

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

August 14, 2008

- 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 6:03 p.m. by Kim Wallace. MEETING CALLED TO ORDER
- Board present:** Kim Wallace, Greg Kintz, Ernie Smith, and Jim Krahn. Cari Levenseller arrived at 6:15 p.m. Not in attendance: Tammy Jennings and Tim Bamburg. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Brent McClain, Middle School Principal; Aaron Miller, Elementary School Principal; Nate Underwood, High School Principal; Paula Mills, Special Education Director; Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Joanie Jones, Teacher; and Kathi Fetch; Classified Staff. STAFF PRESENT
- Visitors present:** Rebecca McGaugh, Carol Cox, Debra Cox 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
- 4.0 CONSENT AGENDA:** CONSENT AGENDA
- Ernie Smith moved to approve and Jim Krahn seconded the consent agenda as presented.
- 4.1** Minutes of 07/10/08 Regular Meeting and Public Hearing. MINUTES APPROVED
- Motion passed unanimously.
- 5.0 REPORTS & DISCUSSION**
- 5.1 Financial Report:** June and July 2008 were presented to the Board. June is subject to change after all journal entries are done to clean up grants. There is also money coming in through the end of August. FINANCIAL REPORT
- As of June 30 the flood fund is in red \$210,000 but as of July 31 it is in the positive \$171,000K. Jim Krahn asked if there was an idea how much more will be coming in? Dawn indicated the district could have additional tax money or common school fund money coming. This could total approximately \$30,000.
- Kim Wallace asked if the district has an anticipation date on the final insurance payment? Dr. Cox indicated that our insurance company has conducted an appraisal and the results of that should be available in a couple weeks. At that time they will cut the district a check. The City code Ordinance 851 was instituted after the flood it does not apply to this incident. Our insurance policy has language to that effect. This will get the District to within a half million of the maximum allowed. If the appraisal comes in lower that what we think it should be the District can then submit to the City and ask for a reversal of their declaration of substantially damaged.
- Jim Krahn asked if the appraisal will supersede the city's substantial damage notice. Dr. Cox indicated that no it won't because the City made its decision based on numbers provided to them by the District.

5.2 Building Reports:

Elementary: Aaron Miller reported that as of today the donated modular by Blazer Industries is in place. Both sections were placed by a crane. The ramps are almost completed and carpet installation occurs next week. Desks and chairs will come in as soon as carpet is down. The WGS locker rooms are close to being completed. The plumbing is happening today and then the lockers will be installed. The custodial staff has done a great job getting the building cleaned up and ready for staff and students. All the storage areas in the basement are ready. The shelves are completed and all items will be stored above water level.

Ernie Smith asked about the plumbing in the locker room. Will it be completely functional? It wasn't working well before. Dr. Cox indicated that yes it will be completely functional, all shower heads have been replaced. He also mentioned that the asphalt will go down next week.

Middle School: Brent McClain reported that the drinking fountains have been installed by the office on the outside ramp. The bathroom mod was redone – new linoleum was put in and it is much brighter inside. There has been some break-ins at the middle school mods. Locks have been replaced and the doors boarded up. Nothing substantial was stolen just some candy being stored for summer school.

High School: Nate Underwood shared that he is very excited that every high school staff member is returning for the 2008-09 school year. They will be working hard on school improvement. The high school will have an accreditation visit this year. Some areas that the high school will be working on this year are school moral, climate and pride. The staff has also discussed the idea of not assigning below average grades. He sited examples that in some college classes C's don't pass and in the workforce below average work is not accepted. This idea is not something you implement without educating the parents and staff. Jim Krahn indicated that he feels increasing our expectations is good.

Special Ed: Dr. Cox introduced Paula Mills, the District's new Special Education Director. Paula will be in our district half time. She travels to Vernonia from Knappa where she was a principal and SPED director for the Knappa School District. She recently took a job with the NWRESD and is familiar with Vernonia.

5.3 Substitute Reports: Dr. Cox handed out sub reports for last two years. Last year the district over spent \$2,343 on substitutes out of \$85,000 budgeted. \$6,900 was due to the flood which is 75% reimbursable by FEMA and/or claimed by insurance money. Ernie Smith asked for something that shows how many times we needed a sub. Ken indicated that he will do a sub analysis report.

SUBSTITUTE REPORT

5.4 Oregon Solution Report / Immediate Needs Budget: Jim Krahn reported the following high lights:

OREGON SOLUTION REPORT

- Make sure that people within community remain optimistic. There is concern that in the community people are wondering what is happening. Upcoming meetings via Oregon Solutions and TGM will assist in more contact with community.
- The Siting Committee has hired two engineers to look at two sites plus the present site. They will look at site preparation, roads, transportation, and 20-20 committee ideas. By the end of October the engineers to present. The Siting Committee will look at their report and other areas (cost of land, amount of land).
- The type of building that will be built to integrate into the site will also be looked at. One level – 30 acres, 2 level – less land.
- The budget is also being considered. This project is driven by dollars and therefore they must look at the current site. Beaverton has provided a sample budget and numbers to look at such as \$200 per sq. foot and 200 feet per student.
- Type of building was discussed. Do they build in phases or all at once? The group feels it would be best to try and gather the entire sum of money and then the process wouldn't be staggered over many years.

- A central clearing house would be developed for the money and use a 501c3. Betsy Johnson knew of person that could put this together for the district.
- There is potential contact with a person very involved with fundraising for the Portland Art Museum.
- It is important to make our schools the best they can be. There is potential for connections with OSU and forestry programs. There are a number of schools currently in pilot programs. This helps to broadens the opportunities to obtain money. Any money coming from the federal government is slim. The District will need the money to come from private entities.
- Providence is interested in co-locating and co-sponsoring a School Based Health Clinic within the schools.
- Longview Timber is interested in stepping forward and making land available to the District at a reasonable price.
- The Educational Committee is looking at City perspective and creating a vision as to what our schools would look like. Innovative enrichment programs is what will draw money. Our administrators can start thinking about programs that could be put into place.

Upcoming meetings:

- Next Tuesday evening, town hall meeting.
- Facilities Committee meeting on the 21st at 10:30 a.m.
- Next Wednesday, the Oregon Solutions Executive committee will be meeting with a public relations person to put together a communication strategy of Oregon Solution and the District.

Dr. Cox reviewed the Oregon Solutions budget handout. The budget committee indicated areas that need to be done right away but won't be paid for by donated money to build schools. The District is doing all we can to help facilitate Oregon Solutions. However, the Board will make all final decisions.

Jim Krahn indicated that with school starting up board members need to be ready to answer questions from the community at football games, volleyball games, etc. The board needs to stay positive and all be on the same page. If you are not sure how to answer a question recommend to them that they talk to the Superintendent.

Ernie Smith left the meeting at 7:00 p.m.

6.0 INFORMATION & DISCUSSION

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| 6.1 | Emergency Call List & Procedures: | Dr. Cox included a copy of the district emergency call list in their packet. Past practice was that all board members were called when there was a late start or no school. Jim Krahn indicated that his cell phone be called. | EMERGENCY CALL LIST & PROCEDURES |
| 6.2 | Schedule Policy Review Committee Meeting: | Dr. Cox wants to do a wrap up on policies that were pulled out for questions. He will wait to schedule a meeting since two of the three policy committee members were not in attendance. Greg Kintz mentioned that he went to the summer board conference and they were impressed that we got our audit done quickly. | POLICY REVIEW COMMITTEE |
| 6.3 | High School Gym Repair Bids: | Dr. Cox gave a quick update. There were two bids that were received in response to the RFP. As the district got ready to sign a contract with the lowest bidder it was noticed that the electrical work was left out of the bid. The 2 nd and higher bidder protested because the awarded bid wasn't complete. A new date was set for bids to be received. The 2 nd round came in today. There were four bids this time. The company that was low bid before is still the low bidder at \$555,000. The District will award the contract tomorrow. Rod McDowell, our project manager, is doing a great job. | HIGH SCHOOL GYM REPAIR BIDS |

Jim Krahn asked if there is any opportunity when signing the contract to negotiate and reduce

the amount? Dr. Cox stated yes, possibility. He also mentioned that the District would like to have a weekend set aside to have community members come in to help with hanging sheet rock.

There was a comment about starting with the gym first to help alleviate practice issues for Volleyball.

- 6.4 Student Handbook Review:** Sample student handbooks were given to the board. There were minimal changes from the administration and all changes were reviewed by Dr. Cox. His hope is to have a staff committee to review in January of next year. It was noted that there were no changes to the staff handbook. Kim Wallace asked if the drug testing policy is listed in the student handbook? Dr. Cox said no, it is printed in the athletic handbook. STUDENT HANDBOOK REVIEWED

7.0 ACTION ITEMS

- 7.1 Policy Approval after Second Reading:** Policies JOC, JB, JC, JE*, JEC, JECA, JECAC/GBH, JECB, JECE, JEFB, JF/JFA, JFC, JFCF, JFCJ, JFCM, JGA, JGD, JGE, JGEA, JHA, JHCC, JHCCB, JHCCC/GBEBC/EBBAA, JHCDA, JHFD, JHFDA, JHFE, JIA, JN, JO, JOA, KA/KAA, KGF/EDC, KI, KM, LBE, JFCIA were presented for approval. POLICIES APPROVED

Greg Kintz questioned policy JFCIA. It recommends drug and alcohol treatment but does not require – why? He also asked why we have two policies on threats of violence JFCM and JFCF? Dr. Cox indicated that this is based on different types of threats.

Greg also was wondering why policy JE – Attendance doesn't mention state requirements. Dr. Cox will pull this policy and provide information at the next board meeting.

Greg Kintz moved to approve policies presented except for policy JE pulled for revision and review. Cari Levenseller seconded the motion. Motion passed unanimously.

8.0 SUPERINTENDENT & BOARD COMMUNICATION CORRESPONDENCE SUPERINTENDENT REPORT

- Next Wednesday evening there will be a meeting at Mist for those parents interested in sending their children to MGS.
- OSBA is willing to work with us to revise our job descriptions. They need to be updated legally as well as accurately reflect the job duties.
- A request to release a student to Jewell was denied. The parent is asking for an appeal with a board committee. The tentative meeting is scheduled for 4:30 p.m. next Tuesday. Jim Krahn and Kim Wallace will attend on behalf of the board. Dr. Cox will look into the situation with Jewell and will let the board know about the funding issue and the impact on our district.

Upcoming Dates:

- Board retreat on Aug. 20
- Staff Breakfast on Aug. 26
- Next board meeting – September 11

- 9.0 Meeting adjourned at 7:46 p.m.** ADJOURNED

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

Board Chair

District Clerk