

SCAPPOOSE SCHOOL DISTRICT

Minutes of June 10, 2024, School Board Meeting Regular Session – 6:30 p.m., Public Hearing on Budget, and Executive Session following the regular session District Office Boardroom and Zoom

“Cultivating passionate lifelong learners for an ever-changing world.”

Board members present: Phil Lager, Alex Tardif, Gwynn Klobes, Christine Sprenger, Summer Stutsman-Hoag, and Pat Kessi.

Others present: Tim Porter, Superintendent; Mitch Neilson, Business Manager; Teresa Huff, Human Resources Manager; Paje Stelling, Communications Manager; Principals Jerimy Kelley, Adam Strachan, Megan Ticer, and Amanda Small; Marjie Lordos, Student Information, and Assessment Specialist; Samantha Heimbuck, Student Representative; and Julie Hinkle, Executive Assistant.

Item		Responsible Person
1.0	CALL TO ORDER	Phil Lager, Chair
1.1	Pledge of Allegiance	
Lager called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.		
2.0	APPROVE AGENDA	
2.1	Additions to agenda and motion for approval (Motion needed)	
Stutsman-Hoag moved that the Board add item 9.3 under new business to change the 23-24 board meeting calendar. Sprenger seconded the motion. The motion carried unanimously.		
3.0	RECOGNIZE RETIREES	
3.1	Michelle Brasmer, Nutrition Services Supervisor, District Office	

Michelle Brasmer has been a dedicated presence in the district for the past twenty-four years. Despite undergoing chemotherapy, she continued to prioritize the kids and come to work, demonstrating her commitment and resilience. Her unwavering dedication often required others to encourage her to rest. Now, as she moves on to new endeavors, she leaves with a heavy heart and will be deeply missed. Michelle's contributions, though often unnoticed, have been invaluable and profoundly positive for the children she served.

3.2 Brenda Lohman, Athletic Secretary, Scappoose High School

Brenda Loman began working at the Scappoose School District in 2005 as a secretary at Grant Watts before moving to Scappoose High School, where she became a beloved fixture. Her dedication to students and staff, willingness to help, and positive attitude have left a lasting impact. Brenda's contributions to athletics and caring nature earned her high praise from colleagues and students. She was known for her selflessness, kindness, and ability to make everyone feel valued. As

she retires, many expressed their deep appreciation for her work, baking, and the warmth she brought to the school community, emphasizing that she will be greatly missed and her legacy will endure.

3.3 Gala Richey, Educational Assistant, Grant Watts Elementary

Gala, known for her bus duty responsibilities, starts her day engaging with the public and children. She is highly tolerant and attentive to children, knowing each by name and tending to their needs, though she has less patience for adults who should know better. Gala often preemptively informs about potential parent calls, ensuring her side of the story is heard first. Principal Small's strong bond with Gala is rooted in their mutual connection to a late dear friend, Gail. Gala and Gail's long-standing friendship made Gala an instant confidante. Gala's impactful lessons in reading and life will have a lasting influence on her students. Her vibrant red hair and spirited personality reflect her zest for life. She is deeply loved and will always have a place at Grant Watts.

3.4 Sherril Cordell, Elementary Teacher, Grant Watts Elementary

Cheryl has dedicated 32 years to the Scappoose School District and is considered an icon at Grant Watts. Known for her humor, energy, and natural teaching ability, Cheryl makes her job look easy, though her skill and dedication are evident. She is a dependable mentor and will be deeply missed. Cheryl is also a prankster, famous for scaring people and playing jokes on other teachers. She is active with her class and often runs laps with her students, showing her continued enthusiasm. Despite her small stature, Cheryl leaves behind a significant legacy with big shoes to fill.

3.5 Kristy Larson, Elementary Teacher, Otto Petersen Elementary

Kristy, a Title One reading teacher and SEA representative, has significantly impacted the district. Kristy started her career in 1992 at Mahalo Elementary and later joined Scappoose, working at Grant Watts and Otto Petersen. Known for her quiet leadership, Kristy has been instrumental in teaching children to read, showing remarkable growth in students' reading skills. Her long history in the district has influenced many, including students who became teachers. Kristy's contribution, dedication, and positive influence are deeply appreciated.

4.0 CONSENT AGENDA

The Board has agreed to implement a consent agenda. Implementation of the consent agenda means that all items marked with an asterisk () are adopted by a single motion, unless a member of the Board or Superintendent requests that such item be removed from the consent agenda and voted upon separately. Generally, consent agenda items are routine in nature and enable the Board to focus on other matters on the agenda. (Motion needed)*

4.1 *Approval of Minutes

- 4.1.1 Budget Committee Meeting 04-08-24
- 4.1.2 Budget Committee Meeting 04-22-24
- 4.1.3 Budget Committee Public Meeting 05-06-24
- 4.1.4 Regular Board Meeting 05-13-24
- 4.1.5 Board Work Session 05-29-24

- 4.2 *Personnel
 - 4.2.1 Approve Hire:
 - 4.2.1.1 Stephen Gift, Spanish Teacher, Scappoose High School (24-25)
 - 4.2.1.2 Cody Sabin, Scappoose High School, ESY Teacher
 - 4.2.1.3 Andrea Hulegaard, Otto Petersen Elementary, ESY Teacher
 - 4.2.1.4 Branden Bailey, Scappoose High School, ESY Teacher
 - 4.2.1.5 Poppy Elshaug, Otto Petersen Elementary, ESY Teacher
 - 4.2.1.6 Lauren LaBonte, Special Education Teacher, Otto Petersen Elementary (24-25)
 - 4.2.1.7 Gregg Kilbourne, CTE Teacher, Scappoose High School (HB2296, 24-25)
 - 4.2.1.8 Vanessa Gonrowski, Title I Teacher, Otto Petersen Elementary (24-25)
 - 4.2.1.9 Jessica Ellett, .5 ELL Teacher, Otto Petersen Elementary (24-25)
 - 4.2.1.10 Galen (GC) Hillburn, PE Teacher, Otto Petersen Elementary (24-25)
 - 4.2.2 Approve Resignation:
 - 4.2.2.1 Kelly Prindle, .6 PE Teacher, Warren Elementary
 - 4.2.3 Approve HR Personnel Report
- 4.3 *Approve Expulsion Hearings Officer
 - 4.3.1 Dr. Tim Porter
- 4.4 *Policies 4.4.1 - 4.4.10 - **2nd Reading**
 - 4.4.1 AC - Nondiscrimination
 - 4.4.2 BBF - Board Member Standards of Conduct
 - 4.4.3 BBFC - Reporting of Suspected Abuse of a Child
 - 4.4.4 CBC - Superintendent's Contract
 - 4.4.5 CBG - Evaluation of the Superintendent
 - 4.4.6 GBN/JBA - Sexual Harassment
 - 4.4.7 GBNAB/JHFE - Suspected Abuse of a Child Reporting Requirements
 - 4.4.8 JBA/GBN - Sexual Harassment
 - 4.4.9 JEA - Compulsory Attendance
 - 4.4.10 JGA - Corporal Punishment

Klobes moved that the Board approve the Consent Agenda as presented. Tardif seconded the motion. The motion carried unanimously.

5.0 COMMENTS FROM VISITORS

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 email comments sent in before noon on the day of the board meeting. The public comment opportunity is not a discussion, debate, or dialogue between the speaker and the Board. It is a citizen's opportunity to express opinions on issues of School Board business. We must require 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 affect naming district personnel. We also ask that presentations be limited to three (3) minutes per person and thirty (30) minutes total for public comments. (Please state your name and if you're a resident of the district)

No public comments were submitted.

6.0 PUBLIC HEARING ON THE BUDGET

6.1 Revenue and Expenditures

Mitch Neilson

In the second year of the biennium, there is a clear picture of the budget. There are no changes in revenue or expenditure from the budget that the budget committee approved.

6.2 Public Comments

Phil Lager

No public comments on the budget were submitted.

6.3 2024-04 Resolution Adopting the 2024-25 Budget **(Motion needed)**

Mitch Neilson

Tardif moved that the Board approve Resolution 2024-04 Adopting the 2024-25 Budget. Stutsman-Hoag seconded the motion. The motion carried unanimously.

6.4 2024-05 Resolution Making Appropriations **(Motion needed)**

Mitch Neilson

Tardif moved that the Board approve Resolution 2024-05 Making Appropriations. Sprenger seconded the motion. The motion carried unanimously.

6.5 2024-06 Resolution Imposing and Categorizing Taxes **(Motion needed)**

Mitch Neilson

Tardif moved that the Board approve Resolution 2024-06 Imposing and Categorizing Taxes. Stutsman-Hoag seconded the motion. The motion carried unanimously.

7.0 RECOGNITION

7.1 Student Representative - Samantha Heimbuck

Phil Lager

Samantha Heimbuck's outstanding contributions to the school community are noteworthy. As the Student Representative on the School Board, Samantha has been a strong advocate for her peers, and academically, she has excelled with a GPA of 4.01 while taking advanced classes. She is an active member of SHS Leadership and the National Honors Society member, helping raise significant charity funds. She competed in varsity soccer, track, and cross country, earning Academic All-State honors and district champion status in track. Her leadership roles include ASB Cabinet member and class officer, organizing key events. Samantha's dedication, leadership, and commitment to the school are deeply appreciated. Best wishes to her as she attends the College of Idaho to run track and cross country and major in business administration.

8.0 GENERAL REPORTS

8.1 Appoint Natalie Egan, Student Representative to the Board

Samantha Heimbuck

Samantha introduced Natalie Egan. Having worked with her for the past couple of years, it's clear that describing her as amazing is an understatement. Natalie always takes on tasks with a smile and gives 100% effort. She is incredibly kind, has a great sense of humor, and is always the first to help. A natural leader, hard worker, and wonderful friend, Natalie is dedicated to improving the school and community. It has been a privilege to watch her grow, and she is wished the best of luck in her senior year.

Last month, it was highlighted that Scappoose Middle School had been without a mascot for many years, and efforts were made to rectify this. A vote was conducted among 6th to 12th-grade students, and the Sasquatch emerged as the clear winner with 103 first-place votes, significantly ahead of the second-place choice with 43 votes. The students selected the sasquatch, a unique and fun choice. With informal approval from the board, the plan is to announce the new mascot to the school community and design a logo to accompany it. Mr. Boaz's STEM classes will now design and vote on logos, ensuring no copyright issues arise.

8.3 Superintendent Report

Tim Porter

As of early June, Scappoose School District reports an enrollment of 1,929 students, a slight increase from 1,898 last year. Despite the Superintendent's absence due to health reasons, the June 1st graduation was a success, highlighting the district's commitment to student education and community support. End-of-year events such as third-grade send-offs, 6th-grade "Fly Up" Day, and 8th-grade recognition have also been significant. A contract with Lawrence Company corrected an unemployment insurance rate error, reducing it from 5% back to 1% retroactively from January 1. This adjustment is expected to save \$444,108 in the 2024-25 budget, supporting dean of student positions at Grant Watts and Otto Petersen while maintaining a 5% ending fund balance. Superintendent Porter expressed deep gratitude to all staff members for their outstanding efforts in making the year successful for students, emphasizing their invaluable contributions.

9.0 NEW BUSINESS

9.1 Resolution 2024-7 Resolution Appropriating Updated State School Fund **(Motion needed)** Mitch Neilson

Throughout the year, updates on state school funding occurred in November, February, and May, alongside enrollment reports used for projections and staffing needs. The final appropriation aligns these adjustments to match actual spending throughout the year. The majority of additional expenditures were allocated to transportation, contracted services with the ESD, and special education requirements. This year's final appropriation ensures that expenditures are balanced with incoming revenues without providing extra funds beyond what has been allocated. Sprenger moved that the Board approve Resolution 2024-07 Appropriating Updated State School Fund. Stutsman-Hoag seconded the motion. The motion carried unanimously.

9.2 Policies 9.2.1 - 9.2.11 - 1st Reading **(No motion necessary at this time)**

Tim Porter

The following policies are presented for revision. Revisions are recommended by the Oregon School Boards Association or school administration. This is the first reading for these policies. If there are any public questions or concerns, please contact the Scappoose School District's District Office. These policies will go to the Board next month for approval. Not all ARs (Administrative Regulations) require board approval, only notification of the changes. Only the ARs that require board approval will be brought to the Board next month.

- 9.2.1 DJC - Bidding Requirements - **Delete**
- 9.2.2 DJC - Bidding Requirements
- 9.2.3 DJC-AR - Exemption from Competitive Bidding and Special Procurements - **Delete**
- 9.2.4 DJC-AR - Exemption from Competitive Bidding and Special Procurements
- 9.2.5 DJCA - Personal Services Contracts - **Delete**
- 9.2.6 DJCA-AR - Personal Services Contracts - **Delete**
- 9.2.7 EBC/EBCA - Emergency Procedures and Disaster Plans - **Delete**
- 9.2.8 EBC - Emergency Plan and First Aid
- 9.2.9 EBCA - Safety Threats
- 9.2.10 EBCB - Emergency Procedure Drills and Instruction
- 9.2.11 EBBA - First Aid - **Delete**

First reading on policies listed. No action was taken.

- 9.3 Approve change to 23-24 Board Meeting Calendar (**Motion needed**)

Phil Lager

The administration recommended that the June board work session be canceled and the topic of student data and progress be covered at a later meeting when key participants can attend and contribute effectively. Klobes moved that the scheduled work session on June 24, 2024, be canceled due to insufficient agenda items. Sprenger seconded the motion. The motion carried unanimously.

10.0 ANNOUNCEMENTS

- ~~10.1 School Board Work Session - **Canceled**
Monday, June 24, 2024, at 6:30 p.m.
District Office Boardroom and via Zoom~~

- 10.2 Regular School Board Meeting
Monday, July 8, 2024, at 6:30 p.m.
District Office Boardroom and via Zoom

11.0 MOVE INTO EXECUTIVE SESSION

Phil Lager

The executive session is held pursuant to ORS 192.660(2)(d)(i) which allows the board to meet in executive session.

Representatives from the news media shall be allowed to attend. All other members of the audience are asked to leave the room at this time. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No final decision may be made in executive session, except for a student expulsion. At the end of the executive session we will return to open session.

The Board moved into executive session at 7:04 p.m.

11.1 ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

11.2 ORS 192.660(2)(i) To review and evaluate the performance of the chief executive officer.

12.0 RETURN TO REGULAR SESSION

The Board returned to regular session at 8:23 p.m.

13.0 Approve Compensation Plan - Administrative **(Motion needed)**

Klobes moved to approve the Administrative compensation plan as presented by the Superintendent. Kessi seconded the motion. The motion carried unanimously.

14.0 Approve Compensation Plan - Confidential **(Motion needed)**

Kessi moved that the board approve the compensation plan for Confidential employees as presented by the Superintendent. Sprenger seconded the motion. The motion carried unanimously.

15.0 Adopt the Superintendent's Evaluation **(Motion needed)**

Stutsman-Hoag moved to adopt the superintendent's evaluation. Sprenger seconded the motion. The motion carried unanimously.

16.0 Approve Employment Contract - Superintendent **(Motion needed)**

Klobes moved that the board approve the superintendent's contract as presented by the board chair. Kessi seconded the motion. The motion carried unanimously.

17.0 ADJOURNMENT

Phil Lager, Chair

The board meeting adjourned at 8:25 p.m.