

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

November 9, 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 6.01 p.m. by Brett Costley. **MEETING CALLED TO ORDER**
- Board Present:** Brett Costley, Greg Kintz, Katie Cook, Melissa Zavales, Brittanie Roberts, Stacey Pelster **BOARD PRESENT**
- Board Absent:** Susan Wagner **BOARD ABSENT**
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Marie Knight Business Manager; Juliet Safier, VEA President; and Ashley Ward, Licensed Staff. **STAFF PRESENT**
- Visitors present:** Shelly Hennessy, Jeana Gump, Emma Neuffer, Sky Williams, Brook Naron, Josette Mitchell, Tim Anderson, Scott Laird, Michael Spry, and Susan Ely. **VISITORS PRESENT**
- 1.1** The Pledge of Allegiance was recited. **PLEDGE OF ALLEGIANCE**
- 2.0 AGENDA REVIEW:** Added discussion item #6.3 Staff Out of State Travel and corresponding action item #7.1. Added discussion item #6.4 Student Presentations. **AGENDA REVIEW**
- Brittanie Roberts moved to approve the agenda as amended. Katie Cook seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** **PUBLIC COMMENT**
- Susan Ely suggested that the public be notified on the procedures of the District on handling abuse. She feels, in light of the community member recently found guilty of sexual abuse, it is important the public is aware that the District takes these matters very seriously.
- Josette Mitchell, City Administrator, has been directed by City Council to share that the District is responsible for cosmetic and structural repairs to the grandstands at Greenman Field. She is also asking that the District rent security fencing to eliminate access to the structure and noted that a group of people from the Parks Committee and the City Council feel it would be beneficial to continue to have covered grandstands at this site. She suggested asking for community funds if needed.
- Mike Spry shared his concern about the recent rash of disrespect to the American flag. He would like to see our students honor Vernonia graduates who have died in the service. He'd like to see more education and celebration for Veterans' Day.
- 4.0 CONSENT AGENDA:** **CONSENT AGENDA**
- 4.1** Minutes of 10/12/2017 Regular Meeting. **MINUTES APPROVED**
- Katie Cook moved to approve the minutes of the 10/12/2017 regular meeting as presented. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance.
- 5.0 REPORTS & DISCUSSION**
- 5.1 Student Reports:** **STUDENT REPORTS**
- Middle School Leadership students Sky Williams and Emma Neuffer updated the board:
- Classroom highlights in math, engineering, language arts, geography, choir, art, and social studies were shared.
 - The Library is sponsoring a drawing to encourage students to read more books.
 - Fall sports athletes were recognized today during advisory class. A total of 38 students participated in fall sports.
 - Students going to Washington D.C. through the Close Up program sponsored a Halloween Dance with a costume contest.

- Middle and High students recently had the opportunity to listen to motivational speaker Orly Wahba. The message of kindness to others as well as to ourselves was shared.

High School Public Relations officer, Brook Naron, shared with the board:

- Homecoming week was a lot of fun. The Senior Class won the Golden Axe, the Loggers won the Homecoming game and the dance was great.
- Last weekend Leadership students went to the Oregon Association of Student Councils (OASC) conference. They brought back many good ideas.
- Winter sports (Basketball and Wrestling) start next week. Oregon High School Equestrian Teams (OHSET) started on Nov. 4th.
- Fall Sports Dessert was held this week. Many athletes were recognized.
- Senior class students going on the Senior Trip to Disneyland will be selling raffle tickets as a fundraiser at the Holiday Bazaar on Dec 2-3 for various items.
- Last week's blood drive was successful. The next one is scheduled in January.
- The Project Based Learning Class project of painting the gym floor has been completed.

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| 5.2 | Building Report: Nate Underwood had nothing to add to his written report. Aaron Miller had nothing to add to his written report but did highlight the training administration and six elementary teachers had today for RTI. | BUILDING REPORTS |
| | 5.2.1 School Academic & Behavioral Data Update: Nothing reported. | SCHOOL DATA UPDATE |
| 5.3 | Financial Report: Marie Knight presented the financial report. The plan is to present our annual audit at the next meeting. There were no questions from the Board. | FINANCIAL REPORT |
| 5.4 | Maintenance Report: The board reviewed the report. There were no questions from the Board. | MAINTENANCE REPORT |
| 5.5 | Board Committee Reports: Nothing reported. | BOARD COMMITTEE REPORTS |
| 5.6 | Transportation Report: Shelley Hennessy, Curls School Bus Services updated the board on the following: <ul style="list-style-type: none"> • Currently they are running 5 large bus routes, 5 small bus routes, and 2 van routes. • They have 10 route drivers (some double up on routes) and 2 substitutes. There is one driver in training. • They are not over capacity on any bus. • Last year there were zero accidents. However, one bus had minor repairs after hitting a deer on the Birkenfeld route. There were no students on the bus at the time. • Last year they only had 1 breakdown and 2 late busses. | TRANSPORTATION REPORT |
| 5.7 | Professional Development Report: Juliet Safier updated the Board on the professional development schedule for the year. In August and October Ben Smith worked with all staff on Evidence Based Behavioral Support (EBBS). He interacts well with our teachers and is very effective. Upcoming professional development dates are Dec. 8, Jan. 12, Apr. 13, and May 11. Topics for discussion were shared via handout. Other topics are added as needed and their schedule can be flexible and changed according to needs. Juliet shared a personal comment that more time is needed for professional development. She suggests going back to weekly professional development time next year. Currently there is a staff member working on key indicators to ensure our 9 th graders are on track to graduate. Our Science teachers are collaborating with other districts through the ESD and our Elementary teachers are collaborating on reading through the ESD. | PROFESSIONAL DEVELOPMENT REPORT |

6. INFORMATION & DISCUSSION

- 6.1 Confidential & Supervisory Memorandum of Agreement:** Brett Costley shared the MoA recently negotiated with the Confidential/Supervisory employee group. The agreement is for one year. Greg Kintz clarified that Vernonia pays for only half of business manager salary with the NWRESA paying the other half. There were no questions from the Board.
- 6.2 Surplus Equipment:** Mr. Miller explained that the old stage spotlight is no longer functional. The maintenance department would like to have it declared as surplus so that it can be sold or recycled.
- 6.3 Bond Expenditure Process:** Mr. Miller shared the following guidelines:
1. Mr. Miller (Superintendent) will inform the Board monthly on the progress made in planning, implementing and paying for capital improvement projects funded by the May 2017 General Obligation Bond (Bond).
 2. Current policy dictates Board approval of all expenditures over \$10,000. For the purpose of Bond expenditures, this limit will be raised to \$100,000. The Superintendent will itemize all new expenditures over \$10,000 at each Board meeting and through informational email prior to the expenditure, but is only required to obtain prior Board approval for expenditures exceeding \$100,000.
 3. All spending and approval of funds under this agreement must be allowable Bond expenditures.
- The Board was in consensus with these guidelines.
- 6.4 Out of State Travel:** Nate Underwood explained that Mr. Shockey will be attending a Pavtec sponsored conference in Nashville on December 10, 2017.
- 6.5 Student Presentations:** Board member Melissa Zavales requested that student presenters do research on student speaking and be prepared with enough facts on-hand. She'd like to see them practice at presenting. There was discussion regarding student speech instruction and coaching. It was brought up that debate is being offered in the Project Based Learning Class and speech is covered in the College Prep class. Mr. Underwood shared that teachers are encouraged to incorporate speech into their classrooms.

7.0 ACTION ITEMS

- 7.1 Confidential/Supervisory Memorandum of Agreement:** Brittanie Roberts moved to approve the 2017-2018 Confidential/Supervisory Memorandum of Agreement as presented. Stacey Pelster seconded the motion. There was no further discussion. Motion passed unanimously with those in attendance.
- 7.2 Policy Update:** Stacey Pelster moved to approve policy updates as presented. Katie Cook seconded the motion. Motion passed unanimously with those in attendance.
- 7.3 Surplus Equipment:** Brittanie Roberts moved to declare the spotlight as surplus. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance.
- 7.4 Bond Expenditure Process:** Brittanie Roberts moved to approve the bond expenditure process as presented and discussed. Melissa Zavales seconded the motion. There was no further discussion. Motion passed unanimously with those in attendance.
- 7.1 Out of State Travel:** Greg Kintz moved to approve staff travel to Nashville for a conference in December. Katie Cook seconded the motion. There was no further discussion. Motion passed unanimously with those in attendance.

8.6 SUPERINTENDENT REPORT: Aaron Miller highlighted his written report to the board:

- The next Board member lunch meeting will be Stacey Pelster for December
- The next scheduled Superintendent Community Chat is November 15 at 6:30 a.m. at

Mariolinos. No one from the community attended the first meeting in October.

- Repairs to drainage at the yellow house, adjacent to school property, has been completed thanks to Mark Brown, District Maintenance Supervisor, and Jeff Burch from the City Public Works.
- Staffing Update: Kitchen assistant hours increased by 1 ½ hours daily to cover cafeteria clean up after breakfast. Mist custodial position of 5 hours/week has been added. This frees up the Instructional Assistant.
- The community viewing of Paper Tigers will be rescheduled for Jan. or Feb.
- Current work is being done on developing an online program to be utilized by homeschool students. There is a similar program in the Yamhill-Carlton School District that many local students are participating in.
- Bond update: A Project Manager has been hired. They are close to having a proposal for the Mist roof project. The hope is to have a contractor in place to do the work in the Spring. An architect has been selected. Oh Architects will begin working with the Project Manager to develop a contract. Both the Project Manager and the Architect believe we will be able to complete all bond projects.

9.0 Other Issues: Greg Kintz mentioned that the OSBA Annual Convention begins tonight and runs through Sunday. **OTHER ISSUES.**

Brittanie Roberts shared that as a member of the City Parks Committee she has a conflict of interest when discussing Greenman Field stadium.

10.0 MEETING ADJOURNED at 7:50 p.m.

ADJOURNED

Submitted by Marie Knight, Business Manager

Board Chair

District Clerk