

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

March 10, 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 6:06 p.m. by chair Jim Krahn. MEETING CALLED TO ORDER
- Board present:** Jim Krahn, Greg Kintz, Tim Bamburg, and Bill Langmaid. **Absent:** Cari Levenseller, Kim Wallace and Ernie Smith. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Nate Underwood, Middle/High School. Principal; Aaron Miller, Elementary Schools Principal; Dawn Plews, Business Manager; Gordon Jarman, Athletic Director, James Brookins, Special Ed. Director; Tom Ramsey, Maintenance Supervisor; Barb Carr, Administrative Assistant; Ashley Rogers and Juliet Safier, Teachers; and Kathi Fetch, Classified Staff. STAFF PRESENT
- Visitors present:** Clark McGaugh, Carol Cox, Laurie Harrison, Lilliann Lindsley, Makayla Adams, Nicole Glass, and Sharon Bernal. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2** Agenda Review: Items 5.1 and 6.1 should be changed to reference 2010-11 calendar not 2011-12 calendar as noted. AGENDA REVIEW
- 2.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None. AUDIENCE COMMENTS
- 3.0 CONSENT AGENDA:** CONSENT AGENDA
Tim Bamburg moved and Greg Kintz seconded the motion to approve the consent agenda as presented.
- 3.1** Minutes the 02/10/2011 Regular Meeting. MINUTES APPROVED

Motion passed unanimously.
- 4.0 REPORTS & DISCUSSION**
- 4.1 Student Reports:** STUDENT REPORTS
Elementary School: no report this month.
- Middle School Report:** Makayla Adams, Nicole Glass, and Liliann Lindsley, VMS Leadership students, updated the board:
- 3rd Quarter progress reports were recently mailed out
 - Leadership honored classified staff this week
 - Movie night this Friday to raise money for DC trip
 - Next week – St. Patrick’s Day Dance and Spirit Week
 - Students of the Month breakfast will be held next week
 - Track begins the Monday after Spring break. 74 kids have expressed interest.
 - Individual class activities were reviewed
 - DC trip coming up in a month
- High School Report:** Elizabeth Poulin and Brittany Meglen, VHS Leadership students, updated the board:
- Recent blood drive was successful
 - Winter sports dessert was recently held

- Senior projects coming up after spring break
- A group of seniors headed out to Ashland this morning to attend Shakespeare plays
- Donkey Basketball is on Mar 18th. This is a junior class prom fundraiser
- Band will be heading to California over spring break
- This week is classified week and Leadership is honoring those staff
- Leadership Class recently met with the Banks Leadership to work together on the Joy for Jaden project. Their goal is to raise \$2000 to send Jaden and his family to Great Wolf Lodge. They have currently raised \$1,090.

- 4.2 Building Reports:** BUILDING REPORTS
WGS: Mr. Miller had nothing to add to his written report.
VHS: Mr. Underwood had nothing to add to his written report. There were no questions from the board.
- 4.3 Financial Report:** Dawn Plews highlighted the financial report: FINANCIAL REPORT
- Little change from last month
 - Ending fund balance has remained the same
 - The ADM comparison is actually up one student from December
 - A Food Service cash flow report was provided Ken Cox indicated that some recent changes have helped slightly with student participation. He is gathering more information regarding this.
- 4.4 Maintenance Report:** Tom Ramsey noted that alarm calls actually go to him before police are called. This avoids false alarm charges to the district. MAINTENANCE REPORT
- 4.5 Project Manager Report:** Steve Effros was not in attendance. There was nothing to add to his written report. PROJECT MANAGER REPORT
- 4.6 Capital Campaign Report:** John Donovan was not in attendance and no report was provided. CAPITAL CAMPAIGN REPORT
- 4.7 Winter Sports Report:** Gordon Jarman added to his written report that our winter sports athletes' combined GPA was 3.14. Congratulations to them. Hopefully our spring sports will follow. Boys Basketball ended up playing Western Mennonite in the first playoff game and lost. Western Mennonite went on to win the state title. Had the team received a better draw on the first game they very well could have advanced farther into the playoffs. Coaches must now report scores to the OSAA score center. The Score Center computerizes rankings and this is how teams are paired up during the playoffs. WINTER SPORTS REPORT
- 4.8 Special Education Report:** James Brookins reported to the board that our Special Ed. staff is great. The District has had marginal speech services thus far from the ESD and this has been resolved. Because of the down time the District originally paid for a Speech Path for .6 FTE but now has a 1.4 FTE to get us through the end of the year. The Life Skills class is increasing its caseload. Caseload numbers were reviewed both by building and by handicapping condition. Thanks to the hard work of Special Ed. Secretary Cherise Harbour, the District is 100% compliant this year. The review involves a lot of work. Students are selected at random and their files go through a complete review. Approximately 30 questions must be addressed and answered on each student. SPED REPORT
- Jim Krahn asked if our numbers were average? Yes according to Mr. Brookins. Would students be identified differently if more than one person tested them? No. we are consistent in evaluations because we are a small district. We are not over identifying in this district according to Mr. Brookins.

Dr. Cox noted that we have approximately 100 students out of a total K-12 enrollment of 600.

This is about 16%. The District is funded by the state at a cap of 11%. Anything over and above the 11% is subsidized by the District.

5.0 INFORMATION & DISCUSSION

- 5.1 2010-11 Calendar Adjustment:** Dr. Cox reviewed with the board that currently Monday, June 13th is the last day of school. This was an extension voted on at last month's board meeting. Due to the recent missed days (4 days at the end of February) he is recommending extending the school year to add June 14, 15, and 16 to the instructional calendar. Students would be done on the Thursday, June 16th. Teachers would be finished on Friday, June 17th. 2010-11 CALENDAR ADJUSTMENT DISCUSSED
- 5.2 St. Mary's Memorandum of Agreement:** Dr. Cox reported that in order to get building permits, the District must have a Memorandum of Agreement with St. Mary's Catholic Church to handle the overflow parking. Tim Bamburg commented that he felt the MoA was very fair. ST. MARY'S MEMORANDUM OF AGREEMENT DISCUSSED
- 5.3 School Resource Officer Memorandum of Agreement:** Last month Dr. Cox presented the School Resource Office (SRO) Memorandum of Agreement (MoA) to the board for their approval. He then went to the City Council and they presented a different document. The new document basically says the same thing however, the legalese and formatting is different. Dr. Cox has reviewed this document and it is the same one currently in use by Rainier School District.. The SRO has signed a copy but Dr. Cox needs to get board approval before he signs on behalf of the District. SCHOOL RESOURCE OFFICER M.o.A. DISCUSSED
- Dr. Cox met yesterday with Officers Conner and Kay. They will be under school direction when on grounds unless witnessing a crime. A location next to the middle school office has been established for them to set up their office. Dr. Cox will have a report for the board at the next board meeting on how things are going. The SRO report will be added to the agenda each month. Dr. Cox asked the board that if they see or hear of any concerns to please let him know.
- Tim Bamburg asked if the District would be sending home information to parents letting them know about the new SRO? Dr. Cox felt this would be a good idea and will make sure it happens.
- Bill Langmaid wanted to know what the difference was between last month and this month MoAs. Format is primarily the difference. Dr. Cox indicated he thought both copies were sent out in an email to the board. Will officers have access to student records? No. The district has a form that releases us from any liability of allowing someone to talk with students without parent consent. The SRO won't be investigating unless the district asks them to. It is important to keep communication open to collaborate and work together.
- Jim Krahn repeated that it is important for board members to keep their ears open. If any problems come up as this program eases in the board can stay on top of any comments. Any hiccups need to be notified immediately and not have something go out on facebook, etc.
- Mr. Brookins commented that it will help that Officer Kay is a coach, he already knows the kids and the kids know him. The level of respect is already there.
- 5.4 Property Easement Authorization:** Dr. Cox indicated that he was able to get the easement signed with the Webbs and for the house purchased on Alabama. It will record as soon as the second easement is finalized. The second easement addresses the runoff from the NE corner of the site to the Nehalem River as it crosses Riverview Estates. Paperwork needs to be gathered and some engineering needs to be completed. Dr. Cox will send a copy of the easement to the board prior to signing but needs to have authorization to move forward. He has been in touch with the landowner and nothing outrageous has come up at this point. If anything major comes up in completing this easement, Dr. Cox will reconvene the board to PROPERTY EASEMENT AUTHORIZATION

discuss.

Bill Langmaid indicated that Texas Avenue is not a city owned road and the gravel area is an easement. Dr. Cox stated that there is not an issue to the building permit process with this easement.

- 5.5 Teacher/Administrative Contract Renewal:** Dr. Cox stated that all teachers are on the contracted list. Our last three probationary teachers will move to contract status next year. Mr. Bookins will be listed as a Teacher on Special Assignment (TOSA) next year. He recommends the contract extension resolution for teachers as well as the contract extension resolution for Administration be approved as presented.
- TEACHER/ADMIN
CONTRACT RENEWAL

6.0 ACTION ITEMS:

- 6.1 2010-11 Calendar Adjustment:** Bill Langmaid moved to approve the 2010-11 Calendar Adjustment as recommended. Motion seconded by Tim Bamburg. There was no further discussion. Motion passed unanimously.
- 2010-11 CALENDAR
ADJUSTMENT
APPROVED
- 6.2 St. Mary's Memorandum of Agreement:** Bill Langmaid moved to approve the St. Mary's Memorandum of Agreement as finalized by the Superintendent. Tim Bamburg seconded the motion. There was no further discussion. Motion passed unanimously.
- ST. MARY'S
MEMORANDUM OF
AGREEMENT
APPROVED
- 6.3 School Resource Officer Memorandum of Agreement:** Tim Bamburg moved to approve the School Resource Officer MOA as presented. Greg Kintz seconded the motion. There was no further discussion. Motion passed unanimously.
- SCHOOL RESOURCE
OFFICER
MEMORANDUM OF
AGREEMENT
APPROVED
- 6.4 Property Easement Authorization:** Bill Langmaid moved to authorize the Superintendent to negotiate and sign for a property easement to provide drainage access to the Nehalem on the new site. Greg Kintz seconded the motion. There was no further discussion. Motion passed unanimously.
- PROPERTY EASEMENT
AUTHORIZATION
APPROVED
- 6.5 Teacher/Administration Contract Renewals:** Bill Langmaid moved to approve the contract renewals for teachers and administrators in resolution 10-09 and 10-10 as presented. Tim Bamburg seconded the motion. Motion passed unanimously.
- TEACHER & ADMIN.
CONTRACT EXTENSION
RESOLUTIONS
APPROVED

7.0 SUPERINTENDENT REPORT

Dr. Cox updated the board on the following:

- Correspondence and Handouts – March Staff Development calendar and budget meetings calendar were shared.
- Food Service - it was determined that the District didn't have an AR that addresses offer vs serve. A draft AR was shared. It will be finalized at a meeting on the 31st. Those board members volunteering to be on the food service committee are welcome to attend. Rainier nutritionist will be coming in April to review our program.
- Budget/Economic Outlook reviewed.
- Construction Update
- GMP review
- FEMA Update
- Catalyst/Oregon solutions Project Report
- March 29th FEMA Event. Governor Kitzhaber will attend this event. Continental breakfast will be at 8 am. (this is public) and an update will be given. The Governor is scheduled to arrive at 9 am. At 9 am we'll go to the playshed and unveil a plaque or drawings of the new Spencer Park. Trees will then be planted followed by a tour of the current and new site. Last Saturday the Kelley Foundation donated \$100K. This is the first match to the Ford Family

SUPERINTENDENT
REPORT

Foundation challenge.

- Texas Avenue Property – the renters have left. As we've tried to stay within the budget we've taken away partnership space in the NRC. This house could be used for this. Seems to be a good fit.
- Marie Knight has been asked to be on the PACE Insurance Board of Trustees. Safety grant projects we've completed include new playground chips at WGS and MGS, as well as a new fence at MGS.

OTHER ISSUES:

Jim Krahn stated that he attended the Oregon Solutions meeting earlier this week. There is a large number of people that are heavily engaged in our community that are from outside our community. Aaron's report on VRSC was amazing. It will give young people an opportunity to learn about professions and get a fantastic start. He also recently attended the awards assembly at the high school. There were a large number of students that received academic awards. Jim complimented the staff and thanked them for a job well done.

Bill Langmaid encouraged people to go to Oregon Solutions website to look at what is going on and see what has been happening.

8.0 ADJOURN: Meeting adjourned at 7:22 p.m.

MEETING ADJOURNED

Submitted by Barb Carr, Administrative Assistant

Board Chair

District Clerk