

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 21, 2024

**6:30 p.m.**

1. **Call to Order** – Chair Cullen Bangs
  - 1.1 Flag Salute-6:30 p.m.
  
2. **Consent Agenda- (Motion for approval needed).....3**
  - 2.1 Minutes from the January 24, 2024 Regular Board Meeting
  - 2.2 Surplus Property
  - 2.3 Move June 19, 2024 Meeting to June 18, 2024
  
3. **Information**
  - 3.1 Classified Personnel Update.....9
  
4. **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.*
  
5. **Superintendent Report.....10**
  
6. **New Business.....13**
  - 6.1 Resolution in Support of Law Enforcement-(motion needed)
  - 6.2 2024-25 NWRESA Local Service Plan Presentation- (Need motion and approval)
  - 6.3 Baseball Trip to Arizona- (Jeff Miller-presentation)-**Paul Isom**
  - 6.4 Art Trip to Seattle- (Miki Souza-presentation)-**Paul Isom**
  - 6.5 Adopt 2024-25 Budget Calendar-Diane Barendse- (Need motion and approval)
  
7. **District Reports.....36**
  - 7.1
    - Financial Report- (Diane Barendse-motion needed)
    - Hilda Lahti Elementary/Middle School
    - Knappa High School

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

**7:30 pm 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 8, 2024, 6:30 p.m., Regular Board Meeting, Knappa High School. March 20, 2024, Board Work Session Meeting, Knappa High School

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, January 24, 2024

**7:00 p.m.**

**Board Recognition Month!**

**Present**

Will Isom-Director-7:33 pm  
Michelle Finn-Director  
Christa Jasper-Director  
Brian Montgomery-Director

William Fritz-Superintendent  
Diane Barendse-Business Manager  
Tammy McMullen-HLE Principal  
Paul Isom-KHS Principal  
Jennifer Morgan-Board Secretary

**Absent**

Cullen Bangs-Vice Chair

1. **Call to Order** – Chair Cullen Bangs

1.1 Flag Salute-6:30 p.m.

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

2.1 Minutes from the December 15, 2023, and January 10, 2024 Board Meetings.

2.2 Personnel Update

2.3 Maintenance Director Job Description

2.4 23-25 OSEA Contract

Jasper moved to approve the consent agenda as presented, Montgomery seconded, moved to vote, approved unanimously, Dr. Fritz thanked the board for their service.

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.*

Nothing at this time.

**Superintendent/Bond Report**-Dr. Fritz reviewed his report that was included in the board packet. Stated he attended the recent Natural Resources Event, and it was very well attended and a lot of money was raised for CTE programs for the county schools. No discussion.

### **New Business**

**24-25 School Calendar**-(motion needed)-Montgomery asked if this is the same version we saw at the work session, Dr. Fritz state yes. Montgomery moved to approve the 2024-25 calendar as presented, Jasper seconded, moved to vote, motion carries.

**24-25 School Start and End Time**-(information only)-Dr. Fritz reviewed the new start and end time for the 2024-25 school year. All students will now start at 8:15 am, K-3 will be released at 2:30pm and grades 4-12 will be released at 3:15pm. We will still have the after school program for the younger students that are released at 2:30pm. No discussion.

### **District Reports**

**Financial Report**- (Diane Barendse)-Barendse reviewed the December financials and she noted the revision of the SSF, which does not reflect the new classified contracts yet, those will be on next month's financials. Jasper moved to approve, Montgomery seconded, moved to vote, motion carries.

### **School Reports**

Hilda Lahti Elementary/Middle School-McMullen reviewed her report that was included in the board packet. No discussion.

Knappa High School-Dr. Fritz reviewed the high school report Mr. Isom was absent.

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

**Montgomery**-nothing at this time.

**Jasper**-nothing at this time.

**Finn**-nothing at this time.

**Will Isom**-nothing at this time.

### **Moved to executive session-7:23 pm**

**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.

**Open Regular Session**-Adjourn-8:02 pm

**Meetings •Wednesday, February 21, 2024 Board Work 6:30 pm, Knappa High School Library.**

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

Policy  
 Financial  
 Discussion

Vision & Goals  
 Information  
 Resolution

Capital Projects  
 Other

**Item Title:** Surplus Declaration for Textbooks

**Presenter:** Bill Fritz, Ph.D., Superintendent

**Background Information Related to this Issue:**

In cleaning out the book room at Hilda Lahti Elementary in preparation for the remodel of the school, several sets of textbooks were found that have not been used for several decades, and multiple textbook adoptions have occurred since these texts were in use. The content is obsolete, and the District has no use for the books.

The books are as follows:

Glencoe Life Science, 2002, 42 copies  
Glencoe Integrated Science 2002, 63 copies  
Glencoe Earth Science 2002, 55 copies  
Glencoe Physical Science, 2002, 20 copies

Harcourt - Early United States (social studies textbook formerly used by 5th grade), 2000, 52 copies

**Background (con't)**

**Financial Impact:**

None

**Recommended Action:**

It recommended that the Board Meeting calendar be amended to change the June 19, 2024 meeting to June 18, 2024.

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

Policy  
 Financial  
 Discussion

Vision & Goals  
 Information  
 Resolution

Capital Projects  
 Employee Contracts  
 Board Calendar

**Item Title: Amendment to Board Meeting Calendar**

**Presenter: Bill Fritz, Ph.D. Superintendent**

**Background Information Related to this Issue:**

In looking at the June Board Meeting Calendar for 2024, staff noticed that a School Board meeting is scheduled to occur on June 19<sup>th</sup>, which is a National and State Holiday (Juneteenth).

This is an employee holiday.

Accordingly, we are recommending that the meeting be changed to Tuesday, June 18, 2024.

This is the Board meeting when the Budget is scheduled for Board consideration and approval so the change impacts the Budget Adoption Calendar as well.

The time for the meeting will remain at 6:30 pm

**Background (con't)**

**Financial Impact:**

These books will be offered to students/families for free as they contain no further monetary value.

**Recommended Action:**

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



Knappa School District # 4

**Changes of Employee Status  
February 21, 2024**

**The Superintendent recommends accepting the following:**

**The hiring of Cassandra Sederburg as a Temporary PA at HLE**

**The layoff of Michael Gribbin as a Custodian at HLE-Effective 3-14-24**

\*\*\*\*\*

## Superintendent Report February 21, 2024

**Capital Projects.** The wall foundations are poured, and the first walls of the gym are framed. The middle school slab is scheduled to be poured this week, weather permitting. Underground utilities for the buildings are in place. Pacific Power and Inland Electric have worked together to establish electrical service to the site and Northwest Natural was on site this week moving gas lines. Over the next month, both buildings are slated to rise up from the ground. Lumber for this project was donated by Hampton Lumber. New doors are installed on the east end of HLE. The HVAC system has been turned over and the maintenance team has been trained on operation of the electronic controls. Final touches are being designed for the elementary security fencing, library renovation, classroom refresh (funds dependent), and seismic scope. The water line from Old Highway 30 is slated for installation the week of February 26 (next week), which will require temporary closing of the lower parking lot.

### Knappa Middle School



New Gym

**Other Campus Work.** Our construction students have continued work on the softball visitor dugout. Siding will come soon and it is prepared for a county inspection. Thanks to Big River, the baseball field has had some leveling work that will improve the playing surface.

**KHS Blood Drive.** Students will be hosting a blood drive at Knappa High School on February 26. We hope you will come to the school and donate. Blood banks are facing a significant shortage right now and your donation will save lives.

**Playground Plaques.** Knappa Schools Foundation is in the final lap of the fundraiser to put in the new HLE playground. They are selling plaques to go on a commemorative wall which will be installed near the playground. You might consider a business donation, pooled family donation, personal donation or a donation in memory of a loved one. Further information is available on the [knappaschoolsfoundation.com](http://knappaschoolsfoundation.com) website.

**High School Athletics.** At the League Championship Games, All League recognition went to Treven Moreland, Henry Oien, Parker Stevens, Ariana Miller, Taylor Pass, Alondra Pina, and Mylie Lempea, with Mylie being named all-league player of the year. Congratulations to all of these athletes!

The following wrestlers have qualified for the state competition this week: Kiya Roe, Corbin Roe, and Blaine Ogier. Good luck to them as they represent the Loggers!

**Finances.** As a public agency, Knappa School District adopts a budget each year and has an obligation to live within that budget. This year, budgeted revenues from the State School Fund (our largest source of revenue) have fallen short due to enrollment decline. In January, our monthly allocations were reduced by the state to make up for this shortfall.

In looking at this spring and next year, we are facing further economic headwinds.

- Enrollment is anticipated to continue a slight decline, mostly due to more students graduating each year than those who enter kindergarten.
- The Federal ESSER grants, which we have had since 2020 are ending in August.
- We have increased labor costs which were agreed to in bargaining in the interest of trying to take care of our employees and stay competitive in a time of inflation.
- We have increasing non-employee costs due to inflation.
- We received an unfunded mandate from the Legislature in the amount of what we estimate will cost the district \$100,000 or more because we now

must provide unemployment compensation for classified personnel during school breaks.

As we embark on the budgeting process for next year, we project that cost reductions will have to be made to address revenue reductions and increasing costs.

Tonight, the Board will be adopting the budget development calendar to take place this spring. We invite the community to monitor this process as it works its way through the budget committee and to an eventual vote of the School Board. We do have an opening for the Budget Committee in case anybody is interested.

**Student Learning.** Mid-year iReady assessments are complete and we are pleased to share that 103 K-8 students increased by one grade level or more during the first semester on their overall reading scores. These students will be recognized prior to the March 8<sup>th</sup> Board Meeting.

**KNAPPA SCHOOL DISTRICT #4**

**BOARD OF DIRECTORS**

**RESOLUTION 2024-01**

**EXPRESSING SUPPORT OF LAW ENFORCEMENT**

Whereas our brave men and women in local law enforcement work tirelessly to protect the communities they serve;

Whereas local law enforcement officers are tasked with upholding the rule of law and ensuring public safety;

Whereas local law enforcement officers selflessly put themselves in harm's way to fight crime, get drugs off our streets, and protect the innocent;

Whereas law enforcement and court involvement in addressing drug abuse matters, underage smoking, violence prevention, and chronic lack of school attendance can be an effective deterrent for youth when other supportive measures have proven ineffective;

Whereas the Clatsop County Sheriff's Office has been a quality partner to Knappa School District in educating students, supporting and training personnel, and advising on issues of mutual community interest,

Whereas students can be negatively impacted – socially, educationally, and emotionally - in households where there is/are chronic drug abuse, alcohol abuse, and violence,

and Whereas local law enforcement officers deserve our respect and profound gratitude:

Now, therefore, be it Resolved by the Knappa School District School Board that we:

Recognize and appreciate the dedication and devotion demonstrated by law enforcement personnel who keep our community safe;

Recognize the essential role law enforcement plays in educating our community, and preventing crime, and

Encourage legislation and/or modification to legislation that supports law enforcement's and the courts' ability to mandate treatment participation, mandate school attendance when no other school-based interventions have been successful, and to do so in such a way that is fair and equitable.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



# 2024-25 Local Service Plan

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A framework for our partnership with school districts in Clatsop, Columbia, Tillamook and Washington counties

# Role of the School Board

ORS 334.175

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Each year an Education Service District's Local Service Plan must be:

1. adopted by the board of the education service district
2. approved on or before March 1 by resolution of two-thirds of the component school districts that have at least a majority of the pupils





# Navigating the Local Service Plan Document

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- P. 9 - List of core services
- P. 12 - List of menu services
- P. 23 - SSA technical assist. plan
- P. 27 - Board resolution/action
- P. 28 - Grant and value-add services
- P. 33 - LSP financial summary
- P. 36 - Summary of current services your district is participating in

# Ways We're Working Together to Support Knappa Kids (Page 36)

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- **Administration:** \$78,830 in regional and district-specific competitive grants and state contracts
- **Early Learning:** 16 EI/ECSE evals, 8 EI/ECSE enrollment
- **Instruction:** integrated guidance support, migrant education program, Oregon Virtual Education (ORVED), STEM Hub, etc.
- **Special education:** 7 specialists support the district with autism, hearing services, physical therapy, etc.
- **Technology:** security, online learning apps, Synergy student information system, etc.





# About the 2024-25 Local Service Plan

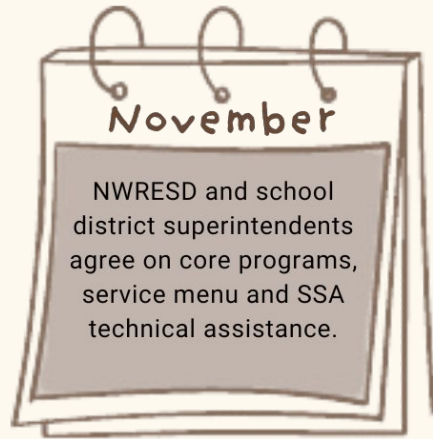
90% of the SSF formula for education service districts is allocated to school districts

10% of SSF formula for ESDs funds operations

75% of school district allocations go to individual school district accounts

25% of school district allocations are spent on core services, i.e. shared services






**November**

NWRESD and school district superintendents agree on core programs, service menu and SSA technical assistance.



**January**

NWRESD distributes local service plan and resolution to component districts for their boards to approve.



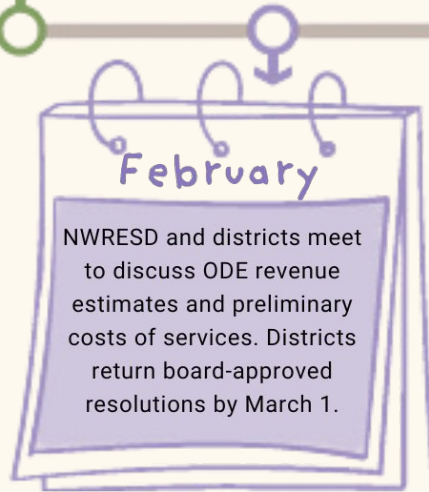
**March**

If approved by two thirds of the school district boards, representing at least 50% of the region's student population, LSP online opens for service selections.



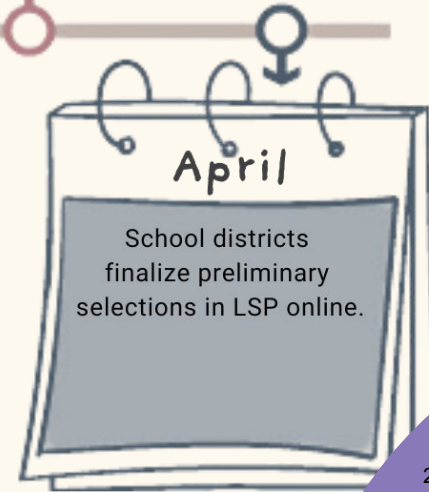
**December**

NWRESD board adopts local service plan services for 2023-24.



**February**

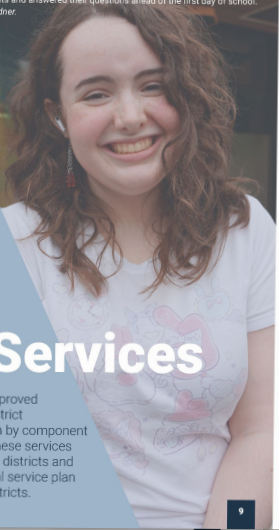
NWRESD and districts meet to discuss ODE revenue estimates and preliminary costs of services. Districts return board-approved resolutions by March 1.



**April**

School districts finalize preliminary selections in LSP online.

2024-25 Local Service Plan - Core Services



Recent graduate Hannah Freauf is unequivocal about the positive impact Pacific Academy has had on her life. "This school was really a turning point for me," she says. Hannah volunteered to participate in the Core and Connection event held on Aug. 20. She met with students and answered their questions ahead of the first day of school. Photo by Tracey Goldner.

## Core Services

Core services are first approved by component school district superintendents and then by component school district boards. These services are available to all school districts and represent 25% of the local service plan allocations for school districts.

9

P. 9

2024-25 Local Service Plan - Menu



A preschooler participates in circle time during a Friends and Me Playgroup hosted by NWRESO's Beaverton Early Childhood Center. The playgroups give students who are neurodivergent – meaning they have autism, attention hyperactivity disorder or other related conditions – the opportunity to participate in a school-like environment. Photo by Tracey Goldner.


## Menu Services

Menu services are available for individual districts to purchase as needed using service credits or other funding sources.

12

P. 12

2024-25 Local Service Plan - Student Success Ad Technical Assistance Plan



From left, Lori Cohen, an instructional coaching expert, and Samya Matouk, NWRESO instructional coach, present about the importance of celebrating successes even when things seem hard at the year-end Instructional Coaching Network event. More than 70 instructional coaches gathered at NWRESO's Washington Service Center for a day of training and collaboration. Photo by Tracey Goldner.

## Student Success Act/Integrated Guidance Technical Assistance Plan

The Student Success Act plan, as required by HB 3427 Section 25, defines our role to support districts make progress toward the goals of the Student Success Act.

23

24

P. 23

2024-25 Estimates

## Core Services

These estimates are based on a \$10.2 billion State School Fund. Estimates for Beaverton and Hillsboro are based on a 4% rollup.

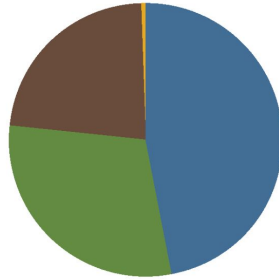
**Core Services:** \$5,425,601

- Technology: \$3,083,724
- County Allocations: \$2,264,461
- Instruction: \$1,482,859
- Miscellaneous: \$27,634

**Beaverton and Hillsboro School Districts:**

- Regional Innovations: \$920,765
- Professional Development: \$512,312

**Total Core Services:** \$6,858,678



## County Allocations



Clatsop County

\$379,323



Columbia County

\$457,273



Tillamook County

\$314,562



Washington County

\$1,113,302

2024-25 Estimates

## Service Credits

These estimates are based on a \$10.2 billion State School Fund.



**Clatsop County**

**Total - \$2,125,801**

- Astoria - \$726,666
- Jewell - \$96,998
- Knappa - \$228,705
- Seaside - \$649,509
- Warrenton Hammond - \$423,923



**Columbia County**

**Total - \$2,936,799**

- Clatskanie - \$320,309
- Rainier - \$340,020
- Scappoose - \$890,769
- St. Helens - \$1,115,156
- Vernonia - \$270,545



**Tillamook County**

**Total - \$1,452,019**

- Neah-Kah-Nie - \$325,053
- Nestucca Valley - \$258,769
- Tillamook - \$868,197



**Washington County**

**Total - \$9,762,184**

- Banks - \$450,182
- Forest Grove - \$2,471,104
- Gaston - \$227,849
- Sherwood - \$1,909,727
- Tigard-Tualatin - \$4,703,322

**Total**  
\$16,276,803

# Core Services (P. 9)

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- County Allocations
- Grant Management
- Regional Innovations and Professional Learning
- Cybersecurity Services
- Forecast 5
- Help Desk
- Library Services (*Follett Destiny Library, Resource Manager and Textbook*)
- Network Security Services
- Network Management
- Restraint & Seclusion Application Development
- Technical Engineering Cooperative
- Emergency Closure Network
- Homeschool Registration Services





# Service Menu (P. 13)

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## Administration (P. 13)

- Communications
- Diverse Educator Pathways
- Executive Leadership Coaching
- Fiscal Services
- Human Resources
- Medicaid Reimbursements
- Spanish Language Interpretation and Translation

## Early Learning (P. 14)

- Early Intervention/Early Childhood Special Education (EI/ECSE) Evaluations
- EI/ECSE Transportation

## Instruction (P. 15)

- Attendance Services
- Career and College Readiness: Software and Coaching
- Cascade Education Corps
- Grant Management
- Junior Achievement: Biztown and Finance Park
- Multi-tiered Systems of Support (MTSS) Technical Support & Data System Implementation
- Oregon Virtual Education (ORVED)
- Re-engagement Services
- Willamette Promise



# Service Menu (P. 13)

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## K-12 Special Education (P. 17)

- Audiology
- Autism Spectrum Disorder (ASD) Services
- Behavioral Support Consultation
- Blind Visually Impaired (BVI) Student Services
- Cascade Academy
- Cascade/Pacific Intensive Classroom
- Columbia K-8
- Deaf and Hard-of-Hearing Classrooms
- Deaf and Hard of Hearing Services
- Educational/Instructional Assistants
- FM Rentals
- Learning Specialists
- Levi Anderson Learning Center
- Nursing Services
- Occupational Therapy (OT) Services
- Pacific Academy
- Physical Therapy (PT) Services
- Regional Equipment Center
- School Psychology Services
- Social Emotional Learning Schools
- Speech-Language Pathology Services
- Youth Transition Program (YTP)



# Service Menu (P. 13)

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## Technology (P. 21)

- Attendance Reconnection System
- Canvas Learning Management System
- Criminal Background Check System
- District Level Technology Purchasing
- Help Desk
- Learning360 Streaming Video
- Oregon Data Suite
- ORSpEd
- Public School Works
- Restraint and Seclusion
- School ERP Pro (*formerly Infinite Visions*)
- Synergy Student Information System
- Technical Engineering Cooperative



# Student Success Act Technical Assistance Plan (P. 24)

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- 9th Grade Success Network
- Attendance Collaboratives and Professional Learning
- Communications (Technical Assistance)
- Community Engagement and Family Partnerships (Technical Assistance)
- Early Literacy Network
- Instructional Coaching Network
- Multi-tiered Systems of Support (MTSS) Technical Support & Data System Implementation (Technical Assistance)
- Research, Assessment and Evaluation (Technical Assistance)
- School Culture and Climate
- Small/Rural Grant Support (Technical Assistance)





# Thank you! Questions?

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## **Proposed Motion:**

*I move to approve Resolution #2024-02, approving the 2024-25 NWRESD Local Service Plan, as presented.*

# Resolution Authorizing NWRES D Local Service Plan for 2024-25

BE IT RESOLVED by the Board of Directors of \_\_\_\_\_ School District in \_\_\_\_\_ County, Oregon, that for the nature and extent of Core Services, Service Credits, and the Student Success Act technical assistance plan described in the proposed local service plan and in compliance with the provisions of ORS 334.175, the school board of said school district hereby approves the Northwest Regional Education Service District Local Service Plan for the 2024-25 school year.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

ATTEST:

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Superintendent

**Please email or mail the signed document by March 1, 2024 to:**

Valerie White

vwhite@nwresd.k12.or.us

Northwest Regional Education Service District

5825 NE Ray Circle

Hillsboro, Oregon, 97124

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

Policy  
 Financial  
 Discussion

Vision & Goals  
 Information  
 Resolution

Capital Projects  
 Employee Contracts

**Item Title: Baseball Trip to Arizona**

**Presenter: Paul Isom**

**Background Information Related to this Issue:**

The Knappa Baseball Team is once again seeking approval for our trip to Arizona in March 2024. We do not have a printed schedule yet, but games will be played anytime between March 21st and March 26th. We are requesting to fly to Phoenix on March 20th and return on March 26th.

In addition to playing three varsity baseball games, we plan on attending MLB Spring Training, practicing at local facilities, going on a team hiking excursion, visiting a college campus and other team building activities. We will bring Varsity baseball players and any Junior or Senior that is on JV but has been with our program as a regular member. This will be 15 players and two coaches this season. Funding comes from a combination of team and individual fundraising as well as personal contributions.

Our first trip was in 2016 and it has become a valued tradition in our program and a valuable experience for those who have participated in past years. Thank you for your continued support of this trip.

Jeff Miller  
Head Baseball Coach

**Financial Impact:** The baseball team does all of their own fundraising for this trip. They currently have \$19,683 dollars in their ASB account. This will cover the entire cost of the trip.



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

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Capital Projects  
 Employee Contracts

**Item Title: Art Overnight trip to Seattle**

**Presenter: Paul Isom**

**Seattle Art & Culture Field Trip**

Overnight trip to Seattle art & culture sites for 12  
Advanced Art high school students. Our total number  
of students may change slightly.

Chaperones: Miki Souza & Amanda Isom

Dates: Thursday, May 2 to Friday, May 3, 2024

Rough Itinerary:

Thursday-

Depart KHS via schoolbus  
Check into downtown hotel and drop off bags  
Late lunch at Pikes Place Market  
Explore Pikes Place Market & Galleries  
Seattle Art Museum  
Dinner

Friday

Breakfast at/near hotel  
Monorail to Seattle Center  
Chihuly Glass Museum  
Space Needle  
Lunch at Seattle Center Food Court  
Seattle Sculpture Garden (if there is time)  
Monorail to hotel to pick up bags  
Depart Seattle via amtrak train at Kings Station  
(2:20pm)  
Bus pick up at Kelso-Longview Amtrak Station  
(4:45pm)  
Arrive at Knappa High School at 5:45pm

**Financial Impact: Budget breakdown below. This trip is being funded by a Knappa Schools Foundation Grant. If there are any overruns there are funds in the art ASB account that can be used. There is currently \$3,419 in that account.**

Funds From Knappa Foundation Grant		
Item	Info	Total Given
Transportation	Seattle Public Transportation Amtrak	\$410
Lodging	\$150 each for 7 rooms	\$1050
Food	Two lunches, one dinner, one breakfast, and light snack	\$880
Entrance Fees	Chihuly Glass Museum Space Needle Seattle Art Museum	\$1080
<b>Total</b>		<b>\$3,455</b>

**KNAPPA SCHOOL DISTRICT NO. 4**

41535 Old Highway 30

Astoria, OR 97103

**2024-2025**

**~Budget Calendar~**

Wednesday, February 21, 2024	Regular Board Meeting
Wednesday, March 6, 2024	Regular Board Meeting
Wednesday, March 20, 2024	Board Work Session
Wednesday, April 10, 2024	Board Work Session
Thursday, April 11, 2024	FIRST NOTICE OF FIRST BUDGET COMMITTEE MEETING – District Web Site
Thursday, April 18, 2023	Publish SECOND NOTICE OF FIRST BUDGET COMMITTEE MEETING
Wednesday, April 24, 2024	Regular Board Meeting
Thursday, May 2, 2024	Budget Proposal Emailed to Board, Budget Committee Members, and Posted Online. Copies available for pick up by appointment only.
Wednesday, May 8, 2024	Budget Committee Meeting 6:30 p.m.
Wednesday, May 22, 2024	Regular Board Meeting
Wednesday, June 5, 2024	2nd Budget Committee meeting 6:30 p.m. ( <b>Target Date for approval of Budget by Budget committee</b> )
Saturday, June 8, 2024	Publish NOTICE OF BUDGET HEARING - (ED1), Financial Summary (ED2), and Fund Summaries (ED3)
Tuesday, June 18, 2024	5:45 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, 2024	Last Date to File Tax Levy with Assessor

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

**February 21, 2024  
Board Meeting**

**NOTES FROM THE BUSINESS OFFICE:**

**General**

I have enclosed the January 31, 2024 financial report for your review. I have reduced Total Expected SSF Revenue based on the most recent estimate.

The January 31, 2024 balance in the bond account is \$12,558,170.75.

We currently have three open positions on the budget committee. I have reached out to the two members whose terms expired but have not heard back. Applications are available on the website.

**2023-2024 REVENUE AND EXPENDITURES  
GENERAL FUND  
As of January 31, 2024**

		ACTUAL through January 31, 2024	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED REV through June 30, 2024	Total Expected Revenue	Balance From Budget	BALANCE as % of BUDGET
REVENUES	BUDGET							
Property Taxes	1,452,500.00	1,416,544.78	98%	98%	184,533.98	1,601,078.76	(148,578.76)	110%
County School Fund	205,000.00	172,839.78	84%	58%	32,160.22	205,000.00	-	100%
State School Fund	4,738,091.00	3,336,428.00	70%	59%	1,384,704.92	4,721,132.92	16,958.08	100%
Unrestricted Grants (Small High School)	20,000.00	-	0%	0%	20,000.00	20,000.00	-	100%
Common School Fund	63,911.00	-	0%	0%	62,251.54	62,251.54	1,659.46	97%
State Managed County Timber	75,000.00	1,252.79	2%	1%	73,747.21	75,000.00	-	100%
Asset Recovery	-	3,524.50	100%	100%	-	3,524.50	(3,524.50)	
<b>Total State Support Formula Revenues</b>	<b>6,554,502.00</b>	<b>4,930,589.85</b>	<b>75%</b>	<b>66%</b>	<b>1,757,397.87</b>	<b>6,687,987.72</b>	<b>(133,485.72)</b>	<b>102%</b>
Revenue ESD	210,000.00	100,000.00	48%	0%	140,000.00	240,000.00	(30,000.00)	114%
Other Local Sources	70,000.00	82,401.16	118%	134%	50,000.00	132,401.16	(62,401.16)	189%
<b>Total Revenue</b>	<b>6,834,502.00</b>	<b>5,112,991.01</b>	<b>75%</b>	<b>67%</b>	<b>1,947,397.87</b>	<b>7,060,388.88</b>	<b>(225,886.88)</b>	<b>103%</b>
Interfund Transfers	-	-			-	-	-	
Beginning Fund Balance	800,000.00	-			675,000.00	675,000.00	125,000.00	84%
<b>TOTAL RESOURCES</b>	<b>7,634,502.00</b>	<b>5,112,991.01</b>			<b>2,622,397.87</b>	<b>7,735,388.88</b>	<b>(100,886.88)</b>	<b>101%</b>

		ACTUAL through January 31, 2024	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED EXP through June 30, 2024	Total Expected Expenditures	BALANCE	BALANCE as % of BUDGET
EXPENDITURES BY OBJECT	BUDGET							
Personal Services	3,647,949.00	1,914,751.00	52%	47%	1,747,624.90	3,662,375.90	(14,426.90)	0%
Associated Payroll Costs	1,693,772.00	928,667.55	55%	44%	847,280.00	1,775,947.55	(82,175.55)	-5%
Purchased Services	704,300.00	325,657.50	46%	37%	167,387.53	743,045.03	(38,745.03)	-6%
Supplies & Materials	250,341.00	171,351.30	68%	71%	96,049.09	267,400.39	(17,059.39)	-7%
Capital Outlay			0%	0%	-	-	-	0%
Other Objects	146,140.00	157,921.99	108%	99%	591.30	158,513.29	(12,373.29)	-8%
Transfers	577,000.00		0%	0%	577,000.00	577,000.00	-	0%
<b>Total Expenditures</b>	<b>7,019,502.00</b>	<b>3,498,349.34</b>	<b>50%</b>	<b>42%</b>	<b>3,435,932.82</b>	<b>6,934,282.16</b>	<b>85,219.84</b>	<b>1%</b>
Contingency / Unappropriated	615,000.00	-	0%	0%	-	-	615,000.00	100%
<b>TOTAL EXPENDITURES</b>	<b>7,634,502.00</b>	<b>3,498,349.34</b>	<b>46%</b>	<b>39%</b>	<b>3,435,932.82</b>	<b>6,934,282.16</b>	<b>700,219.84</b>	<b>9%</b>

		ACTUAL through January 31, 2024	ACTUAL % of BUDGET	PRIOR YEAR % of BUDGET	PROJECTED EXP through June 30, 2024	Total Expected Expenditures	BALANCE	BALANCE as % of BUDGET
EXPENDITURES BY MAJOR FUNCTION	BUDGET							
1000 - Instruction	3,536,395.00	1,741,236.39	49%	41%	1,665,055.82	3,406,292.21	130,102.79	4%
2000 - Support Services	2,906,107.00	1,757,112.95	60%	57%	1,193,877.00	2,950,989.95	(44,882.95)	-2%
5000 - Other Uses/Debt Services/Transfers	577,000.00	-	0%	0%	577,000.00	577,000.00	-	0%
<b>Total Expenditures</b>	<b>7,019,502.00</b>	<b>3,498,349.34</b>	<b>50%</b>	<b>42%</b>	<b>3,435,932.82</b>	<b>6,934,282.16</b>	<b>85,219.84</b>	<b>1%</b>
6000 - Contingency / Unappropriated	615,000.00		0%	0%			615,000.00	0%
<b>TOTAL EXPENDITURES</b>	<b>7,634,502.00</b>	<b>3,498,349.34</b>	<b>46%</b>	<b>39%</b>	<b>3,435,932.82</b>	<b>6,934,282.16</b>	<b>700,219.84</b>	<b>9%</b>

\*1 - Includes estimate for consortium costs to be paid Fall 2024

## HLE Board Report - February 2024

23-24	Aug	Sept	Oct	Nov	Jan	Feb	Mar	Apr	May	June
<b>preK</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>17</b>	<b>18</b>				
K	33	34	33	33	33	33				
1/2	50	52	51	50	52	53				
3	35	35	35	35	34	34				
4/5	65	69	70	70	71	71				
6	39	38	38	38	35	35				
7	37	38	38	38	37	38				
8	37	34	34	34	36	36				
KVA	7	7	7	8	7	7				
<b>K-8 Total</b>	<b>303</b>	<b>307</b>	<b>306</b>	<b>306</b>	<b>305</b>	<b>307</b>				
<hr/> 22-23	311	317	310	314	313	315	316	312	315	311
<hr/> 21-22	332	316	318	320	318	321	321	324	330	327

Second semester is underway.

Middle School girls basketball teams are very successful, and we have gotten them some additional games for some competition. Wrestlers held the first middle school wrestling dual in twenty plus years. It was well attended and ran quite smoothly. Middle School wrestlers finished their season on President's Day with a couple placers! Nice work!

Our mid-year testing is complete. We are pleased with continued growth, but realize we need to see more than a year's worth of growth to make up ground. Our literacy numbers are impressive, 108 students met one year's worth of growth between Fall and Winter. Thank you team! We continue to work to find specific needs of our students and create interventions for them during whatever time we can squeeze in.

The preK to 8 team is impressed with the Amplify Science materials; however, we are trying to see what we can do to get what we need in our budgeted amount. I am hopeful that an aligned Science curriculum will also help our students be more successful in their scientific understanding and inquiry.

Construction outside the classrooms is fun to watch, and the kids and staff are enjoying watching the progress. As needs arise, the staff and students are being very flexible. I appreciate Tina Nicholson, our new librarian, she is doing a great job getting the collection ready to pack up as well as keeping the library accessible to our students for as long as possible.

Thank you for your continued support.

Respectfully submitted,

Tammy McMullen  
Principal  
Hilda Lahti Elementary and Knappa Middle School





# Knappa High School

*All learners prepared to rise to the opportunities and challenges of the world*

**Paul Isom**  
Principal  
isomp@knappak12.org

**Jenny Smith**  
Athletic Director  
smithj@knappak12.org

**Chris Gremar**  
Guidance Counselor  
gremarc@knappak12.org

**Stephanie Baldwin**  
Head Secretary  
baldwins@knappak12.org

## December 2023 KSD Board Report

### Enrollment 2023-24

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

### 2022-23

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

### 2021-22

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
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





# Knappa High School

*All learners prepared to rise to the opportunities and challenges of the world*

**Paul Isom**

Principal

[isomp@knappak12.org](mailto:isomp@knappak12.org)

**Jenny Smith**

Athletic Director

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**Chris Gremer**

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**Stephanie Baldwin**

Head Secretary

[baldwins@knappak12.org](mailto:baldwins@knappak12.org)

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1st semester came to a conclusion on January 25th. We had some high academic achievers with 11 students earning a 4.0 GPA for the semester. A Job well done to Owen Baldwin, Lily Schaelling, Beth Larsen, Mylie Lempea, Aubrey Rusinovich, Taylor Pass, Parker Stevens, Ash Baldwin, Zeke Bruijn, Miriam Donaldson, and Payton Sammons!

Winter Sports are quickly approaching a conclusion with all of the teams now in the state playoffs. The girls will take on Monroe Saturday. The boys will travel to Regis Friday. A win in those games means a trip to Pendleton! The wrestlers have their state meet this week as well. Corbin Roe, Kiya Roe, and Blaine Ogier will all be competing starting Thursday in Portland! Good luck to all participants!

We have 10 seniors heading to Wauna Mill on Thursday for a tour and career workshop. Thank you to Wauna Mill and specifically, Kristi Ward and Brian Montgomery for coordinating this opportunity for our students!

Earlier this month our leadership students went on a trip to Newberg High School for a Leadership Conference. We had 8 students go and listen to the keynote speaker and then participate in several breakout sessions. From the reports I received, it sounds like it was a great experience for all involved. Thanks to Hannah Mather for putting this together and chaperoning the trip.

Finally, I want to recognize one of our student athletes. Mylie Lempea was selected as the Chairperson for the OSAA Student Advisory Council, and in that role helped coordinate the 1st annual National Girls and Women in Sports Day brunch and awards celebration at Oregon Episcopal School earlier this month.

Respectfully,

Paul Isom

Principal, KHS