

VERNONIA SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES and BUDGET COMMITTEE
MINUTES

May 14, 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 6:03 p.m. by Kim Wallace. MEETING CALLED TO ORDER
- Board present:** Kim Wallace, Greg Kintz, Ernie Smith, Tim Bamburg, Tammy Jennings
Absent: Jim Krahn and Cari Levenseller BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Cathy Ward, Ashley Rogers, and Juliet Safier, Teachers; and Jan Dyer, Kathi Fetch, Karen Roberts, and ElDonna Williams, Classified Staff. STAFF PRESENT
- Visitors present:** Shelley Cota, Ellyssa Szlavich, Mandi Hardford, Rowan Cheney, Isabelle McDaniel, Carol Cox, Noni Andersen, Angie Rhodes, Amy Cieloha, Sarah Dupree, Edward Johnson, John Jackson, Gennifer Hanner, Penny Johnson, Tobie Finzel, and Bill Langmaid. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** AGENDA REVIEW
It was noted that the numbering on the agenda was off. Please renumber accordingly
Add Action item #9.2 Reimbursement Resolution #09-03.
- 3.0 RECESS TO BUDGET MEETING:** RECESSED TO BUDGET MEETING
Chair Wallace recessed the board meeting and called the Budget Committee meeting to order at 6:05 p.m.
- Budget Committee Present:** Penny Johnson, Gennifer Hanner, Bill Langmaid, Tobie Finzel, Tammy Jennings, Kim Wallace, Tim Bamburg, Greg Kintz, Ernie Smith. Absent: Frazier Rohm, Cari Levenseller and Jim Krahn. BUDGET MEETING CALLED TO ORDER
BUDGET COMMITTEE PRESENT
- Kim Wallace welcomed everyone to the meeting and on behalf of the board thanked those on the budget committee for volunteering their time to go through the budget process. Introductions were made.
- Election of Chair:** Nominations were opened for Budget Committee Chair. Ernie Smith nominated Tobie Finzel. Gennifer Hanner seconded the motion. There were no other nominations. Motion passed unanimously. ELECTION OF BUDGET COMMITTEE CHAIR
- Election of Vice Chair:** Nominations were opened for Budget Committee Vice Chair. Dr. Cox explained the duties of the position. Kim Wallace nominated Gennifer Hanner for vice chair. Tim Bamburg seconded the motion. There were no other nominations. Motion passed unanimously. ELECTION OF BUDGET COMMITTEE VICE CHAIR
- Budget Goals:** Dr. Cox read aloud the current budget goals. Brief discussion was held. There were no recommendations to change the goals. BUDGET GOALS REVIEWED
- Budget Message:** Dr. Cox read aloud the budget message. Kim Wallace commented that the message was well written and explained the shortfalls in a way that made it easy to understand. BUDGET MESSAGE DELIVERED
- Ken Cox reviewed the budget document with the following highlights.
Yellow section represents funds maintained at the district level.

- 320 Special Ed: This fund has increased from \$310K to \$428K. This is because we are not receiving as many ESD service credits but still must maintain our maintenance of effort so the amount has increased. This also includes the teacher in the new life skills class that is being added.
- 1270 Alternative Ed went from \$18K to \$140K due to the possibility of the district getting a grant for \$135K for prevention services. Tammy Jennings asked what happens if grant doesn't come through? Dr. Cox indicated that no staff have been added for this yet. If it doesn't come through no one will be hired.
- 2190 Indirect Student Support. This fund increased due to fact that adjustments have been made as to how we run our Special Ed. program. Since the District is receiving less credits from the ESD it forces the district to use more cash.
- 2310 Board of Education. This budget decreased. No longer budgeting for architectural services.

Green section represents the elementary programs.

- No significant changes in the Mist budget. Mist Elementary is a "Remote School". The money provided from the state for operation is more than it costs us to operate the school.
- There is nothing in the budget for technology. This is because the District is getting money from federal stimulus funds.

Pink section represents the middle school program.

- Counseling position has been eliminated.
- Office of principal has been adjusted with portion of teacher salary that will be covering that position.
- Outdoor school has been cut from the budget. It is possible that through donations or fundraising this program could continue. Cost of the program is approximately \$5700.

Blue section represents the high school program.

- Athletics has some minor adjustments. The Athletic Director position has been decreased as well as a \$10K cut in athletic transportation. Non-league contests have been decreased.

White and gold sections represent special funds: These are the extra funds that we get from the federal government. The white pages show the resources or money coming in. The gold section shows the spending of these funds.

The appendix is also a white section. Enrollment information and history are found here, as well as State School Fund (SSF) information and a Chart of Accounts which lists the glossary of all accounting numbers and departments.

The District is expecting another SSF projection next week. The budget will be adjusted as needed.

Budget Committee questions:

Tobie Finzel asked about technology services. Does the \$150K unappropriated need to be spent all in one year? Dr. Cox indicated that this was a mistake. It should be listed as contingency and the District has up to 5 years to spend the money.

Kim Wallace asked for clarification on the funding of the YTP program. Dr. Cox explained that the grant/funding the District received has paid for salary costs. This funding has been cut. The program was supposed to maintain a minimum of 20 students and they only have 16. Most students in the program are special ed students. The District is keeping the program but funding it from a different source.

Tobie Finzel asked about the new life skills program teacher? What was the rationale for adding this when cutting everywhere else? Dr. Cox explained that this year we have a number of students in out of district placement. Each student in an out of district placement costs the District \$37,000 each for their program. This total cost does not include transportation costs. The District is looking to create a

program to avoid having to send these students out of district. Overall it will save the District money. Dawn Plews indicated that the District is not hiring additional staff for this program, just reallocating existing staff.

What is FTE? Full time equivalent. A full time employee has a 1.0 FTE.

Bill Langmaid asked if the District is in compliance with OSAA in regards to cutting sporting competitions. Dr. Cox stated that OSAA is recommending fewer contests across the board to financially help all schools. The District is cutting only non-league contests which does not have any bearing with OSAA. Dr. Cox went on to further explain that even though athletic transportation is not reimbursable by the State our costs are quite reasonable with Curls' School Bus Services. The contract between the District and Curls was written so that they were heavy on the home to school fees and lighter on athletic transportation. Home to school fees are reimbursed 70% by the state.

Dr. Cox distributed a handout with adjustments for the 09-10 proposed budget. Between now and the next budget meeting he will have a by-building summary.

Greg Kintz asked about the add back list. Dr. Cox shared that the Budget Assistance Team (BAT) voted on what they would like to have added back should the District receive more money than what is presented in the proposed budget. The top 3 votes were:

- Cut days rather than freeze salaries
- Add teacher at elementary
- Add .67 teacher at middle school.

Tobie Finzel commented that she was part of the BAT and they had extended conversations regarding the add back options.

Before the next meeting Chair Finzel asked members of the budget committee to please go through the budget with a fine tooth comb. The next meeting is May 28th at 6:00 p.m.

NEXT BUDGET
COMMITTEE MEETING

Budget meeting adjourned at 6:54 p.m.

BUDGET MEETING
ADJOURNED

4.0 RECONVENE TO REGULAR SESSION: Chair Wallace reconvened the regular board meeting at 6:55 p.m.

RECONVENED TO
REGULAR SESSION

5.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:

Amy Cieloha questioned the policy being presented for approval on the agenda. She wasn't aware of discussion on this policy previously. It was noted that the policy was presented to the board for a first reading at the April 30th workshop.

AUDIENCE COMMENTS

6.0 CONSENT AGENDA:

Ernie Smith moved to approve and Tammy Jennings seconded the consent agenda as presented.

CONSENT AGENDA

6.1 Minutes of 04/09/09 Regular Meeting, 04/23/09 Special Meeting, and 04/30/09 Board Workshop

MINUTES APPROVED

Motion passed unanimously.

7.0 REPORTS & DISCUSSION

7.1 Student Reports:

STUDENT REPORTS

Middle School Students: Ellyssa Szlavich and Mandi Hardford reported:

- Middle school track has finished
- Students recently attended a conference on career opportunities
- MS had a dance and the Leadership class earned money towards the all color yearbook
- 8th grade promotion is June 10th

- Wildwaves field trip is on June 11th
- 6th & 7th grades are going to OMSI on June 11th
- Middle school students met goals for statewide testing. They are having a party to celebrate.
- Band concert is tonight at WGS

High School Student: The student had to leave to attend the band concert and was unable to report.

7.2 Building Reports: BUILDING REPORTS
The Principals were not in attendance. It was mentioned that the grade school has a new mascot: they are now the Timberwolves.

7.3 Financial Report: FINANCIAL REPORT
Dawn Plews noted that there was nothing new to share. A summary of fund balances was included in the report this time. Unfortunately the projected ending fund balance is now lower. The revenues did not come in as high as hoped. The flood fund is still at \$1.1 million without final settlement. Just enough to cover the rental of the modulars has been transferred out of the flood fund. The remaining flood fund balance will be transferred to the fund for new schools. All stimulus money received will be tracked in fund 280. Our enrollment is down slightly. There were no questions from the board.

7.4 Maintenance Report: MAINTENANCE REPORT
Dr. Cox reviewed the report provided by Tom Ramsey. He has been working with custodial staff about using green chemicals. Currently all chemicals the District uses, with the exception of two, are already green. When they order for next year they will replace the two that are not green.

8.0 INFORMATION & DISCUSSION

8.1 BOORA Architects Presentation: BOORA PRESENTATION
BOORA Architects did not give a presentation this evening but instead provided the board with a written report. Dr. Cox shared that BOORA was here all day yesterday and this afternoon today meeting with staff to gather information. BOORA has indicated that they are on schedule. By the end of June they will have concept drawings in place. If there are any questions regarding BOORA please address them to Dr. Cox.

8.2 OSBA Summer Board Conference: OSBA SUMMER CONFERENCE
Dr. Cox reminded the board of the upcoming summer Board conference on July 18 & 19. All board members should have received a flyer in the mail. If interested in attending let Barb Carr know. It is a low key and good conference. Kim Wallace and Greg Kintz have attended in the past.

8.3 District Goals Review: DISTRICT GOALS REVIEW
The current district goals that were adopted for this year were reviewed. Dr. Cox would like to roll them over to next year.

Kim Wallace indicated that she likes the idea of having two to three year goals instead of annual goals. Sometimes it is hard to see results in just one year. Longer goals would give the District more measurable results or a better way for the board to assess the goals.

Ernie Smith stated that he would like to see more specific goals for our current situation – students in modular classrooms, etc. Short term goals for the time being might be better.

Dr. Cox indicated that he reviews goals more often administratively and with staff. He has a mid-year progress check. If the District were to go with multi-year goals they would need to be a bit broader. He will try to have an assessment of the goals by the administration and comments by staff for the next meeting.

8.4 Policy Review – 1st Reading: POLICY REVIEW – 1ST READINGS
The following policies were presented for a first reading. All but one are current policies with minor updates. These revisions are based on recommendations from OSBA through the policy

review committee.

- AC – Nondiscrimination
- ADA – Americans with Disabilities Act
- GBA – Equal Employment Opportunity
- GBH/JECAC – Staff/Student/Parent Relations
- GCBDA/GDBDA – Family Medical Leave
- IGBAG – Special Education – Procedural Safeguards
- IGBAH – Special Education – Evaluation Procedures
- IGBAJ – Special Education – Free Appropriate Public Education (FAPE)
- JBAA – Section 504, Students
- JFCM – Threats of Violence

Greg Kintz asked for clarification on policy IGBAG. In the footnote whom is written notice provided to? The parent.

These policies will be approved at the June meeting. If you have any comments please get to the Policy Review Committee.

9.0 ACTION ITEMS

9.1 Policy ECAC – Video Surveillance: Greg Kintz moved to approve policy ECAC – Video Surveillance. Tammy Jennings seconded the motion. Discussion was held. Dr. Cox gave some background information. The District applied for a grant with our insurance agent for matching funds. The grant was for \$3K and the District matched with \$4500 from donated money to purchase surveillance equipment for the high school and the modulars. The District felt surveillance equipment was necessary with previous vandalism. Before any recording can be done the District must have a policy in place. The Administration will develop the AR's to go along with the policy. The cameras won't record until procedures are in place. Signs must also be posted which they have been. In the policy, last paragraph, it states that the video may become part of a student's record or staff personnel file. The video surveillance would be used as a written testimony would be used during an investigation. The policy came directly from OSBA.

POLICY ECAC
APPROVED

Tim Bamburg asked where the signs are located? Dr. Cox was not sure as to where they are located. The cameras are located inside the cafeteria, at the modulars, and on the gym. They are in vandal protective encasements.

Noni Andersen asked how long are videos kept.? Dr. Cox stated that he is not sure as this will be developed in the AR's.

There was no further discussion. Chair Wallace called for the vote. Motion passed unanimously.

9.2 Reimbursement Resolution #09-03: Dr. Cox indicated that when Carol Samuels was here for the board workshop one thing she recommended the District do fairly quickly is to pass a resolution which will allow the district to get reimbursed from bond proceeds for any expenses incurred by the district prior to the bond. There is a time limit only allowing reimbursements for 60 days prior to the date of passing the resolution. The resolution came from the bond attorney recommended to us by Carol Samuels.

REIMBURSEMENT
RESOLUTION #09-03
APPROVED.

Dawn Plews indicated that the recommended legal counsel is Ann Sherman. She will not charge the district for her services unless the bond passes. She came highly recommended as the go to person for all the District's bond needs. As a side note, it is the same for Carol Samuels' fees. The District will only be responsible if the bond passes.

Tim Bamburg moved to approve the reimbursement resolution #09-03 as presented. Greg Kintz seconded the motion. Motion passed unanimously.

10.0 SUPERINTENDENT & BOARD COMMUNICATION CORRESPONDENCE:

SUPERINTENDENT
REPORT

Dr. Cox updated the board on the following:

- Negotiations Team has been meeting
- Land Acquisition – making progress
- Wetlands & Endangered Special Act Review – preliminary testing done with no findings that would hinder the project
- Land Survey – surveying the boot site
- Public Relations Campaign – moving forward
- Contract signed today with Aadland Evans for project management services.
- Wednesday, May 20th, there is a sustainabililty meeting at the Scout Cabin. This is a brain storming session and the public is invited to attend from 9-12. The afternoon is for the Board and Steering Committee.

11.0 Meeting adjourned at 7:42 p.m.

ADJOURNED

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

Board Chair

District Clerk