

**VERNONIA SCHOOL DISTRICT 47J**  
1201 TEXAS AVENUE  
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

October 13, 2016

- 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 6:01 p.m. by Brett Costley. MEETING CALLED TO ORDER

**Board Present:** Greg Kintz, Ernie Smith, Brett Costley, and Susan Wagner. Cari Levenseller arrived at 6:18 p.m. Katie Cook arrived at 6:25 p.m. Brittanie Roberts arrived at 6:38 p.m. BOARD PRESENT

**Board Absent:** None. BOARD ABSENT

**Staff Present:** Aaron Miller, Superintendent; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Joanie Jones and Jim Krahn, licensed staff. STAFF PRESENT

**Visitors present:** Sharon Bernal, Marie Krahn, Tom Jones, Tim Anderson, Don Beck, and MaryLou Busch. VISITORS PRESENT

- 1.1 Flag Salute:** The Pledge of Allegiance was recited.

PLEDGE OF  
ALLEGIANCE

- 1.3 Agenda Review:** Ernie Smith moved to approve the agenda as presented. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW

- 2.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** Jim Krahn and Sharon Bernal updated the Board on the work of the Bond Committee. They have sent out multiple mailers and have had articles in the Voice. Signs have been placed around the community and they have met with many local groups to answer questions. Next Wednesday they will hold a calling night, reminding community members to vote. PUBLIC COMMENT

Susan Wagner shared comments and expressed concern to the quality of the mailer. The concern was that they felt the mailers were too expensive. Sharon Bernal confirmed that all funds used to support the bond campaign have come from donated funds only.

Greg Kintz thanked Jim Krahn for his input into the recent article providing factual answers to questions about the bond.

Jim Krahn also shared his Project Based Learning class community survey. The survey will assist the class to determine an area of focus in administering the \$5,000 grant recently received. The students essentially become a foundation board and send out requests for proposals to utilize the grant funds. Jim asked that the survey be completed and returned to him.

**3.0 CONSENT AGENDA:**

- 3.1 Minutes of 09/08/2016 Regular Meeting**

MINUTES

Ernie Smith moved to approve the consent agenda as presented. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance.

CONSENT AGENDA  
APPROVED

**4.0 REPORTS & DISCUSSION**

- 4.1 Building Reports:** Mr. Underwood was not in attendance but his report was shared.

BUILDING REPORTS

- Homecoming was a success thanks to the hard work of the Leadership class. Seniors won the Golden Ax award at the end of the week. Homecoming King and Queen were Jake Butcher and Cassidy Whitton.
- November 1<sup>st</sup> VHS will hold another Blood Drive
- Student Council will be attending the OASC Fall Conference in Seaside soon.
- Sophomores are taking the PSAT exams next week
- Jim Krahn's project based learning class recently received a \$5,000 grant

Mr. Miller shared that elementary students had vision screening last week. Today the

Vernonia Rural Fire Department brought the fire escape house to the school and students practiced escaping the house during a fire.

Cari Levenseller arrived at 6:18 p.m.

As part of the Elementary Report, Mr. Miller asked Mrs. Jones to update the board on activities of our Mist students. Mrs. Jones thanked all for attending the board meeting at the Mist school. This year she has 23 students two of which are from Madagascar. Her 5<sup>th</sup> grade students are the leaders of the school, taking the younger students under their wing. Currently her class has been studying Native American's of Oregon. Her annual class project is to give back to the school. They are still discussing options for this year's project. Recent projects have included flower beds, painting playground equipment, etc. Mrs. Jones shared the community is very supportive of the Mist school. The Mist-Birkenfeld Helping Circle has purchased a new stove and they come and help cook with the students. Deputy Chief Beck, and Mary Lou Busch come to the school once a month and to do fire safety. Last week the students also went through the fire house and the ambulance and the MBFD fed them lunch.

**4.1.1 VHS Out of State Travel Request:** Mr. Underwood provided a memo explaining the request for himself and a couple of his staff to travel out of state for trainings.

- 4.2 Financial Report:** Marie Knight shared that she was recently hired as the Business Manager for NWRES. She reviewed the financial reported stating that enrollment is in line with what was projected. FINANCIAL REPORT

Katie Cook arrived at 6:25 p.m.

Susan Wagner asked if the ending fund balance is what it normally is. It was explained that the ending fund balance number listed on this report is higher than it has been in the past. This number is fluid and adjusts based on timber revenue projections. To be healthy, it is recommended that the ending fund balance amount be 5% of the total budget. The number on our financial report is below the 5% recommendation.

- 4.3 Maintenance Report:** The report was reviewed. There were no questions from the board. MAINTENANCE REPORT
- 4.4 Board Committee Reports:** Susan Wagner reported that she recently attended the safety committee meeting. The meeting was a thorough meeting. Everyone is on board, participated and worked well together. BOARD COMMITTEE REPORTS

## **5.0 INFORMATION & DISCUSSION**

- 5.1 Enrollment Numbers:** Aaron Miller shared that district enrollment is at 538 as of Sept 30. Since then we have had a couple new Kindergarten students come in. This puts the Kindergarten numbers at 34 with one teacher. The Budget doesn't allow for us to add another teacher. To assist with the large class size, two full time assistants have been placed in this classroom. It is going well and Mr. Miller remains in constant contact with the Kindergarten teacher. Kindercamp has been a help to starting off the year with smoother transitions. ENROLLMENT NUMBERS SHARED

Ernie Smith asked if there has been any feedback from ASSE. Mr. Miller stated that he has left two phone messages and an email to the director. He will continue to call weekly. A question was asked if there was another person higher up the ladder that could be contacted. Mr. Miller stated the person he is attempting to communicate with is the Director at the National Level. ASSE FOLLOW UP QUESTION

- 5.2 Healthy and Safe School Plan:** The legislature recently passed a requirement that school districts must submit a preliminary draft of their Healthy and Safe School plan to Oregon Dept. of Education (ODE) by Oct. 1, 2016. The Final Draft is due to ODE by Jan. 1, 2017. A copy of our draft plan was shared with the Board which contains information on the following:
- Responsible person for maintaining and implementing the plan
- HEALTHY AND SAFE SCHOOL PLAN SHARED

- Building addresses
- Radon testing
- Lead in drinking water testing
- Lead paint exposure
- Integrated Pest Management (IPM)
- Communication to public

**5.3 Water Test Results:** The district recently had water tests done to determine lead levels as directed through the new Healthy and Safe Schools plan. There were two separate tests done. The first was done through the City's testing and the second was an independent test conducted by the school district. One requirement of the plan is to report to public the results of the testing within five days of receiving the test results. Our independent testing results arrived yesterday. There were no unsafe levels of lead reported. They also tested for copper with the no unsafe levels of copper reported. Mist Grade School also had water quality testing completed on the well with the additional test result of "absent" in regards to coliforms. Drinking water at Mist is provided through a bottled water delivery company. There are no plans to change this procedure. All test results will be available on the District website.

WATER TEST RESULTS  
SHARED

Brittanie Roberts arrived at 6:38 p.m.

## 6.0 ACTION ITEMS

**6.1 Out of State Travel Request:** Ernie Smith moved to approve the out of state travel for Principal Underwood to attend the AVID Conference in Seattle, WA Oct. 19-21 and for VHS teachers Mr. Shockey and Mr. Lower to attend the ACTE Conference in Las Vegas Nov. 30 – Dec. 2. Susan Wagner seconded the motion. Motion passed unanimously.

OUT OF STATE TRAVEL  
APPROVED

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

- Next lunch meeting in November will be with Brett and Brittanie.
- Follow up to the Board question on the cost of the window replacement: \$1863.00 for the window and labor to install and \$505 to rent the lift. Our insurance deductible is \$5,000.00 per occurrence. Ernie Smith felt the majority of our instances would be less than the amount of the deductible and asked that the District look into whether or not it would be cost effective lower the deductible.
- Marie Knight has been hired by NWRESA as our part time business manager. She will maintain fiscal assistant duties part time. The District is looking for someone to fill a ½ time fiscal assistant position.
- Baseball field fencing posts have been delivered. All the soil has been leveled. Hydro seeding is scheduled to occur on Oct. 20th. The District was able to save money by doing this later in the season.
- The District is working with the bldg. architects and the project manager to get water run off issue resolved with Missouri Avenue resident.

SUPERINTENDENT  
REPORT

Tim Anderson presented to the Board a plan to work collectively with the Fire Department and the City to purchase and install a new readerboard that is visible at some point along Bridge Street. This project started with VFD to have a better way to transmit messages to the City. Miscellaneous discussion occurred on logistics and possible location sites. Costs involved would include the purchase of the sign as well as monthly internet access and electrical costs. Mr. Anderson requested a letter of support and interest in the project from the School Board or the Superintendent. Mr. Miller shared he was in support of the idea but available funding from the District at this point in time is non-existent.

Katie Cook shared her concern of trying to fund the idea when the District is asking for money through a bond. She does however feel the installation of such a sign would enhance communication. Ernie Smith suggested he check on any grants that may be available from police unions, etc. to help support and utilize the Amber Alert system.

**Other Issues:** Susan Wagner shared that she won't be at November Board meeting. She is planning on attending the Leadership Training at the Annual OSBA Convention and this training is all day on

OTHER ISSUES.

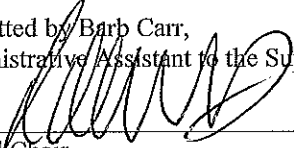
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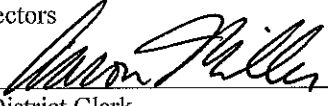
Mr. Miller thanked Mist and Mrs. Jones for hosting the meeting. Plans are to meet again in Mist for the April school board meeting.

9.0 MEETING ADJOURNED at 7:12 p.m.

ADJOURNED

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

  
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Board Chair

  
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District Clerk