

VERNONIA SCHOOL DISTRICT 47J  
1201 TEXAS AVENUE  
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

May 14, 2020

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:02 p.m. by Greg Kintz. This meeting was held virtually. **MEETING CALLED TO ORDER**
- Board Present:** Greg Kintz, Stacey Pelster, Susan Wagner, Steve Whiteman, Jeana Gump, and Brittanie Roberts **BOARD PRESENT**
- Board Absent:** Vacant position **BOARD ABSENT**
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Michelle Eagleson, Elementary Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Gienah Cheney, Juliet Safier, Susanne Myers, Kaitlyn Carr-Kiprotich, Joanie Jones, David Spackman, George Spaulding, Kiara Single, Jordan Frink, Kendra Schlegel, Teresa Gore, Claire Youngberg, Robin Manning, Malin Campbell, and Andrea Anderson, Teachers; and Corey Parker, Camrin Eyrrick, Dan Gentry, Brandi Abney, Stacy Adams, and Richard Traver, Classified Staff. **STAFF PRESENT**
- Visitors Present:** Kellie Murray and Kim Titus Budget Committee; and Scott Laird, Jana Swedo, and Grant Williams. **VISITORS PRESENT**
- 1.1** The Pledge of Allegiance was recited. **PLEDGE OF ALLEGIANCE**
- 2.0 AGENDA REVIEW:** Steve Whiteman moved to accept the agenda as presented. Stacey Pelster seconded the agenda. Motion passed unanimously by roll call. **AGENDA REVIEW**
- 3.0 RECESS to BUDGET COMMITTEE MEETING:** the Budget Committee Meeting was called to order at 6:06 p.m. by Committee Chair, Kellie Murray. **BUDGET COMMITTEE MEETING CALLED TO ORDER**
- The Budget Committee Meeting Minutes of 4/30/2020 were reviewed. Kellie Murray moved to approve the minutes as presented. Jeana Gump seconded the motion. Motion passed unanimously by roll call. **MINUTES APPROVED**
- Aaron Miller thanked the Committee members that submitted questions regarding the proposed budget. There were only a few questions received and answers to those questions were sent out to the committee. **DISCUSSION**
- Brittanie Roberts asked if the State financial revenue update has been received. According to Mr. Miller the next estimate will be out approximately on May 20, 2020. The 2020-21 revenue forecast will come in later. The District is still unclear as to how next year will look financially.
- A question was asked that when the numbers come in, if substantially lower will the Budget Committee have to meet again? It all depends on how much of a shortage the District ends up with. At this point the District is moving forward with the budget as presented to the Committee. If at a later date the Committee needs to reconvene notice will be given.
- Steve Whiteman stated that he feels the Committee needs to move forward with the presented budget, approving it as a baseline. Marie Knight agreed that the District won't have real numbers from the State until after the date the District is required to have an adopted budget. Moving forward with the presented budget as a baseline is appropriate.

Susan Wagner thanked Marie Knight, Aaron Miller and staff for all the work to put the budget document together.

Kellie Murray also thanked Marie and Aaron. She personally spent a lot of time going through the budget and recognizes the work put in to it.

Brittanie Roberts moved to approve the 2020-21 Vernonia School District Budget as presented. Steve Whiteman seconded the motion. Motion passed unanimously by roll call.

Aaron Miller explained now that the Budget Committee has approved the 2020-21 Budget it will go to the School Board for official adoption. This will take place at the next school board meeting on June 11, 2020.

Budget Committee Meeting was adjourned at 6:24 p.m.

2020-21 VSD BUDGET APPROVED

BUDGET DOCUMENT WILL GO BEFORE THE SCHOOL BOARD FOR OFFICIAL ADOPTION

MEETING ADJOURNED

**4.0 RECONVENE to REGULAR MEETING:** The regular session of the School Board Meeting reconvened at 6:24 p.m.

RECONVENE TO REGULAR SESSION

**5.0 SHOWCASING OF SCHOOLS:**

SHOWCASING OF SCHOOLS

**5.1 Student Reports:**

- No student reports.

STUDENT REPORTS

**5.2 Principal Reports:**

PRINCIPAL REPORTS

- Nate Underwood reported that the VHS Seniors are relieved to be done and ready to get on with their lives. Discussions are happening on how best to recognize the Class of 2020 (see below). VMS students feel the closure is getting old and miss interaction with staff and their peers. Mr. Underwood further went on to applaud his staff for stepping up and doing the best that they can with the combination of online teaching and providing packets. The majority of paper packets were distributed to middle school students and approximately 50 online Google Classrooms have been created.
- Michelle Eagleson shared that the Elementary teachers met at the beginning of the closure and discussed student requirements. It was important that they stay consistent with things already occurring in their classroom. As a group they worked tirelessly to come up with learning packets. Each week teachers are checking in with their students and families. The elementary staff are doing a great job supporting their students. It's very challenging but they are doing well.

**5.2.1 VHS Student Required Volunteer community Service Hours:** Rachel Wilcoxon submitted a written report providing insight and her opinion on the current VHS student community service requirement. The board reviewed the report. There was no discussion at this time.

COMMUNITY SERVICE HOURS OPINION SHARED

**5.2.2 VHS Senior Graduation Update:** Nate Underwood shared that the staff have been working hard with students helping them to cross the finish line. Currently there are 4 or 5 that have work left to complete to satisfy the graduation requirement. He is hopeful that with help from staff this will happen. The latest plan for a graduation ceremony is to have a modified ceremony on campus with students and families remaining in their cars until their time to pick up their diploma. A parade through town at the conclusion of the evening is an option being considered. At this point staff is working to be able to broadcast the ceremony live. The date will be the evening of May 29<sup>th</sup>.

VHS GRADUATION PRELIMINARY PLANS SHARED

Congratulations Graduate signs with a picture of the student have already been delivered to the homes of the Class of 2020. Additional signed is being considered to help with traffic flow on the night of the ceremony.

**5.3 Distance Learning For All:** Information was provided during the Principal Reports. There was nothing additional discussed.

DISTANCE LEARNING FOR ALL

- 5.4 Social Emotional Learning (SEL) Team Update:** The SEL Team consists of Rachel Wilcoxon, Jana Swedo, Brandi Skvarna, David Spackman, Pete Weisel, and Jamie Hamsa. They provide social and emotional support for staff and students throughout the closure. They have reached out to students that shared they have need or have heard there is a need. The team is having much deeper levels of conversations with parents and these conversation are happening more often, providing support however they can. They reached out to the students that did not fill out the survey, and have made home visits when necessary. Overall the team is looking out for the mental wellbeing of our students and staff. SOCIAL EMOTIONAL LEARNING (SEL) TEAM REPORT
- 5.5 Special Education Update:** Gienah Cheney reported that the Special Education teachers are learning right along with the regular education teachers when it comes to accessing technology to teaching. Staff received training last year on a Read and Write program that will be purchased in July. As a bonus the company provided it to our District free of charge this year when we transitioned to Distance Learning. Data shows that there has been a 66% increase in usage which is very positive. IEP's are going okay with Google Meet virtual meetings. The SpEd team is utilizing Google Classroom, utilizing paper pencil packets, and working with general education teachers to put packets together. SPECIAL EDUCATION UPDATE
- 5.6 Food Service / Meal Update:** Aaron Miller updated the Board on meal distribution. Breakfast and Lunch is being handed out either at school or via bus routes. Mr. Miller thanked the classified staff that are showing up to prepare, bag, and/or riding on the busses to deliver meals and packets. On Thursday meals for both Thursday and Friday are handed out due to Fridays being furlough days. The District is averaging 350 meals per day. In the month of April a total of 11,130 Breakfast and Lunch meals were served. This program gives staff a chance to stay connect with students. FOOD SERVICE / MEAL UPDATE

Stacey Pelster thanked the District. Her students receive meals and the experience is a very pleasant one on the receiving end. Jeana Gump just started accessing the meals recently and also passed on her thanks.

- 6.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** There were none. PUBLIC COMMENT

**7.0 BUSINESS REPORTS:**

- 7.1 Superintendent Report:** Aaron. Miller highlighted his report with the following: SUPERINTENDENT REPORT
- PERS Workback language – there is no information available yet to share.
  - Policy Committee – the Policy Committee were asked to get their comments from the last packet to him soon. Another packet to review will be available soon.
  - Enrollment: The District enrollment numbers as of March 12<sup>th</sup> will hold until the end of the year whether students come or go. The District's enrollment held steady most of the year.
  - ODE guidelines should have students back in class next year in some form. It is possible that Districts will have partial Distance Learning. There is still a lot of work to do to solidify the benefits of Distance Learning and work on the issues that have been challenging. Staff has risen to the occasion of planning a quarter of the school year in a short amount of time.

**7.1.1 Bond Update:** Mr. Miller updated the board on the following projects: BOND PROJECTS UPDATE  
Art Room: There is progress happening on the Art Room addition. Concrete will be poured tomorrow.

Aaron Miller and Marie Knight met with Steve Kragrud, Project Manager to review financials. They determined that the District has enough money to complete all projects on list:

- Adding additional solar panels
- Installing classroom storage under each counter in every classroom in the main building
- Complete the Art classroom

- Playground equipment - currently working with a group at MGS and VES on playground equipment research
- Security Cameras – additional security cameras inside and outside of the building and moving forward with closing off front entrance to house a buzz-in door for visitors.
- Sidewalks and cement at Mist
- Cross Country trail upgrade to all be included on campus.

SDC's WILL BE A  
FUTURE DISCUSSION

Brittanie Roberts asked that a new construction tax / System Development Charges (SDC's) be kept on the radar for a future discussion. Aaron Miller hopes to look into this further over the summer.

**7.1.2 SSA-SIA Update:** Aaron Miller has had a lot of conversations on this topic. On February 27<sup>th</sup> he was meeting with the community team and planning on how to spend \$515K over the budget. Things have drastically changed since then. It appears we will have to wait on this. Legislature will vote on whether or not these funds will remain available. Mr. Miller doesn't feel it will be repealed completely but timelines will likely change.

SSA – SIA UPDATE

- 7.2 Financial Report:** Marie Knight presented the financial report. Ending fund balance is at \$491,249. She is hoping to get the ending fund balance up to \$600K after finalizing grant fund accounts.

FINANCIAL REPORT

Brittanie Roberts asked for a comparison to this point in time last year. According to Marie the District ended the 2019-20 year with a little over \$600K. The District should be close to that this year.

- 7.3 Maintenance Report:** Mr. Brown's Maintenance Report was reviewed. There were no questions from the Board.

MAINTENANCE REPORT

**8.0 BOARD REPORTS/BOARD DEVELOPMENT:**

BOARD REPORTS /  
BOARD DEVELOPMENT

- 8.1 Board Member Reflection:** Greg Kintz shared a quote from Arthur Ashe, tennis star. "Start where you are. Use what you have. Do what you can."

BOARD MEMBER  
REFLECTION

- 8.2 Board Member Resignation / Replacement Timeline:** Due to the school closure and the cancellation of the April Board meeting, the Board revisited the timelines for the filling the vacant Board position. Applications will be accepted until June 4. The Board wanted to have this in place to be able to appoint someone at the July Board meeting. Susan Wagner recommended keeping the notice at top of the Facebook feed to be available.

BOARD VACANCY  
REPLACEMENT  
TIMELINE DISCUSSED

- 8.3 Oregon Promise Program / Training:** Nothing reported this month.

OREGON PROMISE  
PROGRAM / TRAINING  
DISCUSSED

**9.0 OTHER INFORMATION and DISCUSSION**

- 9.1 2019-20 Calendar Adjustment:** Aaron Miller explained that the upcoming 2020-21 budget needs will be impacted substantially due to the Coronavirus. A way to prepare for the deep cuts coming next year is to take five furlough days this year. May 15, May 22, May 29 and June 5 (all Fridays) and then June 12 for licensed and June 10 for classified. This also cuts all employee pay by 20% which makes them eligible for federal stimulus funds and Oregon Workshare Program. This allows the District to save money for next year, eliminating the need to RIF any positions. Employees not eligible due to length of time in district (less than 2 years) would be held harmless, they would not have furlough days. Five days saves the District approximately \$148K.

2019-20 CALENDAR  
ADJUSTMENT

FIVE FURLOUGH DAYS  
PROPOSED

Both unions are in support of this proposal. Juliet Saffier stated she agreed with Aaron and thanked Marie Knight for putting together the application for the Workshare Program on behalf of the employees. Camrin Eyrrick stated she feels this is the best move for the District.

Aaron is requesting that the Board approve the adjustment to this year's calendar, setting five (5) furlough days during the remainder of the 2019-20 calendar.

- 9.2 2020-21 Instructional Calendar:** Nate Underwood shared that the calendar committee put together the draft calendar which contains 167 student contact days and 186 teacher contract days. There are 4 extra days in calendar – 3 from SIA money and 1 from the General Fund. The Board reviewed the calendar. 2020-21 DRAFT INSTRUCTIONAL CALENDAR

Brittanie Roberts asked about the plan if the SIA funding is not available. Aaron Miller shared that this draft calendar is based on our budget. Depending on how much difference there is in our budget, adjustments will be made accordingly to the calendar. Furlough days next year are a possibility.

- 9.3 Surplus List:** Aaron Miller shared that the District truck is dead. Money has been placed in the budget to replace a vehicle. A used van was donated to the District from the Beaverton School District. SURPLUS ITEM REQUEST

- 9.4 OSEA Contract:** OSEA negotiations were scheduled this Spring but did not happen. The District has received an offer from the Classified Union to forego all negotiations with the exception of adding a 4% cost of living adjustment. Aaron Miller recommends extending the contract for one year with a 4% COLA. This increase is equivalent to what teachers will receive next year as a result of their previously held negotiations. The District negotiation team recommended approving the Classified Union proposal. OSEA CONTRACT

Steve Whiteman complimented both Unions for being willing to work together with the District. Greg Kintz echoed this appreciation.

- 9.5 VFA Expansion to K-12:** Aaron Miller shared that discussion has been on-going regarding the expansion of the Vernonia Family Academy to add a high school component, grades 9-12. The District is moving forward with this expansion for the 2020-21 school year. VERNONIA FAMILY ACADEMY EXPANDING TO K-12 for the 2020-21 SCHOOL YEAR

An expansion will meet the needs of high school aged home schooled students and those students currently enrolled with Oregon Outreach. Laura Blacker has been hired for this position. The entire VFA program will be moving to the House that currently houses the Oregon Outreach program. Oregon Outreach will not be offered next year.

**10.0 ACTION ITEMS**

- 10.1 Vacant Position Replacement Timeline:** Jeana Gump moved to approve the replacement timeline as discussed. Brittanie Roberts seconded the motion. Motion passed unanimously by roll call. VACANT DIRECTOR REPLACEMENT TIMELINE APPROVED
- 10.2 2019-20 Calendar Adjustment:** Brittanie Roberts moved to approve the adjustment to the 2019-20 Instructional Calendar as discussed. Stacey Pelster seconded the motion. Motion passed unanimously by roll call. 2019-20 INSTRUCTIONAL CALENDAR ADJUSTED
- 10.3 2020-21 Instructional Calendar:** Jeana Gump moved to approve the 2020-21 Instructional Calendar as presented. Steve Whiteman seconded the motion. Motion passed unanimously by roll call. 2020-21 INSTRUCTIONAL CALENDAR APPROVED
- 10.4 Surplus List:** Brittanie Roberts moved to approve the Surplus List as presented. Jeana Gump seconded the motion. Motion passed unanimously by roll call. SURPLUS LIST APPROVED
- 10.5 OSEA Contract:** Steve Whiteman moved to approve the OSEA Contract extension as recommended by the District Negotiation Team. Jeana Gump seconded the motion. Motion passed unanimously by roll call. OSEA CONTRACT EXTENSION APPROVED

**11.0 MONITORING BOARD PERFORMANCE:** Susan Wagner commented on seeing so many people on the board call tonight. She thanked all for attending and expressed her hope for a continued presence at future board meetings. **BOARD PERFORMANCE**

Steve Whiteman shared that Aaron Miller has done a wonderful job and greatly appreciates his leadership during the Coronavirus pandemic.

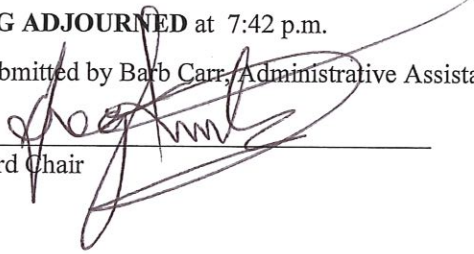
**12.0 CONSENT AGENDA:** **12.1** Minutes of 03/12/20 Regular Meeting. **CONSENT AGENDA MINUTES APPROVED**

Susan Wagner moved to approve the consent agenda as amended. Brittanie Roberts seconded the motion. Motion passed unanimously by roll call.

**13.0 Other Issues:** Next meeting on June 11th will also be virtual. **OTHER ISSUES**

**14.0 MEETING ADJOURNED** at 7:42 p.m. **ADJOURNED**

Submitted by Barb Carr, Administrative Assistant

  
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Board Chair

  
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District Clerk