

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

January 13, 2011

- 1.0 CALL TO ORDER:** A Regular Meeting of the Board of Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:01 p.m. by Cari Levenseller. MEETING CALLED TO ORDER
- Board present:** Cari Levenseller, Bill Langmaid, Tim Bamburg, Kim Wallace, and Greg Kintz. BOARD PRESENT
Absent: Jim Krahn and Ernie Smith.
- Staff present:** Ken Cox, Superintendent; Nate Underwood, Middle/High School. Principal; Aaron Miller, Elementary School Principal; Dawn Plews, Business Manager; Tom Ramsey, Maintenance Supervisor; and Juliet Safier, Ashley Rogers, Debbie Stahlnecker and Lynn Shaw, teachers. STAFF PRESENT
- Visitors present:** Emilee Easlon, Brittany Young, Alexis Baska, Laurie Harrison, Carol Cox, Gaven Everett, Morgan Harral, Rebecca McGaugh, Jake Patton, Kenneth Bergstrom, and Karen Patton. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2** Agenda Review: No changes. AGENDA REVIEW
- 2.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None. AUDIENCE COMMENTS
- 3.0 CONSENT AGENDA:** CONSENT AGENDA
Tim Bamburg moved and Bill Langmaid seconded the motion to approve the consent agenda as presented.
- 3.1** Minutes of 12/09/2010 Regular Meeting. MINUTES APPROVED
Motion passed unanimously.
- 4.0 REPORTS & DISCUSSION**
- 4.1 Student Reports:** STUDENT REPORTS
- Elementary School:** Gaven Everett, Morgan Harral, Jake Patton, Kenneth Bergstrom from Lynn Shaw's 5th grade math class shared with the board the following:
- They conducted a survey to find out what our K-5th graders' favorite recess activities were. They compiled the data into graphs and shared it with the WGS staff and the Landscape Architects. They were pleased to see that the results influenced the latest drafts of our new school's playgrounds. The students presented this information to the Board.
- Middle School Report:** Students presented the board members with a gift to acknowledge board appreciation month – each received a helium balloon tied to a mug filled with candy. Emilee Easlon, Brittany Young, Alexis Baska, MS Leadership representatives updated the board:
- Boys basketball update, second quarter is ending - busy week next week; CloseUp meeting next Thursday, Winter Formal next Friday for 7th and 8th graders in gym from 5-7 p.m.
 - PBS update – middle school is working hard on the program.
 - Update on curriculum being covered by Mr. Schwartz, Mr. Lower, Mrs. Allen, Mr. Izzett, Mr. Whiteman, Mrs. Murphy, Mr. Aubin, Mrs. Campbell, Mr. Ward and Ms. Rogers.
 - Opened up for questions.

High School Report: Jackson Miller, HS Leadership representative, updated the board:

- Wrestling tournament in Redmond today through Jan. 15. We sent 21 wrestlers.
- Basketball teams are doing well and have a game tonight at home
- The VHS canned food drive ends tomorrow. The teachers promised something special for the students if the pounds of food collected reached a certain amount, it did and Mr. Blair, dressed in a clown suit, played the violin, "surprisingly quite well," during an assembly.
- A student named Jaden Krieger from Banks has cancer. The VHS leadership class is holding two make-a-wish fundraisers; they are selling bracelets and hosting a spaghetti feed, date and location TBD.
- A fundraising concert for the Zack Rumboltz Memorial Scholarship Fund will be held January 29, 2011, 7pm at the Vernonia Community Church. The Hill Road Band will perform.
- Winter Formal will be held Friday Jan. 28 (no school day) in the VHS cafeteria.
- Wrapped gifts were handed out to each board member as a thank-you for board member appreciation.

4.2 Building Reports:

BUILDING REPORTS

WGS: Mr. Miller added to his written report:

- He passed out a curriculum that was finalized from his and Ashley Roger's attendance at the Oregon Forest Resources Institute (OFRI) conference in Sun River last summer. He mentioned that he is quoted on the back cover.
- Some student made cards were handed out to each board member and a thank you poster was read aloud and posted on the wall, as a thank-you for board member appreciation.

VHS: Mr. Underwood added to his written report.

- He mentioned that the chalk talk article was included in the packet.

4.3 Financial Report: Dawn Plews highlighted her financial report:

FINANCIAL REPORT

- Ending Fund Balance is still projected very close to what was budgeted between contingency and un-appropriated ending fund balance
- We are down five students since the last of November, and that puts us at exactly where we budgeted. Expect a shuffle after the first of the year as some people generally relocate during holiday break.

4.4 Maintenance Report: Tom Ramsey had nothing to add.

MAINTENANCE REPORT

4.5 Project Manager Report: Steve Effros reviewed his report to the board on:

PROJECT MANAGER REPORT

- He basically went through the report that was sent to the board that showed his December 2010 activities.
- Steve mentioned that PAE has been selected as commissioning agents.
- Expressed how fortunate we are to have ODOT funding and oversight services for the road projects.

4.6 Metropolitan Group Report: John Donovan sent a written report:

MET GROUP REPORT

- Dr. Cox briefly mentioned the report and it was commented how far we have come since November 2009 up to this point.

5.0 INFORMATION & DISCUSSION

5.1 Title I Program Update: Mr. Miller turned this report over to Debbie Stahlnecker. She talked about the positive changes as a result of being classified a Title I School – that Title I staff can work with all students now.

TITLE I PROGRAM REVIEWED

- She mentioned that there is testing involved in the program – first a general test (dibbles?) to show if kids are above, below, average. Second testing shows what

actual grade level their skill level is at. They are placed in team teaching situations where they are matched up with children and teachers who will be the best fit for their reading instruction. The test is given again throughout the year to find out if placements should be adjusted due to increased skill levels, etc.

- Debbie explained that there is quite a bit of parent involvement required in the Title I process as a result of being a Title I School. She gave to the board a Title I Parent Involvement Policy that must be approved and signed by the board each year. Ken said that we would review it and do what is required, then get it back to her at a later date.

5.2 Audit Presentation: Dawn Plews presented the audit for fiscal year ending June 30, 2010. She touched on several items of interest: 2009-2010 AUDIT PRESENTATION

- Financial Highlights
- Statement of Activities
- Long-Term Debt
- Changes in Fund Balances
- Summary of Auditor’s Results
- Federal Award Findings and Questioned Costs

An email from the auditing firm complimenting the District on the good efforts, as well as notification that there would be no management letter for the 2010 audit, was handed out.

Dr. Cox complimented Marie Knight and Dawn Plews on their good job handling the auditors and complying with all of the recommendation.

5.3 ESD Local Service Plan: ESD LOCAL SERVICE PLAN REVIEWED

- Dr. Cox presented the NWRES D Local Service Plan for 2011-12 and explained that our allocation has decreased. He recommended that the board adopt this plan later in the action items.

5.4 State Standards (Division 22): DIVISION 22 STANDARDS DISCUSSED

- Dr. Cox showed the board the document that must be reviewed each year, explained that he would be accomplishing this shortly, and that we are meeting and in compliance with all the standards.

5.5 District Budget Assumptions: BUDGET ASSUMPTIONS REVIEWED

- Dawn Plews and Dr. Cox explained the handout that was given at the meeting regarding budget assumptions for revenue and expenditures. The handout included a breakdown of revenue items spreadsheet as well as a payroll cost per day estimate for 2011-12 and an estimate of payroll roll-up costs for 2011-12 that included PERS increase, insurance increase, and 3% step increase. Also in the packet was an updated revenue forecast spreadsheet for the State School Fund (SSF) 2011-12 showing scenario 4 with a biennium budget of \$5.357 billion, which is what is currently being discussed by Gov. Kitzhaber. This is lower than last month’s handout for scenario 4.

6.0 ACTION ITEMS:

6.1 Policy Updates: Bill Langmaid moved to approve the policy updates as corrected. Greg Kintz seconded the motion. POLICY AC, ACA, BBFA, BBFB, DBK, DRA, DFAA, GAB, GBA, GBC, GC, GCC, GD, GDA, GDC, JHCD, JHCDA,

There was no discussion.

Motion passed unanimously.

6.2 ESD Local Service Plan for 2011-12: Tim Bamburg moved to approve the NWRES D Local Service Plan for 2011-12 as presented. Bill Langmaid seconded the motion. NWRES D SERVICE PLAN FO 2011-12 APPROVED

There was no discussion.

Motion passed unanimously.

7.0 SUPERINTENDENT REPORT

SUPERINTENDENT
REPORT

Dr. Cox updated the board on the following:

- Handouts: Staff Development Calendar, Fundraising Scale (thermometer) Oregonian Article
- A letter from Vernonia Hands On Art was shared. They included a check for \$100 to offset expenses during the recent drama production, and a \$50 check for donation to the digital art program.
- A graphic of our logo that could be converted to metal art, similar to other art around town, for completion at the new school was displayed. A local group of artists would be willing to donate their time if the materials were paid for. Dr. Cox indicated that there is money in the budget for signage.
- Bill Langmaid and Cari Levenseller volunteered to be involved in revising the District's mission statement(s).
- Tim Bamburg and Kim Wallace volunteered to be involved in the food service program review.
- The Board was notified of the upcoming Administrators and Supervisory/Confidential Staff negotiation.
- Mr. Underwood has been assigned the duty of facilitating the calendar committee for 2011-2012 school year. He has been asked to come up with three different scenarios, a 180 day, a 185 day and a 190 day school calendar. The committee is also being asked to look at possibilities for rescheduling missed days this year. Dr. Cox recommended to the board that we reschedule the three missed snow days.
- It was discussed and decided that the February 8 town hall meeting will be moved to February 10th at 6:30 (after the board meeting), and that the board meeting would be on the 10th from 5:30 to 6:30 p.m. This is in order to encourage attendance, and accommodates sporting event conflicts.
- The cedar trees that have been cut from the Webb property could be used for interior decoration within the new school structure; possibly the atrium floor to ceiling, framing each side of the stage, framing the entrance, etc.

8.0 MEETING ADJOURNED at 7:42 p.m.

ADJOURNED

Submitted by Dawn Plews, Business Manager

Board Chair

District Clerk