

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 Meeting

April 19, 2023

6:30 p.m.

1. **Call to Order** – Chair Ed Johnson

2. **Consent Agenda- (Motion for approval needed)**

- 2.1 Minutes from the March 8, 2023 Board Meeting, and April 5, 2023 Board Work Session.
- 2.2 Personnel Update
- 2.3 23-26 Superintendent Contract
- 2.4 District Policy Approval

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

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

4. **Superintendent Report-** (Dr. Fritz)

5. **Old Business**

- 5.1 Bond Update

6. **New Business**

- 6.1 SPED Report- (Brittany Norton)
- 6.2 Presentation of Forestry Donation- (Lindsey Davis Hampton Lumber)
- 6.3 Audit Report- (Pauly Rogers presentation)
- 6.4 ESOL Curriculum Adoption- (motion needed)
- 6.5 Teacher Appreciation Resolution-(motion needed)

7. **District Reports**

- Financial Report- (Diane Barendse)
- Hilda Lahti Elementary/Middle School
- Knappa High School

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

Next Meetings • Wednesday, May 3, 2023 Budget Committee Meeting 6:30 p.m., Knappa High School Library. Wednesday, May 17, 2023 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.*

6:00 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.

Board of Directors' Regular Board Meeting

Wednesday, March 8, 2023

6:30 p.m.

Present

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

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.

Classified Appreciation Week!

Winter Athletics Recognition!

Athletic Director Isom acknowledged the winter athletes, he presented some stats to the board, and he congratulated the seniors. He thanked the coached and volunteers.

2. **Consent Agenda- (Motion for approval needed)**
 - 2.1 Minutes from the February 22, 2023 Regular Board Meeting.
 - 2.2 Personnel Update

Finn moved to approve the consent agenda as presented, Jasper seconded, moved to vote, approved unanimously.

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

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

4. **Superintendent Report**-Fritz reviewed his report with the board. The dugout is under construction, and we submitted the federal water grant. Thanked the parent club for burger bingo, it was well attended. Staff had Alice emergency training this morning.

5. **Old Business**

5.1 **Bond Update**-schematic design is complete and we will be meeting with different groups to start the design process. The middle school students will be presenting the new building to their classmates tomorrow and get feedback.

6. **New Business**

6.1 **Superintendent Evaluation Summary Letter**- (Ed Johnson-motion needed)-Director Johnson read the superintendent evaluation summary to the community. Finn moved to approve as presented, Bangs seconded, moved to vote, approved unanimously.

6.2 **Classified Employees Appreciation**- (motion on resolution)-Director Johnson read the classified appreciation resolution, and thanked them for their hard work. Bangs moved to adopt the resolution for classified employee, Isom seconded, moved to vote, approve unanimously.

6.3 **Lead DC Trip Student Presentation**-Jenny Smith thanked the foundation for the generous donation making it possible for them to go. They presented a power point on the highlights of their trip, and what they learned at the leadership conference. Bangs asked what was their favorite place they visited, they stated The Capitol and the holocaust museum. One of the sessions they all attended was a topic on consent. No further discussion.

6.4 **Authorization for High School Roofing Project**- (motion for approval)-Fritz presented the phase II of the roofing project, Bangs asked if there were any surprises with the bid, he stated the cost was a bit more than expected but still in the scope of the grant. We will also be adding new gutters to the play shed, this is not part of the bond. \$269,000 for the roof, gutters, and a 5% contingency for unforeseen expenses. Isom moved to approve \$285,330 for the project, Bangs seconded, moved to vote, approved unanimously.

6. **District Reports**

6.1 **Financial Report**- (Diane Barendse)-Barendse stated that she is still waiting on the final audit. She stated the other local sources was valued wat 98.9% not 100%, the auditors are requesting we adjust that, she also reviewed the flags on the sheet, they were not errors, it was warnings, stating that there was a formula, Isom moved to approve as presented, Finn seconded, moved to vote, approved unanimously.

- 6.2
- Hilda Lahti Elementary/Middle School
 - Knappa High School

Fritz reviewed the school reports with the board, how is star base funded, McMullen stated its' free to us through Camp Rilea.

7. Board Member Reports and Future Agenda Items

Finn-nothing at this time.

Jasper-nothing at this time.

Isom-prefer meeting in April if possible.

Bangs-nothing at this time.

Johnson-nothing at this time.

Adjourn-7:45

Meetings •Wednesday, April 5, 2023, 6:30 p.m., Work Session Meeting, April 19, 2023, Regular School Board Meeting, Knappa High School Library.

Board of Directors' Work Session Minutes

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

Wednesday, April 5, 2023

6:30 p.m.

5:45 p.m. Executive Session ORS 192.660 the governing body of a public body may hold an executive session; (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Present

Ed Johnson-Chair

Will Isom-Director

Michelle Finn-Director

William Fritz-Superintendent

Jennifer Morgan-Board Secretary

Tammy McMullen-HLE/HLMS Principal

Absent

Cullen Bangs-Vice Chair

Christa Jasper-Director

Diane Barendse-Business Manager

Laurel Smalley-KHS Principal

1. **Call to Order -6:30 p.m.**
 - 1.1 Flag Salute -6:31 p.m.

2. **New Business**

23-26 Budget Committee Interviews-(Interview and motion needed for 3 positions)

1. Kristina Weichal
2. Marc Gendelman
3. Brian Montgomery

Director Johnson asked each candidate to introduce themselves and give a brief introduction. Isom moved to approve the applicants for the budget committee, Finn seconded, moved to vote, approved unanimously.

Building Schematic Presentation- (Pivot Architecture and Fortis Construction)-Pivot and Fortis reviewed the budget, schedule, and the new design for the bond construction. Isom asked when the numbers were put in place, before the election or after. Fritz stated after, based on the original promise. Discussion followed on the updated presentation for the middle school and classroom refresh. PreK is now 2 classrooms with bathrooms, with an additional ADA bathroom for any usage. Discussion followed on the buyback list priorities.

OSBA Policy Review-(1st Read-see attached list)-Dr. Fritz reviewed the March 2023 policy list from OSBA. Discussion followed on policy JGE, regarding having a hearing officer, the board

would prefer not to and just take the recommendation of the superintendent. Dr. Fritz will research the changes and bring back to the board. No further discussion.

3. **Adjournment-8:10 p.m.**

Next Meetings • Wednesday, April 19, 2023 Regular School Board Meeting 6:30 p.m., Wednesday May 3, 2023 Budget Committee Meeting, Knappa High School Library.

Knappa School District # 4

**Personnel Update
April 19, 2023**

The Superintendent recommends accepting the following:

The resignation of Don Benthin as a Bus Driver-Effective 3/15/23

The resignation of Kendall Rehn as a HLE 1st Grade Teacher-Effective 6/13/23

The hiring of Rob Dietrichs as a Bus Driver

The hiring of Nicholas Mack as the High School Language Arts Teacher-Effective
7/1/2023

EMPLOYMENT AGREEMENT BETWEEN
William Fritz
AND
THE GOVERNING BOARD OF KNAPPA SCHOOL DISTRICT
CLATSOP COUNTY, OREGON
2023-2026

THIS AGREEMENT, made and entered into this 15th day of March, 2023, between the Knappa School District No. 4, hereinafter referred to as DISTRICT, and William Fritz hereinafter referred to as SUPERINTENDENT.

WITNESSETH:

WHEREAS, the DISTRICT is desirous of securing a SUPERINTENDENT of Schools to supervise and direct the schools and educational program of the DISTRICT under the general supervision of the DISTRICT'S School Board for the 2023-2024, 2024-2025, and 2025-2026 academic years; and

WHEREAS, the DISTRICT and SUPERINTENDENT believe a written employment agreement is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the educational program of the schools;

NOW THEREFORE, in consideration of the mutual promises contained herein, the DISTRICT hereby employs the SUPERINTENDENT as SUPERINTENDENT of Schools in and for said DISTRICT, and the SUPERINTENDENT hereby accepts such employment upon the terms and conditions following:

1. **TERM.** This Employment Agreement for the Superintendent shall be for the school years 2023 - 2026. This Agreement will begin July 1, 2023, and continue through and terminate June 30, 2026. This Agreement is for a fixed period of time and expires on June 30, 2026. This section constitutes notice of contract non renewal under ORS 342.513.
2. **SALARY.** The 2023-2024 salary will be \$136,000 and the following years of this Agreement will be negotiated with the Board.
3. **SUPERINTENDENT AND BOARD RESPONSIBILITY.** The SUPERINTENDENT shall be the chief executive officer of the DISTRICT. As such, the SUPERINTENDENT shall have the primary responsibility for execution of Board policy, whereas the Board shall retain the primary responsibility for formulating and adopting that policy.
4. **DUTIES.** As chief executive officer of the DISTRICT, the SUPERINTENDENT shall perform the duties of district superintendent as prescribed by the laws of the State of Oregon, Oregon Administrative Rules and Board policy. In addition, the SUPERINTENDENT shall have the powers and duties set forth in the position description of SUPERINTENDENT.

The SUPERINTENDENT shall, within Board policy and subject to Board approval, have responsibility to organize, reorganize and arrange the administrative staff, including instruction and business affairs, which in his judgment best serves the DISTRICT. The SUPERINTENDENT shall, subject to Board approval, have the responsibility for all personnel matters, including selection, assignment, transfer, termination of classified personnel and recommendation for non-extension, renewal, non-renewal and termination of licensed personnel.

The SUPERINTENDENT shall:

- A. periodically evaluate all district employees as provided for by Oregon law and Board policy;
- B. establish and maintain an appropriate community relations program;
- C. endeavor to maintain and improve his professional competence by all available means,

including subscribing to and reading appropriate periodicals, joining appropriate professional associations, and participating in activities of such associations; and

- D. have authority to accept the resignation of any licensed staff member, and to waive, on behalf of the Board, the 60-day notice provision of ORS 342.553.
- E. be entitled to:
 - (1) present his recommendation to the Board on subjects under consideration by Board prior to action taken on the subject by the Board;
 - (2) attend each meeting of the Board, unless excused by the Board; and
 - (3) serve as an *ex officio* member of each committee established by the Board.

5. **PROFESSIONAL GROWTH OF SUPERINTENDENT.** The DISTRICT encourages the continuing professional growth of the SUPERINTENDENT through participation, as he might decide in light of the duties of the SUPERINTENDENT, in:

- A. the operations, programs and other activities conducted or sponsored by local, state and national school administrator and school board associations;
- B. seminars and courses offered by public or private educational institutions;
- C. informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the SUPERINTENDENT to perform his professional responsibilities for the DISTRICT

In its encouragement, the DISTRICT shall permit a reasonable amount of release time for the SUPERINTENDENT as he deems appropriate to attend to such matters and the DISTRICT shall pay for the necessary membership, tuition, travel and subsistence expenses. The SUPERINTENDENT shall report to the Board on his activities upon return to the DISTRICT.

- 6. **SUPERINTENDENT'S LICENSE.** The SUPERINTENDENT shall maintain throughout the life of this Agreement a valid and appropriate license to act as SUPERINTENDENT of Schools as required by the State of Oregon.
- 7. **EVALUATION.** By April 1, the Board and the SUPERINTENDENT shall meet for the purpose of evaluation of the performance of the SUPERINTENDENT and expressing recommendations and observations on how such performance may be improved. The SUPERINTENDENT shall be evaluated on the job performance, the SUPERINTENDENT's professional goals set by the Board and the SUPERINTENDENT, and the DISTRICT's goals. The meeting shall be held as provided by Oregon law and DISTRICT policy.
- 8. **PROFESSIONAL ACTIVITIES.** With prior approval of the Board, the SUPERINTENDENT may undertake consultative work, speaking engagements, writing and other professional activities for honoraria and expenses, provided such activities do not interfere with the SUPERINTENDENT'S normal duties.
- 9. **WORK YEAR/VACATION.** The SUPERINTENDENT shall be required to render 260 days of service to the DISTRICT during each year covered by this Agreement, except that he shall be entitled to 20 vacation days in addition to the following holidays: Independence Day, Labor Day, Veterans Day, Thanksgiving holidays, Christmas Eve Day, Christmas Day, New Year's Day, MLK Day, Presidents Day, Memorial Day and Juneteenth. Any time off taken during winter, spring, or summer break periods, must be counted among the vacation days. Time will be used within 12 months following the employment year in which it was earned. In June of each year, at the SUPERINTENDENT'S request, the SUPERINTENDENT will be compensated for up to five accrued vacation days not used within the established time period at his per diem daily rate.

10. **FRINGE BENEFITS.** The SUPERINTENDENT shall be entitled to participate in the following fringe benefits:
- A. *PERS:* The DISTRICT shall pay the employer's and the employee's contribution to the Public Employees Retirement System.
 - B. *Professional Dues:* Professional/civic dues in full for COSA and AASA,
 - C. *Travel Allowance:* Mileage will be paid at the approved IRS rate for travel required to fulfill the duties of SUPERINTENDENT for miles outside the District.
 - D. *Insurance:* The DISTRICT will contribute a maximum of up to \$1,411 per month for the employee and their dependents towards insurance premiums for the DISTRICT's Group HRA and the employee's choice of dental and vision coverage offered by the DISTRICT. The benefits provided are described in the Agreement between the school DISTRICT and insurance carrier.
 - E. *Leaves:* The SUPERINTENDENT shall have 3 days available for personal or emergency leave. Bereavement leave shall be the same as provided in the licensed collective bargaining agreement. Such leave days are not cumulative.
 - F. *Sick Leave:* Sick Leave means absence from duty because of illness or injury of administrator or a member of his/her immediate family, as defined in the licensed collective bargaining agreement, and shall be allowed at a rate of one day per month for each month of employment up to 12 days per year, prorated from the first day of employment. Unused sick leave is accrued and carried forward from year-to-year.
 - G. *Professional Development:* The DISTRICT shall pay for all tuition, and related, expenses that are incurred by the SUPERINTENDENT in the completion of professional development.
 - H. *Tax-Sheltered Contributions:* The DISTRICT shall contribute \$350.00 per month toward a tax-sheltered account of the SUPERINTENDENT'S choice.
11. **EXPENSES.** The DISTRICT shall reimburse the SUPERINTENDENT according to DISTRICT policy for incidental expenses necessary for the operation of the DISTRICT.
12. **TERMINATION OF EMPLOYMENT CONTRACT.**
- A. **TERMINATION:**
 - 1) *Termination for Cause:* The District may terminate this employment contract at any time for cause. For cause termination is defined as the following:
 - Breach of the terms and conditions of this contract.
 - Conduct constituting grounds for dismissal of licensed public-school staff under ORS 342.865(1).
 - Failure to maintain in good standing a valid and appropriate certificate to act as a School District Superintendent of Schools as required by the State of Oregon.
- Notice of termination for cause shall be given in writing at least thirty (30) days prior to the effective date of discharge or termination. Such notice shall include a statement of the reasons for recommending termination. The Superintendent shall be entitled to appear before the Board to discuss the reasons and to refute, orally or in writing, such reasons. Legal counsel at such meeting at the Superintendent's sole cost and expense may represent the Superintendent. Such meeting may be conducted in executive session unless the Superintendent

desires an open session. The Superintendent shall be provided the written decision regarding the results of the meeting.

2) *No-Cause Termination of Agreement.* The DISTRICT may dismiss SUPERINTENDENT as Superintendent and terminate this Employment Contract without any showing of cause upon ten (10) days' written notice and a notice that the DISTRICT is willing to pay up to twelve (12) months of SUPERINTENDENT's salary and insurance benefits or the balance of such payments due under this Employment Contract, whichever are less, for the Superintendent to provide consulting services to the District during the term of payment.

B. *Termination at the request of the SUPERINTENDENT.* In the event the SUPERINTENDENT intends to act to terminate this employment Agreement prior to its termination day, he will notify the Board immediately when he intends to seek other employment, and shall give the DISTRICT no less than sixty (60) days written notice in advance of taking another position. It is agreed that such request be accepted by the DISTRICT. The SUPERINTENDENT will be paid for days actually worked and holidays that occur prior to Agreement termination.

13. **RENEWAL OF EMPLOYMENT AGREEMENT.** The Board and SUPERINTENDENT will meet and confer, not later than April 1st of each school year regarding their respective intentions as to any further contract between them. Upon mutual agreement by the Board and SUPERINTENDENT the parties may establish a new one, two, or three-year agreement effective July 1 of the respective calendar year.

14. **PROFESSIONAL LIABILITY.** The DISTRICT shall hold harmless and indemnify the SUPERINTENDENT from any and all demands, claims, suits, and legal proceedings brought against the SUPERINTENDENT in his/her individual capacity or in his official capacity as agent and employee of the DISTRICT, provided the incident arose while the SUPERINTENDENT was acting within the scope of employment. In no case will individual Board members be considered personally liable for indemnifying the SUPERINTENDENT against such demands, claims, suits, actions, and legal proceedings.

If, in the good faith opinion of SUPERINTENDENT, conflict exists regarding legal defenses to a third-party claim against the SUPERINTENDENT and DISTRICT (i.e., pressing the defense of one party would tend to injure the other party), the SUPERINTENDENT may engage separate counsel, and the DISTRICT shall indemnify the SUPERINTENDENT for the costs of such counsel, subject to the same limitations, provisions, and exceptions set forth above. The DISTRICT shall not, however, be required to pay the costs of any legal proceeding in the event the DISTRICT and the SUPERINTENDENT have adverse interests in any litigation.

15. **CRITICISMS/COMPLAINTS.** The Board, individually and collectively, agrees that any criticism or complaint about an employee or program of the DISTRICT that the Board is made aware of shall be promptly processed according to applicable Board policy.

16. **BREACH OF AGREEMENT.** Failure by the SUPERINTENDENT to fulfill the obligations set forth in this Agreement shall be considered a breach of this Agreement and will terminate the Agreement immediately.

17. **APPLICABLE LAW.** This Agreement is subject to all applicable laws of the state of Oregon.

18. **MODIFICATION.** This Agreement supersedes all prior Agreements and understandings between the parties. The parties may, during the term of this Agreement, mutually agree to modify any of its terms. Any modifications will be in writing, signed by both parties and attached to this document.

IN WITNESS WHEREOF, the DISTRICT pursuant to the authority of its Board of Directors has caused two originals of this Agreement to be signed in the name of the DISTRICT by the Chair of the School Board and the SUPERINTENDENT.

KNAPPA SCHOOL DISTRICT NO. 4
CLATSOP COUNTY, OREGON

By _____
Chair, Board of Directors

Date: _____

By _____
Superintendent of Schools

Date: _____

041923 Policy Update

EHB – Cybersecurity, Optional – *New*

EHB-AR – Cybersecurity, Optional – *working on the AR with Tim*

GCBDF/GDBDF – Paid Family Medical Leave Insurance *, *Version 1*, Highly Recommended – *New*

GCBDF/GDBDF-AR – Paid Family Medical Leave Insurance, (*aligns with Version 1 of policy only*), Highly Recommended – *New*

ICB – Religious and Cultural Holidays**, Optional – *New-Dr. Fritz recommends adopting.*

JGE – Expulsion**, Required

KL – Public Complaints*/**, *Version 4*, Highly Recommended –**updated version 4, adds the time frame from 1 to 30 days and removes the need to an AR**

KL-AR-DELETE

Knappa School District #4

Code: EHB
Adopted: 4/19/23

Cybersecurity

The purpose of information security is to protect the confidentiality, integrity and availability of district data as well as any information systems that store, process, or transmit district data, and protect the information resources of the district from unauthorized access or damage.

The underlying principles followed to achieve that objective are:

1. Information Confidentiality: The ability to access or modify information is provided only to authorized users for authorized purposes;
2. Information Integrity: The information used in the pursuit of the district objectives can be trusted to correctly reflect the reality it represents; and
3. Information Availability: The information resources of the district, including the network, the hardware, the software, the facilities, the infrastructure, and any other such resources, are available to support the objectives for which they are designated.

The requirement to safeguard information resources must be balanced with the need to support the pursuit of legitimate district objectives. The value of information as a resource increases through its appropriate use; its value diminishes through misuse, misinterpretation, or unnecessary restrictions to its access.

This policy applies to all staff and third-party agents of the district as well as any other district affiliate, including students, who are authorized to access district data and to all computer and communication devices and systems that store, process, or transmit district data.

END OF POLICY

Legal Reference(s):

[ORS Chapter 192](#)
[ORS 332.107](#)

[ORS 336.184](#)
[ORS 646A.600 - 646A.626](#)

Children's Internet Protection Act, 47 U.S.C. §§ 254(h) and (l); 47 C.F.R. § 54.520.

Children's Online Privacy Protection Act of 1998, 15 U.S.C. §§ 6501 to 6505; 16 C.F.R. § 312.

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. § 99.

Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. § 1320d; 45 C.F.R. §§ 160, 164.

Protection of Pupil Rights, 20 U.S.C. § 1232h; Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. § 98.

Knappa School District #4

Code: GCBDF/GDBDF
Adopted: 4/19/23

Paid Family Medical Leave Insurance *

The district participates in Paid Family and Medical Leave Insurance (PFMLI) and Paid Leave Oregon (PLO)¹. This includes submitting employee and employer contributions to the Employment Department (“Department”) as required by state law.² The district does not administer PFMLI or PLO. All applications and questions should be directed to the Department.

Definitions

1. “Family leave” means leave from work taken by a covered individual:
 - a. To care for and bond with a child during the first year after the child’s birth or during the first year after the placement of the child through foster care or adoption; or
 - b. To care for a family member with a serious health condition.

2. “Family leave” does not mean:
 - a. Leave described in Oregon Revised Statute (ORS) 659A.159 (1)(d) (non-serious health condition of child or school or child care provider closure due to public health emergency);
 - b. Leave described in ORS 659A.159 (1)(e) (death of a family member); or
 - c. Leave authorized under ORS 659A.093 (leave for spouses of members of the military upon deployment or call to active duty).

3. “Family member” means:
 - a. The spouse of a covered individual;
 - b. A child of a covered individual or the child’s spouse or domestic partner;
 - c. A parent of a covered individual or the parent’s spouse or domestic partner;
 - d. A sibling or stepsibling of a covered individual or the sibling’s or stepsibling’s spouse or domestic partner;
 - e. A grandparent of a covered individual or the grandparent’s spouse or domestic partner;
 - f. A grandchild of a covered individual or the grandchild’s spouse or domestic partner;
 - g. The domestic partner of a covered individual; or
 - h. Any individual related by blood or affinity whose close association with a covered individual is the equivalent of a family relationship.

¹ Paid Leave Oregon is the program developed by the Oregon Department of Employment to administer Paid Family and Medical Leave Insurance.

² The overall contribution will be determined by the Department director, and is initially set at 1 percent (up to \$132,900). *{For districts with 25 or more employees:}* The employer contribution is 40 percent and the employee contribution is 60 percent of this amount. amount will be set annually by November 15. See ORS 657B.150. *{Districts may agree to pay the employee contribution, see any applicable employment agreements.}*

4. “Medical Leave” means leave from work taken by a covered individual that is made necessary by the individual’s own serious health condition.
5. “Safe leave” means related to domestic violence, harassment, sexual assault, stalking and relocation for health and safety reasons as provided in ORS 659A.272.
6. “Serious health condition” means an illness, injury, impairment, or physical or mental condition of a claimant or their family member that:
 - a. Requires inpatient care in a medical care facility such as, but not limited to, a hospital, hospice, or residential facility such as, but not limited to, a nursing home or inpatient substance abuse treatment center;
 - b. In the medical judgment of the treating health care provider poses an imminent danger of death, or that is terminal in prognosis with a reasonable possibility of death in the near future;
 - c. Requires constant or continuing care, including home care administered by a health care professional;
 - d. Involves a period of incapacity. “Incapacity” is the inability to perform at least one essential job function, or to attend school or perform regular daily activities for more than three consecutive calendar days. A period of incapacity includes any subsequent required treatment or recovery period relating to the same condition. The incapacity must involve one of the following:
 - (1) Two or more treatments by a health care provider; or
 - (2) One treatment plus a regimen of continuing care.
 - e. Results in a period of incapacity or treatment for a chronic serious health condition that requires periodic visits for treatment by a health care provider, continues over an extended period of time, and may cause episodic rather than a continuing period of incapacity, such as, but not limited to, asthma, diabetes, or epilepsy;
 - f. Involves permanent or long-term incapacity due to a condition for which treatment may not be effective, such as, but not limited to, Alzheimer’s Disease, a severe stroke, or terminal stages of a disease. The employee or family member must be under the continuing care of a health care provider, but need not be receiving active treatment;
 - g. Involves multiple treatments for restorative surgery or for a condition such as, but not limited to, chemotherapy for cancer, physical therapy for arthritis, or dialysis for kidney disease that if not treated would likely result in incapacity of more than three calendar days;
 - h. Involves any period of disability due to pregnancy, childbirth, miscarriage or stillbirth, or period of absence for prenatal care; or
 - i. Involves any period of absence from work for the donation of a body part, organ, or tissue, including preoperative or diagnostic services, surgery, post-operative treatment, and recovery.

Eligibility

1. To be eligible for PLO benefits, an individual must:
 - a. Be an employee of the district³;

³ PFMLI is a state-wide benefit, and not unique to the district. An eligible individual does not need to be an employee of the district in order to be eligible for PFMLI, but this policy only applies to employees of the district.

- b. Earn at least \$1,000 in the base or alternate base year⁴;
- c. Contribute to the PLO in accordance with state law;
- d. Experience an event qualifying the employee for:
 - (1) Family leave;
 - (2) Medical leave; or
 - (3) Safe leave.
- e. Submit an application to Department;
- f. Have not exceeded maximum paid leave for the year; and
- g. Have no current disqualifications⁵.

Leave

PLO can be used for family leave, medical leave or safe leave. Up to 12 weeks of paid leave can be taken per benefit year.⁶ Leave can be taken in one-day increments and can be consecutive or nonconsecutive.

Any family leave or medical leave taken under PLO must be taken concurrently with any leave taken by an eligible employee under ORS 659A.150 - 659A.186 (OFLA) or under the federal Family and Medical Leave Act of 1993 (P.L. 103-3, FMLA) for the same purposes.

The district will maintain an employee's existing health benefits while the employee is using leave. The employee will be required to pay the employee's contribution to premiums.

END OF POLICY

Legal Reference(s):

[ORS 657B](#)

[OAR 471-070](#)

⁴ Pay could come from another Oregon employer.

⁵ Disqualifications may include eligibility for Workers' Compensation or Unemployment or determination of a willful false statement or failure to report a material fact in order to obtain benefits. See OAR 471-070-1010(1)(h).

⁶ In some pregnancy-related situations, employees may be able to take two additional weeks, for a total for 14 weeks.

Knappa School District #4

Code: ICB
Adopted: 4/19/23

Religious and Cultural Holidays**

Accommodation for Religious Instruction and Cultural Observance

The district recognizes each student’s individual right to free exercise of religion. The district may accommodate students’ religious or cultural¹ observance, while neither promoting one religion or culture over another nor preferring religion over non-religion. Specific requests for religious or cultural accommodation should be directed to the student’s teacher or principal in accordance with Board policy IGBHD, Program Exemptions.

Release Time for Religious and Instruction and Cultural Holidays

The district will permit elementary and secondary school students to be released from school each week consistently for religious instruction in accordance with Oregon law and Board policy JEF - Release Time for Religious Instruction.

Accommodation of Absences for Religious and Cultural Reasons

Any student unable to attend classes on a particular day due to religious beliefs [or cultural observance] shall be excused from attendance requirements for that day. No such absence shall be counted against a student in determining eligibility for educational benefits, exclusion from programs, reduction of grades or failure.

Scheduling Around Major Religious and Cultural Holidays

For purposes of this policy, “major religious or cultural holidays”² are holidays, observance of which: (1) is common among adherents of a student’s religion or culture; (2) include ritual or worship obligations or practices that cannot reasonably be fulfilled during school activities;³ and (3) fulfillment of such obligations or practices would necessarily conflict with scheduled school activities.⁴

1. Schoolwide and Gradewide Events. Schools should avoid scheduling important events that by their nature cannot be made up (such as picture day, open house, prom, graduation, and Outdoor School) on days that conflict with major religious or cultural holidays that may impact student attendance or participation. Such events shall be scheduled on major religious or cultural holidays only if such

¹ An example of a major non-religious cultural holiday would be the Chinese New Year.

² Districts are encouraged to engage with the community to identify holidays that are observed by students, staff and community members that would be considered major religious or cultural holidays.

³ For example, holiday-related dietary restrictions may still be observed while at school, but group prayer or ritual hymns may not.

⁴ If such obligations occur in the evening, then there would be no constraints on scheduling such activities during the school day, so long as the students will be timely released to engage in such evening activities.

scheduling is reasonably necessary to carry out the proper functioning of a school program or course of study, to avoid an unreasonable burden on other students, or if such scheduling is outside the control of school employees.

The district will make a good faith effort to identify major religious or cultural holidays observed in the local community by consulting generally accepted sources of information. Students and families may request that one or more holidays from their religious or cultural tradition be included on the district's list of major religious or cultural holidays under this policy.

2. **Field Trips, Co-Curricular and Extra-Curricular Activities.** When scheduling other special events such as field trips, try-outs, plays, concerts and major co-curricular and extra-curricular activities, staff must consider the potential for students to experience conflicts on major religious or cultural holidays. Staff will inform students and parents of plans as far in advance as possible, so that conflicts with major religious or cultural holidays can be avoided, if it is possible to do so without making burdensome demands on programs or other students, and otherwise accommodated if not. Parents and students are encouraged to communicate their need for accommodation to the school, for major religious or cultural holidays not already recognized by the district.

The field trip approval process will include a question about scheduling and major religious or cultural holidays. For a field trip to be scheduled on a major religious or cultural holiday, an administrator must review and approve the request. Administrator approval is also required to schedule a major co-curricular or extra-curricular activity on a major religious or cultural holiday when scheduling is within the control of the school or district.

3. **Tests and Assignments.** Any tests and assignments a student misses because of religious instruction or religious or cultural observances shall be given to the student at another time. Teachers shall provide students a meaningful opportunity and reasonable time to make up missed classwork, tests, quizzes, and final exam reviews, and to complete homework due on that day or the following school day. When scheduling tests, staff must consider the potential for students to experience conflicts on major religious or cultural holidays. Make-up opportunities will not be required of a student on the school day immediately after a student is absent from school to observe a major religious or cultural holiday.
4. **Final Exams.** Final exams are scheduled based on the district-adopted calendar. The Board should consider the likely resulting exam schedule and possible conflicts with major religious or cultural holidays as they consider calendar options.

Communication

The superintendent will prepare guidelines implementing this policy, including a list of major religious holidays and cultural holidays, which will be communicated to staff. School staff will be informed at least twice per year of dates of major religious or cultural holidays. Parents will be informed at least annually about this policy and their student's right to request accommodation. Information including a list of major religious or cultural holidays will be made available on the district website. Parents are encouraged to communicate their student's need for accommodation to the school.

The superintendent shall reconsider the scope of this policy and recommend changes to the Board as needed if the total number of school days identified as major religious or cultural holidays is likely to impose an unreasonable burden on the district's ability to schedule important school events.

END OF POLICY

Legal Reference(s):

[ORS 336.035\(2\)](#)
[ORS 336.465](#)
[ORS 336.615](#)
[ORS 336.625](#)

[ORS 336.635](#)
[ORAR 581-002-0035](#)
[ORAR 581-021-0009](#)

[ORAR 581-021-0071](#)
[ORAR 581-022-2050](#)
[ORAR 581-022-2110](#)
[ORAR 581-022-2505](#)

Knappa School District #4

Code: JGE
Adopted: 8/18/03
Revised/Readopted: 6/17/13; 10/05/15; 1/27/20; 4/19/23
Orig. Code: JGE

Expulsion**

A principal, after reviewing available information, may recommend to the superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

A student may only be expelled for the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When other strategies to change the student's conduct have been ineffective, except that expulsion may not be used to address truancy; or
3. When required by law.

The use of expulsion for discipline of a student in fifth grade or lower is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observations or upon a report from an employee, the student's conduct poses a direct threat to the health or safety of students or employees; or
3. When the expulsion is required by law.

The age of the student and the past pattern of behavior will be considered prior to imposing the expulsion.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing.

The Board delegates the authority to decide on an expulsion to the superintendent. The superintendent may designate another person to handle the potential expulsion, and the superintendent, a designee or another individual may act as the hearings officer.

When a recommendation for an expulsion is made and a hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service¹ or by certified mail² at least five days prior to the scheduled hearing. Notice shall include:
 - a. The specific charge or charges and the specific facts that support the charge or charges;
 - b. A statement of intent to consider the charges as reason for expulsion;
 - c. The student's right to a hearing;
 - d. When and where the hearing will take place; and
 - e. The student may be represented by counsel or other persons.
2. If the parent or student does not understand the English language, the district will provide an interpreter during the hearing. All communications will be in a manner that is understandable to the parents and student;
3. The student shall be permitted to have representation present at the hearing to advise and to present arguments. The representation may be an attorney, parent or other person. The district's attorney may be present;
4. The student shall be afforded the right to present their version of the events underlying the expulsion recommendation and to introduce evidence by testimony, writings or other exhibits;
5. The student shall be permitted to be present and to hear the evidence presented by the district;
6. The hearings officer or the student may record the hearing;
7. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing;
8. A Board-conducted hearing or a Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing held by the hearings officer, the following will not be made public:
 - a. The name of the minor student;
 - b. The issues involved, including a student's confidential records;
 - c. The discussion;
 - d. The vote of Board members, which may be taken in executive session when considering an expulsion.

Prior to expulsion for reasons other than a weapons violation, the district must notify the student and parents of alternative programs of instruction or instruction combined with counseling and document this notification.

END OF POLICY

¹ The person serving the notice shall file a return of service. (OAR 581-021-0070)

² When "certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing." (OAR 581-021-0070)

Legal Reference(s):

[ORS 192.660](#)

[ORS 332.061](#)

[ORS 336.615 - 336.665](#)

[ORS 339.115](#)

[ORS 339.240](#)

[ORS 339.250](#)

[OAR 581-021-0050 - 021-0075](#)

Knappa School District #4

Code: KL
Adopted: 8/18/03
Revised/Readopted: 8/19/13; 9/16/19; 6/21/21
4/19/23

Public Complaints */**

Board members recognize that complaints about schools may be voiced by employees, students, parents of students who attend a school in the district[,] and persons who reside in the district. When such complaints are made to a Board member, the Board member shall refer the person making the complaint to the superintendent or designee. A Board member shall not attempt to respond, review, handle or resolve such complaints as the individual board member has no authority to do so.

A complaint of retaliation against a student who in good faith reported information that the student believes is evidence of a violation of state or federal law, rule or regulation, should be made to the superintendent.

A person may initiate a complaint by discussing the matter with the administrator or principal. That administrator or principal shall attempt to resolve the complaint within 10 working days of initiation of the complaint with the administrator or principal. If the complainant is dissatisfied, the complainant may file a written complaint with the superintendent within 10 working days of the decision from the administrator or principal. The superintendent will attempt to resolve the complaint. If the complaint remains unresolved after 10 working days of receipt of the complaint by the superintendent, the complainant may appeal to the Board. A written complaint referred to the Board may be considered at the next regularly scheduled or special Board meeting. A final written decision regarding the complaint shall be made by the Board within 20 days from receipt of the complaint. The written decision of the Board will be final and will address each allegation in the complaint and reasons for the district's decision. If the Board chooses not to hear the complaint, the superintendent's decision is final. The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law.

The timelines may be extended upon written agreement between the district the complainant.¹

Complaints against the principal should be filed with the superintendent. The superintendent will attempt to resolve the complaint. If the complaint remains unresolved within 10 working days of receipt by the superintendent, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled or special Board meeting. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the request to place the complaint on a Board meeting agenda. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

¹ For district information. The district's timeline established by each step of the district's complaint procedure for alleging a violation found in OAR 581-002-0003 must be within 30 days of the submission of the complaint at any step, unless the district and complainant have agreed in writing to a longer time period for that step. However, the district's complaint procedure should not exceed a total of 90 days from the initial filing of the complaint, regardless of the number of steps involved, unless the district and the complainant have agreed in writing to a longer time period. (OAR 581-002-0005)

Complaints against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board in a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the Board as a whole or against an individual Board member should be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board in a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the Board chair should be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the complaint to the Board in a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

A complainant must file a complaint within the later of either time limit set below, in accordance with State law:

1. Within two years after the alleged violation or unlawful incident occurred or the complainant discovered the alleged violation or unlawful incident. For incidents that are continuing in nature, the time limitation must run from the date of the most recent incident; or
2. Within one year after the affected student has graduated from, moved away from or otherwise left the district.

The district's final decision for a complaint processed under this Board policy that alleges a violation of Oregon Administrative Rule (OAR) Chapter 581, Division 22 (Division 22 Standards), ORS 339.285 - 339.303 or OAR 581-021-0550 - 581-021-0570 (Restraint and Seclusion), or ORS 659.852 (Retaliation), will be issued in writing or electronic form. The final decision will address each allegation in the complaint and contain reasons for the district's decision. If the complainant is a student, parent or guardian of a student attending school in the district or a person that resides in the district, and the complaint is not resolved through the complaint process above, the complainant may file an appeal² to the Deputy Superintendent of Public Instruction under OAR 581-002-0001 – 581-002-0023.

² An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.107](#)

[ORS 659.852](#)
[OAR 581-002-0001 - 002-0005](#)

[OAR 581-022-2370](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).

Knappa School District
Special Education Board Report
Prepared by: Brittany Norton
4/13/2023

Current Special Education Staffing:

District Level:

Director of Special Education- Brittany Norton
Special Education Secretary- Rachel Justus
Speech and Language Pathologist- Liz Jolley
School Psychologist- Dixie Lee Davis (private contract)
Occupational Therapist- Colleen Overman (private contract)
Physical Therapist- Ann Eckel (NWRESA)

Knappa High School:

High School Learning Specialist- Position open for the 2023-24 School year
Youth Transition Specialist- Deanna Roscoe

Hilda Lahti Elementary/Middle School:

K-3 Learning Specialist- Rich Simonsen (outside agency contract- currently trying to fill the position with a district employee)
4th/5th grade Learning Specialist- Brittany Norton
Middle School Learning Specialist- Deirdre Welch
Behavior Specialist - Lisa Graham

Current Special Education Enrollment (as of 4/13/2023):

Knappa High School:

Total Students enrolled: 139
Total Students eligible for special education: 22
Students in Transition Services (post-high school through age 21): 0
Percentage of students eligible for special education: 16%

Hilda Lahti Middle School:

Total Students enrolled: 102
Total Students eligible for special education: 26
Percentage of students eligible for special education: 25%

Hilda Lahti Elementary School (grades K-5):

Total students enrolled: 197
Total students eligible for special education: 48

Percentage of students eligible for special education: 16%

Consortium Placements:

6 students enrolled currently (all Knappa slots are full)

Total Number of Students enrolled in Special Education:

102 students (23% of total enrollment)

Students in the district based on eligibility categories

(some students may have more than one eligibility)

Specific Learning Disability- 45 students (44%)

Speech and Language Impairment- 21 students (21%)

Other Health Impairment- 17 students (17%)

Autism Spectrum Disorder- 11 students (11%)

Low Incidence Eligibilities* - 8 students (8%)

*Low incidence eligibilities include Intellectual Disability, Deaf or Hard of Hearing, Emotional Behavior Disability, Orthopedic Impairment, Deafblindness, Visual Impairment, Traumatic Brain Injury, and Developmental Delay

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

Policy
 Financial
 Discussion

Vision & Goals
 Information
 Resolution

Capital Projects
 Other
Curriculum Adoption

Item Title: Adoption of ELL Curriculum

Presenter: Bill Fritz, Ph.D.

Background Information Related to this Issue:

During the 2021-22 school year, an adoption committee was commenced. Members of the committee were Stephanie Osterlund, Carrie Palenske, Maddy Buoy, Laurel Smalley, Lori Hulti, and Chris Gremer. The team looked at several curricula that were approved by ODE, and narrowed the materials down to one preferred option, National Geographic Reach for ELL.

The team recommended National Geographic Reach for ELL because the team felt it was of consistent high quality for all ages (K-12) and it incorporates social studies and science making it more engaging. They also felt it properly addressed issues of culture, which is important when teaching students with ELL needs.

The curriculum was available for public review and an informational notification was sent out to families in both Spanish and Arabic.

We sent the curriculum home with one of our families with ELL students for a thorough review, and they viewed the materials favorably.

Background (con't)

Financial Impact:

The cost of the materials will be included as part of the annual curriculum adoption budget set aside by the Board in the budget process. The cost for the materials will be less than \$3,000 which is under the Superintendent's spending authority, and will fit within the curriculum adoption budget established by the School Board.

Recommended Action:

It is the recommendation of the Superintendent that the Board adopt the National Geographic Reach for ELL curriculum.

**RESOLUTION 2023-4
ACKNOWLEDGING April 19, 2023
TEACHER APPRECIATION WEEK
IN THE KNAPPA SCHOOL DISTRICT**

WHEREAS, teachers make public schools great; and

WHEREAS, teachers work to open students' minds to ideas, knowledge and dreams;
and

WHEREAS, teachers keep American democracy alive by laying the foundation for good citizenship; and

WHEREAS, teachers fill many roles, as listeners, explorers, role models, motivators and mentors; and

WHEREAS, teachers continue to influence us long after our school days are only memories;

NOW, THEREFORE, we, the members of the Board of Directors for the Knappa School District, hereby declare our appreciation to our teaching staff and acknowledge

May 8-12, 2023, to be:

Teacher Appreciation Week

BE IT FURTHER RESOLVED that we urge administrators, teachers, parents, students, and others from our community to join us in recognizing the dedication and hard work of these individuals.

By resolution of the Board of Directors this 19th day of April 2023:

Ed Johnson, Chair
Knappa School District #4

William Fritz, Superintendent
Knappa School District #4

Board of Directors

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

**April 19, 2023
Board Meeting**

NOTES FROM THE BUSINESS OFFICE:

General

I have enclosed the March 31, 2023 financial report for your review. Total expected State School Fund revenue is adjusted up approximately \$168,000 based on the most recent information from the state received last month. We did not receive our January - April SSF payments due to our audit not being finished yet. Those will be caught up once the audit is submitted to the state. Our audit is in review at Pauly Rogers.

The highlighted revenue item, Other Local Sources, has been increased by \$23,000 due to an audit adjustment for last fiscal year. With the underperforming market last year, the LGIP was valued at 98.98% per share instead of the usual 100%. An adjustment was needed to reflect the FMV at June 30, 2022. The auditors thought it best to run this adjustment through interest income. The LGIP shares have since recovered and that entry was reversed in the current year, per the audit team.

**2022-2023 REVENUE AND EXPENDITURES
GENERAL FUND
As of March 31, 2023**

		ACTUAL through March 31, 2023	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED REV through June 30, 2023	Total Expected Revenue	Balance From Budget	BALANCE as % of BUDGET
REVENUES	BUDGET							
Property Taxes	1,412,000.00	1,416,929.89	100%	101%	123,772.72	1,540,702.61	(128,702.61)	109%
County School Fund	205,000.00	285,633.88	139%	101%	-	285,633.88	(80,633.88)	139%
State School Fund	4,395,756.00	2,578,059.00	59%	85%	1,985,435.50	4,563,494.50	(167,738.50)	104%
Unrestricted Grants (Small High School)	28,000.00	-	0%	0%	28,000.00	28,000.00	-	100%
Common School Fund	51,506.00	30,739.77	60%	57%	30,739.77	61,479.54	(9,973.54)	119%
State Managed County Timber	75,000.00	16,099.92	21%	55%	-	16,099.92	58,900.08	21%
Asset Recovery	-	2,216.00	100%	100%	-	2,216.00	(2,216.00)	
Total State Support Formula Revenues	6,167,262.00	4,329,678.46	70%	60%	2,167,947.99	6,497,626.45	(330,364.45)	105%
Revenue ESD			0%	0%		-	-	
Other Local Sources	43,000.00	96,473.30	224%	50%	18,000.00	114,473.30	(71,473.30)	266%
Total Revenue	6,210,262.00	4,426,151.76	71%	88%	2,185,947.99	6,612,099.75	(401,837.75)	106%
Interfund Transfers	-					-	-	
Beginning Fund Balance	2,050,000.00	-			2,050,000.00	2,050,000.00	-	100%
						-	-	
TOTAL RESOURCES	8,260,262.00	4,426,151.76			4,235,947.99	8,662,099.75	(401,837.75)	105%

		ACTUAL through March 31, 2023	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED EXP through June 30, 2023	Total Expected Expenditures	BALANCE	BALANCE as % of BUDGET
EXPENDITURES BY OBJECT	BUDGET							
Personal Services	3,838,113.00	2,427,711.33	63%	68%	1,057,106.54	3,484,817.87	353,295.13	9%
Associated Payroll Costs	1,900,129.00	1,119,265.57	59%	63%	496,362.47	1,615,628.04	284,500.96	15%
Purchased Services	689,892.00	377,219.37	55%	47%	119,414.77	706,634.14	(16,742.14)	-2%
Supplies & Materials	259,428.00	236,172.88	91%	90%	45,903.03	282,075.91	(22,647.91)	-9%
Capital Outlay			0%	0%		-	-	0%
Other Objects	135,700.00	138,068.94	102%	98%	1,119.85	139,188.79	(3,488.79)	-3%
Transfers	762,000.00		0%	0%	762,000.00	762,000.00	-	0%
Total Expenditures	7,585,262.00	4,298,438.09	57%	54%	2,481,906.66	6,780,344.75	804,917.25	11%
Contingency / Unappropriated	675,000.00	-	0%	0%	-	-	675,000.00	100%
						-	-	
TOTAL EXPENDITURES	8,260,262.00	4,298,438.09	52%	49%	2,481,906.66	6,780,344.75	1,479,917.25	18%

		ACTUAL through March 31, 2023	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED EXP through June 30, 2023	Total Expected Expenditures	BALANCE	BALANCE as % of BUDGET
EXPENDITURES BY MAJOR FUNCTION	BUDGET							
1000 - Instruction	4,068,929.00	2,253,684.76	55%	60%	1,048,567.09	3,302,251.85	766,677.15	19%
2000 - Support Services	2,754,333.00	2,044,753.33	74%	73%	671,339.57	2,716,092.90	38,240.10	1%
5000 - Other Uses/Debt Services/Transfers	762,000.00	-	0%	0%	762,000.00	762,000.00	-	0%
Total Expenditures	7,585,262.00	4,298,438.09	57%	54%	2,481,906.66	6,780,344.75	804,917.25	11%
6000 - Contingency / Unappropriated	675,000.00		0%	0%		-	675,000.00	0%
						-	-	
TOTAL EXPENDITURES	8,260,262.00	4,298,438.09	52%	49%	2,481,906.66	6,780,344.75	1,479,917.25	18%

*1 - Includes estimate for consortium costs to be paid Fall 2023

April 2023
KSD Board Meeting
Knappa High School

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

2021-22

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

*KHS enrollment/KVA enrollment

2020-21

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
9	30/9	31/11	31/11	36/6	36/6	36/6	36/5	35/5 (1)	35/5	35/5	33/5 (2)
10	31/7	25/13	26/13	32/7	31/7	32/7	32/5	31/5 (1)	31/5	31/5	30/5 (1)
11	34/6	28/10	28/10	30/8	30/8	30/8	28/10	29/9	29/9	29/9	29/9
12	21/8	9/17	9/17	13/14	13/14	13/14	14/13	14/10*1	14/10*1	14/8*3	14/8*3
Total	116/30	93/51	94/51	111/34	110/34	110/34	111/32	109/29 (2)*1	109/29*1	109/27*3	106/27*3 (3)

*KHS hybrid enrollment/KVA enrollment

() Students in transition; will be enrolling in another SD

* Early graduation

- KHS Seniors are busy winding down the last quarter of their high school careers. Seniors are preparing for their senior portfolios for presentation to the public on Wednesday, May 24th.
- The KHS Junior Class has set a date for prom - May 6th at the Brownsmead Grange.
- Finn Corcoran and Maddison VanGundy are hosting a 3rd Red Cross Blood Drive on Tuesday, May 16th. Please sign up to donate and help them reach their goal.
- NHS and Key Club students are attending the Disney Leadership Program the week of April 17th. Students will share their experiences when they return.
- Misty Bateman of Clatsop Works visited with KHS students. Students were invited to apply for the Clatsop Works internship program.
- May week activities will begin May 1st. Student council is busy planning activities for the week.
- KHS Juniors and Seniors attended the Clatsop Co. Job and Career Fair. Students met with over 70 local employers.
- KHS Art students have participated in wood and metal workshops hosted by local artists.
- Maddison VanGundy is the recipient of the OSU's Presidential Scholarship. This prestigious award provides Maddison with an additional \$10,000/year, renewable for four years. Congratulations Maddison!

