

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

July 14, 2016

- 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 6:06 p.m. by Brett Costley. **MEETING CALLED TO ORDER**
- Board Present:** Brett Costley, Ernie Smith, Greg Kintz, and Susan Wagner. Cari Levenseller arrived at 6:36 p.m. **BOARD PRESENT**
- Board Absent:** Brittanie Roberts and Katie Cook **BOARD ABSENT**
- Staff Present:** Aaron Miller, Superintendent; Dawn Plews, Business Manager; and Barb Carr, Administrative Assistant. **STAFF PRESENT**
- Visitors present:** Scott Laird **VISITORS PRESENT**
- 1.1** The Pledge of Allegiance was recited. **PLEDGE OF ALLEGIANCE**
- 1.3 Agenda Review:** Brett Costley added Information & Discussion item #6.10 OSBA Priorities. Ernie Smith moved to approve the agenda as amended. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance. **AGENDA REVIEW**
- 2.0 BOARD CHAIR / VICE CHAIR:**
- 2.1 Elect 2016-17 Board Chair:** Ernie Smith nominated Brett Costley for 2016-17 Board Chair. Susan Wagner seconded the motion. There were no other nominations. Susan Wagner moved to elect Brett Costley as the 2016-17 Board Chair. Ernie Smith seconded the motion. Motion passed unanimously with those in attendance. **COSTLEY ELECTED 2016-17 BOARD CHAIR**
- 2.2 Appoint 2016-17 Board Vice Chair:** Ernie Smith nominated Greg Kintz for 2016-17 Board Vice Chair. Susan Wagner seconded the motion. There were no other nominations. Susan Wagner moved to elect Greg Kintz as 2016-17 Board Vice Chair. Ernie Smith seconded the motion. Motion passed unanimously with those in attendance. **KINTZ ELECTED 2016-17 BOARD VICE CHAIR**
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None **PUBLIC COMMENT**
- 4.0 CONSENT AGENDA:** **CONSENT AGENDA**
- 4.1** Minutes of 06/09/2016 Regular Meeting and Public Hearing **MINUTES APPROVED**
- 4.2** Designate **DESIGNATE:**
- 4.2.1** Chief Administrative & Budget Officer/Clerk – Aaron Miller **CHIEF ADMIN/CLERK**
- 4.2.2** Custodian of Funds – Aaron Miller **CUSTODIAN OF FUNDS**
- 4.2.3** Representative of Federal/State Fund & Grant Applications – Aaron Miller **GRANT APPS REP.**
- 4.2.4** Depository of Funds – US Bank & Government Pool **DEPOSITORY OF FUNDS**
- 4.2.5** District Auditors – Grove, Mueller, & Swank, P.C. **AUDITORS**
- 4.2.6** Insurance Agent of Record – Brown & Brown Northwest **INSURANCE AGENT**
- 4.2.7** Attorney of Record – Garrett, Hemann, Robertson, Jennings, Comstock & Trethewy, P.C. **ATTORNEY OF RECORD**
- 4.2.8** Newspaper of Record – Vernonia's Voice **NEWSPAPER OF REC.**
- 4.3** Set: **BORROWING LIMIT SET**
- 4.3.1** Borrowing Limit - \$150,000.00
- Greg Kintz moved to approve the consent agenda as presented. Ernie Smith seconded the motion. Motion passed unanimously with those in attendance. **CONSENT AGENDA APPROVED**
- 5.0 REPORTS & DISCUSSION**
- 5.1 Financial Report:** It was noted that the ending fund balance minus the projected May 2017 **FINANCIAL REPORT**

local revenue adjustment was up slightly. Dawn Plews also stated that not included within this financial report is the state school fund revenue that the District is borrowing. The agreement for this is still being finalized..

5.1.1 Resolution #1617-01 to Contract General Obligation Bonded Indebtedness, to Refinance Construction Debt and Finance Capital Projects. Aaron Miller explained the presented resolution is for the bonding amount for the upcoming November election. He and Dawn Plews have been working with PiperJaffrey and the District's Bond Counsel to establish the correct wording. The resolution must be submitted to ODE by Aug 5, 2016 to meet the deadline for the OSCIM grant. The District has been selected, via lottery, to receive up to \$2.7 million in OSCIM matching funds should our bond pass with the voters. Language addressing this matching opportunity is included within resolution. Also included is required legal language.

RESOLUTION 1617-01

On Exhibit A, the 10 word Caption is the title that will show in the voter pamphlet. The 20 word Question is fairly straightforward however the 175 word Summary took time to develop.

The board, after discussion, asked that the order of bulleted items under construction on Exhibit A be rearranged to list academic areas first. A question arose as to whether or not an explanation to highlight the extension of the current bond and the maintenance of the originally approved bond amount needed to be included. It was felt that including this language would be too involved to be listed on the summary and would be something addressed in the marketing conducted by the Bond Committee.

Minor changes were suggested to keep the school names consistent.

- 5.2 Maintenance Report:** The maintenance report was reviewed. A suggestion was made to install a metal ladder to the crow's nest at Greenman Field that could be removed during the off season. This might help reduce unauthorized access and vandalism.

MAINTENANCE REPORT

Cari Levenseller arrived at 6:36 p.m.

- 5.3 Project Updates:** Aaron Miller gave an update on the following projects:
Softball Field: There is some minor work remaining to complete this project. Finishing the fence and installing a couple gates as well as completing the bullpen and dugouts. The irrigation sprinklers were tested today and all went well.

PROJECT UPDATE

Baseball Field: The construction contract has been awarded to Dan Titus. He will start next week. The scope of his contract involves scraping the sod off the field, digging trenches for irrigation, delivering and spreading topsoil. Irrigation pipe will be installed by Aaron Miller and coach Joe Walters. Once the irrigation piping is in, Dan will add sand to the trenches and then fill with soil. Don Wallace, with KLS Surveying, will be here on Friday to establish where fence posts, dugouts, etc. will be located.

Aaron indicated the need to have discussions with both Softball and Baseball coaches and the Athletic Director about how the field dugouts will be constructed. The goal is to have uniform dugouts on both the softball and baseball fields.

- 5.4 Board Committee Reports:** There were no reports given.

6.0 INFORMATION & DISCUSSION

- 6.1 Board Liaisons to District Committees:** Aaron Miller explained that there are school committees that Board members are welcomed to be part of. Discussion was held on when the committees hold their meetings. It was noted as a reminder that due to quorum laws no more than 3 board members could be part of any one committee. Board members expressed interest in the following:

BOARD LIAISONS TO
DISTRICT COMMITTEES

6.1.1 Curriculum (Instructional Team Leaders): Meets once per month before school. Cari Levenseller will be part of this committee.

CURRICULUM

- 6.1.2 Technology:** Meets once a month before school. Cari Levenseller will be part of this committee. TECHNOLOGY
- 6.1.3 Safety:** Meets once a month before school. Cari Levenseller will be part of this committee. SAFETY
- 6.1.5 Talented & Gifted:** Did not meet last year. Michelle Eagleson will take over committee this upcoming year. Susan Wagner will be part of this committee. TALENTED & GIFTED
- 6.1.7 Positive Behavior & Intervention Support (PBIS):** Meets after school monthly with more meetings at the beginning of the year. Susan Wagner will be part of this committee. PBIS
- 6.1.8 School Based Health Center:** Brett Costley shared that he is part of the SBHC committee.
- 6.2 Board Committee Assignments:** Aaron Miller explained that there are four board committees that are active. Three board members can serve on each committee. BOARD COMMITTEE ASSIGNMENTS
- 6.2.1 Negotiations:** Ernie Smith, Brett Costley, Greg Kintz volunteered to serve on this committee. NEGOTIATIONS COMMITTEE
- 6.2.2 Policy Review:** Cari Levenseller volunteered to serve on this committee. Katie Cook and Brittanie Roberts served on this committee last year and were suggested as continuing. POLICY REVIEW
- 6.2.3 Facilities (Long Range Planning):** Ernie Smith and Susan Wagner volunteered for this committee. FACILITIES
- 6.2.4 Vernonia Education Foundation (VEF):** Greg Kintz and Cari Levenseller volunteered to remain on this committee. VEF
- 6.3 Substitute Teacher Pay:** The State dictates the minimum rate of pay for substitute teachers. This year the state minimum has increased to \$175.45 per day. Aaron Miller recommends setting our rate at \$ 180.00 per day. There is still a challenge with getting subs regularly. TEACHER SUB PAY FOR 2016-17 DISCUSSED
- 6.4 Board Meeting Schedule:** Aaron Miller shared a draft calendar and explained that all meetings fall on the 2nd Thursday of each month. The months containing five Thursdays were noted as possibly holding a workshop on the 5th Thursday. After discussion only the 5th Thursday in September will remain on the calendar as a Board Workshop. 2016-17 BOARD MTG. SCHEDULE DISCUSSED
- 6.5 Student Fees:** Aaron Miller reviewed the draft fee schedule for 2016-17. Adjustments include a \$0.10 increase on student lunches per ODE. To be consistent in pricing the Adult entrée prices were decreased. A suggestion was made to consider waiving any pay to play sports fees if a parent is a volunteer coach. Aaron will check with PACE legal counsel and report back to the board hopefully at the next board meeting. 2016-17 STUDENT FEES DISCUSSED
- 6.6 VEA Contract:** Aaron Miller shared that the district negotiation team and the VEA worked successfully to settle on contract language. There are only two items adjusted in the 2016-17 contract. 1) Employees will move forward with their step but will receive no cost of living adjustment. 2) It was agreed that VEA will continue to pay individual premiums based on composite rates however, the District will pay OEGB group premiums based on the tiered rates. The proposed contract has been ratified by the VEA. The hope is to have similar discussions with the VEA next year to come to a more formal agreement on insurance tiered rates. VEA CONTRACT DISCUSSED
- 6.7 OSEA Contract:** Aaron Miller shared that as with the VEA the OSEA will move on the step column in this proposed one year contract (2016-17) but will not receive cost of living adjustments. The insurance tiered vs composite rate language is the same as the VEA. The OSEA has ratified this contract. The salary scheduled was updated with the classification levels cleaned up. OSEA CONTRACT DISCUSSED

The OSEA asked for a Memorandum of Agreement (MOA) that if any other group is to receive any kind of monetary increase, everyone in the OSEA would get the same amount.. Aaron stated that they have not provided this language to him to include in the contract at this point. It is something that can be approved by the Board at a future meeting if presented.

6.8 Out of State Travel Request: Aaron Miller on behalf of Nate Underwood, shared that a \$30,000 training & implementation grant was received from Advancement Via Individual Determination (AVID). This program is used to create a college going atmosphere for students and staff. The out of state travel request is so staff can attend initial training in San Diego, CA in August.

6.9 Licensed Staff Resignations: Aaron Miller shared that three licensed staff have submitted their resignations. Theresa Dee, Elementary Teacher; Jean Riley, HS Science Teacher; and Steve Whiteman, part time HS Science, Math, and Head Girls Basketball Coach. Both Theresa and Jean are leaving due to a move from the area. Steve is taking advantage of his retirement.

LICENSED STAFF
RESIGNATIONS
DISCUSSED

6.10 OSBA Priorities: Brett Costley shared that the Oregon School Boards Association (OSBA) is looking at setting their priorities for next year. They have put out a survey for local boards to weigh in and provide input in setting these priorities. Brett indicated he did the survey and had a personal conversation with OSBA about their priorities being vague and meaningless, feeling 3-5 top priorities would be more effective. Also discussed was OEBB, PERS, equitable funding and the amount of time required to adhere to standardized testing. OSBA is looking for input from school boards as they often don't receive feedback. Brett encouraged all on our Board to review what they are doing and submit input.

Greg Kintz shared his experiences with serving on the Board of OSBA. A lot of No Child Left Behind (NCLB) requirements are going away and more and more power is pushing down to the state level.

7.0 ACTION ITEMS

7.1 Resolution #1617-01: Ernie Smith moved to approve Resolution #1617-01 to Contract General Obligation Bonded Indebtedness to Refinance Construction Debt and Finance Capital Projects as amended. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

RESOLUTION #1617-01
APPROVED

7.2 Substitute Teacher Pay: Greg Kintz moved to establish the Substitute Teacher Pay for 2016-17 at \$180.00 per day. Cari Levenseller seconded the motion. Motion passed unanimously with those in attendance.

SUBSTITUTE PAY FOR
2016-17 SET AT \$180
PER DAY.

7.3 Board Meeting Schedule: Susan Wagner moved to approve the board meeting schedule for 2016-17 as amended. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance.

BOARD MEETING
DATES SET FOR 2016-17

7.4 Student Fees: Ernie Smith moved to approve the 2016-17 fee schedule as presented. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

FEE SCHEDULE SET FOR
2016-17

7.5 VEA Contract: Ernie Smith moved to ratify the 2016-2017 VEA Contract as presented with typos corrected. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

VEA CONTRACT
RATIFIED FOR ONE
YEAR

7.6 OSEA Contract: Susan Wagner moved to ratify the 2016-2017 OSEA Contract as presented. Ernie Smith seconded the motion. Motion passed unanimously with those in attendance.

OSEA CONTRACT
RATIFIED FOR ONE
YEAR

7.7 Out of State Travel: Ernie Smith moved to authorize out-of-state travel for Nate Underwood, Juliet Safier, Pete Weisel, Terri Willard, Doran Lower, and Susanne Myer to attend the A.V.I.D. training in San Diego, CA August 1-3, 2016. Cari Levenseller seconded the motion. Motion passed unanimously with those in attendance.

OUT OF STATE TRAVEL
APPROVED

7.8 Resignations: Susan Wagner regrettably moved to accept resignations from licensed staff members Theresa Dee, Jean Riley and Steve Whiteman. Cari Levenseller seconded the motion. Motion passed unanimously with those in attendance.

LICENSED STAFF
RESIGNATIONS
ACCEPTED

8.0 SUPERINTENDENT REPORT: Aaron Miller updated the board on the following:

**SUPERINTENDENT
REPORT**

- Board Chair, Board Member, and Superintendent monthly lunches will resume when school starts up.
- Several student interns are working this summer through paid internships funded by grant money. There is one student working at Stub Stewart State Park, two students working for the Upper Nehalem Watershed Council and five students working with Mark Brown and the custodial/maintenance crew.
- Updated enrollment numbers will be provided in September. Likely our numbers will be down as we graduated a large senior class in June and the incoming Kindergarten class is less.
- The Bond Refinance/Advanced Refund moved forward and is finalized. Taxpayers will receive approximately \$691,000 in savings with this refinancing.
- Dawn Plews will be retiring at the end of August. Currently the ESD is working to secure a replacement for her. The hope is to bring this person to the August board meeting for introduction.

Other Issues: None

OTHER ISSUES.

9.0 MEETING ADJOURNED at 7:36 p.m.

ADJOURNED

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

Board Chair

District Clerk

