

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

April 14, 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 6:05 p.m. by chair Jim Krahn. MEETING CALLED TO ORDER
- Board present:** Jim Krahn, Tim Bamburg, Greg Kintz, and Bill Langmaid. Cari Levenseller arrived at 6:08 p.m. Kim Wallace arrived at 6:34 p.m. **Absent:** Ernie Smith. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Nate Underwood, Middle/High School Principal; Aaron Miller, Elementary Schools Principal; James Brookins, Special Ed. Director; Barb Carr, Administrative Assistant; Ashley Rogers, Kelley Murphy-Shaw and Juliet Safier, Teachers; and Kathi Fetch, Betsy Miller and Jan Dyer, Classified Staff. STAFF PRESENT
- Visitors present:** Rebecca McGaugh, Carol Cox, Laurie Harrison, Alexis Baska, Taylor Titus, and Makayla McCord. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2** Agenda Review: Two items added to 6.0 Action Items; 6.4 P&C Construction Guaranteed Maximum Price (GMP) and 6.5 City, County, District Intergovernmental Agreements (IGA's) 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 03/10/2011 Regular Meeting. MINUTES APPROVED

Motion passed unanimously.
- 4.0 REPORTS & DISCUSSION**
- 4.1 Student Reports:** STUDENT REPORTS
Elementary School: no student report this month.
Middle School Report: Makayla McCord and Alexis Baska, VMS Leadership students, updated the board:
- Miscellaneous class activities were shared
 - Leadership helped out with the Vernonia Marathon this last weekend.
 - Leadership is also raising money for the Japan Earthquake Relief fund and for the Friends of Jayden by "Shaving the Due." Student A.J. Due will have his head shaved when \$300.00 has been raised.
 - An assembly on bullying was recently held.
 - CloseUp trip is next week. They will attend next month's board meeting to give a report and share their adventures with the board.
 - VMS track had their first meet on 4/13. Currently there are 65 students out for track.
- High School Report:** Ryan Lawrence reported.
- Joy for Jaden Spaghetti Feed this weekend in Banks.
 - Talent Show is coming up on April 23rd
 - Prom will be on April 30th at Rock Creek Country Club
 - Leadership is looking at the possibility of having Spring Fling.

<p>4.2 Building Reports: WGS: Mr. Miller stated that 60-70 students attended the Family Reading Night recently held at WGS. The event went well.</p> <p>VHS: Mr. Underwood added to his written report that this year’s Senior Projects were a big success.</p>	<p>BUILDING REPORTS</p>
<p>4.3 Financial Report: Dawn Plews was not in attendance. Dr. Cox indicated that the standard financial reports were included in the board packet. The ending fund balance is currently \$224,000. He also received notice today that the District will finally receive from the NWRES D the Medicaid Claim from last year in the amount of \$15,000. There were no questions from board.</p>	<p>FINANCIAL REPORT</p>
<p>4.4 Maintenance Report: Tom Ramsey was not in attendance. His written report was included in the board packet.</p>	<p>MAINTENANCE REPORT</p>
<p>4.5 Project Manager Report: Steve Effros reported.</p> <ul style="list-style-type: none"> • Major concrete pours have happened – gym floor is done. They will start the tilt up walls in a week or so. • Radiant pipes in the floors will be visible soon. • There is a mock up of the tilt up which allows the contractor and architect to look things over before going ahead full speed. Mock up includes windows, etc. • ODOT is taking over all road improvements, however they won’t be doing the underground utilities. This will remain a district responsibility. • He is currently putting together an RFP for the wetlands. He wants to make sure he has someone experienced working with wetlands. This will happen about the same time as the off sight utilities. • Continuing to meet weekly with Oregon Solutions/Met group to track funding opportunities • Helped develop presentation material for FEMA events 	<p>PROJECT MANAGER REPORT</p>
<p>5.0 INFORMATION & DISCUSSION</p>	
<p>5.1 Revised 2011 Budget Calendar: Dr. Cox explained that the initial approved budget committee meeting calendar had a publication date that was more than 30 days before our first meeting date. Budget law requires that the notice date not be more than 30 days from the meeting date. Therefore, the budget calendar needs to be adjusted which requires board approval.</p>	<p>REVISED BUDGET COMMITTEE CALENDAR EXPLAINED</p>
<p>5.2 Budget Committee Vacancies: Barb Carr explained that the budget committee currently has multiple openings. The number of vacancies is due to term expiration and current budget committee members substituting in the district or having been hired as coaches, making them “employees of the district” and exempt from serving on the budget committee. Three community members have submitted their application for the board’s review.</p>	<p>BUDGET COMMITTEE VACANCIES DISCUSSED</p>
<p>5.3 Staff Retirements: Dr. Cox indicated that he has received retirement requests from classified staff members Jean Roediger and Linda Welch, and licensed staff member Steve Whiteman. Mr. Whiteman plans to come back as a part time teacher next year.</p>	<p>STAFF RETIREMENT REQUESTS RECEIVED</p>
<p>5.4 Facilities Evaluation Committee Update: Security: The District will meet with police to determine what security would be best for our location. Sonitrol, a security company, recently gave a presentation to the committee. Their product uses listening devices to help determine false alarms.</p> <p>LEED Status: A check list for LEED requirements was shared. Platinum requires 58 points. Currently the district is at 58 or 59 points if a few extras are done. All extras will be reviewed to determine if the additional cost to obtain Platinum status is worth the cost of the extra.</p>	<p>FACILITIES EVAL. COMMITTEE UPDATE</p>

Emergency Generator Transfer Switches will run kitchen, commons, little gym and showers downstairs.

P&C brought up that the water draining from the roof HVAC system does not need to be piped off but just have a splash block and let water run off with natural rain water. This was a substantial savings.

Kim Wallace arrived at 6:34 p.m.

The Gross Maximum Price (GMP) has come in at \$26,176,785 which does not include the VRSC building. The original budget amount was \$24.5 M. Currently there is an increase of \$3.8 million.

Steve Effros commented that the VRSC is a separate structure and will be bid separately. Fundraising can target this building because of its specific use. It's possible to hold off building this for a year to allow more time for fundraising opportunities.

Jim Krahn indicated that it's obvious when you build a building over time prices are going to fluctuate. The architect and contractors worked hard to keep cost down initially.

Bill Langmaid warned the board that holding off a year on this building may not sit well with the community. The local work force was promised opportunities for bidding on jobs.

6.0 ACTION ITEMS:

- 6.1 2011-Budget Committee Calendar Adjustment:** Bill Langmaid moved to approve the 2011 revised budget calendar as presented. Cari Levenseller seconded the motion. Motion passed unanimously. 2011 REVISED BUDGET CALENDAR APPROVED
- 6.2 Appoint Community Members to the Budget Committee:** Tim Bamburg moved to appoint Robert Buchholz, Deanna Pearl, and Gennifer Hanner to the budget committee. Cari Levenseller seconded the motion. Motion passed unanimously. BUCHHOLZ, PEARL and HANNER APPOINTED TO THE BUDGET COMMITTEE
- 6.3 Accept Staff Retirements:** Bill Langmaid moved to accept staff retirements of Linda Welch, Jean Roediger and Steve Whiteman. Cari Levenseller seconded the motion. RETIREMENT REQUESTS APPROVED FOR WELCH, ROEDIGER, and WHITEMAN
- Discussion: Cari Levenseller asked what the plan will be for the Special Ed department since it will be losing two instructional assistants. Dr. Cox indicated that the District has hired 4 part time instructional assistants this year and they will be able to fill in. Jim Krahn wished them well and thanked them for their service.
- With no further discussion, Chair Krahn called for the vote. Motion passed unanimously.
- 6.4 P&C Construction Guaranteed Maximum Price (GMP):** Tim Bamburg moved to authorize the Superintendent to accept the final GMP from P&C Construction as presented. Bill Langmaid seconded the motion. Motion passed unanimously. SUPT. AUTHORIZED TO ACCEPT GMP
- 6.5 City, County, District Intergovernmental Agreements (IGA's):** Bill Langmaid moved to authorize the Superintendent to sign those intergovernmental agreements between the District, City of Vernonia, and Columbia County necessary to facilitate the release of FEMA funds to the District. Cari Levenseller seconded the motion. SUPT. AUTHORIZED TO SIGN IGA'S WITH CITY, COUNTY & DISTRICT
- Dr. Cox stated that he will not be turning these in until the money is received. They are currently being reviewed by attorneys. With no further discussion Chair Krahn called for the vote. Motion passed unanimously.

7.0 SUPERINTENDENT REPORT

SUPERINTENDENT

Dr. Cox updated the board on the following:

REPORT

- Correspondence Handouts – Apr/May Staff Development Schedule & GAPS Foundation Invitation.
- Budget Economic Outlook – Initially it looked as though the district would have a shortfall next year of \$434,000 but after looking at all factors the actual shortfall is \$828,000. This is based on a full 190 day contract. Suggestions made at the BAT meeting include:
 - Eliminate MS Social Studies & Elementary PE teaching positions
 - Eliminate Facilities Maintenance Supervisor position
 - Retirements of 2 Instructional Assistants and high school teacher to part time
 - Have the A.D. position filled by teaching staff

Next BAT meeting is 4/26 @ 3:15 p.m. Board members are welcome to attend.

- Construction Update – construction work is proceeding on schedule. The first gym wall should be formed up this week and ready to be poured next week. Now that GMP has been established they will be working to review and revise our construction/fundraising budget.
- FEMA Update – Meeting has occurred to begin the paperwork to apply for first round of FEMA funds. The District is currently working with the City and County on this.
- City County District IGA Terminated – The agreement between all to assist in paying for federal lobbying services has been terminated. The District holds the contract with Ball Janik and will continue with those services at a drastically reduced rate.
- Food Service Program – continuing the review of this program and looking at additional options.

OTHER ISSUES:

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Kim Wallace asked why the BAT committee isn't looking at cutting days? Dr. Cox indicated that the BAT committee talked about and preferred making an across the board pay cut in lieu of cutting days. Kim stated that she is not in support of cutting staff automatically over days.

BAT / BUDGET CONCERNS

Bill Langmaid stated that the District should be talking with Senator Johnson and Representative Witt about our financial shortfalls. Dr. Cox indicated that he has written two letters over the last month.

8.0 RECESS TO EXECUTIVE SESSION under O.R.S. 192.660 (2) (i). at 7:19 p.m.

RECESSED TO EXECUTIVE SESSION

Board Present: Jim Krahn, Cari Levenseller, Kim Wallace, Bill Langmaid, Greg Kintz, and Tim Bamburg.

Staff Present: Ken Cox and Barb Carr

Visitors Present: Rebecca McGaugh

The board reviewed Superintendent Kenneth Cox's annual evaluation with comments as well as his review of his personal goals.

9.0 RECONVENE TO REGULAR SESSION at 7:58 p.m.

SUPT. CONTRACT RENEWED FOR TWO YEARS.

Tim Bamburg moved to renew Superintendent Cox's contract for two years effective 7/1/2011 to 6/30/2013. Motion seconded by Greg Kintz. Motion passed unanimously.

10.0 ADJOURN: Meeting adjourned at 8:15 p.m.

MEETING ADJOURNED

Submitted by Barb Carr, Administrative Assistant

Board Chair

District Clerk