

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

January 11, 2018

- 1.0 CALL TO ORDER:** A Regular Meeting of the of Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:06 p.m. by Brett Costley. MEETING CALLED TO ORDER
- Board Present:** Brett Costley, Greg Kintz, Brittanie Roberts, and Susan Wagner. Katie Cook arrived at 6:43 p.m. BOARD PRESENT
- Board Absent:** Melissa Zaveles and Stacey Pelster. BOARD ABSENT
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Rachel Wilcoxon, K-12 Vice Principal; Marie Knight Business Manager; and Barb Carr, Administrative Assistant. STAFF PRESENT
- Visitors present:** Tim Anderson, Jeana Gump, Cindy Jaeger, Haley Lindsay, and Scott Laird. VISITORS PRESENT
- 1.1 The Pledge of Allegiance was recited** PLEDGE OF ALLEGIANCE
- January is School Board Appreciation Month. Oregon Governor's proclamation was read by Mr. Miller. Students made banners for the board and the students of VHS presented them with a thank you gift. Cookies were served and each board member received a certificate of appreciation. JAN. SCHOOL BOARD APPRECIATION MONTH
- AGENDA REVIEW:** Information & Discussion item #6.3 and corresponding Action item #7.2 regarding out of State travel was added. Susan Wagner moved to approve the agenda as amended. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- PUBLIC COMMENT ON NON-AGENDA ITEMS:** Scott Laird commented about the topic on the agenda to make adjustments to the agenda order. He has concerns about pushing the public comment to end of meeting. People that come to the board meeting generally want to be engaged, while others come to specifically talk about something. He doesn't feel this is a good idea if the intent is to get people to stay for the full meeting. There are other and better ways to get people to stay. PUBLIC COMMENT
- 4.0 CONSENT AGENDA:** CONSENT AGENDA
- 4.1** Minutes of 09/09//2017 Board Workshop and the 12/14/2017 Regular Meeting. MINUTES APPROVED
- Greg Kintz moved to approve the minutes of the 09/09/2017 workshop and the 12/14/17 regular meeting as presented. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.
- 5.0 REPORTS & DISCUSSION**
- 5.1 Student Reports:** Haley Lindsay, VHS Leadership Class, updated the Board: STUDENT REPORTS
- Random Acts of Kindness were held in December such as a Jam on Toast Day, playing music in the Hallway, etc. They also held a Video game night on Dec. 11th and plan to hold another one when sports events don't conflict.
 - Winter Festival was fun and enjoyed by all.
 - Jan 9th Blood Drive – went smoothly but didn't have the number of donations as hoped.
 - Senior Projects speeches were held last night. All went well and the Seniors are glad it is over.
 - Winter Formal "Red Carpet Affair" will be held on January 26th at the Grange. DJ Doc Titus will be there.
 - First Equestrian meet will be on February 10th
 - Wrestlers just finished at the Pacific Rim Tournament and are at Redmond currently. They have won all of their league meets to date.
 - Girls' Basketball is first in League and the Boys' are currently 3rd in league.

- Spring sport begins on February 26th.
There was no Middle School student report.

5.2 Building Report:

BUILDING REPORTS

Mr. Underwood – handed out his report. He highlighted the following:

- Middle School staff are putting together a monthly newsletter that will be going home with students. Susan Wagner stated that she would like to see a student component in the newsletter.
- Thanks to the hard work of Rachel Wilcoxon, Dana Hyde, Beth Kintz, and Pete Weisel the Senior Projects went well last night.
- New trophy cases have been installed in the Blue Hallway. All are anxious to get the trophy's displayed.
- Special thanks to Roxana Sherman-Heath for her years of service.
- Independent report cards went home to 9th grade student parents prior to the Winter break. The numbers are not great in regards to Freshman on track to graduate but they are looking into this and will have staff meet with some focus groups to put plans in place. Special thanks to Robin Murphy for putting this individualized information together.

Mr. Underwood also reported that during the 2017-18 school year VMS/VHS instructional minutes total 1003.45 (this includes the 30 hours of allowable time for conferences and inservice). This is above the state minimum requirement.

Mr. Miller had nothing additional to add to his written report.

5.2.1 School Academic & Behavioral Data Update: Rachel Wilcoxon talked about Positive Behavioral Interventions and Supports (PBIS). Data was provided that showed behavior incidents by building, day of week, and by incident. By reviewing this data patterns may appear giving focus to efforts in reducing the amount of behavior incidents.

SCHOOL DATA UPDATE

- 5.3 Financial Report:** Marie Knight presented the financial report. The report still shows a healthy ending fund balance that she feels the District will be able to maintain. Greg Kintz asked if there is a plan if Measure 101 on the special election fails. If the measure fails, there will be a hole in the revenue stream for the State's general fund and must be backfilled out of all agencies including education. Marie indicated that discussions are just now starting about next year's budget. The results of Measure 101 will be known early enough to be addressed in the budgeting cycle. This is on the radar of the business office.

FINANCIAL REPORT

- 5.4 Maintenance Report:** The board reviewed the report. Brittanie Roberts asked about the Fire Marshall report of the Shop not being up to code. Mr. Miller indicated that the heating system in the woodshop is temporary with the plan to upgrade during the bond projects timeline. With the notice from the Fire Marshall this update will need to happen sooner. As long as we are making progress on the updates we are okay per the Fire Marshall. The emergent safety issue with the dust will be addressed right away. A question was also asked about the installation of additional security cameras. According to Mr. Miller this is an item on the bond projects list but not being addressed yet.

MAINTENANCE REPORT

- 5.5 Board Committee Reports:** Nothing reported.

BOARD COMMITTEE REPORTS

- 5.6 NWRESA Annual Report:** Cindy Jaeger, NWRESA Administrator for the Columbia Service Center, shared the annual report. She highlighted the benefits Vernonia School District receives in the areas of:

NWRESA ANNUAL REPORT

- Instructional Services – ORVED Online Student Enrollment
- Technology Services – Multimedia Streaming (Learn360)
- Administrative Services – Home School Student Registry, Truancy Enforcement Contact

- Special Student Services – Early Intervention/Early Childhood Special Education
- Instructional Services – Willamette Promise, Northwest Promise, Workshops
- Technology Services – Purchasing, Fiscal Mgmt. System, Synergy Student Data System, Criminal Background Checks, Learn360 Streaming Video
- Administrative Services – Business Manager Services, Sub Services

Katie Cook arrived at 6:43 p.m.

6.0 INFORMATION & DISCUSSION

- 6.1 Board Meeting Agenda Order:** Brett Costley shared again the suggested adjustment to the order of the board meeting agendas. After discussion it was the consensus of the Board to move “Public Comment” to follow the showcasing of school and before the business report. The Board agreed to try this next month. AGENDA ORDER DISCUSSED

- 6.2 Division 22 Standards:** Aaron Miller explained that the District is required by statute to meet all the requirements established in Division 22 of the Oregon Revised Statutes. District Superintendents are required to notify the School Board and the public by February 1st of each year the District’s standing in regards to these requirements. Vernonia School District is in compliance with all Division 22 Standards. DIVISION 22 STANDARDS COMPLIANCE REPORTED

Discussion was held on the possibility of future concerns surrounding instructional hours at the high school. Next year the requirements of at least 92% of students attaining the required seat time goes into effect. Currently some high school seniors, who have met all necessary requirements for graduation, do not have a full day schedule of classes. This will need to be monitored to ensure the 92% requirement is met.

This led into a discussion on needing to add a couple additional teachers at the high school to offer more options in elective courses.

- 6.3 Out of State Travel:** Aaron Miller shared that all Columbia County Superintendents are sending students to a theatrical performance of *The Children of Willesden Lane* playing in Longview, Washington which requires Board approval for out of State travel. Vernonia 4-12th grade students will attend the performance on January 24th. Each student will see the play and get a copy of the book. Unfortunately, will all of Columbia County schools attending there is not a venue with enough seating capacity in the County. Therefore, travelling to Longview, Washington is required. 259 Vernonia middle/high students and 129 4th-6th graders will be bussed to the event. OUT OF STATE TRAVEL REQUEST PRESENTED

7.0 ACTION ITEMS

- 7.1 Meeting Agenda Revision:** Brittanie Roberts moved in support of the meeting agenda outline as amended. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance. BOARD REVISES DESIGN OF MEETING AGENDA
- 7.2 Out of State Travel:** Katie Cook moved to approve out of State travel for grades 4-12 to attend a theatrical performance in Longview, Washington on January 24, 2018. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance. OUT OF STATE TRAVEL APPROVED FOR GRADES 4-12

8.0 SUPERINTENDENT REPORT: Aaron Miller highlighted a few items on his written report to the board: SUPERINTENDENT REPORT

- Community Chat – next one is scheduled for Jan. 24th at Subway at noon.
- Measure 98 funds will be utilized in the areas of graduation support and career and technical education. More information will be shared at the February board meeting.
- A letter of resignation from Haley Watson, Instructional Assistant, was read.
- Discussions are ongoing in regards to a home school charter program.
- Trauma Informed Care informational meetings are occurring this year. Next year the focus will be implementation. It will take time for this method to become habitual and part of our day to day routine. Rolling the program out slowly will ensure buy in from all.

- Bond Update: Two companies are expected to bid on the Mist roofing project. The deadline for submitting proposals was extended. The District is close to signing off on the Architect Contract and is currently working with the Project Manager to make revisions. Mr. Miller shared that he would like the Architect and Project Manager to be here for initial community meetings which he hopes to start holding in February. The sound system in the gyms and commons, and a new data projector/large screen in commons is in the works. Next up on the list is to begin work on an RFP for a welding shop.
- The district expects to receive approximately \$60K from a payoff of a loan that wasn't expected. Changes in interest rates etc. is the reason for the refund.

9.0 Other Issues: None

OTHER ISSUES.

10.0 MEETING ADJOURNED at 7:38 p. m.

ADJOURNED

Submitted by Barb Carr, Administrative Assistant

Board Chair

District Clerk