

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

August 11, 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 6:02p.m by Chair Jim Krahn. MEETING CALLED TO ORDER
- Board present:** Jim Krahn, Bill Langmaid, Greg Kintz, Tim Bamburg, and Ernie Smith. Cari Levenseller arrived at 6:21 p.m. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Nate Underwood, High School Principal; James Brookins, Special Education Director; Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Juliet Safier and Randy Shockey, Teachers; and Betsy Miller, Classified Staff. STAFF PRESENT
- Visitors present:** Rebecca McGaugh, Steve Effros, and Shelley Cota VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2** Agenda Review: AGENDA REVIEW
- 2.0 SWEAR IN RECENTLY ELECTED BOARD MEMBER:** Recently elected board member Bill Langmaid was sworn in by Superintendent Ken Cox. BOARD MEMBER SWORN IN
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None PUBLIC COMMENTS
- 4.0 CONSENT AGENDA:** CONSENT AGENDA
Bill Langmaid moved to approve the consent agenda as presented. Tim Bamburg seconded the motion.
- 4.1** Minutes of 07/21/2011 Regular Meeting MINUTES APPROVED
Motion passed unanimously.
- 5.0 REPORTS & DISCUSSION**
- 5.1 Financial Report:** Dawn Plews reported that the cash flow sheet is as of August 8th. Once the district goes through the audit process the final ending fund balance will be official. There were no questions from the Board. FINANCIAL REPORT
- 5.2 Project Manager Report:** Steve Effros added to his written report provided in the board packet. PROJECT MANAGER REPORT
- Administration walked through the site earlier this week
 - P&C hopes to have most surfaces covered by the rainy season. Blacktop, curbs, etc.
 - MOU to stock pile dirt has been created between P&C and Casey Mitchell
 - Funding efforts previously were towards securing the FEMA award. Now the effort has switched to ensuring compliance.
- Tim Bamburg asked how it is going with neighbors of the construction project? According to Steve all seems to be going okay. They did have some contractors starting a bit earlier during the tilt up period. Ken Cox stated that one neighbor had complained that one of the graders was very loud. It didn't have a muffler. P&C took care of this immediately.
- Jim Krahn reported that at a recent Oregon Solutions meeting it was reported that new foundations are showing interest in the project. There are some good leads that haven't been in the mix before. Previous leads are firming up.

5.3 Annual Transportation Report: Shelley Cota gave an annual report:

TRANSPORTATION REPORT

- 16 Total routes
- 9 Assigned drivers
- 7 Substitute drivers
- 2 Drivers currently in training
- 0 Reportable accidents in 2010-11
- 1 Breakdown in 2010-11
- 4 Times a route was covered by the van when bus was out for maintenance in 2010-11.
- 2 Incidents where the bus was late for a route in 2010-11
- 1 Route (Birkenfeld Route) is currently at capacity

Ken Cox indicated that he and Rob Curl have discussed the need for another bus. The plan is to purchase one next year.

Cari Levenseller arrived at 6:21 p.m.

Discussion was held on the possibility of students crossing district lines and attending in other districts. Tim Bamburg asked if we are required to pick up students living in another district. No. We could but the District is not required to do this. We can place a cap on the number of students coming into the district.

6.0 INFORMATION & DISCUSSION

6.1 Band Fee Proposal: A new proposal was reviewed.

BAND FEE PROPOSAL

- Fees: \$50 for 6th grade and \$75 for 7th-12th grade band students
- Instrument Rental: \$50 per school instrument per year for grades 6-12
- Family Maximum: \$150 per family per year (includes participation & rental fees)
- Payment Options: may be paid in increments but must be paid in full by March 31st. There is the option to participate in band booster fundraising activities as well as apply for a band booster scholarship.

Cari Levenseller clarified that these fees are separate from sports fees? Yes.

6.2 Student Handbook: A draft of the Student Handbook was provided to the board as information. The District Office is currently working on a new staff handbook generated from new software. The existing staff handbook has been plugged into the new software and that is currently being reviewed by Administration and others. The plan is to provide these to staff in 3-ring binders. This will allow updates to be inserted each year without having to reprint the entire handbook each year.

STUDENT HANDBOOK SHARED WITH BOARD

7.0 ACTION ITEMS

7.1 Band Fee Proposal: Bill Langmaid moved to approve the band participation fee guidelines as presented. Cari Levenseller seconded the motion. Motion passed unanimously.

BAND FEES APPROVED

8.0 SUPERINTENDENT REPORT

Dr. Cox updated the board on the following:

SUPERINTENDENT REPORT

- Chalkboard project grant has been received in the amount of \$51,250. Some of the funds will be used to pay for a portion of Mr. Miller's time and for the project manager of the CLASS grant as well for some classified training. They won't be able to do as much as originally planned as they requested \$150,000. A CLASS Grant report will be coming up at a future meeting.
- Budget/Economic Outlook – additional funds totaling \$80K came in at the end of the legislative session.
- Memoranda of Agreements regarding salary adjustments to help balance the budget this year have been signed by both unions. Teachers took a 5% cut, Classified did not take a step and

did not take a salary increase.

- Construction Update: Admin. and the Mgmt. team toured the building. The board will go up after retreat on the 25th.
- City/District Spencer Park Planning Committees: Dr. Cox is currently looking for a board member or two to sit on the executive committee which includes himself, Jim Johnson, Mayor Mitchell and two City parks committee members. Ernie Smith and Bill Langmaid volunteered to do this. Phase I of the master plan for the park is what the district is required to complete.
- Catalyst / Oregon Solutions Project Report: John Donovan will be here on 25th to give a report.
- Staffing Update: Mr. Jarman will continue as the District Athletic Director until November 15th. He will help transition in another staff member during the first part of the year.
- The Board Retreat will be on the 25th. Dinner will start at 5:30 p.m.

Tim Bamburg asked about the status of the Resource Officer. Dr. Cox indicated that this project is dead.

Tim Bamburg asked if the district suffered any damage during jamboree? Dr. Cox stated not that he was aware of. Two of the softball teams that caused issues last year were banned from attending the tournament this year.

9.0 RECESS TO EXECUTIVE SESSION Under O.R.S. 192.660 (s) (d) at 7:03 p.m.

RECESSED TO EXECUTIVE SESSION

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

Staff Present: Dr. Ken Cox, Superintendent and Barb Carr, Administrative Assistant.

Visitors Present: Rebecca McGaugh.

Confidential/Supervisory and Administrative Memorandum of Agreements and contracts were discussed.

RETURNED TO REGULAR SESSION at 8:11p.m.

RETURNED TO REGULAR SESSION

Bill Lanmaid moved to approve the Memorandum of Agreement (MOA) for the Administrative Employee Group for 2011 – 2014 as corrected. Cari Levenseller seconded the motion. Motion passed unanimously.

ADMINISTRATIVE MOA APPROVED

Bill Langmaid moved to approve the MOA for the Confidential /Supervisory Employee Group for 2011-2014 as amended. Cari seconded the motion. Motion passed unanimously.

CONFIDENTIAL / SUPERVISORY MOA APPROVED.

Bill Langmaid moved to approve a two year extension (7/1/2011 – 6/30/2013) to the superintendent contract with no salary increase and approved a construction supervisory stipend in the amount of \$1000 per month for 1 year.

SUPERINTENDENT CONTRACT EXTENDED FOR TWO YEARS

Cari Levenseller seconded the motion. Motion passed unanimously.

CONSTRUCTION STIPEND AWARDED TO SUPERINTENDENT

8.0 MEETING ADJOURNED at 8:16 p.m.

ADJOURNED

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

Board Chair

District Clerk