

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

February 12, 2009

- 1.0 CALL TO ORDER:** A Regular Meeting of the Board of Directors of Vernonia School District 47J, Columbia County, Oregon was called to order at 6:05 p.m. by Kim Wallace. MEETING CALLED TO ORDER
- Board present:** Kim Wallace, Chair; Cari Levenseller, Vice Chair; Greg Kintz, Tim Bamburg, Ernie Smith, and Tammy Jennings. Jim Krahn arrived at 6:22 p.m. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Nate Underwood, High School Principal; Brent McClain, Middle School Principal; Aaron Miller, Elementary School Principal; Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Gretchen Lindauer, Food Service Supervisor; Ashley Rogers, Joanie Jones, and Teri Willard, Teachers; Kathi Fetch, Classified Staff. STAFF PRESENT
- Visitors present:** Noni Andersen, Carol Cox, Terry Lindauer, Angie Rhodes, Samantha Lindauer, Ethan Johnston, Becki Levenseller, Amy Cieloha, Kristina Halvorson, Chris Johnston, Chelsea Patton, Sharon Bernal, Dick Titus, John Jackson, Jim Tierney, Susan Wagner, Wendy Willis, Dan Brown, Jim Johnson, and Tony Hyde. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** None AGENDA REVIEW
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None AUDIENCE COMMENTS
- 4.0 CONSENT AGENDA:** CONSENT AGENDA
Tammy Jennings moved to approve and Cari Levenseller seconded the consent agenda as presented.
- 4.1** Minutes of 01/08/09 Regular Meeting MINUTES APPROVED

Motion passed unanimously.
- 5.0 REPORTS & DISCUSSION**
- 5.1 Student Reports:** STUDENT REPORTS
Middle School Students: Samantha Lindauer, Becky Levenseller and Ethan Johnston updated the board on the following:
- Wrestling going well. Districts are this weekend in St. Helens.
 - Girls basketball has their last two home games are on Feb 18 and 23
 - Track will start after Spring break
 - Many students were recognized at the recent academic assembly.
 - Spirit week is coming up this month. There will be a different theme for each day.
 - Dance this Friday
 - Candy Grams for Valentines Day are available for \$1.00. See Leadership.
 - Students are working to make money for Close Up trip to DC.
 - Teachers are now using a mobile computer lab. Leadership will use it for yearbook.
 - Awards for good behavior and passing state tests are being handed out to students.
 - Middle school band students are trying to raise money to participate and attend the high school Disneyland trip.
- High School Students: Chelsea Patton, Chris Johnston, Kristina Halvorson.
- Teen Health Advocacy Team (THAT) Out is a new group that has organized

themselves to deal with challenging health issues and addressing drugs at school.

- Feb 17 assembly – Life Resources. Healthy Relations 12:30
- Feb 19 Renaissance Assembly 11:00
- Winter sports season coming to a close. Both teams in the hunt for playoffs, several wrestlers possible for State. Equestrian Team meet this week end.

5.2 Building Reports:

BUILDING REPORTS

Washington Grade School: Principal Miller indicated that:

- There are two students at Mist taking the NAPE. This is a correction.
- The PTA sponsored “Bring Your Family to School Week” was a success. 77 Students and their parents attended. Tuesday’s activities were cancelled due to weather.
- Homework club open house was held yesterday – some parents attended.

Vernonia Middle School: Principal McClain handed out his report.

- 8th Grade promotion date was moved due to added school year days. It will now be Wednesday, June 10 instead of Monday, June 8.
- Middle school now has bells. Thanks Ms. Rogers for her use of the air horn prior to bells being installed.
- 7th and 8th graders will join HS for Tuesday’s assembly.

Vernonia High School: Principal Underwood reported:

- The Honors English class would like to go to Ashland to see some Shakespeare plays. Miss Bell has indicated that students that want to go will have to pay their own way. The only charge to the district will be to cover Miss Bell’s sub.
- The HS is fortunate to have a lot of Foreign Exchange students. There is a new program allowing students to shadow an American student for a short period of time. Currently there is a girl from France here for 3 weeks.
- Brad Henning will be presenting the program at the upcoming assembly. He was here two years ago and gave a shortened version. He does an entertaining /educational program that is abstinence based. He talks a lot about the emotional aspect of being sexually active. Permission slips were sent home with MS students but not HS students. Information was provided to HS parents by being included in the last issue of Principal Underwood’s Chalk Talk newsletter.

5.3 Financial Report: The projected ending fund balance is right on track to what was expected. Enrollment is holding. Fund balances were reviewed. It was noted that two areas of the Food Service budget has not yet received expected revenue. This would adjust the negative balance to approximately \$11,000.

FINANCIAL REPORT

5.4 Audit Presentation: Dawn Plews reviewed the District’s annual audit provided by Grove, Mueller & Swank, PC. She noted there was a typo on page 5. The expenses between Food Service and Facilities were reversed.

AUDIT PRESENTATION

The auditors noted two suggestions to the District.

1. All journal entries performed by the business office be reviewed by the Superintendent. Dr. Cox is currently doing a monthly review of the District check register.
2. It is recommended that the District no longer give mid month payroll draws unless specifically requested and approved by Dr. Cox. The current contract language allows up to three each year per employee.

Bottom line, the District is in compliance in all areas and proper reporting has occurred.

6.0 INFORMATION & DISCUSSION

6.1 NWRESD Local Service Plan:

NWRESD LOCAL
SERVICE PLAN

Ken Cox reviewed with the board the NWRESD local service plan.

- Specialists are provided to our district that we don't have the number of students to warrant hiring our own specialist. DISCUSSED
- They provide help with technology, the Alert Now system, the new sub calling system.
- The plan provides for 40 days of substitute wages so that our staff can attend various inservice trainings.
- Each year the Superintendents within the NWRESD region (20 of them) meet with ESD to determine what services would be beneficial the next year. The ESD puts this information together in a local service plan. The local school district's board must approve the plan first then the ESD board can approve.

He recommends the board approve the plan as presented.

6.2 Food Service Fees Review:

FOOD SERVICE FEES
DISCUSSED

Ken Cox shared that he is trying to address the food service program shortfall. After conversations with Gretchen Lindauer, Food Service Supervisor, he feels there is a need to adjust meal prices. He recommends adjusting immediately and then again at the beginning of next year. Gretchen recommends 2 options.

- .25 immediately and .5 next year, or
- .15 immediately and .10 next year

Tammy Jennings asked how much additional revenue would be received if the District went with the first option? Increasing .25 immediately would bring \$6,356 additional this year.

The suggestion of decreasing work days for kitchen staff would be when students were not in school.

Ernie Smith asked how many adult meals do you serve on a daily basis. 10-20 Gretchen is not recommending increasing the cost of adult meals – they are already the highest among the schools she checked on. Ernie also commented that he feels it would be difficult to try to close campus.

Kim Wallace asked if all meals are subsidized at the same rate? Yes. It doesn't matter what you charge the State decides what you'll get.

Jim Krahn asked if it is really the Board's objective to ensure the food service budget be in the black? He doesn't think so.

Ken Cox commented that last year and the year before a large amount of money was transferred into to the food service account to make it balance.

Kim Wallace stated that she doesn't think increasing prices is unfair considering that the District has not had a price increase since 1998 and all of the Districts' costs have increased. Tammy Jennings concurred with this.

6.3 Architectural RFP: Ken Cox reported that the Architectural RFP as published in the Daily Journal of Commerce last week. Today there was a non-mandatory pre-proposal conference at the District. 16 Architectural firms attended. A total of 28 requests for the RFP have been received. If any board member would like to participate in screening the RFP's let Ken know. He would like to have 2 or 3 firms make a proposal to the District around the March board meeting. The Planning Director from Beaverton School District has offered to help review the proposals.

ARCHITECTURAL RFP
REQUESTS COMING IN

7.0 ACTION ITEMS

7.1 Approve NWRESD Local Service Plan:

Ernie Smith moved to approve the resolution authorizing the NWRED Local Service Plan for

NWRESD LOCAL
SERVICE PLAN

2009/2010. Motion seconded by Cari Levenseller. Motion passed unanimously.

APPROVED

7.2 Food Service Fee Adjustment:

Jim Krahn moved to adjust the food service fees as presented in option 1 which is .25 effective this year and a .5 increase next school year. Cari Levenseller seconded the motion.

Yes votes: Greg Kintz, Tammy Jennings, Cari Levenseller, Kim Wallace, and Jim Krahn. No votes: Ernie Smith and Tim Bamburg. Motion passes..

FOOD SERVICE FEES
ADJUSTED

Jim Krahn asked for clarification on how free and reduced meals will be affected? There will not be an increase to these price.. If sales drop off showing a hardship on parents, Jim would like to revisit the decision. Ken Cox stated that Gretchen reports to him weekly.

When would this be implemented? March 1, 2009

8.0 SUPERINTENDENT & BOARD COMMUNICATION CORRESPONDENCE:

Dr. Cox updated the board on the following:

- Maintenance Supervisor position
- Vernonia Education Foundation (VEF)
- Insurance Report
- Oregon Solution Team
- District Facilities Committee
- Legislative Activities
- Vernonia Prevention Coalition (VPC)

SUPERINTENDENT
REPORT

Tim Bamburg commented that many districts are cutting down to 4 days a week. Is this beneficial? Dr. Cox has not done extensive research, however if your weather is severe not having to heat your buildings on one day could be a substantial savings. You would also save bussing costs on that one day. Unfortunately 80% of our budget is salaries which wouldn't change if school was cut to 4 days a week. He believes a minimal savings would occur the first year but would level out after that.

9.0 OREGON SOLUTIONS SITE COMMITTEE PRESENTATION:

Wendy Willis gave a summary of the process up to this point. Some of the Oregon Solutions committee members present were Gordon Smith Dan Brown, Kim Wallace, and Tony Hyde.

OREGON SOLUTIONS
SITE COMMITTEE
PRESENTATION

Tony Hyde shared with the audience the results of the Governor's press conference held yesterday. He has named Vernonia as one of 3 projects he'd like to funnel stimulus money to. Vernonia has the opportunity to demonstrate to the country that we can be a green community. Two main criteria for the selection was that the projects must be ready to go and will go "green". The Governor's top 3 projects are:

1. solar powered lighting system for major highways
2. a new prison / mental health facility
3. Vernonia (including sewer plant, power subsidies, and schools)

The District must commit to:

- Bulding green
- Bond sale in November – must match
- Site selected SOON
- Projects must be well scoped
- Consistent message within the community regarding the schools

One thing that Commissioner Hyde indicated could kill this great opportunity is acrimony within our community.

Jim Johnson, Interim City Administrator, gave a brief overview of all the work the Oregon Solution Siting Committee has done in regards to the Transportation Growth Management

Study (TGM). On March 2 the entire TGM committee will be present to answer questions of the community and explain their full report.

Wendy Willis asked the board to consider several options that need to be remembered. The stimulus package 1st round will be looking at 60 days for instant job creation. Because of this things will happen quickly and the school district needs to be ready.

Audience Comments:

Dick Titus asked that the board re-look at the Knott Street site. He's personally had companies look at these sites and feels a considerable savings can occur to the District.

Ernie Smith also feels this site is worth looking at. Ernie Smith moved to start the process to review and evaluation the Knott Street site. There was no second. Motion died.

Amy Cieloha asked what would be the next step once a parcel of land is selected? Ken Cox replied that the district has contracted with the firm Western Field Services. They will contact land owners to start negotiations for land acquisition. The insurance money the District has saved will be used to make down payments.

Gordon Smith was on the committee. He was against all the possible sites and wanted to see the existing site utilized. He felt the Knott Street site was too remote. However, once he spoke with all the experts he now feels the Boot Site is the best choice. The District can't start over with another 6 months and \$250,000 in expenses to review a site already eliminated.

Jim Krahn stated that the Oregon Solutions committee brought together a lot of expert people with unbiased connections. That process has been completed and the Board and community must have faith in the process.

Ernie Smith left the meeting 8:20 p.m.

Jim Tierney stated that this boat of opportunity will never come our way again. Do not miss the boat.

Kim Wallace stated that the siting committee did look at numerous sites. She feels that at this time we would be going backwards to start the review process again.

10.0 Meeting adjourned at 8:26 p.m.

ADJOURNED

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

Board Chair

District Clerk