

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

August 9, 2018

- 1.0 CALL TO ORDER:** A Regular Meeting of the of Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:07 p.m. by Greg Kintz MEETING CALLED TO ORDER
- Board Present:** Greg Kintz, Susan Wagner, Brittanie Roberts, Katie Cook. Melissa Zavales arrived at 6:12 p.m. BOARD PRESENT
- Board Absent:** Stacy Pelster. Position #6 vacant. BOARD ABSENT
- Staff Present:** Aaron Miller, Superintendent; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Joanie Jones, Licensed Staff, and Jenny Williams, Classified Staff. STAFF PRESENT
- Visitors present:** Shirley Kyser, Marilou Busch, Scott Laird, Brett Costley, Bill DeJager, Leslie Woodward, Merle Noakes, Barbara Smith, Nathan Woodward, and Thomas Jones. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Add language to Action Item #8.1 to include the resignation of Kelly Corey, HS Science and remove the wording “effective immediately.” Add language to Action Item #8.2 to include new hire Kaitlyn Carr-Kiprotich, MS/HS Art Teacher. AGENDA REVIEW
- Susan Wagner moved to approve the agenda as amended. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 SHOWCASING OF SCHOOLS:** SHOWCASING OF SCHOOLS
- Student Reports: No report given.
Principal Reports: No report given.
- Aaron Miller presented Brett Costley with a plaque for his service a member of the Vernonia District Board of Directors from July 2014 – Aug 2018. COSTLEY HONORED
- 4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** The audience asked for an update on the Mist School Projects. Mr. Miller shared he will be reporting on this later in the Bond Update portion of the meeting. PUBLIC COMMENT
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** SUPERINTENDENT REPORT
- September agenda setting meeting will be Aaron Miller, Greg Kintz and Susan Wagner.
 - Community Chat schedule has not yet been developed. Will have at the next meeting.
 - In response to a previous question. The costs associated with Missouri Avenue upkeep includes a monthly average of \$47.20 for water and \$121.93 for electricity.
 - Clay Target Club – current OSBA policy samples and VSD current policies will be reviewed to address any stumbling blocks allowing this club to be formed. The policy committee would like to meet sooner than later.
 - Summer Interns – the student at Stub Stewart State Park has finished up, the District custodial interns have one more week, and the students at the Upper Nehalem Watershed Council will finish up this week.
 - PCC has loaned a plasma cutter to the District for use in our shop.
 - A total of 144 college credits were earned through the Willamette Promise program last year in the areas of Math and Foreign Language. This program costs the District only \$15 per credit to participate. Full cost per credit is \$205.00 for a total of

\$29,520.00.

- VSD will have a student teacher this year. Ms. Amy Curtiss, Governor's University, will work with Ms. Campbell, 5th Grade
- System Development Charges (SDC) discussion is continuing. A meeting with Legal Counsel to further discuss will occur next week. A report to the Board will be provided.

5.1.2 Bond Update:

Mist Elementary School: Mr. Miller provided an in depth report on the Mist bond projects. The first part of the project was to install a new roof. This was completed and work began on new siding on the gym. When the old siding came off dry rot along the foundation was revealed. In some areas the dry rot extended 4 feet up the side wall and some areas of the inside structure were effected. Discussions began on how to fix and costs associated with the work. All work on Mist projects were halted until answers were had and decisions could be made. The County was consulted on permitting and repair requirements. The percentage of the building that was compromised determined whether repairs could be made to the affected areas only or if the County would require that the entire building be brought up to current code requirements for electrical, plumbing, ADA access, windows, doors, etc. The amount of Bond funds available for the Mist project did not plan for this level of work. It took two weeks to get a response from the County that the damage was below the percentage requirement therefore not requiring the code updates.

BOND PROJECTS UPDATE

Currently there are permit hoops to jump through and the District is obtaining bids to lift the structure to make repairs to the foundation. The building will only be lifted enough to provide room to get in to remove dry rot and replace. The building will then be lowered and bolted to the foundation, which is hasn't been. After that, 3/8 inch plywood will be installed over the entire building as a base for the new siding. Additional costs for this is anticipated at \$50K. Currently \$50K is ear marked for heating system repairs. There could be some savings in this area as well as the potential for some savings in the area of security upgrades. There is also \$18K slated for professional interior painting. Perhaps a work party could be arranged to save money.

Questions/Comments:

Mist Helping Circle has their annual event scheduled for November 3rd in the gym. Will work be completed by then? The District made note of this deadline and Supt. Miller will stay in communication with Shirley Kyser.

Can the lift and repair work be bid separately? Supt. Miller will consult with the Project Manager.

Is exterior painting on the school building complete? Audience comments were made on the prep work not being done adequately. Who does a quality check before payment is made on a job? Supt. Miller will discuss this with the Project Manager.

What is the status of repairing the interior gym floor? This is still on the list and within the budget although behind schedule.

Concerns were expressed that the Project Manager would put a new roof on a building without assessing the structure for damage. Supt. Miller agreed and stated this was an oversight. The District overall has been extremely pleased with the hard work of the Project Manager.

Is there a reserve line in the budget for ongoing building Maintenance? According to Marie Knight, Business Manager, yes there is this year for the first time in many years.

Football Field / Track: The hot and dry summer created a delay in installing the sod. With the City water restrictions, it was not feasible to install. Supt. Miller will be meeting with the Project Manager and Construction Project Manager to discuss the postponement of sod

installation. There is a potential issue with the sod contract that they are working through.

Welding Shop: The heavy equipment on site for the track and football field was able to be utilized to do the excavation of the site for the new welding shop. The location will be next to the existing wood shop.

Classroom Wing: A costing meeting is scheduled for Sept. 4. The District is looking to start this project January 2019 for completion at the beginning of the 2019/2020 school year. There are currently two options for siding in the District Office. All are welcome to stop by and take a look.

Security Cameras: Starting to get bids.

5.2 **Financial Report:** Marie Knight reported the beginning fund balance is estimated at \$351,000. She is working on all final claims within grant funds. After all reviews are complete she is hoping to see a larger beginning fund balance. Projected ending fund balance for this year is \$435,796. FINANCIAL REPORT

5.3 **Maintenance Report:** A comment was made about the thistles on Greenman Field. According to Supt. Miller, Mark Brown, Maintenance Supervisor, has just started working at Greenman Field. He is aware and addressing the issue. MAINTENANCE REPORT

A questions from the Board was also raised on the continuing damage to the Crow's Nest at Greenman Field Stadium. The security fence that is in place is being paid for by the District however the District is still working with the City on who is responsible for any damage to the structure.

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 Melissa Zavales reported on the Vernonia Education Foundation (VEF). The scope of their work has been narrowed to three areas: Sports Initiative, Scholarships and Classroom Support. They are focusing on what the VEF stands for and increasing their exposure to the community. The next meeting is scheduled for August 14th at 6 p.m. in the Library. All are welcome to attend.

6.2 Board Workshop has been scheduled for August 21st at 6:00 p.m. to complete the Board Self-Evaluation.

7.0 OTHER INFORMATION and DISCUSSION

7.1 **Staff Resignation:** Nate Underwood reported on recent resignations from Matt Urban, MS/HS Band/Music teacher and Kelly Corey, HS Science teacher. URBAN and COREY RESIGNATIONS RECEIVED

7.2 **New Hires:** Aaron Miller shared his recent recommendations for hire of licensed staff - Bret Bunke, MS/HS Language Teacher and MS/HS Kaitlyn Carr-Kiprotich Art. Classified staff changes were shared: Kathi Fetch retired from the HS Secretary position and it has been filled with current employee, Teresa Williams who will resign from her position as Assistant Girls' Basketball coach. She will retain her Head Volleyball Coaching position and will move practices to a later time. Dana Hyde moved into the Grad Coach position, Jana Titus will move into the MS/HS Library position. Two instructional assistant positions at VMS are still open. BUNKE and CARR-KIPROTICH RECOMMENDED FOR HIRE. CLASSIFIED STAFFING CHANGES.

7.3 **Smarter Balance Assessment:** According to Nate Underwood, the No Child Left Behind Act (NCLB) went away about the time that the Smarter Balance program started. Now that Every Student Succeeds Act (ESSA) has replaced NCLB, there is talk of Smarter Balance going away. However, the talks have stopped for the next 3 years and ODE has signed a 3-yr contract with Smarter Balance. Smarter Balance is the vehicle the State uses to measure whether or not a student has passed the essential skills requirements. SMARTER BALANCE REPORT GIVEN

Mr. Underwood shared data that showed the percentage of students tested and proficient in the subject area for grades 3, 4, 5, 6, 7, 8 and 11. Information was shared with students last year with their report cards which parents commented that they found it useful.

The State will recommend schools as CSI Schools (Comprehensive School Improvement) with any Title I school receiving a level 1 in at least half of the rated indicators and any high school with a four-year graduation rate below 67%. TSI Schools (Targeted School Improvement) designation will occur if any school with a specific group of student with a level 1 in at least half of the rated indicators which include the four-year graduation rate and five-year completer rate. The indicators include:

- Chronic Absenteeism
- English Language Arts (ELA)/Math Achievement
- ELA/Math Growth
- English Learner (EL) Progress towards Proficiency
- 9th Grade-On-Track
- 4-Year Graduation
- 5-Year Graduation

- 7.4 **Board Member Vacancy Process:** The Board reviewed their options for filling the vacancy. After discussion it was the consensus of the Board to set a deadline of August 31st for community members to apply. The Board will review and discuss at the September Board meeting and appoint an individual at the meeting. **PROCESS TO FILL VACANCY ON THE BOARD DISCUSSED**

Discussion was held on the questions that will accompany the application.

The process for filling the vacancy will be posted on the District Facebook page as well as the website.

8.0 ACTION ITEMS

- 8.1 **Staff Resignation:** Brittanie Roberts moved to accept the resignation of Band Teacher Matt Urban and HS Science Teacher Kelli Corey. Melissa Zavales seconded the motion. Motion passed unanimously with those in attendance. **URBAN & COREY RESIGNATION ACCEPTED**
- 8.2 **New Hires:** Katie Cook moved to approve the recommendation of Supt. Miller to hire Bret Bunke as MS/HS Language Arts Teacher and Kaitlyn Carr-Kiprotich as MS/HS Art Teacher. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance. **BUNKE & CARR-KIPROTICH HIRED**

- 9.0 **MONITORING BOARD PERFORMANCE:** Nothing discussed. **MONITORING BOARD PERFORMANCE**

10.0 CONSENT AGENDA:

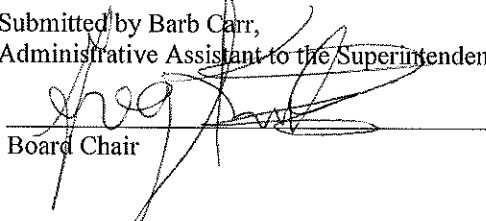
- 10.1 Minutes of 7/12/18 Regular Meeting. **CONSENT AGENDA MINUTES APPROVED**


Susan Wagner moved to approve the consent agenda as presented. Melissa Zavales seconded the motion. Motion passed unanimously with those in attendance. **CONSENT AGENDA APPROVED**

Other Issues: The all staff breakfast and welcome back will be on Aug. 28th at 7:30 a.m. The Board is invited to attend. **OTHER ISSUES**

- 12.0 **MEETING ADJOURNED** at 8:01 p.m. **ADJOURNED**

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


Board Chair


District Clerk