

**VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064**

BOARD OF DIRECTORS REGULAR MEETING MINUTES

May 10, 2018

- 1.0 CALL TO ORDER:** A Regular Meeting of the of Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:04 p.m. by Brett Costley. **MEETING CALLED TO ORDER**
- Board Present:** Brett Costley, Susan Wagner, Melissa Zavales, Brittanie Roberts, Stacey Pelster, Greg Kintz. **BOARD PRESENT**
- Board Absent:** Katie Cook **BOARD ABSENT**
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Marie Knight Business Manager; Barb Carr, Administrative Assistant; Beth Kintz and Kathi Fetch, Classified Staff; and Ashley Rogers Ward, Joanie Jones, Laura Blacker, and Juliet Safier, Licensed Staff. **STAFF PRESENT**
- Visitors present:** Scott Laird, Dale Webb, Shannon Romtvedt, Tobie Finzel, and Bill Langmaid **VISITORS PRESENT**
- 1.1** The Pledge of Allegiance was recited **PLEDGE OF ALLEGIANCE**
- 2.0 AGENDA REVIEW:** Item 5.4 Special Education Report removed from the agenda. This will occur in June. Susan Wagner moved to approve the agenda as amended. Melissa Zavales seconded the motion. Motion passed unanimously with those in attendance. **AGENDA REVIEW**
- 3.0 RECESS to Budget Committee Meeting at 6:05 p.m.** **RECESSED TO BUDGET COMMITTEE MEETING**
- 4.0 RECONVENED to Board Meeting at 6:26 p.m.** **RECONVENED TO REGULAR BOARD MTG.**
- 5.0 SHOWCASING OF SCHOOLS**
- 5.1 Student Reports:** Alexis Cook, Mackenzie Fassold, Kendra Stefan, and Alura Byler presented on the work that the Project Based Learning Class has done under the direction of Jim Krahn. They presented their selections for the Community 101 Grant which they oversee. Receiving cash awards were:
- Vernonia Cares Food Bank - \$1500.00. Tobie Finzel accepted. Funds will be used for emergency groceries for low income families with children.
 - Friends of Vernonia Public Library - \$900.00. Shannon Romtvedt accepted. Funds will be used to provide a performer and books for the summer reading program.
 - Vernonia Hands on Art - \$700.00. Bill Langmaid accepted. Funds will sponsor a theatrical performance of an adaptation of Cinderella for Vernonia youth.
 - Vernonia Education Foundation - \$900.00. Laura Blacker accepted. All K-3 students will attend a Portland Children's Theater performance.
 - VHS Career Development - \$600.00. Beth Kintz accepted. Funds will continue involvement with the Hillsboro Chamber Consortium.
 - VMS School Hallway Mural – \$400.00. Ashley Ward accepted. Funds will support the creation of welcoming messages with positive quotes to promote kindness.
- The presenters thanked everyone for supporting the Project Based Learning Class. They hope to continue to make an impact in the school and the community.

5.2 Principal Reports:

PRINCIPAL REPORTS

Nate Underwood shared that having been out ill he did not have a written report but shared the following:

- SKID program successful – NHS coordinator Robin Manning was thanked.
- Prom was last weekend – students enjoyed the evening.
- Senior Class trip to Disneyland was a lot of fun.
- Staff was thanked for being flexible during the testing week. The District strives for 95% participation by students. At the elementary level they are working to instill the importance of taking these tests seriously. MS/HS data is not yet available for reporting. Next month information will be shared on their testing results.
- Graduation Changes: he has proposed adjusting how the credit requirements for graduation are divided. Students are currently meeting state requirements and district policy is in line with the state. By combining a couple current requirements into a single class this would create an opportunity for another elective option. A sample transcript, sharing the proposed adjustments, will be shared before implementing. This does not require any board action as policy is currently correct.

Mr. Miller provided a written report to the Board. There was no discussion on this report.

Congratulations to Bowen Cottini, Mist Elementary, who placed first in the Columbia County Spelling Bee. Bowen will represent Columbia County and Vernonia School District at the State Fair in August.

5.2.1 Assessment Report: See Mr. Underwood's Principal Report notes above.

ASSESSMENT REPORTS

5.3 YTP Report: Beth Kintz, Youth Transition Specialist (YTP) at VHS shared with the Board her involvement with YTP. The District is currently in the 3rd year funded by a grant from Vocational Rehab. Her job is to support students who have a barrier to employment. This is usually students on a 504 or an IEP. Currently she is working with 15 students. Over the summer she will work with 5 students one on one for a total of 16 hours a week, including working 4 hours a week in the community. To help students gain on the job training, her YTP program supports the in-school Balloon Company, the student store, home athletic game concessions and the recently started Coffee Shop.

YTP REPORT

6.0 PUBLIC COMMENT: None

PUBLIC COMMENT

7.0 BUSINESS REPORTS:

7.1 SUPERINTENDENT REPORT:

SUPERINTENDENT REPORT

- Community Chat: Two people attended the last one.. The next one is scheduled for May 23rd at the Black Iron Grill at 6:30 a.m.
- Board Questions: In response to the question of what it costs the District to maintain Greenman Field & Stadium, a rough estimate of yearly expenses totals \$13,000 which includes \$7500 maintenance labor, \$150 in chemicals, \$800 mower maintenance repairs, \$3700 water for 10 months, and \$860 insurance. This information was shared with the committee to save the stadium.
- Enrollment Update: Currently we are at 544 K-12 students. This is up by 10 students. The 2017-18 budget was based on 532 students. The 2018-19 is based on 535 students.
- Mist Elementary held a recruitment night for any new members of the Mist community. There were not any new parents in attendance but it was a good night to visit with current parents. VES registration is tonight.
- Summer Interns: There is money in the budget for 6 positions - 2 maintenance workers at the school district, 2 at UNWC, and 2 at Stub Stewart State Park. Each student will work a total of 120 hours over the summer.
- Hiring: The Kindergarten position has been filled, MS/HS Language Arts and MS/HS Art are currently interviewing. Changes in placement next year include Mr. Benassi moving to HS Shop, Ms. Hobart moving to 1st grade, and Ms. Anderson moving to a 1st/2nd grade blend. Currently a 4th grade position at VES is open.

- **Baseball Field:** The official field dedication will be held Friday (tomorrow) at 3:00 p.m. The Dugouts have not yet been constructed but the team will be able to play a couple home games on the new field this season.

- 7.2 **FINANCIAL REPORT:** Marie Knight stated that financially everything is on track with an estimated ending fund balance at \$350K. She is confident this number will remain if not increase slightly at year end. **FINANCIAL REPORT**
- 7.3 **MAINTENANCE REPORT:** Mark Brown's report was reviewed. There were no comments from the Board. **MAINTENANCE REPORT**
- 8.0 **BOARD REPORTS/BOARD DEVELOPMENT:** Brittanie Roberts stated that the Policy Committee met last month and are presenting policies tonight as a first reading. **BOARD REPORTS**
- 9.0 **OTHER INFORMATION and DISCUSSION:**
- 9.1 **2018-2019 Fee Schedule:** The updated fee schedule for next year was shared. The only change was to the Food Service fees. Marie Knight explained that yearly calculations with the ODE Meal program warrants the District to increase prices. She is proposing \$.10 increase across the board and \$.05 for beverages. Discussion was held on where the District purchases food. According to Marie the District is part of the Oregon Child Nutrition Coalition. Susan Wagner shared information about another possible vendor, Harbor Wholesale. **FEE SCHEDULE DISCUSSED**
- 9.2 **Policy Updates:** The following policies were presented as a first reading: CM,GBH/JECAC, GBK/JFCG/KGC, IGAC, IBDJA, IGDJ, IKF, JHCA/JHCB, and JHHB. These will be on the June agenda for approval. **POLICIES PRESENT FOR FIRST READING**
- 9.3 **School Safety Discussion:** Aaron Miller shared that he is currently working with the City of Vernonia to get a School Resource Officer (SRO) in the building. They are close to signed a Memorandum of Understanding and will conduct interviews soon. It is critical to have the right person in place. Mr. Miller and Mr. Underwood will be part of the interview team. The financial commitment for this position will be split equally between the City and the District. **SCHOOL SAFETY DISCUSSED**
- Stacey Pelster asked if this is an additional position with the City Police Department. According to Miller, it is a new position, however any current officers are eligible to apply if interested.
- Brett Costley stated that he wanted the board to have a chance to discuss options for school safety. Aaron Miller added that Mr. Krahn's Project Based Learning Class has been discussing school safety. They have attended meetings with the City, the Fire Department, and the Administration. They have had questions about processes and procedures and like the idea of a SRO. It was asked if the students will have final report of their meetings and conversations. Mr. Miller will check to see if they could report at the June meeting.
- Stacey Pelster would like to see the front doors remain locked at all times. Melissa Zavales stated that current students are more of a risk than outside intruders per statistics of previous school shootings.
- Dale Webb asked about a walk through that may have been conducted by the State Police when school was built. He'd like to read this report if it exists as he is concerned about access to the school on any part of the first floor.
- A comment was made to make it possible for the police department to have access to view the District's security cameras.
- Brett stated that there is a lot of discussion that teachers should be armed. He has concerns about that. Brittanie Roberts stated that she is not opposed to people having guns but they would not have training to use it effectively. Stacey feels higher training would have to be required. Mr. Miller feels if the District is going to spend more dollars on training our staff it

should be for additional training for teaching and their current job. A higher amount of gun training is for police officers.

Lock down training with students is excellent, however, blocking the street during drills when they are in lock down is something to consider.

Joanie Jones stated that out at Mist they are in lock down all the time and have a relationship with the Fire Department if they ever need help.

Brett thanked Dale Webb for his discussion and his desire to continue looking for ways to implement safety measures.

- 9.4 Bond Projects Update:** Aaron Miller shared the original bond project plan that spanned over two years has been adjusted. The addition of 4 new classrooms will occur next summer and the focus of this summer's projects will be the football field and track. Work will begin in early June. Steve Kragrud, the District Project Manager has been outstanding. Overall the District is still on track to complete all projects. **BOND PROJECTS UPDATE**

Replacing the roof at Mist Elementary is finished and new gutters are in place. Replacing the siding will happen over the summer along with interior painting and replacing the carpet. They are also looking at selecting playground equipment. Security will be enhanced with the addition of a couple security cameras. Mr. Miller thanked the kids and staff at Mist for being flexible during construction.

The installation of audio visual speakers in gyms and commons is currently underway with speakers in the large gym to be completed by Graduation on June 2nd. Electrical is underway for the new 20' screen which has been installed. As soon as electrical is complete it will be operational. A Facility Committee meeting was recently held discussing the design of the additional classrooms. Two of the 4 rooms will be exactly the same, upper and lower, on the South side of the building. The upper and lower two classrooms on the North side will be a little larger at 900 sf and 1400 sf. The larger, upper classroom will be dedicated to the Art program. The room below will have flexibility for its use.

Mr. Miller handed out bond budget sheet showing the project, estimated cost, what's been paid to date as well as a new estimate if anything has changed. Brett Costley asked for a column to be added that shows when a project has been completed. It was also noted to include the Class Photos with the new trophy case project

The initial cost of the welding shop has increased by \$25K. This has not yet gone out to bid and likely will not be completed prior to Fall. The exact location is still being discussed. A question from the audience was asked: Will new shop teachers be able to do welding? According to Mr. Miller he has basic skills and will be taking course work.

10.0 ACTION ITEMS

- 10.1 2018-19 Fee Schedule:** Susan Wagner moved to approve the 2018-19 fee schedule as corrected. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance. **2018-19 FEE SCHEDULE APPROVED**

- 11.0 MONITORING BOARD PERFORMANCE:** The Board will do a self-evaluation at a workshop on May 31st beginning at 6:00 p.m. **MONITORING BOARD PERFORMANCE**

12.0 CONSENT AGENDA

- 10.1 Minutes of the 04/12/18 Regular Meeting.** Melissa Zavales moved to approve the minutes of the 04/12/18 regular meeting as presented. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance. **MINUTES APPROVED**

- 13.0 **RECESS to EXECUTIVE SESSION** under O.R.S. 192.660 (2) (i).”to review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member...” at 8:34 p.m. RECESS TO EXECUTIVE SESSION
- 14.0 **RETURN TO REGULAR SESSION** at 9:08 p.m. RETURN TO REGULAR SESSION
- 15.0 **ACTION ITEM:** There was nothing to act upon at this time.
- 16.0 **Other Issues:** None. OTHER ISSUES
- 14.0 **MEETING ADJOURNED** at 9:10 p.m. ADJOURNED

Submitted by Barb Carr, Administrative Assistant

Board Chair

District Clerk

