

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

July 21, 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 6:10 p.m. by Chair Jim Krahn. MEETING CALLED TO ORDER
- Board present:** Jim Krahn, Tim Bamburg, Greg Kintz, and Ernie Smith. Cari Levenseller arrived at 7:07 p.m. Absent: Bill Langmaid BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Juliet Safier, Licensed Staff; and Kathi Fetch and Jan Dyer, Classified Staff. STAFF PRESENT
- Visitors present:** Rebecca McGaugh and Stacy Adams. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2** Agenda Review: Remove item 5.3 Reports – Metropolitan Group AGENDA REVIEW
- 1.3** Swear in Newly Elected Board Members: Dr. Cox read the Oath of Office to the newly elected board members Tim Bamburg and Greg Kintz. Also elected to another 4-yr term was Bill Langmaid who was not in attendance at this meeting. NEWLY ELECTED BOARD MEMBERS SWORN IN
- 2.0 BOARD VACANCY APPOINTMENT**
- 2.1 Elect 2011-12 Board Chair:** Ernie Smith nominated Jim Krahn for 2011-2012 Board Chair. Motion seconded by Tim Bamburg. There were no other nominations. Motion passed unanimously. KRAHN ELECTED 2011-2012 BOARD CHAIR
- 2.2 Elect 2011-12 Board Vice Chair:** Tim Bamburg nominated Cari Levenseller for 2011-2012 Board Vice Chair. Ernie Smith seconded the motion. There were no other nominations. Motion passed unanimously. LEVENSELLER ELECTED 2011-2012 BOARD VICE CHAIR
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None. PUBLIC COMMENT
- 4.0 CONSENT AGENDA:** CONSENT AGENDA MINUTES APPROVED
- 4.1** Minutes of 06/09/11 Regular Meeting and Public Hearing.
- 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

Tim Bamburg moved to approve the consent agenda as presented. Motion seconded by Ernie Smith. Motion passed unanimously. CONSENT AGENDA APPROVED

5.0 REPORTS & DISCUSSION

5.1 Financial Report: Dawn Plews reported that the state timber revenue came in higher than originally budgeted but these funds must be returned in May of 2012. The end-of-year enrollment numbers were down from what was projected to the State. Because of this our State School Fund will be adjusted in May of 2012. FINANCIAL REPORT

Ernie Smith commented that he felt it was irresponsible of our state legislators to support recent legislation allowing district boundary lines to be crossed. He is concerned as to how this will impact school districts.

5.2 Project Manager Report: Steve Effros was not in attendance. His written report was provided to the board. PROJECT MANAGER REPORT

Dr. Cox highlighted the fact that the steel bracing is almost complete and the roof installation is scheduled to begin on August 8th.

Dr. Cox mentioned that this is a good time for the board to go up to the site for a visit. A lot of changes have taken place. Please let Dr. Cox know if you are interested in scheduling a site visit.

5.3 Metropolitan Group Report. This was removed from the agenda during the agenda summary. John Donovan will attend the board retreat on August 25th and give an up-to-date report at that time. MET GROUP REPORT

6.0 INFORMATION & DISCUSSION

6.1 Board Meeting Schedule: Dr. Cox reviewed the draft board schedule. All regular business meetings will fall on the second Thursday of each month with the exception of September, October, and November. The meetings will be on the third Thursday of these three months. 2011-12 BOARD MTG. DATES DISCUSSED

6.2 Board Liaisons to District Committees: Dr. Cox shared with the board the committees that are currently formed and meeting on a regular basis. Board members are welcome to attend any of these meetings. For meeting times and locations contact Dr. Cox. BOARD LIAISONS TO DISTRICT COMMITTEES

6.2.1 Curriculum. Instructional team leaders meet with Aaron Miller monthly CURRICULUM

6.2.2 Technology. Glenda Delemos and Doran Lower hold early morning monthly meetings TECHNOLOGY

6.2.3 Safety. Meets quarterly at the DO. Committee includes Dr. Cox, Marie Knight, and a maintenance person SAFETY

6.2.4 Health & Wellness. Cici Bell chaired this committee last year. The District received a grade of B- on our current tobacco policy. This committee will be working with the board to update our tobacco policies.. HEALTH & WELLNESS

6.2.5 Talented & Gifted. Meets with Aaron Miller. TALENTED & GIFTED

6.2.6 Facilities (new schools oversight): Continue to meet occasionally as the need arises. Currently a couple board members are on this committee – Ernie Smith and Tim Bamburg. FACILITIES

6.2.7 Oregon Solutions (NOT a District Committee) Typically the board rep on this committee has been the board chair. OREGON SOLUTIONS

6.3 Board Committee Assignments: BOARD COMMITTEE ASSIGNMENTS

6.3.1 Negotiations: Dr. Cox indicated that next year the District will be negotiating with the VEA. Two board members are needed to sit on this committee. Currently Ernie Smith and Jim Krahn sit on this committee. Both indicated they wish to remain on this committee. NEGOTIATIONS COMMITTEE

6.3.2 Policy Review: Policy Updates come quarterly from OSBA. Greg Kintz and Bill Langmaid are currently on this committee. Greg indicated he is willing to remain on this committee. The board asked that Bill also remain on this committee. POLICY REVIEW

6.4 Substitute Teacher Pay: Dr. Cox indicated in the past our district has raised our sub pay above the state average to encourage subs to come to Vernonia. We are currently paying our subs \$170.00 per day which is still above the state recommendation of \$162.25 per day. He recommends keeping our sub pay at \$170.00 per day for the 2011-2012 school year. TEACHER SUB PAY FOR 2011-12 DISCUSSED

6.5 Student Fees: Dr. Cox indicated that Food Service fees have increased \$.10 for lunch. This was mandated by the National School Lunch Program. This is the only change to existing fees. 2011-12 STUDENT FEES DISCUSSED

New Band fees have been proposed by the Band Boosters. All band students would now pay an annual fee as well as an instrument rental fee. Beginning band students in 5th grade would not pay a fee until 2nd semester and would not pay an instrument rental fee.

Jim Krahn was concerned that the District make sure all kids are able to participate regardless of money. Band Booster member Stacy Adams shared that scholarships would be available to students in need.

6.6 Board Member Replacement Timeline: Jim Krahn would like to move quickly on finding a replacement board member. Due to limited time and publication dates of the paper it was decided to accept applications through until the 19th of August. Interviews will be held prior to the August 25th retreat/workshop. An appointment will most likely occur at the September board meeting. Applications will be on the website as well as at the District Office. Jim Krahn encouraged all board members to invite folks to apply. VACANT DIRECTOR REPLACEMENT TIMELINE DISCUSSED

7.0 ACTION ITEMS

7.1 Substitute Teacher Pay: Tim Bamburg moved to establish the District's substitute teacher pay for 2011-12 at \$170.00 per day. Greg Kintz seconded the motion. Motion passed unanimously. SUBSTITUTE PAY FOR 2011-12 SET AT \$170/DAY.

7.1 Board Meeting Schedule: Tim Bamburg moved to approve the board meeting schedule for 2011-12 as presented. Greg Kintz seconded the motion. Motion passed unanimously. BOARD MEETING DATES SET FOR 2011-12

7.3 Student Fees: Ernie Smith moved to approve the 2011-12 student fees as presented minus the band fees which will be reviewed at a later date. Tim Bamburg seconded the motion. Motion passed unanimously. STUDENT FEES SET FOR 2011-12

7.4 Board Member Resignation: Tim Bamburg moved to accept the resignation of board member Kim Wallace effective July 1, 2011. Motion seconded by Ernie Smith. Motion passed unanimously. BOARD MEMBER WALLACE RESIGNS EFFECTIVE 7/1/11

7.5 Superintendent Authorization to Develop Design Work RFP: Greg Kintz moved to authorize the Supt. to coordinate with the City of Vernonia the development and release of an RFP for design work for demolition and new Spencer Park Plan. Tim Bamburg seconded the motion. Motion passed unanimously. SUPT AUTHORIZED TO DEVELOP DESIGN WORK RFP

8.0 SUPERINTENDENT REPORT:

Dr. Cox updated the board on the following:

- Budget / Economic Outlook
- Construction Update:
- FEMA Update
- City / District Executive (Planning) Committee
- Catalyst / Oregon Solutions Project Report
- Staffing updates
- Summer Meals Program

SUPERINTENDENT REPORT

Cari Levenseller arrived at 7:07

9.0 RECESS TO EXECUTIVE SESSION: Under O.R.S. 192.660 (2) (d) at 7:10 p.m.
Supervisory / Confidential and Administrative contract negotiations were discussed.

RECESS TO EXECUTIVE
SESSION

10.0 RECONVENE TO REGULAR SESSION: Reconvened to the regular meeting at 7:50 p.m.

RECONVENE REG. MTG.

11.0 MEETING ADJOURNED at 7:50 p.m.

ADJOURNED

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

Board Chair

District Clerk