Valentines day. Did you have a valentine? If you're in elementary school how many of your classmates brought valentines for the whole class? I know that both the 6th grade classes had a potluck and watched a movie.

### **End of semester trip**

Students with a GPA of 2.8 and 0-1 green referrals will attend a movie at Gateway cinema on February 25th. We have set the trip for the 3rd quarter so it gives students a goal.

### **End of 3rd quarter**

For our end of the 3rd quarter trip, we will go to Funland and enjoy lunch on the beach. You are expected to have a gpa of 2.8 at least and no green referrals.

### **Bathroom update**

Recently our boys and girls bathrooms have been neglected, with graffiti, trash and many other things. If we don't see change we will have no choice but to shut the stalls down again. We are watching cameras and documenting when vandalism is happening.

### **February students of the month**

Eli Olson, Mason Shivers, Feda Saba, Nathan Launderbaugh, Luke Natividad, Tucker Delay, Sam Manijard, Madelyn Ross, Lola Toyas, Ace Hunsinger, Aiden Clearly, Kennedy Schmidt, Noah Alamari, Lilly Bulleri, Blake Harrington, Brantly Corder, Aspen Mahkne, Malleah Huebel, Sequoia Rathfon, Olivia Jones Great job!

## **ASB**

Counselors week - ASB treated Mr. Gremar to lunch

Constitution - we have gone through and compared our constitution to other schools, our next step is to start picking apart our own constitution  
the most recent meeting was today,

## **School**

Students of the quarter - Freshman; Malia Lauderbaugh (Lad-dur-bah) Sophomores;  
Treven Moreland Juniors; Grace Kuhnly Seniors; Drew Miller

Character Strong - This week we have begun our character strong curriculum, students are divided by class and after 3rd period we go through our lesson for that day

## **Winter Sports**

Wrestling - Last weekend was districts

Boys - Boys play for league title

Girls - Girls end their season with a win against Manahouse and a 4-10 record

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

Policy  
 Financial  
 Discussion

Vision & Goals  
 Information  
 Resolution

Other

**Item Title:** Approval of Northwest Regional Educational Service District (NWRES D) Annual Service Plan

**Presenter:** Lori Baker, and Doug Dougherty

**Background Information Related to this Issue:**

In Oregon, Educational Service Districts exist to provide support for local school districts in areas where they may struggle to meet students' and teachers' needs on their own. For example, NWRES D provides Knappa School District with technology services (fiber connections and support, our student information system, and system troubleshooting). payroll and budget support, some professional development, facilitation of communication with other local school districts, provision of special education specialist services (occupational therapy, physical therapy, augmented communication consultation, and autism support). This year, for example, our autism specialist provided district-wide professional development related to working with students with autism on one of our late start days. We also participate in some of the ESD's educational support programs, including Ninth Grade Success, student performance data systems, and CTE support.

For next year, NWRES D has put forth a proposal to provide financial reporting and processing services related to the bond. The ESD is also pursuing a professional development program for the superintendents related to instructional rounds (tuning our eye for instruction).

One concern of some of the coastal districts is the amounts the ESD charges for special education specialists. They are subject to collective bargaining requirements, and due to the size of our region, need to be competitive in the Beaverton/Portland market. This drives up salaries. Additionally, they appear to be increasingly dependent on contracted employees which can cost more than a standard employee. In our area, the cost of living is lower than the Portland metro area, so it is becoming more advantageous for districts on the North Coast to seek services elsewhere. For example, Knappa has contracted with a school psychologist directly rather than using the ESD, saving approximately \$12,000. We also have our own Speech Language Pathologist, and do not use ESD services.

While the cost of services is an increasing concern for local districts, including Knappa, we remain appreciative of the services NWRES D provides.

**Background (con't)**

While not part of the local service plan, their superintendent, Dan Goldman, has quality experience as a district superintendent, and is always available to us for support and advice.

**Financial Impact:**

The fee credit structure within the ESD provides net resources to the district in the amount of approximately \$100,000 per year after services are purchased.

**Recommended Action:**

It is the recommendation of the Superintendent that the School Board approve the local service plan as presented.

**KNAPPA SCHOOL DISTRICT NO. 4**

41535 Old Highway 30

Astoria, OR 97103

**2022-2023**

**~Budget Calendar~**

Wednesday, February 23, 2022	Regular Board Meeting
Wednesday, March 9, 2022	Regular Board Meeting
Wednesday, March 23, 2022	Board Work Session
Wednesday, April 6, 2022	Board Work Session
Thursday, April 14, 2022	FIRST NOTICE OF FIRST BUDGET COMMITTEE MEETING – District Web Site
Wednesday, April 20, 2022	Regular Board Meeting
Thursday, April 21, 2022	Publish SECOND NOTICE OF FIRST BUDGET COMMITTEE MEETING
Thursday, April 28, 2022	Budget Proposal Emailed to Board, Budget Committee Members, and Posted Online. Copies available for pick up by appointment only.
Wednesday, May 4, 2022	Budget Committee Meeting 6:30 p.m.
Wednesday, May 18, 2022	Regular Board Meeting
Wednesday, June 8, 2022	2nd Budget Committee meeting 6:30 p.m. ( <b>Target Date for approval of Budget by Budget committee</b> )
Thursday, June 9, 2022	Publish NOTICE OF BUDGET HEARING - (ED1), Financial Summary (ED2), and Fund Summaries (ED3)
Wednesday, June 22, 2022	6:00 p.m. Public Hearing of the Budget 6:30 p.m. Regular Board Meeting Enact Resolutions Adopting the Budget, Making the Appropriations and Declaring the Tax Levy and Categorizing Taxes
Friday, July 15, 2022	Last Date to File Tax Levy with Assessor

# Knappa School District 2022-2023 Board Calendar

School Board Meetings start @ 6:30 pm., and are held in the high school library.

4 Independence Day

Swear in new board members

JULY '22						
S	M	T	W	Th	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						

JANUARY '23

S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

18 Board Meeting

Board Recognition Month  
Superintendent Self Evaluation

3 Board Work Session  
17 Board Meeting

Board Goals  
Board Self Evaluation  
Supt. Evaluation Timeline

AUGUST '22						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

FEBRUARY '23

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26	27	28				

22 Board Meeting

Approve Teacher Contracts  
Approve NWRES Plan  
Approve District Calendar  
Audit Report  
Approve Budget Calendar  
Superintendent Board Evaluation

7-Board Work Session  
21 Board Meeting

Finish District and Board Goals

SEPTEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
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MARCH '23

S	M	T	W	Th	F	S
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26	27	28	29	30	31	

8 Board Meeting  
22 Board Work Session

Final Superintendent Evaluation  
Approval of Supt. Contract

5 Board Work Session  
19 Board Meeting

Test Results Discussion  
Improvement Discussion

OCTOBER '22						
S	M	T	W	Th	F	S
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30	31					

APRIL '23

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23	24	25	26	27	28	29
30						

5 Board Work Session  
19 Board Meeting

16 Board Meeting

OSBA Elections  
Approve Division 22 Assurances

NOVEMBER '21						
S	M	T	W	Th	F	S
		1	2	3	4	5
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27	28	29	30			

MAY '23

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28	29	30	31			

3 Budget Meeting 6:30 pm  
17 Board Meeting

Possible Board Elections  
First Reading of the Budget

14 Board Meeting

DECEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE '23

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25	26	27	28	29	30	

7 Budget Meeting 6:30 pm  
21 Public Hearing on Budget followed by Board Meeting 5:45 pm -include appropriations

Designate Officers & Agents of Record  
Approval of union contracts  
Custody & Disbursement of 4 School Funds  
Adopt Budget

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

Policy  
 Financial  
 Discussion

Vision & Goals  
 Information  
 Resolution

Capital Projects

**Item Title: Approval of High School Roofing Expenditure/Contract**

**Presenter: Dr. Fritz**

**Background Information Related to this Issue:**

The roof at Knappa High School was installed at the time of the last bond, approximately 20 years ago. A recent inspection revealed that the roof is at the end of its useful life, yet salvageable.

The district has identified a vendor who is part of the Omnia purchasing consortium, who mass bids work with vendors, allowing us to “piggyback” the existing bids. This is a manner similar to what we do with the Eugene School District to provide school buses, and allows us to meet the bid requirement for projects in excess of \$150,000, consistent with state statute. Additionally, the vendor has received competitive quotes for installation from four companies, again, consistent with the statute.

Policy DJ requires that contracts in excess of \$150,000 be authorized by the School Board.

Policy DJC relegates bidding to thresholds established in state statute, specifically ORS279B.055. This statute requires bidding for projects of this cost.

Three different options were considered. This included a full replacement (estimated cost of \$389,750-\$428,500), application of a Liquitec restoration (20 year warranty – our recommendation) and application of a Energizer LO (10 year warranty, which would require full replacement at the end of its life).

The district has obtained a proposal from Garland Roofing, who has bid and been approved for HVAC projects via Omnia. The proposal cost is \$256,866. This option gives the most extended life for the lowest cost.

The product warranty is 20 years.

The quote also includes costs for unforeseen site conditions.

This work covers the “membrane” portions of the roof. The shingles will need to be replaced in subsequent years. They also are at the end of their useful life, but a topcoat option is not available and the membrane portions are in worse shape due to the more limited slope of those portions of the roof structure.

**Financial Impact:**

The project costs is \$256,866. The superintendent also recommends authorizing expenditure of an additional 5% to cover unforeseen conditions. The total possible expenditure, in the amount of \$269,710 is within resources allocated as part of the maintenance reserve.

**Recommended Action:**

It is the recommendation of the Superintendent that the School Board authorize engagement in a contract for services with Garland Roofing in accordance with the terms of the attached proposal, and authorize the Superintendent to expend up to \$269,710 on said project.





**Garland/DBS, Inc.**  
**3800 East 91<sup>st</sup> Street**  
**Cleveland, OH 44105**  
**Phone: (800) 762-8225**  
**Fax: (216) 883-2055**



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

**High School BUR Restoration**  
**Knappa School District**  
**41535 Old US Hwy 30**  
**Astoria, OR 97103**

**Date Submitted: 01/28/2022**  
**Proposal #: 25-OR-220042**  
**MICPA # PW1925**

**OREGON General Contractor License #: 192939**

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work: Fully Reinforced Liquitec Restoration**

Roof restoration general notes Prior to installation, ensure that adhesion testing was conducted in accordance with Garland adhesion testing procedures to verify a minimum adhesion strength of four (4) pounds per linear inch (pli) for LiquiTec to the applicable substrates.

#### **Roof repair**

1. All necessary field and flashing repairs must be done according to good construction practices, including the removal of all wet insulation and defective materials as identified through a moisture detection survey such as an infrared scan and replacement with like materials
2. All foil faced (Veral) base flashings must have foil stripped from the cap sheet according to best construction practices
3. All modified bitumen seams must be checked, and any loose or damaged seams must be resealed/repared.
4. Repair blisters, holes, cuts, cracks, splits, or other modified bitumen surface defects with compatible materials
5. All roof areas must promote positive drainage to existing roof drains
6. Tool out all failed caulking along counterflashing and re-apply caulking

## Preparation

1. Carefully power wash all roof surfaces with greater than 2,000 psi pressure to remove debris, rust, scale, dirt, dust, chalking, peeling or flaking coatings, etc. Do not force water into the roof system or damage roof surfaces.
2. Wearing personal protective clothing and equipment, remove algae, mildew or fungus with Simple Green® Oxy Solve or other mild detergent and scrubbing with a push broom scrub brush. Rinse at least twice to be sure all cleaning agents or contaminants are completely removed to prevent adhesion issues
3. If the roof surface becomes contaminated with dirt, dust or other particles at any time during the application of the LiquiTec system, cleaning measures must be taken to restore the surface to a suitable condition.
4. Ensure roof is dry prior to application

## Priming

1. On new asphaltic repairs or membrane, apply Garla-Block to prevent staining of LiquiTec coating. Allow Garla-Block to completely dry.

## Application Of Fully Reinforced Modified Bitumen Restoration System

1. Fully reinforced system does not require fabric reinforcement pre-treatment of modified bitumen side and end laps.
2. (Recommended): Apply a bead of Green Lock Sealant XL, Tuff-Stuff MS sealant or coating into all modified bitumen side and end laps to reduce the height of the overlap. This will help eliminate voids or tenting under fabric reinforcement
3. Start with drains and flashings, including walls and curbs before proceeding to field installation. Apply a base coating of LiquiTec Base at 4.0 gal./100 sq. ft. (1.64 l/m<sup>2</sup>) over granule modified bitumen. If there are surface cracks within the existing modified bitumen, increased coating coverage rate may be required beneath the fabric reinforcement to properly saturate it. Use a 1/4" notched squeegee to spread coating and roller apply for uniform minimum coverage
4. Immediately embed 40" wide Grip Polyester Soft reinforcement into wet coating by rolling over the fabric surface to fully saturate and encapsulate, ensuring there are no wrinkles, voids or vertical fibers.
5. Lap adjacent rolls of reinforcement 3 in. (75 mm) on side and end laps. Ensure the roller is fully saturated with coating when back rolling over the reinforcement surface to wet it out completely. Allow to cure thoroughly, but no more than 72 hours
6. Apply a top coating of LiquiTec Base or LiquiTec coating over the reinforced base coat at 2.0 gal./100 sq. ft. (0.82 l/m<sup>2</sup>).

## Inspection

1. Inspect entire roof area and touch-up deficient areas with additional LiquiTec as necessary to ensure complete and uniform coverage. Solvent wipe coating with acetone or MEK if it is exposed over 72 hours prior to overcoating.
2. Special attention should be given to critical areas of roof, including roof penetrations, transitions, existing membrane seams, flashings and drains.

**Garland/DBS Price Based Upon Local Market Competition: Liqui-Tec**

<b>Northern Pacific Roofing &amp; Construction LLC</b>	<b>\$ 256,866</b>
Flatline Roofing	\$ 272,396
ALL AMERICAN ROOFING & BUILDING LLC	\$ 324,303
Arrow Roofing & Sheet Metal, Inc.	\$ 354,222

**Garland/DBS Price Based Upon Local Market Competition: Energizer LO**

<b>Northern Pacific Roofing &amp; Construction LLC</b>	<b>\$ 162,922</b>
Flatline Roofing	\$ 223,013
ALL AMERICAN ROOFING & BUILDING LLC	\$ 254,438
Arrow Roofing & Sheet Metal, Inc.	\$ 285,900

**Unforeseen Site Conditions: Northern Pacific Roofing & Construction LLC**

Wood Blocking (Nailer) Replacement	\$ 11.40 per Ln. Ft.
Additional Insulation Replacement	\$ 17.10 per Sq. Ft.
Decking Replacement	\$ 11.40 per Sq. Ft.

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could affect your project. Thank you for your understanding and cooperation.

**Clarifications/Exclusions:**

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Interior Temporary protection is excluded.
7. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

*Joe Mullen*

Joe Mullen  
Garland/DBS, Inc.  
(216) 430-3635

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

Policy  
 Financial  
 Discussion

Vision & Goals  
 Information  
 Resolution

**Item Title: School Bus Purchase**

**Presenter: Dr. Fritz**

**Background Information Related to this Issue:**

The School Board allocates resources annually for the purchase of new school buses to replace older units in the district's fleet.

Western Bus Sales bids buses through the Eugene School District and Knappa is able to "piggy back" on that pricing.

The bus we have identified is a 72 passenger Blue Bird bus. It will come equipped with interior cameras, back up camera, student seat belts, and a wheelchair lift. This will allow for use on a daily basis but also as a trip bus. Seat belts are becoming more common in school buses and with a steady stream of high speed accidents on Highway 30, and with student safety as a top priority, we plan to include these in bus orders here forward.

This bus runs on diesel fuel, but we are considering propane fuel for future purchases as the cost per gallon for fuel is lower and there is a federal rebate of .50/gallon. Propane buses also require less routine maintenance.

We chose diesel for this bus due to the need to use it for trips, where propane fueling may not be available.

This bus qualifies for a \$50,000 grant to offset the cost of purchase, given that we will be retiring a bus that is less efficient and has higher emissions.

**Background (con't)**

**Financial Impact:**

The purchase price is \$143,728, which will be offset by a \$50,000 grant, making the net cost \$93,728. This price is slightly higher than the one in the quote due to addition of a battery shut off.

**Recommended Action:**

It is the recommendation of the Superintendent that the Board authorize purchase of the Blue Bird bus as described above, and that the Board grant the superintendent authority to spend up to \$100,000 for this vehicle.

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

**February 23, 2022  
Board Meeting**

**NOTES FROM THE BUSINESS OFFICE:**

**General**

I have enclosed the January 31, 2022 financial report for your review. Property tax revenue received to date, including what we have received in February is 100% of our budgeted amount. Total expected State School Fund revenue is adjusted down by \$166,875.03 due to a revision in enrollment made in October, but is still within .5% of our initial budgeted amount. We received the first half of the Common School Fund payment in January. We should receive our bond proceeds this week.

**2021-2022 REVENUE AND EXPENDITURES**

**GENERAL FUND**

**As of January 31, 2022**

		<b>ACTUAL</b>	<b>PROJECTED REV</b>	<b>Total Expected</b>	<b>Balance</b>	<b>BALANCE</b>
<b>REVENUES</b>	<b>BUDGET</b>	<b>through</b>	<b>through</b>	<b>Revenue</b>	<b>From Budget</b>	<b>as % of</b>
		<b>January 31, 2022</b>	<b>June 30, 2022</b>			<b>BUDGET</b>
Property Taxes	1,352,000.00	1,335,897.26	147,321.12	1,483,218.38	(131,218.38)	110%
County School Fund	200,000.00	102,658.61	99,000.00	201,658.61	(1,658.61)	101%
State School Fund	4,295,491.00	2,918,297.00	1,355,936.85	4,274,233.85	21,257.15	100%
Unrestricted Grants (Small High School)	28,000.00	-	28,000.00	28,000.00	-	100%
Common School Fund	53,466.00	30,259.66	30,259.66	60,519.32	(7,053.32)	113%
State Managed County Timber	75,000.00	356.35	74,500.00	74,856.35	143.65	100%
Asset Recovery	-	9,435.52	-	9,435.52	(9,435.52)	
<b>Total State Support Formula Revenues</b>	<b>6,003,957.00</b>	<b>4,396,904.40</b>	<b>1,735,017.63</b>	<b>6,131,922.03</b>	<b>(127,965.03)</b>	<b>102%</b>
Revenue ESD				-	-	
Other Local Sources	58,000.00	21,552.70	35,545.19	57,097.89	902.11	98%
<b>Total Revenue</b>	<b>6,061,957.00</b>	<b>4,418,457.10</b>	<b>1,770,562.82</b>	<b>6,189,019.92</b>	<b>(127,062.92)</b>	<b>102%</b>
Interfund Transfers	-			-	-	
Beginning Fund Balance	2,252,000.00	1,883,256.00	-	1,883,256.00	368,744.00	84%
				-	-	
<b>TOTAL RESOURCES</b>	<b>8,313,957.00</b>	<b>6,301,713.10</b>	<b>1,770,562.82</b>	<b>8,072,275.92</b>	<b>241,681.08</b>	<b>97%</b>

		<b>ACTUAL</b>	<b>ENCUMBERED</b>	<b>Total Expected</b>	<b>BALANCE</b>	<b>BALANCE</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>through</b>	<b>through</b>	<b>Expenditures</b>	<b>BALANCE</b>	<b>as % of</b>
<b>BY OBJECT</b>		<b>January 31, 2022</b>	<b>June 30, 2022</b>			<b>BUDGET</b>
Personal Services	3,487,912.00	1,748,211.53	1,662,746.50	3,410,958.03	76,953.97	2%
Associated Payroll Costs	1,763,854.00	832,246.50	647,995.01	1,480,241.51	283,612.49	16%
Purchased Services	683,191.00	221,647.39	95,407.11	317,054.50	366,136.50	54%
Supplies & Materials	214,600.00	155,431.99	42,194.55	197,626.54	16,973.46	8%
Capital Outlay				-	-	0%
Other Objects	130,700.00	125,677.37	683.50	126,360.87	4,339.13	3%
Transfers	1,315,000.00		1,315,000.00	1,315,000.00	-	0%
<b>Total Expenditures</b>	<b>7,595,257.00</b>	<b>3,083,214.78</b>	<b>3,764,026.67</b>	<b>6,847,241.45</b>	<b>748,015.55</b>	<b>10%</b>
Contingency / Unappropriated	718,700.00	-	-	-	718,700.00	100%
				-	-	
<b>TOTAL EXPENDITURES</b>	<b>8,313,957.00</b>	<b>3,083,214.78</b>	<b>3,764,026.67</b>	<b>6,847,241.45</b>	<b>1,466,715.55</b>	<b>18%</b>

		<b>ACTUAL</b>	<b>ENCUMBERED</b>	<b>Total Expected</b>	<b>BALANCE</b>	<b>BALANCE</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>through</b>	<b>through</b>	<b>Expenditures</b>	<b>BALANCE</b>	<b>as % of</b>
<b>BY MAJOR FUNCTION</b>		<b>January 31, 2022</b>	<b>June 30, 2022</b>			<b>BUDGET</b>
1000 - Instruction	3,713,260.00	1,654,653.51	1,520,720.22	3,175,373.73	537,886.27	14%
2000 - Support Services	2,566,997.00	1,428,561.27	928,306.45	2,356,867.72	210,129.28	8%
5000 - Other Uses/Debt Services/Transfers	1,315,000.00	-	1,315,000.00	1,315,000.00	-	0%
<b>Total Expenditures</b>	<b>7,595,257.00</b>	<b>3,083,214.78</b>	<b>3,764,026.67</b>	<b>6,847,241.45</b>	<b>748,015.55</b>	<b>10%</b>
6000 - Contingency / Unappropriated	718,700.00		-	-	718,700.00	0%
				-	-	
<b>TOTAL EXPENDITURES</b>	<b>8,313,957.00</b>	<b>3,083,214.78</b>	<b>3,764,026.67</b>	<b>6,847,241.45</b>	<b>1,466,715.55</b>	<b>18%</b>

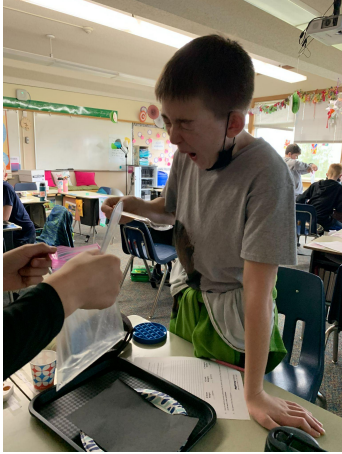
**Hilda Lahti Elementary/Middle School**  
**February 2022**

Enrollment Report

Grade	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
PreK					16	16	16				
Kg	25	29	29	29	28	28	28				
1	42	36	36	38	38	38	38				
2	33	30	31	31	32	32	31				
3	44	34	34	34	34	34	34				
4	35	31	31	31	33	33	35				
5	36	33	34	34	33	33	34				
6	36	33	33	33	34	34	34				
7	37	37	37	37	36	34	32				
8	45	38.5	38.5	39	39	36	34				
KVA		14	14	14	16	16	21				
Total	333	316	318	320	323 + 16 preK	318 +16 preK	321 +16 preK				

HLE continues to work on their engaging instruction while enduring the many challenges of this time.





5th grade Science... students learning about their oceans.



5th grade math.... Using grocery ads to engage with adding decimals.



Kindergarten... building a trust wall.



Kindergarten .... Indoor recess with light sticks



Orton Gillingham blending board



Buddy reading



Middle school Science... new tables and stools as well as a new Chromebook cart.



Independent Living.... Making chicken alfredo!

During staff development, teachers shared their high yield instructional strategies with each other using a padlet. <https://padlet.com/mcmullent2/lcqddestj760g4dh>

Staff also looked at their MAP data for Winter giving me some action items for their instruction. Some of these items are:

- Using the MAP data to pull specific groups of students who need skill support
- Bring student to MTSS for possible extra intervention help or evaluation
- I plan to have more formal Socratic seminars in which everyone gets to share and build upon ideas.

Middle school students now have a dedicated time for advisory and Character Strong on non late start Wednesdays. It was an awesome time with a small group of kids.

We have our final math training session next week. All teachers will spend at least two sessions with our trainers ensuring concepts are being utilized in the classroom.

Staff have been asked their intentions for next year planning, and I am working on some ideas for creative staffing for various possible scenarios.

Thank you for your continued support.

Respectfully submitted,

Tammy McMullen

**February 2022**  
**KSD Board Meeting**  
**Knappa High School**

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

\*KHS enrollment/KVA enrollment

- Senior, Hannah Dietrichs has committed to playing volleyball at the collegiate level for the Bellevue Bulldogs at Bellevue College in Bellevue, Washington. Hannah will be studying Diagnostic Medical Imaging.
- Senior, Sierra Brown will be traveling to Cape Town, South Africa this summer as a participant in the program, Leadership Through Mandela's Example. Students will volunteer in local communities, attend classes, and explore the area. Activities are designed for a deep immersion into the local culture and sights.
- KHS is hosting a Red Cross Blood Drive on Monday, February 28th. Community members who are interested in donating can sign up by calling or visiting the KHS office.
- KHS staff and students celebrated Mr. Gremer during School Counselor's Week from February 7th through the 11th. Mr. Gremer was showered with treats and notes of appreciation.
- Athletic news: KHS Girl's basketball ended their season on a winning streak. Boy's basketball plays in the district tournament on Saturday, 2/19/22. KHS wrestling travels to Neah Kah Nie for their district tournament, also on Saturday, 2/19/22. Practice has begun for baseball and softball pitchers and catchers. Full baseball, softball, and track practice begins on Monday, 2/28/22. KHS Forestry traveled to Scio, 2/11/22 for their first competition of the season.

Warm their hearts  
this winter.

*Give blood.*



**Blood Drive**  
**Knappa High School**  
**Gymnasium**

41535 Old Highway 30  
Astoria, OR 97103

**Monday, February 28th**  
**10:00 a.m. to 3:00 p.m.**

To schedule your appointment  
or for more information,  
please contact Leadership Class Members



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Streamline your donation experience and save up to 15 minutes by  
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[EM] Order ID: 132782 • Item ID: 559238 • Qty: 1 of 1 • @ 14 MAR 11 • 2015AAPL-0185 • APR 1 • 2021

## **Superintendent Report February 23, 2022**

### **Changes to State Masking Rules**

On March 31, 2022, Masking rules will become a local option. Based on the community survey, there was strong parental and student support for allowing choice. Employees leaned 67% toward choice.

There is still complexity around other issues for that time, including:

- Quarantine rules
- Test to stay (not allowed)
- Federal transportation mask mandates
- Masking on days 6-10 after isolation or quarantine.
- Requirements for unvaccinated employees

We will be reaching out to the families of current in-person students to confirm numbers who desire to shift to KVA. Once we see numbers, we will be developing a plan for how to handle that. The mask choice will begin on March 31 and the quarter shifts on April 18.

Some individuals have made contact with the district worried about the potential for high levels of COVID cases and/or quarantines. While this is a legitimate concern, we must look at it in light of rapidly decreasing case counts in our state, county, and district. When case counts are low, the risk of transmission decreases as well. The state lifting of the mandates contemplates low case counts at that time and the trends seem to be aligned with what the state epidemiologists are predicting.

### **Capital Projects**

We will be replacing the heating and ventilation systems in the library and arts/music sections of Knappa High School this summer. On this meeting's agenda, roof resurfacing is recommended for approval. That work is also slated for this summer.

During spring break, window tinting will be added to the south facing windows at Hilda Lahti Elementary, helping to keep the rooms on that side of the building cooler.

Our seismic grant application will be submitted prior to the February 28 deadline. We are seeking \$2.5 million

Seismic Grant – Due at end of month \$2.5 million

### **Bond Sale**

The bond sale two weeks ago was successful. The District's A+ "stable" rating helped on a day that had a bit of market volatility. Investors seemed attracted to our district due to strong fiscal management and stability, as well as local real estate stability and stable enrollment.

The District was able to get approximately \$2 million in additional resources from bond premiums, and the rate per \$1,000 will be below the projected rate of \$2.20 at an average of **\$2.17**. This will save taxpayers approximately \$240,000 as compared with the projected rates.

The district anticipates receiving \$16.19 million in the bond account on February 25, 2022. Another \$4 million will be made available to the district in state match dollars.

### **Purchasing School Buses**

The District is in the process of purchasing school buses. We are eligible for a grant to fund \$50,000 per bus (up to a total of two buses) because we are replacing older buses that are not fuel efficient and which create high emissions with replacements that are cleaner. Unfortunately, like most vehicles, there is a supply chain issue. The predicted delivery date is 300 days from the order.

### **We Need Bus Drivers and Program Assistants.**

There are still needs in these areas. If you know anybody interested in these, please have them contact the Business Office. The good news is that we have an experienced bus mechanic on the Board agenda for approval tonight which will alleviate that staffing challenge. We also have a few program assistants on the list.