

ADMINISTRATIVE SCHOOL DISTRICT 47J  
475 BRIDGE STREET  
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

April 12, 2012

- 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 6:03p.m. by Tim Bamburg. MEETING CALLED TO ORDER
- Board present:** Cari Levenseller, Greg Kintz, Tim Bamburg, Ernie Smith, and Bill Langmaid. Jim Krahn arrived at 6:18 p.m. Absent: Cari Levenseller BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Nate Underwood, Middle/High School Principal; Aaron Miller, Elementary Schools Principal; James Brookins, SpEd Director/A.D., Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Joan Jones and Juliet Safier, Teachers; and Jan Dyer, Kathi Fetch, and Ronda Lennen, Classified Staff. STAFF PRESENT
- Visitors Present:** Carol Cox, Rebecca McGaugh, Amy Cieloha, Sherrie Ford, Mike Fetch, Summer Snow, Alexis Baska, Susan Ely, Steve Effros, and Robyn Bean. VISITORS PRESENT
- 1.1 Flag Salute:** The Pledge of Allegiance was recited. FLAG SALUTE
- 1.2 Agenda Review:** Item 4.5 CLASS Grant Project Report was added to the Reports section. AGENDA REVIEW
- 2.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** PUBLIC COMMENTS
- Amy Cieloha thanked Dr. Cox on behalf of Vernonia Boosters for having the opportunity to tour the new school. She also thanked everyone willing to help youth baseball and softball by allowing them to use the ball fields this year. They have a lot of kids and are short on field space.
- Sherri Ford on behalf of Columbia County Public Health applauded the wellness team and the Board for reviewing and updating the District's tobacco policy.
- 3.0 CONSENT AGENDA:** CONSENT AGENDA
- Bill Langmaid moved to approve the consent agenda as presented. Ernie Smith seconded the motion.
- 3.1 Minutes of 03/08/2012 Regular Meeting and the 03/15/2012 Special Meeting/Budget Hearing** MINUTES APPROVED
- Motion passed unanimously.
- 4.0 REPORTS & DISCUSSION**
- 4.1 Student Reports:** STUDENT REPORTS
- VMS Students: Due to a track meet this afternoon there were no middle school students in attendance.
- VHS Students Summer Snow and Alexis Baska reported:
- Kelsey Brown won the St. Patrick's Day Mr. Irresistible contest.
  - On Mar 9 the Band went to Sheridan and qualified for state competition
  - 17 students and 2 chaperones recently attended the Nuclear Cowboys Moto Cross event.
  - Ms. Bell recently took students to Ashland to attend Shakespeare plays
  - Apr 3 Blood Drive was successful
  - Foreign Exchange students recently held an assembly sharing info on their home country.
  - OSSOM is working on SKID presentation and a health fair for *Red Ribbon Week* April 16-20<sup>th</sup>
  - Senior speeches were held on March 21

- Baseball, Softball and Track are underway
- Leadership presented a check to the School Board from money raised during the Donate, Build, Save a School campaign. Total raised was \$1,619.10.

Camrin Eyrrick thanked the Leadership class for their help stuffing eggs for the community Easter Egg hunt.

**4.2 Building Reports:**

**BUILDING REPORTS**

VMS/VHS: Mr. Underwood had nothing to add to his written report.

MGS/WGS: Aaron Miller added that Run For The Arts was held today. PTA helped with snacks. It was held inside due to puddles and mud at the track. Overall it was successful. Next Thursday there will be a SOLV activity at the Wetland site. They will start training on invasive species as well as planting new plants. The high school forestry students will be helping to teach the other classes coming out. The following day on Friday, Ms. Wilcoxon has high school students going out to Mist to do a similar project. They will be building bird houses and doing clean-up work in the yard.

Tim Bamburg asked that once the wetland's up and going will Mr. Miller still be involved? Yes, annually they will help to maintain the wetlands and will use them as an outdoor classroom. This will save the District from having to pay the City to do the maintenance.

**4.3 Financial Report:**

**FINANCIAL REPORTS**

Dawn Plews handed out financial reports to the board members. Ending fund balance is currently at \$530,000. This doesn't take into account adjustments made in May. We are down ADM which will be adjusted. Bottom line is approximately \$251,614.

Jim Krahn arrived to the meeting at 6:18 p.m.

**4.4 Project Manager Report:** Steve Effros added to his written report:

**PROJECT MANAGER REPORT**

On Site Construction:

- Solar world has completed the final design for the mounted roof array as well as the educational demonstration array. Now that the final design is completed they are ready to start.
- Preparation of door keying system is underway

Off Site Road Improvements:

- ODOT is working with WOEC on the final underground utility installation. There are a lot of preliminary tasks to be completed prior to the road contractor starting.

Wetland Mitigation:

- Glad to hear updates from Mr. Miller
- Teufel will install irrigation and landscaping trees on the wetland site

Project Funding:

- There is a big push going on to work on the Dept. of Energy reimbursements. A lot of funding is tied to compliance. The Biomass boiler and HVAC are currently being installed. The District will be reimbursed for all the design work that has gone into the project.
- He has spent a great deal of time along with the district office staff compiling documents. The benefit is that when it is all done the District will have a super set of documents that are very organized and will be helpful in the future.

Tim Bamburg asked if the solar panels on the new school will be installed to power certain areas or things in the building or is it for general incoming power? They will feed general power. Steve Effros was unsure how it will interact with WOEC when there is not a large need for the solar generated power.

**4.5 CLASS Grant Report:** Juliet Safier gave a brief update on the CLASS project.

**CLASS GRANT REPORT**

The Chalkboard initiative was created a couple years ago to increase student achievement in

school. There were 4 main areas of focus to achieve the increase; Professional Development, Evaluations, Career Pathways, and Compensation. Our staff put together a variety of committees to address these 4 areas. Mini grants have been available to help teachers.

Recent project updates include:

- Five teachers have received Spring mini grants.
- Evaluation committee is meeting every 2 weeks. The new evaluation form will show teachers where they are and where they need to be as well as what professional development can be taken to help them improve.
- The classified group is working on job descriptions. In the future they will tackle evaluations as well.
- The CLASS Grant ends this year. The collaboration grant will replace the CLASS grant. Mr. Miller and Juliet have spent the last two days putting together a 20 page rough draft document for the collaboration grant. They need to have tangible evidence of support from the Board. Juliet presented a document for the board to sign.

Dr. Cox stated that he encouraged the District to get involved with this project and he has been impressed with the level of collaboration between VEA and OSEA. None of grant money will be used to supplant the budget. It is above and beyond. He is pleased with how they have administered the grant thus far and feels it is making a difference.

## 5.0 INFORMATION & DISCUSSION

**5.1 Actuarial Valuation for 2012 Audit:** Dr. Cox stated that according to GASB the guideline is that each district should do an Actuarial Valuation. The focus of the valuation determines how much money the District should put aside for retirees. To have the actuarial valuation completed it would cost approximately \$3,000 - \$5,000. Carols Samuals with Seattle NW Securities did some research and feels it will not impact us to get bonding if we do not have the valuation done. Dr. Cox recommends that the District save the money and deal with the consequences of not having an Actuarial Valuation done. ACTUARIAL AUDIT DISCUSSED

Dawn Plews further explained that this is not looking at long term PERS but this has to do with all other costs in District. We currently have early retirement language in both contracts. This could possibly be a liability on our annual audit. Last year was first year the Actuarial Audit was phased in and the district chose not to have it done. This year she prefers putting the decision before the board.

**5.2 Achievement Compacts:** Dr. Cox reported that the NCLB Act set a main goal of 100% of students would pass benchmark tests by 2014. The first step in achieving that goal was to set annual goals leading up to 2014. The first goal was 50%, then 60%, then 70% of students would pass their benchmark tests. Under the new administration NCLB has not been reauthorized but each state has been allowed to come up with an alternative way to deal with achievement. Governor Kitzhaber has developed an Achievement Compact. The Legislature requires each Board to appoint a committee to come up with the compact. Dr. Cox will be asking the board to appoint an achievement compact committee. The current Design Team committee is willing to serve as this committee. Dr. Cox feels this is a good fit and aligns with what the Design Team is currently doing. The Board will be asked to appoint the CLASS Design Team as well as a middle school teacher to the committee. ACHIEVEMENT COMPACT DISCUSSED

Greg Kintz added that the Achievement Compact is self-explanatory. The State will send which categories we need to evaluate ourselves on and they will also provide past data. The committee will choose what information will be used on future district report cards.

**5.3 Transportation Contract Amendment:** Curls School Bus Services has indicated that there is a need for a new school bus. Curls can adjust their monthly fees to pay for a new bus or by extending the contact he can absorb the cost without increasing the monthly amount. Cost of a new bus is approximately \$100,000. The current Curls School Bus Services contract is TRANSPORTATION CONTRACT AMENDMENT DISCUSSED

through 2016. They are asking for an extension of 3 years. Due to delivery schedules the bus has been ordered and will arrive in time for next school year.

Bill Langmaid questioned whether or not the district should get other bids from transportation companies.

Ernie Smith stated that the Board and the District published an RFP and went through this process before the current transportation contract was signed. Three companies submitted bids and Curls was the company of choice. Not only are they local but they donated a lot to our district and students.

Dr. Cox gave an example of Curls School Bus Services going above and beyond. He mentioned the donation of Presto Logs by Wauna Mill to our community. He received a call from United Way to see if the District could do anything to help get the donation to Vernonia. He called up Rob Curl and Rob took care of it. He provided a trailer and transported the donation to Vernonia.

## 6.0 ACTION ITEMS

### 6.1 Policy GBK – Tobacco Free environment:

POLICY GBK UPDATED

Bill Langmaid moved to approve changes to policy GBK-Tobacco Free Environment as presented. Greg Kintz seconded the motion.

Bill Langmaid stated that he worked with the Wellness Team and Sherrie Ford of Columbia County Public Health on this policy update. Both are in 100% support of the proposed changes.

Dr. Cox mentioned that E Cigarettes are now addressed.

Ernie Smith felt there were holes in the policy when it comes to advertising relating to tobacco use.

Motion passed unanimously.

### 6.2 Band Out of State Travel: Bill Langmaid moved to approve out of state travel for the Band to travel to Battleground, Washington. Tim Bamburg seconded the motion. No discussion. Motion passed unanimously.

OUT OF STATE TRAVEL  
APPROVED FOR BAND

### 6.3 2012 Audit Actuarial Valuation Approval: Bill Langmaid moved to approve to not obtain an Actuarial Valuation for the 2012 audit. After discussion Bill Langmaid withdrew his first motion.

2012 ACTUARIAL AUDIT  
NOT APPROVED

Bill Langmaid moved to not obtain an actuarial valuation for 2012 Tim Bamburg seconded the motion. No further discussion. Motion passed unanimously.

### 6.4 Achievement Compact Committee Appointment: Tim Bamburg moved to appoint the CLASS Grant Design Team members and a middle school teacher as members of the Achievement Compact Committee. Ernie Smith seconded the motion. The board thanked them for taking that roll on. Motion passed unanimously.

ACHIEVEMENT  
COMPACT COMMITTEE  
APPOINTED

### 7.5 Transportation Contract Adjustment: Bill Langmaid moved to approve adjustments to the Transportation Contract as presented. Camrin Eyrrick seconded the motion.

TRANSPORTATION  
CONTRACT ADJUSTED

Bill Langmaid confirmed that this extends the current contract through 2019. Yes. Motion passed unanimously.

**9.0 SUPERINTENDENT REPORT**

**SUPERINTENDENT REPORT**

Dr. Cox reported on:

- NW Natural annual report recognized the work they did and the money they donated to our district.
- VEA Negotiations are beginning and a meeting is scheduled for next week
- Betsy Johnson communicated to Dr. Cox that they are moving on getting the \$4M to us. Anticipates the money coming to us by the end of April.
- Construction continues to move forward.
- Move calendar continues to be updated. Mods will be moved out by the end of June. The entire campus moves the last week in June.
- Surplus items will be made available to the community at some point in May.
- A bid for \$45,150 was received for the Blaser Modular
- Next month SPED and Title I reports will be given as well as Deanna Pearl giving an OR Healthy Teens Survey presentation.
- On March 17 students planted plants on the left side of the new building. On June 1 BOORA and Lango Hansen will do the right side of the building.

**Other Issues:**

**OTHER ISSUES**

Tim Bamburg asked if round #2 of the dental program has happened yet? Mr. Miller indicated that this is related to a grant that Heather Lewis is working on and no it has not happened yet.

Bill Langmaid indicated he has been working with Teri Willard and the high school leadership students to get a video going of the new school. He’s also working with VEF to get the “Last Chance Dance” going.

Tim Bamburg asked if BOORA is happy with the new school? According to Dr. Cox, yes they are and will be using it as a model for future school projects.

**10.0 MEETING ADJOURNED at 7:14 p.m.**

**ADJOURNED**

Submitted by Barb Carr,  
Administrative Assistant to the Superintendent and Board of Directors

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Board Chair

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District Clerk