

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

December 8, 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 6:01 p.m. by Jim Krahn. MEETING CALLED TO ORDER
- Board present:** Jim Krahn, Greg Kintz, Ernie Smith, Tim Bamburg, Bill Langmaid, Camrin Eyrrick, and Cari Levenseller. BOARD PRESENT
- Staff Present:** Dr. Kenneth Cox, Superintendent; Nate Underwood, Middle/High School Principal; Dawn Plews, Business Manager; Gordon Jarman, District Athletic Director; and Juliet Safier and Joanie Jones, Teachers. STAFF PRESENT
- Visitors present:** Rebecca McGaugh, Josie Roberts, Paige Smith, Hera Hopkins, Robyn Bean, and Carol Cox. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2 Agenda Review:** Item 5.3 Bridge Financing options was moved to 5.5 AGENDA REVIEW
- 2.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** PUBLIC COMMENTS
- None
- 3.0 CONSENT AGENDA:** CONSENT AGENDA
- Bill Langmaid moved to approve the consent agenda as presented. Greg Kintz seconded the motion.
- 3.1** Minutes of 11/17/2011 Regular Meeting MINUTES APPROVED
- Motion passed unanimously.
- 4.0 REPORTS & DISCUSSION**
- 4.1 Student Reports:** STUDENT REPORTS
- VMS student report: Hera Hopkins, Paige Smith, and Josie Roberts reported.
- Students of the Month were recently recognized with a breakfast with the staff.
 - Miscellaneous class activities and projects were highlighted.
- VHS student report: Amanda Mikalow reported on the following.
- Recently a guest speaker came to the school and talked about the college fair that Mrs. Hyde set up.
 - Last Wednesday a Bullying assembly was held for all students K-12. The assembly was a lot of fun and the students received good feedback.
 - Holiday assemblies are coming up.
 - The VHS blood drive was a success. Over 40 students gave blood.
 - The denim drive which benefits the MS/HS clothes closet is going well. For every pair of jeans brought in students will receive a raffle ticket. At the end of the drive on Dec. 16th a raffle ticket will be drawn and the winner will receive a \$100 Visa Gift Card.
- 4.2 Building Reports:** BUILDING REPORTS
- VMS/VHS: Mr. Underwood had nothing to add to his written report.
MGS/WGS: Mr. Miller was not in attendance and there was nothing new to add to his written report.

4.3	Financial Report: Dawn Plews presented the cash flow report. She mentioned that she has been doing a study on payroll trends for the year and likely the payroll forecast will be adjusted to reflect higher costs. She will have this at the January board meeting. She also noted that transportation costs are coming in higher than expected and estimates will be adjusted in January as well.	FINANCIAL REPORTS
4.4	Project Manager Report: Steve Effros was not in attendance. Dr. Cox indicated that there were no additions to Steve’s written report.	PROJECT MANAGER REPORT
4.5	<p>NWRESD Annual Report: Robyn Bean presented the NWRESD annual report. She explained that the NWRESD offers a host of services that fall mainly in four key areas:</p> <ul style="list-style-type: none"> • Special student services • Department of schools • Instruction and school improvement, and • Technology <p>Allocations and how districts are credited and how the ESD money is spent is explained in the report. All districts within the ESD’s service boundary is profiled in the report as well. An annual summary of money and credits received is listed. Robyn explained how the service plan is determined and reviewed the calendar in terms of the local service plan for 2012-13.</p>	NWRESD ANNUAL REPORT
4.6	<p>Fall Sports Report: Gordon Jarman handed out his report. According to Gordon this has been the most successful fall sports season in Vernonia in a long time. Cross country had a roster of 27 and Coach Byron Brown was named cross country coach of the year for the league. The football team had three straight league wins and carried 40 players. Middle school volleyball had a huge turnout this year.</p> <p>A card of thanks was presented to Gordon from the board and a public thank you for all of his good service to the athletic program. His last official day with the district was Nov. 30th. James Brookins will take over as District Athletic Director.</p>	FALL SPORTS REPORT
5.0	INFORMATION & DISCUSSION	
5.1	Project GLAD Video: (postponed until January)	PROJECT GLAD VIDEO
5.2	<p>Columbia County RFP for Audit Services: Dawn Plews shared copies of the RFP for board members to review. She explained that the RFP has been issued, and that the Northwest Regional ESD is hosting the RFP process for all five Columbia County districts. She explained that the review process will be collaborative with all five districts and the ESD, and that each district can choose their own audit firm from those responding – all five do not have to choose the same one. The process will conclude the first of March.</p>	COL. CO. RFP FOR AUDIT SERVICES
5.3	Bridge Financing Options: (moved to 5.5) - The information for bridge financing was discussed in a previously held executive session (12/8/11 @ 5pm)	BRIDGE FINANCING OPTIONS
5.4	<p>Policy Review Committee: Bill Langmaid reported briefly on the policy updates on the agenda as a first reading.</p>	POLICY REVIEW
6.0	ACTION ITEMS	
6.1	Adopt ESD Local Service Plan: It was determined that this is not yet ready to be approved.	ESD LOCAL SERVICE PLAN
6.2	Bridge Financing Authorization: Bill Langmaid moved to authorize the Superintendent to negotiate and prepare bridge financing options for board approval. Cari Levenseller seconded the motion. There was no discussion. Motion passed unanimously.	BRIDGE FINANCING CASH FLOW RESOLUTION APPROVED

6.3 Authorize the Superintendent to Manage Cash Flow for Construction: Cari Levenseller moved to authorize the Superintendent to manage cash flow for construction up to \$2 million provided bridge finance funding is imminent. Bill Langmaid seconded the motion. There was no discussion. Motion passed unanimously. SUPT. AUTHORIZED TO MANAGE CASH FLOW FOR CONSTRUCTION

7.0 SUPERINTENDENT REPORT

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Dr. Cox reported on: Dr. Cox gave a verbal report

- Construction – majority of windows are done. Sheetrock is progressing. Landscaping – the only landscaping getting done is planting of trees in parking lot and drainage areas. They have approximately 700 trees left to be planted by the Forestry students. They will be stored or planted in the next few weeks.
- Construction financing. Ken and Dawn are working on this.
- Spencer park town hall – information shared by Kurt and Brian of Lango Hanson. While they are working on the scope for the RFP, PBS is working on core samples. Tiles have come off WGS. Ernie Smith asked if Spencer Park phase I has to be Davis Bacon compliant? Ken explained about the phases and the parks grant. According to Kurt Lango, there is no reason we can't get our community members involved as volunteers.

Other Issues: (none)

8.0 MEETING ADJOURNED at 7:00 p.m.

ADJOURNED

Submitted by Dawn Plews, Business Manager

Board Chair

District Clerk