

ADMINISTRATIVE SCHOOL DISTRICT 47J
475 BRIDGE STREET
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

November 13, 2008

- 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 6:00 p.m. by Kim Wallace. MEETING CALLED TO ORDER
- Board present:** Kim Wallace, Chair; Tammy Jennings, Greg Kintz, Ernie Smith, Tim Bamburg, and Jim Krahn. Cari Levenseller arrived at 6:22 p.m. BOARD PRESENT
- Staff present:** Ken Cox, Superintendent; Brent McClain, Middle School Principal; Aaron Miller, Elementary School Principal; Nate Underwood, High School Principal; Dawn Plews, Business Manager; Barb Carr, Administrative Assistant; Rachel Wilcoxon, Ashley Rogers, Debbie Stahlnecker, and Cathy Ward, Teachers, and Beth Kintz, Kathi Fetch, and Karen Roberts, Classified Staff. STAFF PRESENT
- Visitors present:** Earl Fisher, Rebecca McGaugh, Rowan Cheney, Samantha Lindauer, Samantha Wallace, Rick Walhlstrom Don Wallace, Evan Stahlnecker, and John Jackson. 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 Tim Bamburg seconded the consent agenda as presented.
- 4.1** Minutes of 10/09/08 Regular Meeting MINUTES APPROVED

Motion passed unanimously.
- 5.0 REPORTS & DISCUSSION**
- 5.1 Student Reports:** STUDENT REPORTS
Middle School Leadership Students Rowan Cheney, Samantha Lindauer, and Samantha Wallace reported to the board:
- 8th Grade is selling Poinsettias for field trip fund
 - Food Drive started yesterday.
 - Volleyball took first in regional tournament. 2nd and 4th in Coos Bay tourney.
 - Football finished the season with a record of 6-1.
 - Boys Basketball has started. First game was yesterday. Schedules are available in the Middle School office.
 - Students of the month will receive a \$10 gift certificate to the store of their choice.
 - Leadership sponsored a dance on Halloween. 92 students attended.
 - There will be a CloseUp meeting Nov. 17th.
 - “Mix it Up” lunch will be held on Nov 25th. Students sit with other students.
 - Teachers are working on the PBS system. Topper tickets are awarded for good behavior in and out of class. 653 topper tickets were given out the first quarter.
 - 75 out of 149 received academic awards for the 1st quarter. There were 8 students with a 4.0 GPA, 28 with 3.50-3.99, 20 with 3.25-3.49 and 19 with 3.00 – 3.24.
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High School:

- There was no representative in attendance. Mr. Underwood stated there has been some communication problems and he will try to correct this for the next meeting.

5.2 Building Reports:

BUILDING REPORTS

WGS: Mr. Miller added that attendance for the recently held conferences was very good. 100% at MGS and overall throughout both schools attendance was at 96%. Very few parents did not show and teachers are contacting those that didn't attend.

Kim Wallace asked about whether or not they will have Spring Conferences? Are MS and HS interested in pursuing? Usually at the secondary level attendance is very low. They encourage parents to contact teachers directly. Primarily the interest is with the elementary level.

Tim Bamburg asked Mr. Miller how the ZAP program is working? Mr. Miller indicated that he was hoping to have a status report for 4th and 5th graders but was not able. Overall he is noticing a large change in the amount of missing assignments. It seems to be working well.

VMS: Mr. McClain had nothing to add.

VHS: Mr. Underwood added that the gym is ready! Midnight madness was well attended. They are holding a mini pep assembly tomorrow for the student body in the gym. Tim Bamburg commented on the Midnight Madness. There were a lot of kids in attendance and they were well behaved.

5.2.1 Career Related Learning Project: Rachel Wilcoxon reported that the CRLP is being taught in Career Ed ½ during their Junior year and the other ½ during their senior year. It has been taken out of the senior English class. This gives back approximately 3 months of teaching time to the English teacher. They are still doing the research paper in the English class. Kids are being encouraged to look at numerous career fields.

CAREER RELATED LEARNING PROJECT DISCUSSED

Kim Wallace asked if the oral presentation and physical project is still part of the CRLP? Yes, this year's seniors will do a physical project. In the future however, it will move to more of a job shadow/job mentoring outline.

5.2.2 Summer Travel Request: Mr. Underwood spoke on behalf of Juliet Safier. She was thankful to the board for allowing her to explore the option of summer travel abroad. The deadline to sign up with her is tomorrow. At this point it appears that the trip will not happen due to lack of time to fundraise. She will be able to plan more for a trip in the summer of 2010.

SUMMER TRAVEL REQUEST UPDATE

Kim Wallace stated that at the recommendation of the District attorney the district will not approve or disapprove the trip since it is not a school or district sponsored event.

Cari Levenseller arrived at 6:22 p.m.

5.3 Financial Report: Dawn Plews reported that our enrollment is up slightly. We have 13 students more than last month. She is still watching the cash flow and being really careful with expenditures that we have influence on. Tax payments are starting to come in. She will keep an eye on this and compare to last year. The flood fund expenditures are more than the revenue. PACE is now coming through with checks as we need them. We have requested \$1M more to cover the costs of gym repair and high school demolition.

FINANCIAL REPORT

Kim Wallace asked why the insurance company has not closed this claim out and sent the district's final payment? Ken Cox indicated that the insurance company ordered an audit and didn't like the numbers. He is meeting with them next Friday. Kim suggested it might be time

to have our legislators apply some pressure to the insurance company on our behalf.

5.4 NWRESD Annual Report: Earl Fisher, Board Chair and Rick Wahlstrom, Chief Technology Officer presented the annual report.

NWRESD ANNUAL
REPORT PRESENTED

The NWRESD covers four counties and supports 20 school districts. The largest district is Beaverton, the smallest Jewell. The ESD gets money just like the districts do from the state. The County Superintendents get together to decide how this money is divided up. 10% remains with the ESD for their operations. The remaining is divided between core services and as service credits by ADM.

Departments within the ESD include:

- Administrative and Board Services
- Special Education Services
- Instructional Services
- Technology services

Kim Wallace asked when dividing up the service credits by ADM does the ESD take the higher of the last two years like the state does? Mr. Wahlstrom was not sure but the formula for allocation is state based.

The report showed specific information to the Vernonia School District such as:

- Service Credit Utilization
- Contracted services
- Additional services

The 2009/2010 local service plan time line was reviewed.

- Oct 23 & 24 the Superintendents met and help development next year's plan.
- Nov 18 this plan will be presented to NWRESD board for 1st reading.
- Dec 12 Superintendents will approve the plan.
- Dec 16 NWRESD board will adopt the plan and then send out to school districts.
- March 1 is the deadline for all district boards to approve the plan.

Earl Fisher thanked the district for allowing them to come. He feels it is important to keep communication open by coming out to district board meetings. Any time the board has questions please let them know.

5.5 Title I Program Report: Debbie Stahlnecker, Title I teacher at WGS explained the program to the Board. Below are the highlights.

TITLE I REPORT

- The program is federally funded. It targets those students in need not the entire school.
- Assessments are reviewed to determine who will be serviced.
- Currently working with students on reading. These students are below their reading level but don't qualify for special ed. services.
- There are four assistants in the program that help with assessments and run small groups.
- Separate curriculum is used for grades K-2 and 3-5.
- Parent involvement is improving. Last month a parent meeting was held to introduce the program to parents and allow parents to give input.
- Parents, students, and staff sign a contract to help students become a better reader.
- Next week a parent training will be offered to help parents work with students at home.

Kim Wallace asked if the district is providing any materials to the parents to help students at home? Last year a large donation of books was received from scholastic. She is still able to send some books home. She also has books to check out if needed.

Aaron Miller stated that WGS received many donations even though WGS didn't lose a lot in the flood. Glenda Delemos has gone through boxes of books to build up inventory in the Library. Teachers have also gone through these books to put some in their classroom. Parents that come to the upcoming training will be able to get some books if needed.

Mr. Miller is currently looking at taking the Title I program from a targeted assisted program to a school wide program. There is a process to do this. Title I staff are considered highly qualified. If we move to a school-wide program every staff member would have to be highly qualified. WGS also must have at least 40% of its students eligible for free or reduced meals. Currently the school is assessing every student but targeting only those that qualify. Students getting title I services are pulled out of their regular class. Having the school wide program will allow some flexibility in servicing students and potentially could serve all students. Parents, teachers, and staff members will be surveyed to determine needs. Then a plan will be developed. Once the plan is put together it will be submitted in the Spring for approval. If a school wide program is approved it could be implemented next Fall.

5.6 Youth Transition Report: Beth Kintz, Transition Specialist reported that the Youth Transition Program is federally funded through a rehabilitation program. The district had the grant from 1999 – 2005. At 2005 it was dropped. In 2007 the district reapplied for the grant. 38 of 50 districts were approved. The current grant goes through June of 2009. It pays for 2/3 of the cost of the program. The district funds the other 1/3. By march 31st of 2009, 20 kids need to be involved in the program to satisfy the grant. To qualify, students must have a documented disability which is a barrier to employment. Currently there 12 students and she has made contact with six more.

YOUTH TRANSITION REPORT

Things they do:

- Bi-weekly job club meetings where they discuss finances, drivers ed, nutrition, how to make an appointment and sign in neatly when they arrive at the appt., getting along with others
- Community service activities on Friday afternoon.
- Work in the cafeteria
- Unpaid work experience
- Job corp.
- Print Shop team members: prioritize, customer services, delivery to classrooms
- Balloon Company: phone skills, customer service, wrapping, aesthetics.
- Concession stand; obtain food handlers card, get small stipend for working, cash register, cash personal stipend check. Additional money made in the concession stand is put towards a field trip.
- Continuing education: visit college, career fairs, job corp.

The program lasts year round. Last year over the summer she was a crew leader through NWRESA. She had 12 kids on the crew. She is currently working with the high school special education teacher to be involved in IEP meetings. Hopefully she will be able to apply for the grant again in the spring.

A former student in the program, 2004 graduate Tyler Dougherty, recently was hired by the City of Astoria. He started in YTP and worked for the City of Vernonia. He then went to PCC and got a degree in mechanics.

6.0 INFORMATION & DISCUSSION

6.1 Oregon Solutions Update: Executive committee will meet next Friday, Nov. 21st to review the progress of the Transportation Growth Management study.

OREGON SOLUTIONS UPDATE

6.2 State Report Cards: The district is required by the state and federal government to send out our report card each year. The report card shows the Vernonia School District staying the same in some areas or improving. The only area we did not meet was Average Yearly

STATE REPORT CARDS

Progress (AYP) in Special Ed. NCLB said that by 2014 every child would meet state benchmarks. Each year you must meet adequate yearly progress to obtain the 2014 goal. The district is focusing on improving this area. Copies of building and district report cards will go home with each student by the end of the month.

Jim Krahn asked Dr. Cox if he thinks the requirements of NCLB will go away with change in national administration (election). He doesn't feel it will go away but it may alter.

Kim Wallace congratulated the high school from moving from satisfactory to strong. The area not met at VMS, where can you improve? Mr. McClain indicated that last year 50% of all IEP kids met math and reading. If less than 50% meet then the growth must be a certain percentage. We didn't meet that either. The good news is we will meet growth this year. It is hard with a small population – one student will make a difference.

Dr. Cox stated we are focusing on day to day data rather than taking just a once a year snapshot.

- 6.3 Vernonia Policies On-Line:** As of tomorrow morning the district policies will be available on line. There is a link on the district's website. Guidelines were established for updating these policies. If a minor grammatical or typographical error is detected the board will be notified of the change. If the board feels the error will not change the intent of the policy it will be changed on line. If however, the board does feel the correction will change the intent of the policy it will not be updated on line and will go to the Policy Review Committee immediately.

VERNONIA POLICIES
ON-LINE

- 6.4 Vernonia Education Foundation:** Dr. Cox has been working with Kim Wallace and Cari Levenseller on the development of the district's foundation. A copy of the draft Bylaws and Articles of Incorporation were included in the board's packet. He recommends the name be Vernonia Education Foundation not Vernonia Schools Foundation. The Bylaws have been reviewed by an attorney. According to the Bylaws the current school board would set up the foundation board. Once approved the school board would not have any involvement other than appointing a school board member to serve on the foundation board. The first meeting of the foundation would be in January. It is recommended that they appoint Dawn Plews as treasurer. Policy relating to the foundation will come to the board at the Dec. meeting.

VERNONIA EDUCATION
FOUNDATION

- 7.0 ACTION ITEMS**

- 7.1 Approve Policies:** Jim moved to approve policies listed in 7.1.1 thru 7.1.18 as presented with amended changes to 7.1.4 and 7.1.12. Tammy Jennings seconded the motion. Motion passed unanimously.

POLICIES BBFA, CCB,
EEA, EEAC, EEAE, EH ,
GBC, GBD, GBI, IGBAB-
JO, IGCG, IKF, IL, JE,
JECBA, JOA, JOB, JO-
IGBAB, and KBA
APPROVED

- 7.2 Approve Out of State Travel Request:** High School band teacher is requesting to go to an out of state conference in Seattle. Tammy Jennings moved to approve out of state travel request for high school band teacher to attend conference in Seattle. Motion seconded by Cari Levenseller. Motion passed unanimously.

OUT OF STATE TRAVEL
REQUEST APPROVED

- 7.3 Approve Establishment of Vernonia Education Foundation:** Tim Bamburg moved to approve the establishment of the Vernonia Education Foundation as presented. Motion seconded by Greg Kintz. Cari Levenseller confirmed that the term to serve on this board is for one year and that there is a five year maximum on elected terms (community member). Motion passed unanimously.

VERNONIA EDUCATION
FOUNDATION

8.0

SUPERINTENDENT & BOARD COMMUNICATION CORRESPONDENCE

SUPERINTENDENT
REPORT

- **District Facilities Committee:** the committee recently looked at ways to cut back on square footage. One option is to combine all office space.
- **Gym Up and Ready:** Our first home basketball game in the high school gym will be on Dec 3. There will be a town hall meeting/spaghetti feed in the cafeteria that evening. Spaghetti Feed will start at 5 pm. If you attend the town hall meeting you will get free pass to basketball game.

Greg Kintz asked about DOWA's previous work on Square footage needs. How do those numbers compare to what the facilities committee is doing now? Dr. Cox indicated that our numbers are within 5000 s.f. of their numbers. Greg feels there is a lot of room to cut.

Greg Kintz recently attended the OSBA regional meeting at the ESD. He requested information presented that evening for each board member.

On Monday, Nov. 17th. Nate Underwood and Kim Wallace will be going to the Scappoose board meeting to thank them and invite them to the first home basketball game in the newly remodeled gym.

Greg Kintz indicated his intent to be considered for the vacant at large position on the NWRES D budget committee.

Jim Krahn would like the board to consider, during conversations with Oregon Solutions group, getting a waiver on prevailing wage requirements. This is a suggestion of Senator Wyden. Chances are we would be denied but feels it would be very beneficial to the district financially if possible. Maybe try to get the Governor to write a letter of support. Also, the Farm to School program is requesting \$39 million in the next legislative session. As a small district there would be no opportunity for us to participate. This is a good opportunity for us to send a letter in opposition.

9.0

Meeting adjourned at 8:24 p.m.

ADJOURNED

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

Board Chair

District Clerk