

Clatskanie School District 6J
 PO Box 678
 Clatskanie OR 97016
 BOARD OF DIRECTORS' REGULAR BOARD MEETING
 September 14, 2020, 6:30 pm via Zoom
 (see our main page at www.csd.k12.or.us for instructions on joining the meeting via Zoom)

BOARD MEETING MINUTES

Board Members Present: Megan Evenson-Board Chair, Kara Harris-Vice Chair, Ian Wiggins, Kathy Engel
 Board Members Absent: Chris Ouellette
 Admin Team Present: Cathy Hurowitz-Superintendent, Mark Bergthold-Business Manager, Tami Burgher-Board Secretary, Jim Helmen-Director of Student Support & Innovation, Kim Oblack-CMHS Principal, Kara Burghardt-CES Interim Principal
 Guests: Rick Becker-McKinstry, Stephanie Dost-McKinstry, Stephanie Eaton, Yvonne Krause, Marc Brewer, Nina Brewer, Tim Erwin, Jaime Erwin, Megan Corne, Dawn Warren, Sarah McClure, Ryan Tompkins, Charlie Sittloh, Amber Crawford, David Crawford, Lucius Jones

- I. CALL TO ORDER: 6:30 pm
 - A. Agenda Review: M. Evenson-Board Chair added item B. under new business, Procedure/process for adding a new board member.

- II. COMMUNICATIONS AND HEARINGS OF INTERESTED PARTIES
 - A. Public Comment: None
This is the time for citizens to address the Board. All speakers should state their name prior to speaking. Speakers are asked to write their name, address, phone number and topic to be addressed on the registration card. Speaking time is limited to three minutes per speaker. Speakers may offer objective criticism of district operation and programs, but the Board will not hear any complaints concerning specific District personnel. The Chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. The right to address the Board does not exempt the speaker from any potential liability for defamation.
 - B. Student Body Report: None
 - C. Oregon School Employees Association Representative Report: Yvonne Krause, Union President, reported that in the bus garage, staff are excited to be back to work and have been working through the many changes to get as many kids to school as they can. They are looking forward to Monday when they can start the meal service again to families via the bus. She has not any negative feedback at this time. The union is still at 100% enrollment and they are looking forward to getting the kids back in the buildings sometime soon.
 - D. Clatskanie Education Association Representative Report: Union president, Lucius Jones, gave the report. Despite the tremendous adversity for online learning, attendance has been excellent at live lessons, it has been amazing to see the students. He then discussed a variety of concerning issues. The union believes the district has control over most, if not all of the issues. There were 17 issues presented, ranging from teacher safety, district administration support, curriculum and technology. There is a labor relations meeting on Wednesday
 - E. COVID Safety Update - Ryan Tompkins spoke about COVID protocols at CMHS. It is important to get this information out so people are aware of the protocols being followed for the safety of our staff and students. They are following state guidance on mask use, social distancing, contact tracing, etc. They have about 30 kids that come into the building due to lack of home internet, homelessness, special needs, etc, so contact tracing is important. It has been going very well. The goal is to do everything right, right now, so when kids are able to come back into the building, all will be ready. They want the community to know that safety is a big priority. CMHS is about 90% attendance. Athletic wise, they are opening up conditioning and skill building following all of the protocols. They have also eliminated the athletic user fees for this year. Kudos to Cathy and Mark for helping make this happen.

- III. OLD BUSINESS
 - A. McKinstry Bond Information: Stephanie Dost from McKinstry gave a brief presentation/update on where we are in the process of going out for a bond. The approach they would like to use is the Total Cost of Ownership approach. "When" the bond is passed, the district will have a big influx of capital dollars into the general fund,

which will allow us to do a number of improvements in the district. Keep in mind that the maintenance and operation portion of the improvements (systems installed) will come out of the general fund. There are a couple of different methods for installing these systems, the traditional type or the design bid delivery. She discussed both of these methods. They recommend the design build delivery method. This allows the designer and the bidder to be the same entity and brings all of the responsibility under one contractor. She discussed the design build delivery method further, as there is a single source of responsibility, cost savings and risk mitigation, etc. The State of Oregon has even put this into law. There is enough of a benefit to continue using this method. Next steps include creating a Findings Document to present to the Board, post a public notice and have a public meeting and go through the Request for Qualifications process and select a Design-Build Partner.

A motion was made to approve Mark Berghold continuing the investigation into the design build process as suggested by McKinstry.

KE/IW - UNANIMOUS

- B. Port response to board letter regarding Urban Renewal Taxing District Support: K. Engel presented the response from the Port of Columbia County to the board's letter that was sent a few months ago. The gist of the letter is that they were willing to talk with us, but aren't able to comply with our request regarding the future water payments. They were very respectful and Kathy will send them a thank you for your time email.
- C. Review Board-Superintendent Working Agreement: This was a document that is in statute and policy and is a delineation of the board and superintendent. This was adopted a couple of years ago and we are reviewing it. The superintendent is overseen by the board and the day to day functions of the district are left to the superintendent. If we want to make any changes, we can maybe do this at our upcoming work session.

IV. NEW BUSINESS

- A. Resignation of Board Member, Chris Ouellette, effective 9/14/20: M. Evenson read a resignation statement from Chris Ouellette. He is unable to give the time to the board that it requires.

A motion was made to accept Chris Ouellette's resignation from the school board.

IW/KH - UNANIMOUS

M. Evenson thanked Mr. Ouellette for his willingness to step up and service the district during a difficult time. The board understands that sometimes life's commitments take precedence and they appreciate the time he gave to the district.

- B. Replacement process for Board Member: M. Evenson discussed the process for appointing a new board member. It will be opened up to any community members in our district that are interested. We have an application on line and it will be advertised in the paper and on social media. We will interview and appoint a new board member at a special board meeting on October 5th at 6:30 pm.

V. SUPERINTENDENT'S REPORT

- A. K-6 Principal Report: Written. CES has lost a significant number of students to homeschooling and charter schools. We are working on building up the online capacity and hopefully get some of those families back. We are at 95-100% for Google Classrooms which is a testament to our staff and how hard they have worked. Kudos to Sarah Thorud and the Kindergarten team. They had kindergarten orientation and got 93% of students assessed in reading and math, got a tour of the classroom and received a little goodie bag.
- B. 7-12 Principal Report: Written. K. Oblack wanted to mention attendance, Mr. Tompkins said it is at 90%, she feels like it is higher than that because quite a few kids that were counted are saying they are enrolling in another program somewhere. Once that gets ironed out she hopes it will be back up around 95%. Attendance team has been working very hard. It feels like the school spirit, despite the difficulties of distance learning, is high. Nina Brewer and Jaime Erwin created advisory lessons for the first couple of days. The teachers haven't let the kids know how frustrated they are with the technology hurdles. NWRESD is training some staff to be super users in Canvas, so they can continue to support our staff with Canvas. The teachers have been very resilient, supportive and have worked as a cohesive unit.
- C. Student Services Report: Written.
- D. Superintendent Report: C. Hurowitz went over the purchase list for the \$129,000 grant, it hasn't been accepted by ODE yet, but we are hopeful. The \$129,000 was calculated via a formula at ODE. She also discussed broadband issues and expanding it in the future. C. Hurowitz also discussed air quality issues from the fires in Oregon and how the district is determining unsafe levels for staff.
- Financial Report

- VI. BOARD MEMBERS REPORTS: All the board members echoed the same sentiments that they are grateful for all of the hard work that administrators, staff and teachers have put in over the last few months to get the distance learning up and running. They are very appreciative. K. Engel read the Attorney General's Public Records & Meetings

Manual, Part II, paragraph C., sub b. Subject of Meetings & Social Gatherings regarding board members being at social functions together. As long as they don't discuss board subjects, they are allowed to be at social gatherings together and it isn't considered an illegal board meeting. There had been a complaint to one of the board members regarding this issue.

VII. INFORMATION

- A. Enrollment information
- B. Resignation of educational assistant, Heather Wheeler, effective 08/21/20

VIII. CONSENT AGENDA

- A. Financial Report
- B. Approve the hiring of Kara Burghardt, CES Interim Principal
- C. Approve Minutes from the June 17, 2020 special board meeting
- D. Approve Minutes from August 17, 2020 board meeting

A motion was made to approve the consent agenda as presented.

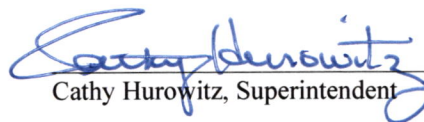
KE/KH - UNANIMOUS

SPECIAL BOARD MEETING: October 5, 2020

NEXT BOARD MEETING: October 12, 2020

ADJOURNMENT: 8:19 pm


Megan Evenson, Board Chair


Cathy Hurowitz, Superintendent

Clatskanie School District 6J
PO Box 678
Clatskanie OR 97016
BOARD OF DIRECTORS' REGULAR BOARD MEETING
September 14, 2020, 6:30 pm via Zoom
(see our main page at www.csd.k12.or.us for instructions on joining the meeting via Zoom)

BOARD MEETING MINUTES

Board Members Present: Megan Evenson-Board Chair, Kara Harris-Vice Chair, Ian Wiggins, Kathy Engel
Board Members Absent: Chris Ouellette
Admin Team Present: Cathy Hurowitz-Superintendent, Mark Bergthold-Business Manager, Tami Burgher-Board Secretary, Jim Helmen-Director of Student Support & Innovation, Kim Oblack-CMHS Principal, Kara Burghardt-CES Interim Principal
Guests: Rick Becker-McKinstry, Stephanie Dost-McKinstry, Stephanie Eaton, Yvonne Krause, Marc Brewer, Nina Brewer, Tim Erwin, Jaime Erwin, Megan Corne, Dawn Warren, Sarah McClure, Ryan Tompkins, Charlie Sittloh, Amber Crawford, David Crawford, Lucius Jones

I. CALL TO ORDER: 6:30 pm

- A. Agenda Review: M. Evenson-Board Chair added item B. under new business, Procedure/process for adding a new board member.

II. COMMUNICATIONS AND HEARINGS OF INTERESTED PARTIES

A. Public Comment: None

This is the time for citizens to address the Board. All speakers should state their name prior to speaking. Speakers are asked to write their name, address, phone number and topic to be addressed on the registration card. Speaking time is limited to three minutes per speaker. Speakers may offer objective criticism of district operation and programs, but the Board will not hear any complaints concerning specific District personnel. The Chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. The right to address the Board does not exempt the speaker from any potential liability for defamation.

B. Student Body Report: None

- C. Oregon School Employees Association Representative Report: Yvonne Krause, Union President, reported that in the bus garage, staff are excited to be back to work and have been working through the many changes to get as many kids to school as they can. They are looking forward to Monday when they can start the meal service again to families via the bus. She has not any negative feedback at this time. The union is still at 100% enrollment and they are looking forward to getting the kids back in the buildings sometime soon.

- D. Clatskanie Education Association Representative Report: Union president, Lucius Jones, gave the report. Despite the tremendous adversity for online learning, attendance has been excellent at live lessons, it has been amazing to see the students. He then discussed a variety of concerning issues. The union believes the district has control over most, if not all of the issues. There were 17 issues presented, ranging from teacher safety, district administration support, curriculum and technology. There is a labor relations meeting on Wednesday

- E. COVID Safety Update - Ryan Tompkins spoke about COVID protocols at CMHS. It is important to get this information out so people are aware of the protocols being followed for the safety of our staff and students. They are following state guidance on mask use, social distancing, contact tracing, etc. They have about 30 kids that come into the building due to lack of home internet, homelessness, special needs, etc, so contact tracing is important. It has been going very well. The goal is to do everything right, right now, so when kids are able to come back into the building, all will be ready. They want the community to know that safety is a big priority. CMHS is about 90% attendance. Athletic wise, they are opening up conditioning and skill building following all of the protocols. They have also eliminated the athletic user fees for this year. Kudos to Cathy and Mark for helping make this happen.

III. OLD BUSINESS

- A. McKinstry Bond Information: Stephanie Dost from McKinstry gave a brief presentation/update on where we are in the process of going out for a bond. The approach they would like to use is the Total Cost of Ownership approach. "When" the bond is passed, the district will have a big influx of capital dollars into the general fund,

which will allow us to do a number of improvements in the district. Keep in mind that the maintenance and operation portion of the improvements (systems installed) will come out of the general fund. There are a couple of different methods for installing these systems, the traditional type or the design bid delivery. She discussed both of these methods. They recommend the design build delivery method. This allows the designer and the bidder to be the same entity and brings all of the responsibility under one contractor. She discussed the design build delivery method further, as there is a single source of responsibility, cost savings and risk mitigation, etc. The State of Oregon has even put this into law. There is enough of a benefit to continue using this method. Next steps include creating a Findings Document to present to the Board, post a public notice and have a public meeting and go through the Request for Qualifications process and select a Design-Build Partner.

A motion was made to approve Mark Bergthold continuing the investigation into the design build process as suggested by McKinstry.

KE/IW - UNANIMOUS

- B. Port response to board letter regarding Urban Renewal Taxing District Support: K. Engel presented the response from the Port of Columbia County to the board's letter that was sent a few months ago. The gist of the letter is that they were willing to talk with us, but aren't able to comply with our request regarding the future water payments. They were very respectful and Kathy will send them a thank you for your time email.
- C. Review Board-Superintendent Working Agreement: This was a document that is in statute and policy and is a delineation of the board and superintendent. This was adopted a couple of years ago and we are reviewing it. The superintendent is overseen by the board and the day to day functions of the district are left to the superintendent. If we want to make any changes, we can maybe do this at our upcoming work session.

IV. NEW BUSINESS

- A. Resignation of Board Member, Chris Ouellette, effective 9/14/20: M. Evenson read a resignation statement from Chris Ouellette. He is unable to give the time to the board that it requires.

A motion was made to accept Chris Ouellette's resignation from the school board.

IW/KH - UNANIMOUS

M. Evenson thanked Mr. Ouellette for his willingness to step up and service the district during a difficult time. The board understands that sometimes life's commitments take precedence and they appreciate the time he gave to the district.

- B. Replacement process for Board Member: M. Evenson discussed the process for appointing a new board member. It will be opened up to any community members in our district that are interested. We have an application on line and it will be advertised in the paper and on social media. We will interview and appoint a new board member at a special board meeting on October 5th at 6:30 pm.

V. SUPERINTENDENT'S REPORT

- A. K-6 Principal Report: Written. CES has lost a significant number of students to homeschooling and charter schools. We are working on building up the online capacity and hopefully get some of those families back. We are at 95-100% for Google Classrooms which is a testament to our staff and how hard they have worked. Kudos to Sarah Thorud and the Kindergarten team. They had kindergarten orientation and got 93% of students assessed in reading and math, got a tour of the classroom and received a little goodie bag.
- B. 7-12 Principal Report: Written. K. Oblack wanted to mention attendance, Mr. Tompkins said it is at 90%, she feels like it is higher than that because quite a few kids that were counted are saying they are enrolling in another program somewhere. Once that gets ironed out she hopes it will be back up around 95%. Attendance team has been working very hard. It feels like the school spirit, despite the difficulties of distance learning, is high. Nina Brewer and Jaime Erwin created advisory lessons for the first couple of days. The teachers haven't let the kids know how frustrated they are with the technology hurdles. NWRES is training some staff to be super users in Canvas, so they can continue to support our staff with Canvas. The teachers have been very resilient, supportive and have worked as a cohesive unit.
- C. Student Services Report: Written.
- D. Superintendent Report: Written
- Financial Report

- VI. BOARD MEMBERS REPORTS: All the board members echoed the same sentiments that they are grateful for all of the hard work that administrators, staff and teachers have put in over the last few months to get the distance learning up and running. They are very appreciative. K. Engel read the Attorney General's Public Records & Meetings Manual, Part II, paragraph C., sub b. Subject of Meetings & Social Gatherings regarding board members being at social functions together. As long as they don't discuss board subjects, they are allowed to be at social gatherings

together and it isn't considered an illegal board meeting. There had been a complaint to one of the board members regarding this issue.

VII. INFORMATION

- A. Enrollment information
- B. Resignation of educational assistant, Heather Wheeler, effective 08/21/20

VIII. CONSENT AGENDA

- A. Financial Report
- B. Approve the hiring of Kara Burghardt, CES Interim Principal
- C. Approve Minutes from the June 17, 2020 special board meeting
- D. Approve Minutes from August 17, 2020 board meeting

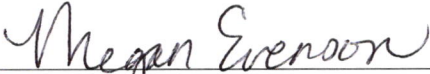
A motion was made to approve the consent agenda as presented.

KE/KH - UNANIMOUS

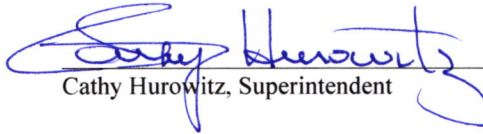
SPECIAL BOARD MEETING: October 5, 2020

NEXT BOARD MEETING: October 12, 2020

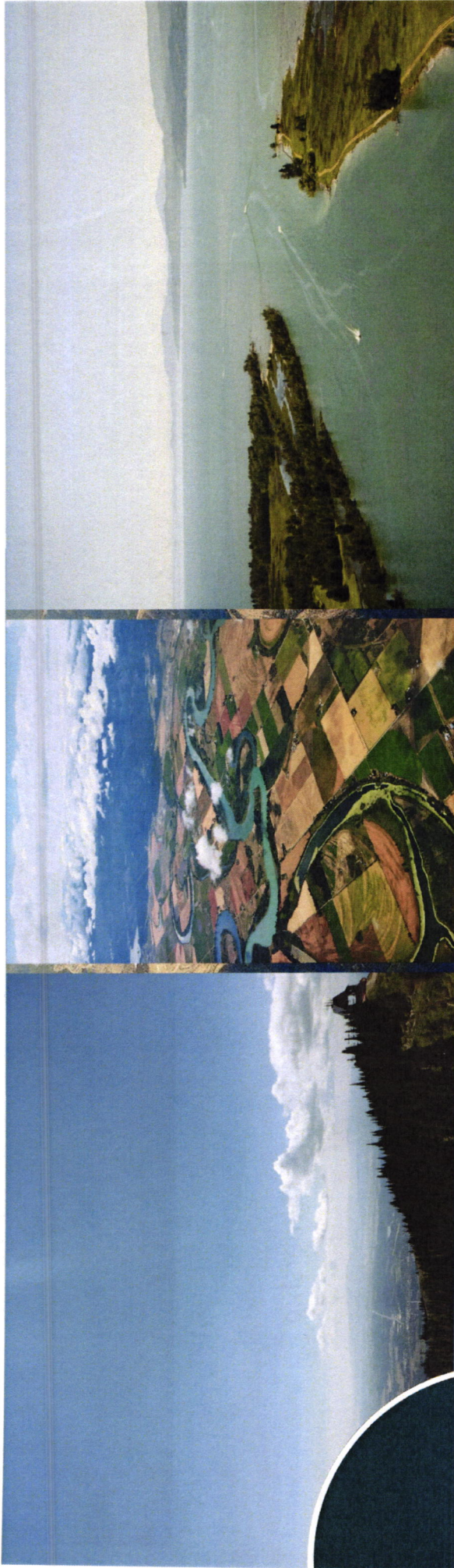
ADJOURNMENT: 8:19 pm



Megan Evenson, Board Chair



Cathy Hurowitz, Superintendent



Design-Build Advantages for Bond Work Clatskanie School District

McKinstry, Portland, OR

*Stephanie Dost
Rick Becker*



Total Cost of Ownership

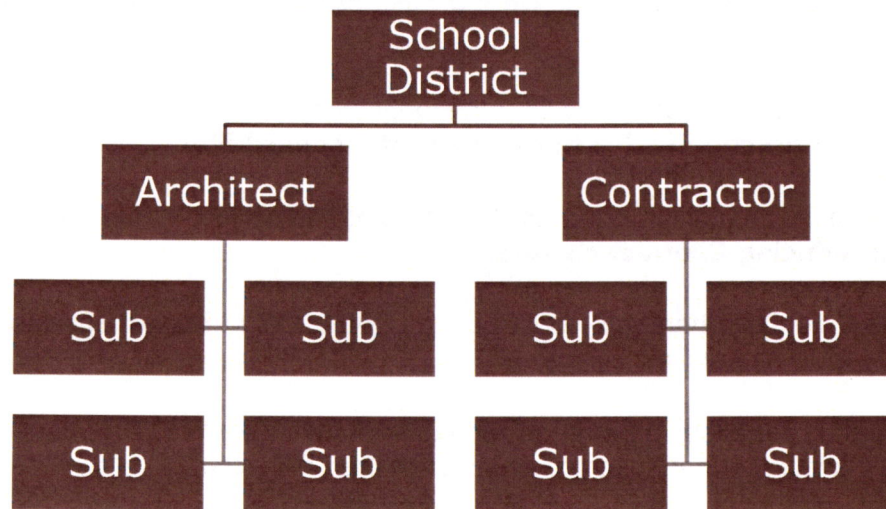
Initial/Replacement Cost + Maintenance + Operations = Total Cost of Ownership



- Plan for capital (Bond) facility and maintenance/operations (General Fund) investments
- 50% of lifetime building costs are operations and energy (ASHRAE)

Delivery Methods - Structure

Traditional Project Delivery



Design-Build Delivery

