

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

July 9, 2009

- 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 6:02 p.m. by Kim Wallace. MEETING CALLED TO ORDER
- Board present:** Kim Wallace, Jim Krahn, Cari Levenseller, Tim Bamburg, Ernie Smith, and Greg Kintz. Absent: Tammy Jennings. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Aaron Miller, Elementary Principal; Barb Carr, Administrative Assistant; Dawn Plews, Business Manager, and Tom Ramsey, Maintenance Supervisor. STAFF PRESENT
- Visitors present:** Shelley Cota, Carol Cox, Rebecca McGaugh VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2** Agenda Review: Items 1.3 and 1.4 were added.
- 1.3** **Accept May 2009 Election Abstract:** Tim Bamburg moved to accept the May 2009 official election abstract. Motion seconded by Jim Krahn. Motion passed unanimously. ELECTION ABSTRACT ACCEPTED
- 1.4** **Swear in Elected Board Members:** Recently elected board members Kim Wallace, Jim Krahn, Ernie Smith and Cari Levenseller stood and were administered the Oath of Office by Dr. Cox. They each were elected to a 4 year term beginning July 1, 2009 and expiring June 30, 2013. NEWLY ELECTED BOARD MEMBERS SWORN IN.
- 2.0 BOARD CHAIR & VICE CHAIR**
- 2.1** **Elect 2009-10 Board Chair:** Kim Wallace nominated Jim Krahn for 2009-10 Board Chair. Cari Levenseller seconded the motion. There were no other nominations. Motion passed unanimously. KRAHN BOARD CHAIR FOR 2009-2010
- 2.2** **Elect 2009-10 Board Vice Chair:** Tim Bamburg nominated Cari Levenseller for 2009-10 Board Vice Chair. Motion seconded by Kim Wallace. There were no other nominations. Ernie Smith moved to cast a unanimous ballot for Cari Levenseller. Motion passed unanimously. LEVENSELLER BOARD VICE CHAIR FOR 2009-10
- Jim Krahn thanked Kim Wallace for all her work as board chair.
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- 4.0 CONSENT AGENDA:** CONSENT AGENDA
- Dr. Cox explained that there was a question regarding our newspaper of record. He checked with OSBA and they indicated there is some concern with a paper that only publishes twice a month but that it is okay to have them as our newspaper of record.
- Kim Wallace moved to approve and Cari Levenseller seconded the consent agenda as presented.
- 4.1** Minutes of 06/11/09 Regular Meeting and Public Hearing. MINUTES APPROVED
- 4.2** Designate DESIGNATE:
4.2.1 Chief Administrative & Budget Officer/Clerk – Kenneth Cox CHIEF ADMIN/CLERK

4.2.2	Custodian of Funds – Kenneth Cox	CUSTODIAN OF FUNDS
4.2.3	Representative of Federal/State Fund & Grant Applications – Kenneth Cox	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 – Beecher Carlson (formerly JBL&K)	INSURANCE AGENT
4.2.7	Attorney of Record – Garrett, Hemann, Robertson, Jennings, Comstock & Trethewey, P.C.	ATTORNEY OF RECORD
4.2.8	Newspaper of Record – The Independent	NEWSPAPER OF RECORD
4.3	Set:	SET:
4.3.1	Borrowing Limit - \$150,000.00	BORROWING LIMIT
4.3.2	Public Officials Bond - \$500,000 per incident for Kenneth Cox, Dawn Plews, and all employees.	PUBLIC OFFICIALS BOND

Motion passed unanimously.

5.0 REPORTS & DISCUSSION

- 5.1 Financial Report:** Dawn Plews reported that the District ending fund balance is at \$53,000. Revenues will come in during July and August (property taxes) that will attach to last year. Because of this the anticipated amount of transfer from the capital reserve fund won't be established until August. The District needs to see what will actually be needed to bring our ending fund balance up to what was budgeted. There were no questions from the board. FINANCIAL REPORT
- 5.2 Transportation Report:** Shelley Cota handed out her report. Kim Wallace asked the difference between an accident and an incident? An accident would involve injury or damage to the bus. An incident is basically just that – something that happened with a bus but did not cause any damage or have any injuries. Shelley feels the number of transported students for 2009-10 will be close to the same as for 2008-09. The major change to routes this year is the addition of a midday Kindergarten run now that the District is going to a half day Kindergarten schedule. Dr. Cox indicated that the PBS program will carry over to K-12. Shelley and the bus drivers will participate in the training. TRANSPORTATION REPORT
- 5.3 Maintenance Report:** Tom Ramsey was in attendance at this meeting. The board indicated they liked the report he provides. Tom highlighted some of the recent projects: MAINTENANCE REPORT
- Large tree in front of green building was removed.
 - On going maintenance and meeting fire marshal requirements to move the band room back into the VHS sports complex.

Cari Levenseller asked if there is a plan to deal with staff members setting off the alarm. The call order is Tom, then Aaron Miller, Ken Cox, and Glenda Delemos. If ADT is able to reach any of these people the police are not contacted.

Ernie Smith was concerned that Bridge Street should have been closed when the tree was coming down. Tom indicated he had staff on the ground to let them know when traffic was coming and to keep pedestrians back.

6.0 INFORMATION & DISCUSSION

- 6.1 Textbook Adoption / WGS:** There are two separate adoptions being presented: WGS TEXTBOOK ADOPTION
- The Health adoption will be from McMillan Publishing. George Spaulding, David Spackman and Robyn Richmond were the committee members that chose the book "Health & Wellness". The committee brought four separate programs to the school and all teachers were able to view the materials. The decision was a unanimous selection by all staff. Mr. McClain has connections with the Sherwood School District which provided our District with Teachers' editions. Once approved the District will purchase one textbook set per grade level and they will share between the two classes.

- Math adoption – this adoption is extremely important right now. Currently the elementary school is using two separate programs; one for K-2 and one for 3-5. There is a big disconnect between the programs and they are not meshing well. The new option was selected by committee members Robin Murphy, Gienah Cheney, and Judy Gingerich. “Math Expressions” was unanimously selected by all staff. They liked the progression and order of concepts. The new K-5 program will provide a lot of consistency.

Ernie Smith asked about money for textbook adoption? Was it budgeted? Dr. Cox responded that no, however he is planning on using some of the \$381,00 the district is receiving for technology.

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| 6.2 | Board Meeting Schedule: Dr. Cox presented a calendar of board meeting dates for 2009-10. All dates fall on the 2 nd Thursday. There was no need to adjust in the August meeting date to accommodate the booster camp as it falls a week earlier this year. A board retreat has been scheduled for August 27 th . There are two other months with five Thursdays that could be used for board workshops. Jim Krahn would like to use the workshops for bond PR as well as board member responsibilities. He feels these two topics are extremely important. | 2009-10 BOARD
MEETING SCHEDULE |
| 6.3 | Board Liaisons to District Committees: The District has a number of committees that meet monthly. Dr. Cox reviewed the various committees. Board participation is not required, however if a board member has particular interest they are welcome to attend the meetings.
6.3.1 Public Relations. Focus will be the bond. Jim Krahn asked if this is the group with Sharon Bernal? Yes, it would overlap to the Bond committee although the District has nothing to do with the bond committee.
6.3.2 Curriculum. Mr. Miller
6.3.3 Technology. There are a number of technology staff developments next year.
6.3.4 Safety. Tom Ramsey and Marie Knight
6.3.5 Health & Wellness. George Spaulding
6.3.6 Talented & Gifted. Mr. Miller
6.3.7 Facilities (Long Range Planning) Works primarily with architects at this point
6.3.8 Oregon Solutions (NOT a District Committee) would recommend Jim Krahn & Kim Wallace continue with this group
6.3.9 District Goals. Would like to set a time to work on this with a couple board members. | BOARD LIAISONS TO
DISTRICT COMMITTEES

PUBLIC RELATIONS

CURRICULUM
TECHNOLOGY
SAFETY
HEALTH & WELLNESS
TALENTED & GIFTED
FACILITIES
OREGON SOLUTIONS

DISTRICT GOALS |
| 6.4 | Board Committee Assignments: These are standing committees. Next year negotiations will occur with the classified union. Two or three board members need to be on each committee.
6.4.1 Negotiations: Ernie Smith, Jim Krahn, and Cari Levenseller

6.4.2 Policy Review Committee: Tim Bamburg, Greg Kintz, and Tammy Jennings. | BOARD COMMITTEE
ASSIGNMENTS
NEGOTIATIONS
COMMITTEE –
POLICY REVIEW – |
| 6.5 | Substitute Teacher Pay: Last year Vernonia School District paid our licensed substitutes \$170.00 per day. Discussion was held on our new Sub Finder system and the reason our district has paid more than the state average in the past. This will be an action item later in the meeting. | SUB PAY FOR 09-10
DISCUSSED |
| 6.6 | Vernonia Sentry Donation: Dr. Cox will write a formal letter of thanks to Sentry Market for their \$10,000 donation to the Oregon Solutions Project. He also recently received notification that an additional \$10,000 from the Ford Family Foundation will go towards the Oregon Solutions Project. | SENTRY DONATION TO
OREGON SOLUTIONS
PROJECT |
| 6.7 | Bond Counsel: Dawn Plews reported that Carol Samuels of Seattle NW Securities recommended three bond counsel companies for the District to use. All three provide the same services and don't collect unless our bond passes. Carol Samuels recommends K & L Gates – Ann Sherman. Kim Wallace asked if Dawn had met Ann Sherman. No, not personally. However she seems very likable and responds quickly. She did help the district with previous resolution language allowing reimbursement for expenses. | BOND COUNSEL
RECOMMENDATION
PRESENTED |

6.8 BOORA Contract: To move forward with the next phase (current contract ends July 31st) which will be to start drawing the walls and design documents by bond election in November a new contract needs to be agreed upon. The Proposal from BOORA is for this next phase. If the Board would rather have an actual contract presented to them a special meeting can be scheduled. BOORA is doing an exceptional job and have some great ideas. Steve Effros will give good ideas to keep the price down and get good quality schools. The contract being proposed is currently in the hands of the District's attorney. BOORA CONTRACT

6.9 Budget Concerns: Tim Bamburg indicated that at the last board meeting Kathi Fetch made comments about medical benefits being cut for two part-time employees. The current contract doesn't let us provide pro rated benefits for part time employees. Tim doesn't like this idea of eliminating their benefits. Dawn Plews commented that one of two people opts out of insurance benefits and takes a monetary stipend in lieu of insurance. BUDGET CONCERNS

Dr. Cox indicated that he spoke with Kathi Fetch after the last board meeting. He is willing to look into it and report back to the board next month if directed to do so. This is not a board decision to be made. He will look into it and let the board know.

7.0 ACTION ITEMS

7.1 Textbook Adoption: Cari Levenseller moved to adopt the Houghton Mifflin Harcourt Math Expressions curriculum for grades K-8 Math and MacMillan Health/Wellness curriculum for grades K-5 Health. Tim Bamburg seconded the motion. There was no further discussion. Motion passed unanimously. TEXTBOOK ADOPTION APPROVED

7.2 Substitute Teacher Pay: Greg Kintz moved to establish the Substitute Teacher Pay as presented at \$170.00 per day. Motion seconded by Ernie Smith. There was no further discussion. Motion passed unanimously. SUBSTITUTE PAY FOR 09-10 SET

7.3 Board Meeting Schedule: Cari Levenseller moved to approve the board meeting schedule as presented. Motion seconded by Kim Wallace. No further discussion. Motion passed unanimously. BOARD MEETINGS SET FOR 2009-2010

7.4 Bond Counsel: Cari Levenseller moved to approve K & L Gates as Bond counsel for the District for the upcoming Bond election in November 2009. Ernie Smith seconded the motion. Motion passed unanimously. BOND COUNSEL SELECTED

7.5 BOORA Contract: Ernie Smith moved to direct Superintendent Cox to negotiate and enter into a contract with BOORA for Schematic Design Services. Motion seconded by Tim Bamburg. Motion passed unanimously. BOORA CONTRACT

8.0 SUPERINTENDENT REPORT

Dr. Cox updated the board on the following:

- BOORA drawings that show floor plans and basic schematic drawing.
- College Options Report – have signed up to participate again next year.
- FEMA Comes Through – have approved request for 18 months additional mod rent
- Chalkboard Grant – has been submitted
- Federal Earmark Application – submitted but they are needing more detail
- Oregon Solutions – moving forward
- District Goals Review

Ernie Smith asked what our dropout rate is with new changes recently publicized by ODE? Dr. Cox indicated he will look at the changes and get our numbers.

Dr. Cox will be out next week on vacation.

Greg Kintz asked if the District ended up with an environmental company? Dr. Cox stated that he was on site with a Cascade Environmental employee yesterday. One resident indicated to Cascade Environment that Spencer Park was once used as a shooting range.

July 30th there will be a town hall meeting at 7:00 p.m. in the Cafeteria.

9.0 RECESS to EXECUTIVE SESSION under O.R.S. 192.660 (2) (3) “to conduct deliberations.....to negotiate real property transactions” at 7:45 p.m. RECESSED TO EXECUTIVE SESSION

Dr. Cox reminded the board that we are in executive session and therefore all discussions are confidential.

RECONVENE to REGULAR SESSION at 8:10 p.m. RECONVENE TO REGULAR SESSION

Greg Kintz moved to authorize the Superintendent Cox to negotiate for real property on the boards behalf as discussed in executive session. Cari Levenseller seconded the motion. Motion passed unanimously. SUPT. COX AUTHORIZED TO NEGOTIATE FOR REAL PROPERTY

10.0 MEETING ADJOURNED at 8:12 p.m. ADJOURNED

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

Board Chair

District Clerk