

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

October 12, 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 6:00 p.m. by Brett Costley. This meeting was held at Mist Elementary School. MEETING CALLED TO ORDER

Board Present: Brett Costley, Stacey Pelster, Susan Wagner, Greg Kintz and Katie Cook.

BOARD PRESENT

Board Absent: Brittanie Roberts and Melissa Zavales

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; Joan Jones, Licensed Staff and Jenny Williams, Classified Staff.

STAFF PRESENT

Visitors present: Darrold Mushatt, Matt Kleen, Leslie Woodward, Nathan Woodward, Ben Shipley, Arline Shipley, Vickie Weller, Amanda Graham, Stone Williams, Hansom Forster, Cindy Jager, Scott Laird, and Bowen Cottini.

VISITORS PRESENT

- 1.1** The Pledge of Allegiance was recited.

PLEDGE OF
ALLEGIANCE

- 2.0 AGENDA REVIEW:** Remove items 6.3 and 7.2 and add Information and Discussion item 6.5 OSEA Contract. Also add Action item 7.3 ratifying the OSEA Contract. Susan Wagner moved to approve the agenda as amended. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW

- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** Darrold Muschatt expressed his concern over the lack of communication between staff and parents. If his child is pulled out of class he wants to be notified right away. He also wants to be notified of any failing grades. PUBLIC COMMENT

Leslie Woodward asked for clarification on the purpose of this meeting. She was told this meeting was in regards to bond expenditures at Mist Elementary. It was explained that this was a regular business meeting of the school board. Bond updates would be shared by the Superintendent.

- 4.0 CONSENT AGENDA:**

CONSENT AGENDA
MINUTES APPROVED

- 4.1** Minutes of 09/14/2017 Regular Meeting.

Stacey Pelster moved to approve the minutes of the 09/14/17 regular meeting as presented. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

- 5.0 REPORTS & DISCUSSION**

STUDENT REPORTS

- 5.1 Student Reports:**

Mist 5th grade students Bowen Cottini, Stone Williams, and Hansom Forster shared with the Board what they have been studying at school and projects they are working on. They shared that a mascot has been chosen for Mist. It is the Black and Purple Mountain Lion.

BUILDING REPORTS

- 5.2 Building Report:**

Nate Underwood had nothing to add to his written report.

Aaron Miller added that the Open House last night at Mist went well. Aaron also introduced Cindy Jager, administrator at the NWRESD Columbia Service Center in St. Helens.

5.2.1 School Academic & Behavioral Data Update:

Aaron Miller discussed attendance sharing that Mr. Spackman, Counselor, is making contact with parents and students to keep the conversation about attendance going. When a student

has reached 12 absences for the year, they are considered chronically absent and the counselor then works with a truancy officer.

Rachel Wilcoxon shared behavioral information with the Board. During the month of September there were 131 referrals for K-12. This includes minor referrals which is basically a behavior reminder. The behavior data is shared with the PBIS committee to look for patterns such as the time of day or the location of incident. When patterns appear they are addressed with plans to lessen the incidents.

Ben Smith, NWRES Behavior Specialist, gave a PowerPoint presentation recently to staff. Copies of his presentation were shared. Mr. Smith was here for two hours during inservice before school began. He will be back for more training on the next two inservice dates.

Katie Cook shared the importance of working together with parents for the best results. She hopes that parents are contacting the school about the PBIS program.

Michelle Eagleson updated the Board on K-5 student testing / Dibels Day. They were able to assess all K-5 students with the help of five volunteers. Initial results show that there was no back slide over the summer. The team started interventions on the 3rd day of school and reshuffled after reviewing the data from test day. Within a week of the test day they looked at and analyzed the data, and set goals. Every 6 weeks the team will meet to look at kids struggling and will plan interventions to help them. Our Math scores across the board tend to be higher than our reading scores.

Nate Underwood shared on track to graduate data at the high school. Currently there are 47 seniors with 84% on track to graduate. 32% haven't met all the essential skill requirements yet. 15 students still must do and pass work samples. He attended a workshop last week that highlighted a study on what the key factors are to predict high school graduation. The biggest factor in keeping 9th grade students on track to graduate was passing their core classes.

MS/HS Attendance – 6 letters have gone out and 1 truancy visit for unacceptable attendance.

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| 5.3 | Financial Report: Marie Knight shared the projected ending fund balance at \$250K. This month's report shows actuals through the end of September. Revenue for the State School Fund is on track with as much information that is available at this time. The salary and benefit estimates have increased over last month. This is due to the updated salary schedule in the classified contract and two new Instructional Assistant hires. | FINANCIAL REPORT |
| 5.4 | Maintenance Report: There were no questions or comments to the written report. | MAINTENANCE REPORT |
| 5.5 | Board Committee Reports: Susan Wagner shared that she attended a Safety Committee meeting and is impressed with how organized these meetings are. Brett Costley attended the Wellness Oversight Committee at the clinic. They will have one medical provider with plans to get a second. Two days a mental health provider will be available. | BOARD COMMITTEE REPORTS |
| 5.6 | Class Size Report/Enrollment: According to Aaron Miller we lost a large senior class last June and enrolled a smaller kindergarten class this year. With that however, our numbers are still up slightly. K-12 enrollment is currently at 538. | CLASS SIZE REPORT / ENROLLMENT UPDATE |
| 6.0 | INFORMATION & DISCUSSION | |
| 6.1 | Student & Staff Handbooks: Aaron Miller shared both the student and staff handbooks with the Board. Most of the changes in staff handbook were housekeeping. In the student handbook the cell phone use information was adjusted as well as the discipline matrix. Cell phones if seen during class will now be taken away until the end of the day. Cell phones are permitted during lunch and on passing times between classes. | STUDENT & STAFF HANDBOOK |
| 6.2 | New Hires: Aaron Miller shared that two new Instructional Assistants have been hired. He welcomed Teresa Williams, our current VHS Volleyball Coach, and Sahrina Wood who has been subbing for us for over a year. Teresa will be in the Middle School Resource Room and Sahrina in our Life Skills program. | NEW HIRES T. WILLIAMS and S. WOOD |

- 6.3 **Smart Snack Standards:** Removed from agenda. SMART SNACK STANDARDS
- 6.4 **Policy Updates:** The Policy Committee has worked on recent updates form OSBA and are presenting the updates for a 1st reading. If any board members have questions on these policies please contact Mr. Miller. These will be on next month's agenda for approval. POLICY UPDATES
- 6.5 **OSEA Contract:** Mr. Miller shared that the District and the Classified Union have been in discussion for several months. They held their final meeting last Monday and the Union approved the contract last night. It is coming to the Board to be ratified. Brett Costley, Susan Wagner, and Greg Kintz are on the negotiation committee for the District. The union in their financial package opted for a cost of living increase in lieu of a step increase. Their group has several members at the top of the pay scale and by asking for a COLA all members will receive a slight increase. Language about sick leave is now up to date with new state laws allowing more qualifying relatives for sick leave. Their insurance package didn't change much financially but now has more consistent language with all the groups. Language was added about extra pay for those Instructional Assistants working with behavior and life skills programs. The Agreement is for one year on financials and 3 years on language. OSEA CONTRACT PRESENTED
- 7.0 **ACTION ITEMS**
- 7.1 **New Hire:** Susan Wagner moved to approve the Superintendent's recommendation to hire Teresa Williams and Sahrina Wood as Instructional Assistants. Katie Cook seconded the motion. Motion passed unanimously with those in attendance. WILLIAMS & WOOD HIRED AS INSTRUCTIONAL ASST.
- 7.2 **Smart Snack Standards:** Removed from the agenda.
- 7.3 **OSEA Contract:** Susan Wagner moved to ratify the 2017-2020 Contract as presented. Greg Kintz seconded the motion. 2017-2020 OSEA CONTRACT RATIFIED
- Discussion: a member of the audience asked where the starting point of the union was? He wanted to know what was proposed and what was negotiated. The Board negotiation team wasn't able to disclose closed negotiation discussions but stated that it was the request of the union to void the step increase and ask for cost of living instead.
- Chair Costley called for the vote. Yes votes: Brett Costley, Greg Kintz, Susan Wagner, and Stacey Pelster. Katie Cook abstained due to not having had the chance to read the entire contract. Motion passed.
- 8.0 **SUPERINTENDENT REPORT:** Aaron Miller highlighted his written report to the board: SUPERINTENDENT REPORT
- Board Lunch: next month will be Brett Costley and Katie Cook.
 - As a way to increase communication with the community he will be holding informal community chats monthly at various restaurants in Vernonia. The first one is scheduled for Oct. 25th at Blue House Restaurant for lunch.
 - Pledge of Allegiance occurs in our K-5 classrooms almost daily. All are meeting the one time a week requirement. MS/HS teachers are not probably doing this every week but all assemblies are started with the Pledge of Allegiance. State Law dictates that students must be given the opportunity to participate. They don't have to but they must have the opportunity.
 - Play Smart Heart Screens was recently conducted. This was the first year and we continue to implement and screen higher numbers of students next year.
 - Bond Update: Project Manager, Heery International will work on bigger projects. The area of campus security and playgrounds the District will work on these projects on our own. The Playground pieces, one portion at Mist and part in town for VES. Mrs. Jones will be working with parents and kids to determine how to spend dollars at Mist, the VEF Sprouts will work with VES. The Project Manager is getting started. Today they met with a roofing consultant at Mist. They are still hoping to get the roof repaired and gutters on this Fall. A final plan will be developed after the consultant provides his feedback.

- Specific dollars: Per the bond documentation \$35K was noted for playground enhancements and \$200K roof/gutters/systems repair at Mist. There was another amount for technology and security. Leslie Woodward asked for list of money and how it will be spent. This information was part of the bond explanation for the ballot but Mr. Miller indicated he would get that to her. She also asked for district purchasing guidelines on bids, estimates and RFP's. Brett Costley indicated that it is his plan to keep the public informed along the way.
- Grandstand. The District will not be using the Greenman Field grandstands this year due to the failing roof structure. The facility is now owned by the City. The City Council and Parks Committee will discuss the future of the grandstands next Monday at a workshop following the City Council meeting.

9.0 Other Issues: None.

OTHER ISSUES.

10.0 MEETING ADJOURNED at 7:37 p.m.

ADJOURNED

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

Board Chair

District Clerk