

VERNONIA SCHOOL DISTRICT 47J  
1201 TEXAS AVENUE  
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

September 14, 2017

- 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, Melissa Zavales, Susan Wagner, Brittanie Roberts, and Greg Kintz.

BOARD PRESENT

**Board Absent:** Katie Cook and Stacey Pelster

BOARD ABSENT

**Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Michelle Eagleson, Vice Principal; Rachel Wilcoxon, Vice Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Juliet Safier, VEA President; and Joan Jones, Licensed Staff

STAFF PRESENT

**Visitors present:** Scott Laird, Jeana Gump, Tim Anderson, Jay Anderson, and Brook Naron.

VISITORS PRESENT

- 1.1** The Pledge of Allegiance was recited.

PLEDGE OF  
ALLEGIANCE

- 2.0 AGENDA REVIEW:** Agenda adjustments included:

AGENDA REVIEW

- 6.1 change name of presenter to Aaron Miller
- Remove item 6.7 from discussion as well at 7.4 corresponding action item
- Remove the instructional assistants portion of motion in action item 7.1
- Add 2019 to the blanks in 7.2 and 7.3.

Brittanie Roberts moved to approve the agenda as amended. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None

PUBLIC COMMENT

- 4.0 CONSENT AGENDA:**

CONSENT AGENDA  
MINUTES APPROVED

- 4.1** Minutes of 08/10/2017 Regular Meeting.

Brittney Roberts moved to approve the minutes of the 08/10/17 regular meeting as presented. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

- 5.0 REPORTS & DISCUSSION**

- 5.1 Student Reports:** Brooke Naron, Public Relations Officer reported on the following:

STUDENT REPORTS

- Football beat Warrenton on Sept. 8<sup>th</sup>. There is a new JV football team this year. Volleyball tournament home on Saturday. VB won games on Monday and Tuesday. Cross Country is doing well. Cheerleading is back this year and the squad helps with lockers signs and run-throughs. Haley Lindsay is the Captain. Classes getting ready for Homecoming Week Oct. 2-6.
- Red Cross fundraiser for hurricane disaster relief will be on 9/18. Questions about the fundraiser can be directed to Ms. Willard.
- Outdoor School students will be back tomorrow.
- This year there are 13 Foreign Exchange students.
- Students love both the new HS teachers – Manning and Corey. Manning will be teaching college level math and Corey is planning to hold a Science Fair at the end of the year.
- Two new AVID elective classes are being offered this year.
- Sr. Trip bottle drive this Saturday.

**Building Report:**

BUILDING REPORTS

Nate Underwood: handed out his Chalk Talk flyer highlighting enrollment numbers, student body officers for 2017-18, upcoming calendar of events and miscellaneous student news.

Aaron Miller updated the Board on the following:

- Meet the Teacher Night before school started was a success. Parents found out class assignments and information on transportation food service Sprouts, etc. was available.
- Open House – scheduled for Sept. 28<sup>th</sup>. Information sessions will be offered.
- Salmon Watch – Oct. 4<sup>th</sup>. K, 4<sup>th</sup> and some 5<sup>th</sup>, and Mist students will participate. Lakeside School from Seattle will also be here all that week. This is the 3<sup>rd</sup> year in Vernonia. There is talk of reciprocating and sending some of our 8<sup>th</sup> grade students to Seattle.

- 5.2 **Financial Report:** The financial report provided goes through the end of August. The current ending fund balance for 2016-17 school year is \$276,971.00. The business office is currently working on preparations for the audit which begins next week. There will likely continue to be adjustments. The 2017-18 beginning fund balance is still estimated due to OSEA negotiations. FINANCIAL REPORT
- 5.3 **Maintenance Report:** The Board reviewed the Maintenance Report. Brittanie Roberts asked about the leak in Ms. Safier's room. It was a pipe that was leaking and it has been repaired according to Ms. Safier. MAINTENANCE REPORT
- 5.4 **Board Committee Reports:** Melissa Zavales was added to the PBIS Committee. Brittanie Roberts indicated that the Policy Committee will be submitting policy updates at the next meeting. BOARD COMMITTEE REPORTS
- 6.0 **INFORMATION & DISCUSSION**
- 6.1 **New Staff:** Aaron Miller introduced Michelle Eagleson and Rachel Wilcoxon, both new Vice Principals this year. Michelle is primarily K-5 and Rachel is in charge of K-12 discipline. NEW STAFF INTRODUCTIONS AND RECOMMENDATIONS
- Due to last minute Kindergarten students enrolled, the District needed to hire a 2<sup>nd</sup> Kindergarten teacher. Mr. Miller is recommending for hire, Lisa Edwardsen. Lisa earned her BA from Gonzaga and her MA from Washington State. She has 11 years of teaching experience.
- Next month Mr. Miller will bring a recommendation to hire two new Instructional Assistants.
- 6.2 **Enrollment Numbers:** Aaron Miller shared enrollment numbers for the beginning of the year. Currently K-12 our enrollment is 535. Susan Wagner asked if there is any benefit in comparing year to year numbers. Mr. Miller indicated that he always compares the last two years as the district is funded based on the higher enrollment of the last two years. ENROLLMENT NUMBERS SHARED
- 6.3 **Stadium Update:** Aaron Miller shared that a roof section in the stands at Greenman Field has failing roof supports. The City Engineer deemed the grandstands unsafe and unable to occupy. Mr. Miller met with the City Administrator and the City Engineer. It is estimated at \$2,000 to temporarily shore up the existing structure with a cost of approximately \$10,000 to do a more permanent fix. A complete new roof is estimated at \$15,000. Mr. Miller will meet again with the City next week to discuss further. Greg Kintz stated that this is no longer the District's property and feels the District should not pay for repairs. STADIUM UPDATE
- 6.4 **Oregon Outreach Incorporated:** The newly formed alternative placement for students, Vernonia Academy, currently has 6 students from Vernonia and 3 from Rainer in grades 9-12. There is one slot open for a Vernonia student. Vernonia Academy is housed in the upstairs of the House on Texas Avenue. The teachers reported that all the students are doing great and are excited to be there. Vernonia Academy, under the umbrella of Oregon Outreach Incorporated, is an accredited school and offers their own diploma. Students do group work and then individual assignments. There is a community service component as well. OR. OUTREACH INC. NEW TO VERNONIA SCHOOL DISTRICT
- 6.5 **VEA Contract:** Juliet Safier shared that the VEA has approved the two-year contract presented to the Board for ratification. The primary areas of adjustment are in the hours of the day teachers are expected to be here. After school meetings that last longer than 4:15 p.m. will VEA CONTRACT PRESENTED

provide payment to the teacher. They also adjusted days where Sped teachers could get a sub and spend the day working on paperwork. Sick leave was changed to match ORS rules. Insurance and HSA, and designating \$10,000 for tuition reimbursement was updated. The tuition reimbursement fund previously also went towards workshops. Now \$10,000 is available for tuition reimbursement only and \$5,000 for workshops that are not grant funded.

- 6.6 Administrative Memorandum of Agreement:** Aaron Miller shared that the biggest change to their contract was adding the Vice Principal position and setting a starting salary. Sick leave language was added to match the ORS and be the same as the Teacher's contract. Insurance opt out language was changed to match the Teacher's contract. The Admin contract has the same increase to the insurance cap at the Teacher's contract - \$1240.00 per month.

ADMINISTRATIVE  
MEMORANDUM OF  
UNDERSTANDING  
REVIEWED

Melissa Zavales asked if the addition of the Vice Principal positions was placed in the budget last spring. Yes, according to Mr. Miller. These positions were projected during the budget cycle.

- 6.7 Student Store:** Discussion removed from agenda.

- 6.8 OSBA Board of Directors Regional Member:** Greg Kintz shared that he has been on the OSBA Board of Directors since 2009. His current term is up December 31<sup>st</sup> and he is asking for a nomination from the Vernonia School District Board for this position again. According to Kintz, it has been a pleasure to serve the District and region. He feels it is important to be able to be a voice for the smaller districts and feels that Vernonia School District is seeing benefits for having someone represent Vernonia at this level. Brett Costley shared a little about OSBA and his appreciation of their support. Aaron Miller shared his appreciation of the free legal and policy services.

KINTZ SEEKS  
NOMINATION FOR  
OSBA BOARD OF  
DIRECTORS

## 7.0 ACTION ITEMS

- 7.1 New Hire:** Greg Kintz moved to approve the superintendent's recommendation to hire Lisa Edwardsen as Kindergarten Teacher. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance.

EDWARDSSEN HIRED AS  
KINDERGARTEN  
TEACHER

- 7.2 VEA Contract:** Susan Wagner moved to ratify the 2017-2019 Contract as presented with typo fixed on the signature page. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance.

2017-2019 VEA  
CONTRACT RATIFIED

- 7.3 Administrative Memorandum of Agreement:** Melissa Zavales moved to approve the Administrative 2017-2019 Memorandum of Agreement as presented adjusting the insurance Cap amount. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance.

2017-2019  
ADMINISTRATIVE  
MEMORANDUM OF  
AGREEMENT  
APPROVED

- 7.4 Student Store:** Removed from agenda.

- 7.5 OSBA Regional Director Nomination:** Susan Wagner moved to nominate Gregory P. Kintz to the OSBA Board of Directors of the North Coast Region, Position #14 with appreciation. Melissa Zaveles seconded the motion. Motion passed unanimously with those in attendance.

KINTZ NOMINATED TO  
OSBA BOARD of  
DIRECTORS

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

- Next school board meeting will be held at Mist.
- OSBA convention in November begins the evening of our Nov. board meeting. We must have a quorum in attendance.
- Next month agenda meeting will be Stacey and Brett
- Mr. Miller shared the AR to Policy JHCCF - Pediculosis (Head Lice)
- The School Based Health Center is in flux but meeting next week. Please email Mr. Miller with questions.

SUPERINTENDENT  
REPORT

- Paper Tigers community viewing will be October 19<sup>th</sup> from 5-8 p.m. This documentary was shared with all staff during inservice and is provided through a trauma informed care grant in Columbia County.
- Heery International will be the District's project manager for all Bond work. A draft contract will be coming to Mr. Miller soon, and will be reviewed by OSBA as well as the District's legal counsel. As soon as it is signed work will start.
- Staff Negotiations are still underway with the Classified Union
- Facilities – Baseball field grass starting to grow and the rain should help fill in areas that hadn't popped yet. Spring ball is still the target!

**9.0 Other Issues:** Scott Laird asked for an explanation of the group on campus yesterday doing a photo shoot. Aaron Miller explained that a group from Adidas arrived around 10:00 a.m. for a photo shoot that lasted until around 7:00 p.m. They brought their own models and shot both inside and outside. No Vernonia students were photographed. The District received a \$1,000 donation for allowing them to use our building and campus. **OTHER ISSUES.**

Greg Kintz shared that the OSBA first regional meeting is tonight. Columbia Co will join Washington County in October.

**10.0 MEETING ADJOURNED** at 7:07 p.m.

**ADJOURNED**

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

Board Chair

District Clerk