

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

March 11, 2021

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 virtually at 6:06 p.m. by Stacey Pelster. MEETING CALLED TO ORDER

Board Present: Amy Cieloha, Brittanie Roberts, Joanie Jones, Stacey Pelster, and Susan Wagner. Greg Kintz joined at 6:06 p.m. Jeana Gump joined at 6:41 p.m. BOARD PRESENT

Board Absent: None 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, Pete Weisel, Rachel Brown, Kendra Schlegel, Kaitlyn Carr-Kiprotich, Robin Manning, Teresa Gore, Ashley Ward (02), and Malin Campbell, Licensed Staff; and Karen Roberts, Julie Ramsey, Elizabeth Kintz, Dana Hyde, Brandi Abney and Jana Titus, Classified Staff. STAFF PRESENT

Visitors Present: Rob Curl (95), Scott Laird (98). VISITORS PRESENT

1.1 The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE

2.0 AGENDA REVIEW: It was noted that two items have been added to the agenda. Item 5.2.2 Budget Committee Vacancies and item 8.7 Budget Committee Appointment. AGENDA REVIEW
Brittanie Roberts asked about adding discussion of a Superintendent succession plan. Chair Kintz indicated this topic could be discussed during 6.0 Board Reports.

Stacey Pelster moved to approve the agenda as amended. Susan Wagner seconded the motion. Motion passed unanimously.

3.0 SHOWCASING OF SCHOOLS: SHOWCASING OF SCHOOLS
Student Reports: STUDENT REPORTS
Nate Underwood shared that VHS Student Jenna Romaine is the public relations officer and will attend Board meetings. She was not in attendance at this meeting.

Principal Reports:

Middle/High School: Nate Underwood added to his middle/high school written report by highlighting that today they finished the 3rd day of having students back onsite for learning. High school students attend Monday / Tuesday and middle school attend on Thursday / Friday. Overall he felt things went very well. He gave credit to everyone in the community and to our students and staff for making this work.

PRINCIPAL REPORTS

The following students in Mrs. Carr-Kiprotich's art classes have had their work selected to hang in the Student Art Gallery at the Vernonia City Library for the next six months. Congratulations to Sara Hess, Jayden Whittlinger, Ryan Potter, Kaden Mergel, Megan Jenkins, Yaretzi Olivera, Gavi Colmena, Kynian Scott, Mia Potter, Jayden Hartman, Hennessy Mullikan, Lanaya Clapshaw, Mathis Polge, Beau Smith, Momi Leininger, Addison Coburn, and Jenna Handegard.

Mrs. Bae has received two piano donations to the Performing Arts Department. An upright and a grand piano have been donated along with \$2,000 towards their maintenance.

The future Germany History Trip is getting interest. Three high school students have already signed up. The no fault cancellation date for the trip has been moved from May 1 to August 1.

Elementary: Mrs. Eagleson added to her elementary report by sharing that all elementary students are

now on campus. She is proud to share that at the end of the day her staff is able to release all K-5 students to board on busses and private vehicles within 10 minutes. They have a great system in place. Staff and students are doing a great job with all the new routines.

Last week the Elementary building celebrated Classified Employee Week.

Pictures of the new playground equipment at Mist Elementary and Vernonia Schools were included in her report. Rezoning recess time on the playground is working great and running smoothly.

Kendra Schlegel shared Winter testing data on reading at the elementary level. Students in the Intensive Group (reading well below grade level) went from 65% in the Fall to 50% during the Winter testing. Students in the Strategic Group (reading a little below grade level) went from 12% in the Fall to 15% and students in the Core Group (reading at grade level) went from 23% in the Fall to 35%. They expect these numbers to continue to rise. Teachers have met to review the data and continue to plan to focus on student engagement.

It was decided to not test math this year. Math testing will resume next year.

3.2.1 Counseling Program Review: Pete Weisel, Counselor for grades 7-12, gave an overview of the Counseling Program. He shared how various aspects of Policy IJ – School Counseling Program - are implemented and addressed through curriculum. Students that express interest in any career path are supported whether that is in the trades, college, or another area.

COUNSELING
PROGRAM
OVERVIEW

4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS: None.

PUBLIC COMMENT

5.0 BUSINESS REPORTS:

5.1 Superintendent Report: Aaron Miller updated the Board on the following:

SUPERINTENDENT
REPORT

- Highlighted Classified Appreciation Week. These staff members are on the front lines doing important work with our students, are dedicated and do a great job.
- VFA Students and having middle and high school students on campus more than 2 days will be determined by the new cohort guidance due to come out from the State at the end of March.

Bond Update:

- Still continuing to clean up final paperwork.
- The building sign is in however, the naming ceremony for the metals shop will likely not take place until the beginning of next year.
- New stairs up to shop area will be installed soon.
- Two sections of sidewalk that allow walkers to go completely around the building will be completed.
- There will likely be a small amount of money for the new grandstand project at the end of all bond project work.
- Six new windows were installed at Mist yesterday, three in each of the front two classrooms.

BOND PROJECTS
UPDATE

5.2 Financial Report: Marie Knight shared that the ending fund balance is up slightly from last month due to her working on cleaning up grant fund accounts. She is currently deep into the budget process for next year.

FINANCIAL REPORT

5.2.1 Budget Calendar: A proposed Budget Calendar for this Spring is included for adoption by the Board. This calendar allows for 3 weeks between the 1st and 2nd meeting which is a week longer than last year. She also noted that previously she shared via email to the Board an opportunity to attend an online webinar put on by OSBA about Budget Committee Basics. She recommends everyone on the Budget Committee watch it. If the session is recorded for watching at a later time, she will let everyone know.

BUDGET CALENDAR
SHARED

5.2.2 Budget Committee Vacancies: Barb Carr shared about current vacancies on the Budget Committee. A full committee would have 14 members consisting of the current 7 board members and 7 community members at large. At this time there are only 2 community members leaving room for 5 additional people to be appointed. An application was received today and has been added to the agenda for review and possible appointment. The Board received the application via email and has reviewed it.

BUDGET
COMMITTEE
VACANCIES
REVIEWED

5.3 Maintenance Report: Mark Brown's report was reviewed. There were no questions from the Board. Brittanie Roberts shared a community member comment that we not remove the maintenance report from Board meetings as she previously suggested.

MAINTENANCE
REPORT

6.0 BOARD REPORTS/ BOARD DEVELOPMENT: The OSBA *Superintendent Evaluation Workbook* was sent out to the Board. Greg Kintz asked all Board members to look through and review the appendices. Please write down any comments you have and send those to Greg. The plan is to adopt documents at the April meeting and then get started with the process.

BOARD REPORTS &
BOARD
DEVELOPMENT

Superintendent Succession: Brittanie Roberts stated that she would like to get a plan in place.

Stacey Pelster shared that due to lack of availability she needs to resign from the Safety Committee.

7.0 OTHER INFORMATION and DISCUSSION

7.1 Curl Transportation Contract Amendment: Aaron Miller provided a quick recap of the amendment request. In the current Transportation contract, article 2.13 B is a clause that gives the District reason to terminate the contract without cause. The District Attorney has reviewed the contract and has given their recommendation to approve this amendment as the District is protected by other clauses in the contract allowing termination for lack of performance. Mr. Miller is in favor of the request to amend contract submitted by Rob Curl, Curl School Bus Services.

TRANSPORTATION
CONTRACT
AMENDMENT
DISCUSSED

Rob Curl was in attendance and provided his reason for the request. According to Rob, that one sentence is very alarming to banking institutions. The banks interpret that clause to mean a lack of longevity protection and that in reality he only has a 180-day contract with the District. This translates to a huge risk in the banking industry and thus high interest rates. When COVID hit, his business needed to add additional small busses. During the purchase loan process this issue came up. Curl is asking for support to aide him in getting financing at a rate that is helpful and sustainable for his business.

Brittanie Roberts asked for history of the current contract and when this clause was added. Rob further explained that in 2007 the District put the contract out to RFP. At that time they took an RFP template and did the best they could to amend it to fit the transportation contract which was initially created with the District in 1978. This specific clause went under the radar and was never addressed. He hasn't had an issue with the language previously due to the fact that he has utilized financing directly with bus companies. Working with banking institutions is where this becomes an issue for his company.

7.2 Licensed Contract Extension: Administration is recommending all licensed staff have contracts renewed. It was noted that a typo on the Resolution needs adjusting. Joan Jones name needs to be removed as she is no longer an employee.

LICENSED STAFF
CONTRACT
EXTENSIONS
PRESENTED

7.3 Administrative Contract Extension: Aaron Miller is recommending that all Administrative contracts be extended.

ADMINISTRATIVE
CONTRACT
EXTENSIONS
PRESENTED

7.4 Student Transfer Limits: Every year the District sets the limit for incoming transfer students. Historically this number has been 15 and the District has not come close to exceeding this number. However, this year due to the creation of the Venronia Family Academy (VFA) we

STUDENT TRANSFER
LIMITS DISCUSSED

will easily exceed this number. The District has an agreement with Jewell to allow any of their District students to attend the VFA as Jewell was not able to provide a distance learning model for their students who wished to not attend school in person. Aaron Miller recommends that this limit be bumped up to 39. This number is an average of 3 students per grade level but allows flexibility within those grade levels.

The following questions were asked.

1. Do students enrolled in the VFA receive the same state level funding as other students? Yes.
2. Why does a limit have to be set? Resources can be impacted negatively if too many students transfer in. Class sizes can increase beyond space availability and teacher resources.
3. Is there a limit on students going out of the District? Other than the 3% Cap for students transferring to online charter schools, no. This is a parent request and is handled on a case-by-case basis.

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| 7.5 | Instructional Calendar Draft: Nate Underwood presented 2 drafts of the 2021-22 Instructional Calendar. The major changed from the current calendar is that 4 additional days are added back; 3 for students and 1 for staff. The late arrival on Wednesdays has been kept. Draft A has conferences before Thanksgiving and Draft B has conferences scheduled around Veteran's Day. He will share the staff preference between Draft A and Draft B next month. | 2021-22
INSTRUCTIONAL
CALENDAR DRAFTS
PRESENTED |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|

The calendar will be placed on the April school board meeting agenda for adoption.

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| 7.6 | Policy JGAB – Use of Restraint and Seclusion: Aaron Miller shared that on page 4 of the policy a minor change has been noted in the name of the company that provides training. A generic wording has been added as opposed to a specific company name to avoid the necessity of required future changes. | POLICY JGAB
UPDATE SHARED |
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8.0 ACTION ITEMS

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| 8.1 | Curl Transportation Contract Amendment: Susan Wagner moved to approve the amendment to the Curl School Bus Services Inc. transportation contract by removing language in paragraph 2.13B as discussed. Stacey Pelster seconded the motion. There was no further discussion. Yes votes: Greg Kintz, Stacey Pelster, Joan Jones, and Jeana Gump. No votes: Susan Wagner and Brittanie Roberts. Motion passed. | TRANSPORTATION
CONTRACT
AMENDMENT
APPROVED |
| 8.2 | Licensed Contract Extensions: Joanie Jones moved to approve licensed contract extensions for all licensed staff. Jeana Gump seconded the motion. Motion passed unanimously. | LICENSED STAFF
CONTRACTS
EXTENDED |
| 8.3 | Administrative Contract Renewal: Jeana Gump moved to approve administration contract extensions for all administrative staff. Brittanie Roberts seconded the motion. Motion passed unanimously. | ADMINISTRATIVE
STAFF CONTRACTS
EXTENDED |
| 8.4 | Student Transfer Limits: Susan Wagner moved to set the incoming student transfer limits for the 2021-22 school year at 39. Stacey Pelster seconded the motion. Motion passed unanimously. | STUDENT TRANSFER
LIMITS SET FOR 2021-
22 SCHOOL YEAR |
| 8.5 | Budget Calendar: Stacey Pelster moved to approve the Budget Calendar as presented. Joanie Jones seconded the motion. Motion passed unanimously. | BUDGET CALENDAR
APPROVED |
| 8.6 | Policy JGAB: Jeana Gump moved to approve the changes as shared to policy JGAB – Use of Restraint and Seclusion. Brittanie Roberts seconded the motion. Motion passed unanimously. | POLICY JGAB
UPDATED |
| 8.7 | Budget Committee Appointment: Joanie Jones moved to appoint Shannon Romtvedt to a three year term on the Budget Committee. Susan Wagner seconded the motion. Motion passed unanimously | ROMTVEDT
APPOINTED TO THE
BUDGET
COMMITTEE |

9.0 **MONITORING BOARD PERFORMANCE:** Greg Kintz stated that he appreciates that the Board is participating in the Board development trainings with OSBA.

MONITORING
BOARD
PERFORMANCE

11.0 **CONSENT AGENDA:**

11.1 Minutes of 02-11-21 Regular Meeting

MINUTES APPROVED

Stacey Pelster moved to approve the consent agenda as presented. Jeana Gump seconded the motion. Motion passed unanimously.

CONSENT AGENDA
APPROVED

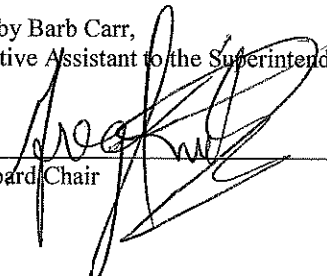
Other Issues: None

OTHER ISSUES

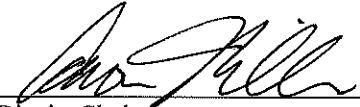
12.0 **MEETING ADJOURNED** at 8:04 p.m.

ADJOURNED

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



Board Chair



District Clerk

