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 Monday, March 15, 2021 5:30 p.m.

1. **Call to Order** – Chair Craig Weaver

1.1 Flag Salute-5:30 p.m.

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

- 2.1 Minutes from the February 16, 2021 Regular Board Meeting and March 1, 2021 Work Session.
- 2.2 Approve Superintendent Contract 2021-2024

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 during discussion for agenda items. However, the Comments from Visitors section is intended for items that do not appear as an agenda item. 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 personal. We also ask that presentations be limited to (3) minutes.

4. **Student Body Reports**

- 4.1 KHS-Drew Miller
- 4.2 HLMS Student Body Update

5. New Business

- 5.1 Superintendent Evaluation Summary Letter- (Craig Weaver-no action)
- 5.2 Knappa Preschool Presentation- (Dan Gaffney)
- 5.3 21-22 District Calendar- (motion for approval needed)
- 5.4 Budget Committee Members- (motion for approval needed)
- 5.5 Board Vacancy- (discussion on process)

6. **District Reports**

6.1

- Financial Report- (Diane Barendse-motion needed for approval)
 - Hilda Lahti Elementary/Middle School
 - Knappa High School
 - Superintendent Report

7. Board Member Reports and Future Agenda Items

8. Communications and Hearing of Interested Parties

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Meetings • April 19, 2021, 5:30 p.m., Regular School Board Meeting, 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.

Board of Directors' Regular Board Meeting Tuesday, February 16, 2021 5:30 p.m.

Present

Absent

Craig Weaver, Chair Cullen Bangs, Vice Chair Tammy Goozee, Director Director Ed Johnson, Director Will Isom, Director

William Fritz Ph.D., Superintendent Jennifer Morgan, Superintendent/ Board Secretary Diane Barendse, Business Manager Tammy McMullen, HLE Principal Laurel Smalley, KHS Principal

1. **Call to Order** – Chair Craig Weaver

1.1 Flag Salute-5:30 p.m.

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

- 2.1 Personnel Update
- 2.2 Minutes from January 25, 2021, Regular Board Meeting
- 2.3 Second Read OSBA Policy DBDB- (see revised policy)
- 2.4 Renewal of Licensed Personnel 21-22

Johnson moved to approve the consent agenda as presented, Bangs seconded, moved to vote. Isom state that he would need to be recused from voting on the renewal of licensed personel due to family members, he also states we should change the language in policy DBDB to annual operating revenues from total adopted revenues due to changes in grants or a possible bond. Johnson amended his motion to change the language in policy DBDB as Isom stated, moved to vote, Bangs, yes, Goozee, yes, Weaver, yes, Johnson, yes, Isom, abstained. Motion passes.

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 during discussion for agenda items. However, the Comments from Visitors section is intended for items that do not appear as an agenda item. 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 personal. We also ask that presentations be limited to (3) minutes.

Nothing at this time.

Student Body Reports

4.1 KHS-Drew Miller –nothing at this time.

4.2 HLMS-Blake Miller reviewed the HLMS report, he stated they are receiving all of their electives now and things are going well. No discussion.

New Business

2019-20 NWRESD Local Service Plan Annual Report- (Tammy Montague)-Tammy reviewed the 19-20 report with the board that was included in the board packet. She noted the new format for 20-21 and changes to the document in a PowerPoint presentation. Johnson asked how does the ESD decide the allocation to districts. Tammy stated it's an ADMw process and she reviewed that process with the board and the breakdown of funds. The money can be used as flow-through dollars direct to our general fund or credits for services purchased from the ESD. Discussion followed.

2021-22 NWRESD Local Service Plan Approval- (Need motion and approval)-Johnson moved to approve the 21-22 NWRESD Service Plan as presented, Goozee seconded, move to vote, approved unanimously.

19-20 Audit Report- (Brad Turano from Pauly Rogers)-Brad Turano presented the 19-20 audit and management letter to the board. He stated Pauly Rogers issued an unmodified audit and reviewed the best practices moving forward. He stated overall the district had a very clean audit and the staff was a joy to work with. Isom asked about the significant deficiency from 2019 what the difference was, Brad stated segregation of duties, and April Fresh did a good job managing that for the 19-20 audit, Becky Watt, and Brad stated the controls put in place help with those segregations, all new vendors are approved by the superintendent and teachers have their requisitions approved by the building principals. Discussion followed, no further questions.

Adopt 2021-22 Budget Calendar-Diane Barendse- (Need motion and approval)-Fritz presented the 21-22 Budget Calendar timeline. He stated we added an additional meeting in March for discussion on the budget process. Discussion followed. Johnson moved to approve as presented, Isom seconded, moved to vote approved unanimously.

2021-22 Board Calendar –William Fritz- (discussion only and approval)-Fritz presented the 21-22 Board Calendar. The only proposed change is for the 21-22 school year is in March, he stated we are proposing to flip-flop those meetings and hold the regular board meeting first due to the March 15th deadline for approving contracts. Isom asked what the date is for the July swearing-in of the new board members, Morgan stated we have not set a date yet, can look at adding that as a discussion item at a future meeting. Johnson moved to approve the 21-22 Board Calendar as presented, Isom seconded, moved to vote, approved unanimously.

District Reports

Superintendent Report-Fritz stated we now have all students back for in-person instruction, the high school is still in hybrid status but the high school team is working on a plan to add more in-person instruction.

The teachers are working on professional development and curriculum mapping.

The music program is launched and the students are learning notes and how to read music.

Pivot Architecture has been on-site reviewing the facilities and has had meetings with the teaching staff, they will be back this week to meet with other groups of staff.

The school climate survey with be released next week for students, parents, and the community.

The Foundation Auction is next week and will be held virtually this year.

Financial Report- (Diane Barendse)-Barendse presented the financial report, stated we are on track with revenue and expenditures. Johnson moved to approve the February financials, Goozee seconded, moved to vote approved unanimously.

Hilda Lahti Elementary/Middle School- included in the board packet, no discussion.

Knappa High School-included in the board packet, no discussion.

Board Member Reports and Future Agenda Items

Nothing at this time.

Communications and Hearing of Interested Parties

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Nothing at this time.

Moved to executive session 6:43 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.

Rejoined open session 7:15 p.m.

Johnson moved to adjourn at 7:17 p.m.

Meetings • March 1, 2021, 5:30 p.m., Board Work Session Meeting, Knappa High School. March 15, 2021, Regular School Board Meeting, Knappa High School

Knappa School District No. 4 • Knappa, Oregon 97103 Board of Directors Work Session Monday, March 1, 2021

Knappa High School Library 5:30 p.m.

Present Craig Weaver, Chair Absent

Cullen Bangs, Vice Chair

Tammy Goozee, Director-5:45 p.m. Director Ed Johnson, Director Will Isom, Director

William Fritz Ph. D, Superintendent Jennifer Morgan, Superintendent/ Board Secretary Diane Barendse, Business Manager Tammy McMullen, HLE Principal Laurel Smalley, KHS Principal

Call to Order -5:30 p.m.-Director Craig Weaver Flag Salute

Communications and Hearing of Interested Parties

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New Business

Pre-Bond Planning w/ Pivot Architecture- (discussion only)-Fritz introduced Pivot Architecture, Kelly and John presented a PowerPoint on the recent information they have received from the teacher and staff meetings. Discussion followed on the information received. Fritz stated to the board the other funding sources in the presentation. Isom had some concerns on whether we could save \$250,000 each year, discussion followed on the priorities for the district. Weaver asked what will be the process moving forward, Kelly stated they will meet with the committee again and work on dialing-in the cost assessments, then start engaging with the consultants to start community outreach surveys. Discussion followed, no further questions.

20-21 Budget Process Review- (discussion only)-Barendse reviewed the financials and the PowerPoint that was included in the board packet. She stated we may need to do a supplemental budget amendment due to the increase in grants and expenditures we have received this year. Discussion followed.

Resignation of Director Tammy Goozee (discussion and motion to declare vacancy) Director Goozee turned in her resignation as a Knappa School Board Member. She appreciated the opportunity to serve on the board. Johnson thanked her for her service, Johnson moved to accept Goozee's resignation, Isom seconded moved to vote, approved unanimously. The board discussed the process to post the vacancy. Discussion followed, the board decided to open the vacancy for two weeks starting Wednesday, March 3rd, and closing March 17th, 2021. Board Secretary Morgan will post the vacancy through all of the district's social platforms. Johnson move to advertise the open as stated above, Isom seconded, moved to vote, approved unanimously.

Moved to executive session 6:48 p.m.

ORS 192.660 Executive Session, the governing body of a public body may hold an executive session: (i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employed or staff member who does not request an open hearing.

Moved to open session-7:45 p.m.

Johnson moved to adjourn-7:46 p.m.

Next Meetings • Monday, March 15, 2021, Regular School Board Meeting 5:30 p.m., Monday, April 19, 2021, Knappa High School Library.

EMPLOYMENT AGREEMENT BETWEEN William Fritz AND THE GOVERNING BOARD OF KNAPPA SCHOOL DISTRICT CLATSOP COUNTY, OREGON 2021-2024

THIS AGREEMENT, made and entered into this 15th day of March, 2021, 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 2021-2022, 2022-2023, and 2023-2024 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 2021 2024. This Agreement will begin July 1, 2021, and continue through and terminate June 30, 2024. This Agreement is for a fixed period of time and expires on June 30, 2024. This section constitutes notice of contract non renewal under ORS 342.513.
- 2. **SALARY.** The 2021-2022 salary will be \$125,000 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.

- 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 and Memorial Day. 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 shall, contribute an amount per month equal to that for other district administrators toward the purchase of full family coverage for medical, dental, and vision. 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 \$300.00 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: _____

KHS Student Body Report March 15, 2021

Sports have returned! Our Volleyball team has competed in 3 matches, Football has had one game, and XC has had 2 competitions. We are incredibly proud of our athletes for getting out there and competing in front of fans for the first time. The classified-Staff week was celebrated recently and the ASB will be working together with the Key Club for the upcoming Teacher Appreciation week. Progress reports came out Monday and 25 students took advantage of the Wednesday study hall held last week. Parent-teacher conferences are scheduled for Wednesday and Thursday. Teachers and students alike are excited for Spring Break.

March 15, 2021

The purpose of this letter is to formally document the evaluation and performance of Superintendent William Fritz of Knappa High School, Middle School, and Hilda Lahti Elementary School for the 2020-21 school year. This summary of evaluation is being submitted on behalf of the Knappa School Board of Directors.

Superintendent Fritz has received an overall effective to accomplished rating based on the standards of our evaluation. There are no deficiencies in performance.

Superintendent Fritz was evaluated on eight different standards. The Evaluation is based on a 1 to 4 scale, with being either ineffective, developing, effective, or accomplished. The overall score is that Superintendent Fritz is effective in his position as superintendent.

• Visionary District Leadership-3.2

Mr. Fritz's leadership facing unprecedented circumstances has been remarkable.

• Ethics and Professional Norms-3.8

We appreciate superintendent & staff efforts to get students back in the building and to create a safe environment so staff and students can maintain in person instruction. Especially appreciate the advocacy for our consortium students. We also appreciate all efforts we can make to incorporate mulit-cultural content. We all put our pants on one leg at a time, regardless of our ethnicity or skin color.

• Inclusive District Culture-3.6

Curriculum mapping to align our curriculum with state standards is welcome and long overdue. We are also excited to have a music program again. Bill's ability to keep the public informed during the pandemic has been a model for others in his role to follow. Routine emails, community chats, answering inquiries have all been beneficial. We feel the superintendent has done an outstanding job looking to increase school time for those who aren't in class full time. Such a difficult time and he has been committed to the school, staff and the kids.

• Culturally Responsive Instructional Leadership and Improvement-3.0

Mr Fritz has shown to be an effective manager. As he has more time and familiarity with the staff in the district, we believe this will only improve.

• Communication and Community Relations-3.4

Mr. Fritz has continually had community forums and has demonstrated effective ways he is trying to engage the community.

• Effective Organizational Management-3.4

We appreciate that we are taking the proper steps needed to pass a bond Nov. 2021. Haven't used surveys/public relations folks in the past but feel those are logical steps to make sure we succeed. We also appreciate the steps to ensure our new business manager succeeds.

• Effective Financial Management-3.0

We anticipate effectiveness in this category due to the consistency and attention to the school finances and working well with the business manager. We are pleased with the superintendent's ability to keep moving forward with the changing metrics with goals as they sometimes are moving daily or hourly.

• Policy, Governance and Advocacy-3.6

Mr Fritz's understanding and adherence to policy has been greatly appreciated.

Thank you Superintendent Fritz for your hard work for our district, staff, and students. This has been an unprecedented year with all the different challenges and as a board we greatly appreciate having Superintendent Fritz leading us through these challenges. We look forward to working with you and having continued success and excellence in our district.

Sincerely,

Craig Weaver Board Chair Knappa School District

Why is Early Childhood Important?

Early Childhood Development has a direct influence on

• Economics... immediately (family income) & later in life

• Health

Social Outcomes

Birth to Age 5 is a critical time

• Foundation for cognitive and character skills for

School

• Health

Career

• Quality of Life

Birth to age 5

Development of Cognitive Skills

Attentiveness

Motivation

Self-Control and Sociability

Early Childhood Education is a No-Brainer

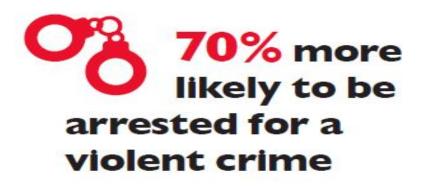
A child's brain development is nearly complete before kindergarten.



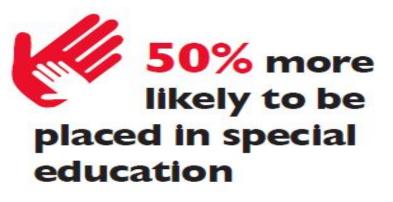


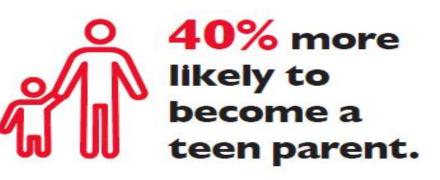
By the Numbers

Disadvantaged children who don't participate in high quality early education programs are:













THERE IS A RETURN OF \$13 FOR EVERY \$1 SPENT ON EARLY EDUCATION





QUOTABLE

"Being talented helps. Hard work matters, too. But, even with the ability and effort on your side, facing a sizable early deficit makes it difficult to win ballgames

... At-risk kids who can't access high-quality preschool experiences face an early deficit of their own – except the stakes are much higher than the outcome of a basketball game."

-Mike Krzyzewski, Duke Men's Basketball Coach



Current Oregon facts

- Many current kindergarten standards previously were 1st and 2nd grade standards
- Oregon has one of the worst H.S. graduation rates in U.S.A. at about 75%
- 3rd grade reading fluency is the number 1 predictor of H.S. graduation
- Approximately 70% of Clatsop County 3rd graders are fluent readers
- In 2019, approximately 30% of Knappa SD 3rd graders met the state reading benchmark

Dr. James Heckman, Nobel Prize winning economist

- Based on 35 years of data, Dr. Heckman says high quality preschool leads to...
 - Higher H.S. graduation and college attendance rates
 - 25-40% higher earnings as an adult
 - Less involvement with criminal justice
 - Less need for social service support
 - Fewer chronic health issues

Knappa School District Preschool

- Based on Oregon Early Learning & Kindergarten Guidelines
 - Bridges gap between Early Learning & K-12 Standards
 - Broken into four areas... age 3... age 4-5 (not in K)... entering K... ending K
 - Five focus areas include:
 - Approaches to Learning
 - Social Emotional Development
 - Language & Communication
 - Literacy
 - Mathematics

Make Play Smarter, Stronger & Kinder

- Promote self regulation & executive function
 - Manage energy, emotions, behaviors
 - Develop working memory, flexible thinking, self control
- Mature intentional make-believe play & playful learning
 - Create imaginary situation
 - Take on and act out roles
 - Follow rules <u>based on</u> roles
 - Results in development of skills necessary for success in school and beyond

- Develop Emotional Control
 - Children learn to master own behavior/emotions while engaged in activities and interactions
 - Learn to pretend emotion of role
 - Identify emotion... label it... express it... control it
- Develop Self-Regulation
 - Make-believe play is based on players abiding by set of rules
 - Play provides context for developing self regulation
 - Young children are driven by instant gratification but need to suppress immediate impulses
 - Therefore play is the leading source of development

General Approach

- Teachers start by providing extensive assistance in deciding which props are needed/available
- Teachers gradually withdraw guidance and children take more responsibility
- Children development appropriately through exploration, play, building relationships, communication and increased self control
- Teachers integrate learning of letters, letter sounds, numbers and basic addition/subtraction

Work in Progress

- Community Survey ... determine needs and wants
- Partnerships developing
 - Immanuel Preschool & local child care providers
 - Child Care Resource & Referral (CCR&R)
 - NW Early Learning Hub (3 counties)
 - Children's Institute... finalist for 3 year grant
 - Preschool Promise... state pays for eligible child
 - NWRESD... Early Childhood Special Education provides funds
 - DHS... possible Employment Related Day Care funds

Key Elements

- Family Engagement
 - "Home Connections" (e.g.) Game Bags grant awarded... PreK, K & 1st grade
 - Teacher & Parent/Guardian communication
 - Advisory Council... PreK leader, parents, elementary staff
- Professional Development
 - Specific to PreK
 - PLC with K & 1st Grade staff
 - PLC with 4 county Early Learning professionals
 - Local child care & preschool professionals



Consultation with current providers

- EL Hub leaders, Preschool Promise administrators, CCR&R,
- Astoria, Seaside, Nestucca Valley school districts and
- Local home-based preschools
- Various funding streams possible
 - State... Preschool Promise & ERDC
 - Children's Institute and NW Early Learning Hub
 - NWRESD.... Early Intervention/Early Childhood Special Education
 - Tuition... with sliding scale
 - New federal and/or state Covid CARES

Next Steps

- Initial conclusions from community survey responses
- Initial follow up with survey responders (parents/guardians)
- Finalize PD plans for EL & K Guidelines workshop
- Determine location
- Create budget for needed equipment, furniture & supplies for start up
- Clarify staffing numbers
- Selection of curriculum that aligns with K-5 curriculum
- Continue to follow up with possible funding options
- Create budget options based on funding scenarios

Knappa School District 2021-2022 School Calendar 6-Holidays, 6.5 In-Service/Teacher Work Days, 174.5 Instruction Days, 4 Conference Days

4 Independence Day	JULY '21 S M T W Th F S - - - 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JANUARY '22 S M T W Th F S u u u u u 1 2 u 4 5 6 7 8 9 10 11 12 13 14 15 16 u 18 19 20 21 22 23 24 25 26 27 28 29 30 31 u u u u u	 1-New Year's Day 3-No School NYS Observed 4-Back to School 12-Late Start 17-No School MLK Day 26-Late Start 19/
30-31 Teacher Work Days	AUGUST '21 S M T W Th F S I 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEBRUARY '22 S M T W Th F S u 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 2 23 24 25 26 27 28 u u u u u	 4-No School End of Semester Teacher Work Day 9-Late Start 21-NO School Presidents Day 23-Late Start 18/
 1-District wide in-service 2-Teacher Training Day 3-Non contract day 6-Labor Day-No School 7-1-6 Orientation Day 7- 7th & 9th Orientation 8-1st Day for 1-12 13-First Day for Kindergarten 29-Late Start 	SEPTENDER '21 S M T W Th F S u u u u u u u u s 5 u <thu< th=""> u u</thu<>	S M T W Th F S u 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 12 25 26 27 28 29 30 31 - -	9-Late Start 16-Regular Day-conferences 5-8 pm 17-No School Grades K-6 Conferences, 8-12, 1-4, and 5-8 pm 17-7-12 In person Evening Conf. ONLY 18-No School 21-25- Spring Break
13-Late Start 20-Regular Day K-12 Conferences 5-8pm 21-No School-for grades K-6 Conferences 8-12 pm 1-4pm, and 4-8pm 21-7-12 In person Evening Conf. ONLY 22-No School 27-Late Start 19/	S M T W Th F S 0 1 2 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W Th F S 0 0 0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	 6-Late Start 15-End of QtrHalf day of School/Teacher Work Day 20-Late Start
 5-End of QtrHalf Day of School, Teacher work day 11-No School-Veterans Day 10-Late Start 24-26 No School Thanksgiving 17.5/ 	NOVEMBER Ye F S S M T W Th F S 1 2 3 4 S 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 27 28 29 30 F F F	MAY '22 S M T W Th F S I 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 31 J J J J J	4-Late Start 18-Late Start 30-No School Memorial Day 21/
1-Late Start 15-Late Start	DECEMBER '21	JUNE '22	11-Graduation 13-8 th Grade Promotion

15-Late Start 20-31 Winter Break-No School

13/

DECEMBER '21									
S M T W Th F S									
			1	2	3	4			
5	6	7	8	9	10	11			
12	13	14	<mark>15</mark>	16	17	18			
19	20	21	22	23	24	25			
26	27	28	29	30	31				

JUNE '22									
S	Μ	F	S						
			1	2	3	4			
5	6	7	8	9	10	11			
12	13	14	15	16	17	18			
19	20	21	22	23	24	25			
26	27	28	29	30					

13-8th Grade Promotion

17-Last day of school 1/2 day students, teacher work day.

12.5/174.5



KNAPPA SCHOOL DISTRICT

41535 Old Hwy 30, Astoria OR 97103 (503) 458-5993 • FAX (503) 458-6979

Budget Committee Application



(Please Print)

Michelle Finn	503-998-5937
Legal Name	Telephone
Specialty Recruiter - Bank of America	
Occupation	······································
92558 Svensen Market RD, Astoria OR 97103	
Address City State	Zip
same as above (work from home) 503-458-5506	
Business Address & Phone	
Dan Finn 406-249-2456	
Emergency Contact • Name/Phone	
Pudget Propagation Experience	
Budget Preparation Experience:	
I have worked for Bank of America for over 22	vears
	Joard
Graduated from KHS, most rec	ently have lived here
Number of years in our district: the past 14 yrs.	
Number of years in our district: the past 14 yrs. yes- a	ently have lived here 4th and 1st grader at
Number of years in our district: the past 14 yrs. yes- a	4th and 1st grader at
Number of years in our district: the past 14 yrs. yes- a	4th and 1st grader at
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Varies committee's for the r	4th and 1st grader at ahti
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Varies committee's for the r	4th and 1st grader at ahti
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Hilda L varies committee's for the rest of the res	4th and 1st grader at ahti
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Hilda L Varies committee's for the rand the bond committee. varies committee.	4th and 1st grader at ahti
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Hilda L Varies committee's for the rand the bond committee. varies committee.	4th and 1st grader at ahti
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Hilda L Have you served on other school committees? varies committee's for the rand the bond committee. Where are you registered to vote? Oregon	4th and 1st grader at ahti reopening of school due to covi
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Hilda L Varies committee's for the random the bond committee. varies committee's for the random the bond committee.	4th and 1st grader at ahti reopening of school due to covi
Number of years in our district: the past 14 yrs. yes- a Do you have children attending our schools? (if yes, which school) Hilda L Have you served on other school committees? varies committee's for the rand the bond committee. Where are you registered to vote? Oregon Three personal references who can speak about your qualifications to work in a school	4th and 1st grader at ahti reopening of school due to covi
Number of years in our district: the past 14 yrs. Varies yes- a Do you have children attending our schools? (if yes, which school) Hilda L Have you served on other school committees? varies committee's for the rand the bond committee. Where are you registered to vote? Oregon Three personal references who can speak about your qualifications to work in a school Address	4th and 1st grader at ahti ahti reopening of school due to covid pool setting: Telephone
Number of years in our district: the past 14 yrs. yes- a yes- a Do you have children attending our schools? (if yes, which school) Hilda L waries committee's for the random the bond committee. varies committee's for the random the bond committee. Where are you registered to vote? Oregon Three personal references who can speak about your qualifications to work in a school Address Address Niina Maher Niina Maher	4th and 1st grader at ahti ahti reopening of school due to covid bol setting: Telephone 503-730-8515

B	41535 Old F (503) 458-5 Udget Con	CHOOL DIS Iwy 30, Astoria OR 971 1993 • FAX (503) 458-697 Imittee Ap Please Print)	03 9	山山	
Derek David T Legal Name	Jangs			503.33 Telephone	38. <i>865</i> 8
<u>Forester</u> Occupation					
<u>42048 old Hwy</u> Address <u>92219 Highway</u> Business Address & Phone		Astoria City Astoria, OR	OR State 97/03	<u>9 71</u> Zip	03
Business Address & Phone <u>Courtney</u> <u>Bangs</u> Emergency Contact • Name/Pho	541.	740.0973	503.325.	5451	
Budget Preparation Experien	ce:				
Knappa School	District :	2 Years			
Oregon Departor	nent of	Forestry :	Multiple	Years in	
Numerous Capaci budgets and bud		-	, writing,	and imp	lementing
Number of years in our district:	40 (minus	a few ye	ers in c	ollege)	
Do you have children attending ou	ur schools? (if yes, w	hich school)	Yes,	Grade .	school
Have you served on other school	committees?	Yes, Bud	get Cor ccuple of	nmitres, Fone e	Bond
Where are you registered to vote		4170 4	Cerpit of		
Ty William 5	Add	ress	ork in a school s	Tele	ephone 3 , 3≥ <i>5</i> . <i>5</i> 45
Cullen Bangs	(School Board r	Member) (Ple	we note!	he is rela	ted so may "
More available	if neede	d.			be bias.



KNAPPA SCHOOL DISTRICT

41535 Old Hwy 30. Astoria OR 97103 (503) 458-5993 • FAX (503) 458-6979



Budget Committee Application

(Please Print)

03-310-4114 elephone ONNIE UNT Legal Name Vestaurants& Construction 7103 Business Address 502-310-4115 **Budget Preparation Experience:** owned and operated multiple businesses -Dudget experiences include but not / Imited : PAST CHAir Oregon Kest. Asse; past chair 157 CHAIR CENTRAP Eastside Ind. boards - CCC toundation Board leneration - retried here in 2009 Number of years in our district: 3rd Do you have children attending our schools? (if yes, which school) no yes Have you served on other school committees? CLATSOP (ONTY Where are you registered to vote? Three personal references who can speak about your qualifications to work in a school setting; Address Nan Telephone 583-458-5212 541-280-1963

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

March 15, 2021 Board Meeting

NOTES FROM THE BUSINESS OFFICE:

<u>General</u>

I have enclosed the February 28, 2021 financial report for your review. Due to a combination of greater revenue received in 19-20, furlough days, and lower overall spending in the spring of 2020, we have a larger than projected ending fund balance. Total expected property tax revenue reflects what we have actually received year to date. I have adjusted down expected revenue from investment interest to roughly half of what was budgeted due to declining interest rates. I have also revised down the estimate of total expected revenue for the State School Fund to account for the estimate of what will be repaid in May (\$311,000).

	2020-2021 F	REVENUE AND E	XPENDITURES	5		
		GENERAL FUI				
	Α	s of February 28	, 2021			
		ACTUAL	PROJECTED REV	Total Expected	Balance	BALANCE
		through	through	Revenue	From Budget	as%of
REVENUES	BUDGET	February 28, 2021	June 30, 2021			BUDGET
Property Taxes	1,202,000.00	1,297,251.06	33,131.75	1,330,382.81	(128,382.81)	111%
County School Fund	195,000.00	244,425.05	52,500.00	296,925.05	(101,925.05)	
State School Fund	4,427,900.00	3,332,338.00	802,279.18	4,134,617.18	293,282.82	93%
Unrestricted Grants (Small High School)	28,000.00		28,000.00	28,000.00	-	100%
Common School Fund	49,900.00	23,846.14	49,900.00	73,746.14	(23,846.14)	148%
State Managed County Timber	75,000.00	46,380.66	74,500.00	120,880.66	(45,880.66)	161%
Medicaid	5,000.00		1,500.00	1,500.00	3,500.00	30%
Total State Support Formula Revenues	5,982,800.00	4,944,240.91	1,041,810.93	5,986,051.84	(3,251.84)	100%
Revenue EDS				-	-	
Other Local Sources	110,000.00	27,580.59	48,436.41	76,017.00	33,983.00	69%
Total Revenue	6,092,800.00	4,971,821.50	1,090,247.34	6,062,068.84	30,731.16	99%
Interfund Transfers	-			-	-	
Beginning Fund Balance	950,000.00	1,811,006.11	-	1,811,006.11	(861,006.11)	191%
				-	-	
TOTAL RESOURCES	7,042,800.00	6,782,827.61	1,090,247.34	7,873,074.95	(830,274.95)	112%
		ACTUAL	ENCUMBERED	Total Expected		BALANCE
EXPENDITURES		through	through	Expentitures		as%of
BY OBJECT	BUDGET	February 28, 2021	June 30, 2021		BALANCE	BUDGET
Personal Services	3,312,308.71	1,867,263.37	1,246,573.07	3,113,836.44	198,472.27	6%
Associated Payroll Costs	1,825,549.86	942,967.64	679,392.31	1,622,359.95	203,189.91	11%
Purchased Services	538,400.00	180,808.07	70,781.13	251,589.20	286,810.80	53%
Supplies & Materials	243,100.00	89,706.87	39,286.47	128,993.34	114,106.66	47%
Capital Outlay				-	-	0%
Other Objects	118,000.00	110,599.86	443.00	111,042.86	6,957.14	6%
Transfers	337,000.00		337,000.00	337,000.00	-	0%
Total Expenditures	6,374,358.57	3,191,345.81	2,373,475.98	5,564,821.79	809,536.78	13%
Contingency / Unappropriated	668,441.43	-	-	-	668,441.43	100%
				-	-	
TOTAL EXPENDITURES	7,042,800.00	3,191,345.81	2,373,475.98	5,564,821.79	1,477,978.21	21%
		ACTUAL	ENCUMBERED	Total Expected		BALANCE
EXPENDITURES		through	through	Expentitures		as%of
BY MAJOR FUNCTION	BUDGET	February 28, 2021	June 30, 2021		BALANCE	BUDGET
1000 - Instruction	3,583,470.70	1,798,839.40	1,302,871.04	3,101,710.44	481,760.26	13%
2000 - Support Services	2,442,787.87	1,388,798.38	733,604.94	2,122,403.32	320,384.55	13%
5000 - Other Uses/Debt Services/Transfers	348,100.00	3,708.03	337,000.00	340,708.03	7,391.97	2%
Total Expenditures	6,374,358.57	3,191,345.81	2,373,475.98	5,564,821.79	809,536.78	13%
6000 - Contingency / Unappropriated	668,441.43		-	-	668,441.43	0%
	7 042 900 00	2 101 245 01	2 272 475 00	-	-	210/
TOTAL EXPENDITURES	7,042,800.00	3,191,345.81	2,373,475.98	5,564,821.79	1,477,978.21	21%

Hilda Lahti Board Report - March 2021

Enrollme	nt-
March	
K-41	
1-35.5	
2-42	
3-32	
4-34	
5-36	
6-37	
7-45.5	
8-44	
	347
I In 6 from	Dece

Up 6 from December

Sports -

Some of our students are participating in volleyball and cross country. They are enjoying competing. Volleyball games have been live streamed on Facebook LIVE and NFHS. Limited fans are allowed at the competition.

Professional Development -

Staff strategized ideas for building executive function skills in students during our March 10 late start. Most staff have completed their curriculum map. Teachers and aides who are taking math and literacy professional development are implementing strategies in their instruction. Instruction continues to improve!!

Laughter, learning, and life exude from the hallways and classrooms in Hilda Lahti. Spring is in the air.

Respectfully submitted, Tammy McMullen

March KSD Board Meeting Knappa High School

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	Мау	June
9	30/9	31/11	31/11	36/6	36/6	36/6	36/5	35/5 (1)			
10	31/7	25/13	26/13	32/7	31/7	32/7	32/5	31/5 (1)			
11	34/6	28/10	28/10	30/8	30/8	30/8	28/10	29/9			
12	21/8	9/17	9/17	13/14	13/14	13/14	14/13	14/10* 1			
Total	116/3 0	93/51	94/51	111/3 4	110/3 4	110/34	111/3 2	109/29 (2)*1			

*KHS hybrid enrollment/KVA enrollment

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

* Early graduation

- KHS Season 2 (volleyball, football, cross country) began competition on March 1st. Thanks to Kirk Miller's hard work and planning we are able to allow limited numbers of fans to home competitions. As we move through the season and Clatsop Co. continues to have favorable county risk levels designations, we will include more spectators at home events.
- Parent/Teacher Virtual Conferences will be held Wednesday, March 17th and Thursday, March 18th. Parents and students are able to schedule a private, virtual meet with each teacher.
- Clatsop Community College hosted a virtual Senior Preview Day, February 25th. KHS students had an opportunity to take a virtual tour of campus, meet staff, and hear from current students.

• KHS 2nd Quarter Students of the Month



Jackson Richards - freshman



Savannah Mayes -





sophomore

Victoria Ramvick - senior

Alexis Whiteside - junior

Superintendent Report – March 2021

School Operational Status

Students in grades K-8 are currently on-site, five days per week. Students in grades 9-12 are accessing instruction via a hybrid model.

Last week, the state shared some updated flexibility on cohort size and social distancing that will allow for the high school to plan more in-person time. This is anticipated at the start of fourth quarter.

Teaching and Learning

Elementary teachers continue to practice newly learned skills for deepening students' conceptual understanding in mathematics. Our trainer with the Developing Mathematical Thinking Institute has two more sessions scheduled with our teachers this year.

Professional development in literacy for elementary employees is ongoing.

Curriculum mapping at HLE will be complete by spring break.

The music program has been launched with elementary instruction. Mr. Achilles has been teaching students of all grade levels with a primary focus on rhythm and reading music at the elementary level, with choral and percussion at the secondary level.

Early Childhood Services

The District has contracted with Dan Gaffney to help craft a pre-school program to be launched this fall. He is helping to identify and blend funding streams, designing the program, and helping with logistics for a strong start so that students get the foundational skills they need. A second meeting is scheduled for Wednesday, March 17th with a potential community partner site. The District is a finalist for a grant to help design the program, align curriculum with grades K-3, and conduct training.

Capital Projects and Future Bond

The Architect Firm met with the Citizen's Committee on Thursday the 11th. They also met with the polling firm. We are honing in on a workable proposal. We are looking at ways to use COVID relief grant dollars to offset capital costs for heating, circulation, circulation, and ventilation.

The community should be on the lookout for invitations to participate in virtual dialogues regarding capital priorities and surveys as well.

School Climate Surveys

Families, parents, and students have completed the climate surveys. We are in the process of an initial review for trends.

Finances

The District's financial standing is stable. On the revenue side, we are receiving a bit more than was originally budgeted from the State School Fund. On the expenditure side, we are performing as planned.

Another round of COVID relief resources is being allocated to the district.

We are identifying final expenditures for this year's SIA grant, consistent with the grant application. We will soon embark on a community engagement system for the 2021-22 SIA grant, and the Chat with the Superintendent will be a time when we process this with the community at-large.

Community Relations

The next *Chat with the Superintendent* is scheduled for March 30th.

The Annual Knappa Schools Foundation Auction raised over \$63,000. It was held fully online and we appreciate the ongoing financial support the Foundation provides for our students.