

## VERNONIA SCHOOL DISTRICT 47J

1201 TEXAS AVENUE

VERNONIA OR 97064

### BOARD OF DIRECTORS REGULAR MEETING MINUTES

JANUARY 26, 2017

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Vernonia Administrative School District 47J, Columbia County, Oregon was called to order at 6:01p.m. by Brett Costley. **MEETING CALLED TO ORDER**
- Board Present:** Brett Costley, Cari Levenseller, Ernie Smith, Susan Wagner, Katie Cook, Brittanie Roberts. Greg Kintz arrived at 6:32 p.m. **BOARD PRESENT**
- Board Absent:** None **BOARD ABSENT**
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, MS/HS Principal; Barb Carr, Administrative Assistant; Juliet Safier, Licensed staff; and Kathi Fetch, Classified staff. **STAFF PRESENT**
- Visitors Present:** Tim Anderson, Agnes Naeve, Darrold Mushatt, Angela Bettencourt, Jeana Gump, Scott Laird, Christina Loope, and James Loope. **VISITORS PRESENT**
- 1.1 Flag Salute:** The Pledge of Allegiance was recited. **PLEDGE OF ALLEGIANCE**
- 1.3 Agenda Review:** Addition of 4.6 Division 22 Standards. Ernie Smith moved to accept the revised agenda as presented. Cari Levenseller seconded the motion. Motion passed unanimously with those in attendance. **AGENDA REVIEW**
- 2.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** **PUBLIC COMMENT**
- Tim Anderson asked what the longevity for use of the existing stadium is. Has it been inspected by a structural engineer. This information is important to share with the community. Aaron Miller shared that the stadium was looked over after the flood in 2007. At that time we had to elevate the electrical panels. Brittanie Roberts questioned whether we could even build on that site if the existing stadium was damaged. According to Aaron Miller, and per Dan Brown, due to the FEMA regulations no structure whatsoever can be built on that site.
- Superintendent Miller read a declaration from the Office of the Oregon Governor: The declaration proclaimed the month of January as School Board Recognition Month. Items from VMS Leadership and Ms. Taylor's 1<sup>st</sup>-2<sup>nd</sup> grade class were presented to the Board. Board members were presented with certificates of appreciation for their service to the Vernonia School District. **SCHOOL BOARD RECOGNITION MONTH**
- 3.0 CONSENT AGENDA:**
- 3.1 Minutes of 11/10/2016 Regular Meeting** **MINUTES**
- Cari Levenseller moved to approve the consent agenda as presented. Ernie Smith seconded the motion. Motion passed unanimously with those in attendance. **CONSENT AGENDA APPROVED**
- 4.0 REPORTS & DISCUSSION**
- 4.1 Student / Building Reports:** **BUILDING REPORTS**
- Mr. Underwood shared the following updates:
- He will have a couple upcoming out of state travel requests. The Middle School Close Up trip as well as the Senior Trip in April.
  - Mrs. Ward's 8<sup>th</sup> graders will be required to do a mini research project to help them prepare for the Senior Project. The 8<sup>th</sup> grade class will create a mini display and present to judges.
  - Looking to adjust the Career Ed graduation requirement. It will still require 1 full credit (1 year of work) however which year that will be offered may be adjusted.
- Ernie Smith shared that he felt this year's seniors were very prepared for their presentations.
- Mr. Miller highlighted his Elementary school building report. Conference attendance was much lower than it has been in the past – 78%. They are normally around 90%.

- 4.2 **Financial Report:** Aaron Miller handed out the District 2015-16 financial audit report. At the February Board meeting the District's audit firm will be in attendance to answer any questions. Board members were asked to look over the audit between now and the February meeting. If you have any questions please email them to Marie Knight prior to the meeting.
- The monthly financial report was shared. Projected revenue and payroll costs have been adjusted. The projected ending fund balance has also adjusted up to \$213,000. There were no questions from the Board.
- 4.3 **Maintenance Report:** Mark Brown's report was reviewed. A question was asked about the leak in the Band Room.
- 4.3.1 **Integrated Pet Management (IPM) Report:** According to Aaron Miller, the District facilities are fairly pest free.
- 4.4 **Board Committee Reports:** Katie Cook shared her concerns about elements of the State Standards in sex education curriculum. She is against these. Aaron Miller stated the District does have a comprehensive sexual education curriculum and he was unaware of which elements she was concerned with. After discussion it was determined that District Policy will be reviewed.
- 4.5 **Fall Sports Report:** Gordon Jarmen, Athletic Director, submitted his report. There were no questions from the Board.
- 4.6 **Division 22 –** Aaron Miller shared that annually the District is required to report to the public compliance with all standards within OAR Chapter 581 Division 22. Aaron Miller and Nate Underwood reviewed the list and report that the District is in compliance with all Division 22 standards with the exception of the Media program. This standard requires the Media Program be run by an employee licensed through TSPC which we do not have. It was noted that the previous year the District was out of compliance in regards to required seat time. Days were added back into our instructional calendar for the 2016-17 school year and currently the District meets that standard in instructional time.
- 5.0 **INFORMATION & DISCUSSION**
- 5.1 **2015-16 Audit Presentation:** This will move to the February Board meeting.
- 5.2 **May Bond Discussion:** Aaron Miller shared that the District's attempt to pass a bond in the November election failed by a small margin. For the November election the District was fortunate to have been selected for the ODE lottery for matching funds (OSCIM – Oregon School Construction Improvement Matching program) for bond dollars tagged for improving facilities and grounds. By defeat of the bond, approximately \$3 million was thrown away. Rainier School District was an alternate in ODE's lottery and due to our bond failing, the available funds went to Rainier who had a passing bond measure.
- Greg Kintz arrived at 6:32 p.m.
- In December the District was notified from the Governor's Office that the OSCIM funds would not be available for the May 2017 election. There was enough outcry from District's around the State that were utilizing these funds that this program has since been added back into the State budget.
- Vernonia submitted our application for this program once again and fortunately have been selected for the lottery to receive matching funds if we pass our bond in the May election. It will be for less money than what we would have received in November due to increased interest rates and higher fees for paying off our construction loans. If the Board chooses to move forward with placing a bond on the May 2017 election ballot the amount of matching funds we would receive from the State would be approximately \$2.35 million.
- Aaron Miller went on to say that the Community Bond Committee is geared up and ready to

get to work promoting another bond. He shared graphs developed by PiperJaffray showing projected levy rates on the outstanding bonds and what our actual rates have been thus far. Originally the bonds were levied and approved at \$1.90 per thousand. Currently taxpayers are paying just over \$1.50. This is due to the refinance the District did last Spring as well as increased home values. Going forward with a new bond would move rates up to the originally approved amount of \$1.90 per thousand of home value.

Scott Laird shared that there would be a potential for the new bond to see a decrease just as the old one did. Aaron Miller agreed, stating that the projections we get are flat (no increase or decrease) however, additional people moving in and increased home values would help to decrease the overall amount per thousand tax payers would see.

A question was asked if the District could take advantage of the refinance program again with the new bond. According to Aaron Miller, he did not think so. This is a one-time option that we have already taken advantage of.

Aaron Miller requested that the Board approve the District going forward with placing a bond on the May 2017 election ballot.

Katie Cook asked what will change from the November to the May election? Ernie Smith shared from the conversations he has had there was a lot of confusion in the minds of the voters. There were a lot of initiatives on the ballot which was overwhelming for many. Brett Costley also felt that many homeowners had just received their annual tax notices and saw increases. The timing was not to our advantage.

- 5.3 Staff Retirement:** Aaron Miller shared that two staff members have submitted their notice of retirement. Doris Buchholz and Patty Loy, both classified staff, have been very dedicated to the School District and will be missed. Mrs. Loy will retire effective January 31<sup>st</sup> and Mrs. Buchholz at the end of this year. **STAFF RETIRMENTS ANNOUNCED**
- 5.4 YES Staff Out of State Travel Request:** Aaron Miller shared that he, Laura Blacker, Michelle Eagleson, and Kendra Schlegel would like to attend a one-day training on Effective Uses of Professional Learning Communities in the White River School District in Buckley, Washington on Feb. 6, 2017. Registration and travel fees are covered by the Focus School funding. **OUT OF STATE TRAVEL REQUEST**
- 5.5 Calendar Update:** Aaron Miller shared his plan for making up the recently missed school days due to weather. Seven school days to date have been missed – Dec 8, 15, and 16, and Jan. 9, 11, 12 and 17. Three of the seven missed days are already being made up in the original instructional calendar. There were three days scheduled off but to be used as snow make-up days if needed. Those dates are Mar. 17, Apr. 21 and May 19. These will now be school days. To cover the other four days missed the following is being proposed.
- May 26 (the Friday before Memorial Day) will now be a school day – previously scheduled as a non-school day.
  - June 9 – this date extends the school year by one day. Last day of school was previously scheduled as June 8.
  - Beginning February 1<sup>st</sup>, 10 minutes will be added to each school day through the end of the school year.

Staff have also missed two half days that were to be used for professional development. They have missed Dec. 9 and Jan. 13. These half days will be added to the already scheduled half days on Feb. 17 and Apr. 14 making these full days of professional development.

The State, just today, notified Districts that they will be waiving 14 hours of instruction to help Districts that missed a large number of days due to weather. Mr. Miller does not wish to use this waiver at this time and wants to make up all time missed. If more time is missed as the year progresses he is willing to look at the utilizing the State's waiver.

Brett Costley stated that the feedback he has had is that parents want the District to add back

all time missed and would support extending the school day.

Juliet Safier asked if the Elementary could be released at their normal time and extend MS and HS by 10 minutes. This would lessen the congestion at the end of the day. Mr. Miller stated this would increase the wait time elementary kids had on the bus and he'd rather they be in the classroom instead. Ms. Safier also recommended that a plan be developed now on how to make up any additional missed time should we have more non-school days due to weather.

Ernie Smith moved to add Action Item 6.5 – Approval of Calendar Update to the agenda. Katie Cook seconded the motion. Motion passed unanimously.

ACTION ITEM ADDED  
TO THE AGENDA

## 6.0 ACTION ITEMS

- 6.1 Policy Approval:** Brittanie Roberts moved to strike 6.1.15 (IGAI) from the policy approval list presented. Cari Levenseller seconded the motion. There was no discussion. Motion passed unanimously.

POLICY UPDATES  
APPROVED

Ernie Smith moved to approve the updates as presented (BBAA, BBC, BBFA, BBFB, BD/BDA, BDC, BFC, ECAC, GBC, GBM, GBMA, GCBDD/GDBDD, GCDA/GDDA, IGAEB, IGBBA, IGBBB, IGDF, IKF, IL, ILBA, INDB, JBB, JEA, JEBA, JEC, JED, JFC, JG, JHCA, JHCB, JHCDA, KGB, KL) with the striking of 6.1.15 (IGAI). Brittanie Roberts seconded the motion. There was no discussion. Motion passed unanimously.

- 6.2 May Bond Approval:** Greg Kintz moved to authorize the Superintendent to move forward with placing a bond on the May election ballot. Ernie Smith seconded the motion. There was No further discussion. Motion passed unanimously.

MAY BOND APPROVED

- 6.3 Retirement Acceptance:** Katie Cook moved to accept the retirement of Patty Loy and Doris Buchholz as presented. Cari Levenseller seconded the motion. The board was invited to the social for Mrs. Loy on Jan. 31<sup>st</sup>. Motion passed unanimously.

RETIREMENTS  
ACCEPTED

- 6.4 Out of State Travel:** Brittanie Roberts moved to approve out of state travel for Michelle Eagleson, Kendra Schlegel, Laura Blacker, and Aaron Miller to attend the White River School District PLC Visitation workshop on Feb. 6, 2017 in Buckley, WA. Susan Wagner seconded the motion. Motion passed unanimously.

OUT OF STATE TRAVEL  
APPROVED FOR FEB 6.

- 6.5 Calendar Adjustment:** Brittanie Roberts moved to approve the proposed snow make-up days adjustment to the 2016-17 instructional calendar. Motion seconded by Katie Cook. Juliet Safier expressed concern for Classified Staff now having to work an additional 10 minutes each day. Mr. Miller explained that they have already been paid for the days off; this is just making up that time. No changes to salaries will occur. Motion passed unanimously.

CALENDAR  
ADJUSTMENT  
APPROVED TO MAKE  
UP MISSED SNOW DAYS

## 7.0 SUPERINTENDENT REPORT: Aaron Miller updated the board on the following:

SUPERINTENDENT  
REPORT

- Board Questions: Sanction with ASSE is not limited to one year. The Board requested that our District send a letter to the ASSE Board requesting them to overturn the sanction of their Director. Perhaps our District should not utilize this company in the future. Brittanie Roberts asked if students do a survey of their experience. According to Susan Wagner, yes, families and students do complete a survey but the results go to ASSE not the school.
- Insurance Deductibles – Aaron Miller and Marie Knight have a meeting coming up with our agent to discuss deductibles and annual rates. Mr. Miller hopefully will have more information to share at the next meeting.
- Sexual education instruction – this is directly related to the policy pulled earlier in the meeting. This topic will be discussed further after a policy meeting can be held.
- Head lice checks prior to holiday break were beneficial. The school is continuing to monitor. Review of this policy needs to occur.
- SHaW Clinic – currently serving many students. They would like to bump up their daily visits but are definitely serving a vital need.
- Missouri Avenue Update – water run off was an issue for the homeowner closest to the district property. The district has come to an agreement with the City. There is a drain that

the City was aware of but was not supposed to be there. When construction was happening the drain was blocked due to not being aware of its existence. Jeff Burch with the City and Mark Brown will be digging a trench and extending the drain all the way to Missouri Ave. It will then empty on to the street and become part of the drainage system. The District has agreed to pay for the pipe and gravel and the City will take care of the trenching and all cement work.

Aaron Miller read a resignation letter from Earl Fisher (Col. Co. Commissioner) who was a NWRESB Board member. He has moved out of the area.

- 8.0 **Other Issues:** Greg Kintz shared information about the Promise of Oregon for OSBA. Greg has seen a draft of the promotional film, part of which was filmed within our school building. Aaron Miller stated that he is supposed to be sent the film when the final edits are complete. OTHER ISSUES – OSBA FILM DRAFT

- 9.0 **MEETING ADJOURNED** at 7:45 p.m. ADJOURNED

Submitted by Barb Carr, Administrative Assistant

Board Chair

District Clerk