

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

January 10, 2019

- 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 6:12 p.m. by Greg Kintz. **MEETING CALLED TO ORDER**
- Board Present:** Greg Kintz, Steve Whiteman, Susan Wagner, and Melissa Zavales **BOARD PRESENT**
Board Absent: Stacey Pelster, Brittanie Roberts, and Katie Cook **BOARD ABSENT**
Staff Present: Aaron Miller, Superintendent; Rachel Wilcoxon, K-12 Vice Principal; Michelle Eagleson, Elem. Vice Principal; Barb Carr, Administrative Assistant; Juliet Safier and Ashley Rogers-Ward, Licensed Staff. **STAFF PRESENT**
- Visitors Present:** Scott Laird, Vernonia's Voice; Torey Tolenon, Megan Zavales, Jeana Gump, Jennifer Draeger, Mackenzie Kero, and C. F. (unable to read name). **VISITORS PRESENT**
- 1.1** The Pledge of Allegiance was recited. **PLEDGE OF ALLEGIANCE**
- January is School Board Appreciation Month. The Vernonia School Board of Directors were presented with cards from 6th grade boys art class, posters from the K-2 team, Mrs. Taylor's classroom, and Classified staff, and Flowers and certificates of appreciation from the District.
- 2.0 AGENDA** There were no changes to the agenda. Susan Wagner moved to approve the agenda as presented. Steve Whiteman seconded the motion. Motion passed unanimously with those in attendance. **AGENDA REVIEW**
- 3.0 SHOWCASING OF SCHOOLS:** **SHOWCASING OF SCHOOLS**
Student Reports: Torey Tolonon and Megan Zavales from Mrs. Ward's AVID Class, presented the board with a thank you gift in honor of School Board Appreciation month. They updated the Board on classroom activities at Vernonia Middle School. **STUDENT REPORTS**
- There was not a high school student report.
- Principal Reports:** **PRINCIPAL REPORTS**
Nate Underwood: He was not in attendance. There were no questions from the Board on his written report.
Michelle Eagleson: In addition to her written report she shared that at the last professional development day, the 2nd annual staff blanket making activity sent blankets home with six students. Also, an Enhanced Core Reading Instruction (ECRI) Coach came to the school and recently did walk-throughs in classrooms giving feedback to staff.
- 4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** Scott Laird spoke in regards to the OSBA resolution amending their Bylaws to include a board member from the caucus of color presented for consideration last month. According to Mr. Laird, 76% of School Boards around the State of Oregon voted in favor of the Bylaw amendment. The Vernonia Board voted against it. Laird further went on to read the press release put out by OSBA. Greg Kintz stated that regardless of how the vote went the Vernonia Board will support it; when the majority speaks that is what will be supported. **PUBLIC COMMENT**
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** Aaron Miller apologized again for missing last month's meeting. **SUPERINTENDENT REPORT**
Supt Community Chat: The next one is scheduled for January 30th at 6 p.m. in the Commons. He will include a Bond Update at this event.
Parents At-Home School Group: As promised last year, the development and implementation of this program is being revisited this year. A draft of the Oregon Department of Education

(ODE) Alternative School Registration Application was provided to the Board. Mr. Miller plans next week to contact interested parents and schedule a meeting to review the progress. Per ODE requirements, there are several things that need to be done in the Registration and Application packet. The program is temporarily named the Vernonia Family Academy and must maintain a minimum of 15 students for this program to be viable. Start date would be next Fall and will be held in a classroom in the building. Steve Whiteman shared that for this program to work the critical mass of 15 students is important so that funding to support the program is not pulled from our current student enrollment funds.

PARENT AT-HOME
SCHOOL PROGRAM
UPDATE

Mr. Miller has met with the group of parent volunteers wishing to have a presence in the schools to help with student bullying. They will be meeting again on January 16th to go over training and implementation practices. The training modules we have for our current staff surrounding supervision and how to keep eyes on students is what they will be expected to complete. They also must be approved volunteers and will not be allowed to interact with students if a situation occurs. They will report any issue heard or seen to current district staff. Melissa Zavales asking how many parents are involved? Initially 8 or 9 expressed interest, according to Mr. Miller, but more may be involved. The program will start small, with a presence at recess and lunch time for students K-12 at Vernonia Schools. Scott Laird shared about a story he had seen that had volunteer parent greeters at the front door in the morning. He is pleased to see this program implemented at Vernonia Schools. Discussion was held regarding the type of badge identification they would wear. A vest would be easier for all to recognize.

PARENT VOLUNTEER
GROUP

Officer Abbie Hanson, the School Resource Officer (SRO), has completed her training and is currently at the school. This week Mr. Miller met with Officer Hanson, Chief Connor and the Administrative team to go over guidelines of expectations of this new position. It will not be her job to work with discipline. She will be a positive role model, eyes and ears, and interact with students. She will also assist with Department of Human Resources (DHS) reports as needed. A handout on SRO duties was shared with the Board.

SCHOOL RESOURCE
OFFICER

Mr. Miller shared that he sent a letter to the parents at Mist that were concerned about maintenance issues. Mark Brown, Maintenance Supervisor, has designated days at Mist to work on maintenance issues.

COMMUNICATION

The Greenman Field Memorandum of Understanding (MOU) has been dissolved with the City of Vernonia. Mr. Miller sent written notice to the City on Dec. 20, 2018. Maintenance on the field and stadium are no longer the responsibility of the District. The City has had a company volunteer their time to shore up the stadium as well as secure the area.

GREENMAN FIELD and
STADIUM MOU
DISSOLVED

Work on next year's budget will begin soon. The Budget Committee currently has 4 vacant positions. The public is encouraged to take part in this important process. Contact the District Office with questions.

BUDGET COMMITTEE
MEMBERS NEEDED

Steve Whiteman asked when the discipline questionnaire will go out to staff? Mr. Miller indicated it will go out in February.

5.1.2 Bond Update: Aaron Miller updated the board on the following.
Mist Elementary School: The District is finishing up the last of the financials. Joanie Jones, Mist Teacher; Steve Kragrud, Project Manager; and Aaron Miller will meet to discuss the remaining funds and remaining projects. These projects are slated to be done over the summer.

BOND PROJECTS
UPDATE

Football Field/Track: Final elements of this project are wrapping up. The perimeter fencing still needs to be installed. Storage units are being delivered tomorrow to house track equipment.

Classroom Addition: Mr. Miller met with the Project Manager and contractors at a pre-

qualification bid meeting. Multiple companies showed at the meeting which is good news. Once bids come in Mr. Miller will have the Facilities Committee work to review the bids. Susan Wagner asked if the Board will be able to see the Request for Proposals (RFP) before it goes out. Mr. Miller will check on the timing of the process. Mr. Miller, Greg Kintz and Mr. Kragrud attended the recently held Planning Commission meeting at the City regarding the Conditional Use Permit. This was approved and the District is moving forward. The permit has been submitted.

Aaron Miller provided an expense sheet showing bond project expenses thus far. He indicated he'd like to review and discuss this at the next board meeting.

- 5.2 **Financial Report:** Marie Knight was not in attendance therefore Aaron Miller reported that the District is continuing to be conservative in spending and the ending fund balance has not changed much between the December and January financial reports. It is still projected at over \$620K. This amount seems large however the District has expenditures from previous shortfalls that will need to be addressed. The next state school fund projection will be out in March. Student enrollment estimates are difficult. Mr. Miller explained that if the District estimates too high, money must be paid back to the State the following year. FINANCIAL REPORT

Mr. Miller briefly talked about a new powerful software tool called Forecast 5, which will enable the district to plan for financial expenditures and budget more effectively. The software uses District data from previous years. The software was shared and discussed at the November OSBA School Board Convention. It will be supported and paid for by the Northwest Regional Education Service District (NWRESD).

- 5.3 **Maintenance Report:** Mark Brown's maintenance report was provided. Steve Whiteman asked again about having backup for our boilers. Mr. Miller explained there is no one on site currently besides Mr. Brown, but the District has access to company representatives if needed. MAINTENANCE REPORT

Clarification was asked on opening and closing the track. This is the fencing that surrounds the track. It is currently locked in the evening and reopened in the morning.

The purchase of a new tractor was needed to maintain all the new fields on campus.

Melissa Zavales commented that the expanded information on the Maintenance Reports is appreciated.

- 6.0 **BOARD REPORTS/ BOARD DEVELOPMENT:** Melissa Zavales, representing the Vernonia Education Foundation (VEF), shared that the VEF will be holding class competitions. The grade school will have a poster contest on "Why I Like School" and the middle/high school contest will ask students to create a logo for the VEF. In support of athletics they are researching the possibility of purchasing new volleyball nets and a sports software program that records games and calculates an athlete's stats. BOARD REPORTS / BOARD DEVELOPMENT

Upcoming School Board Elections: Barb Carr shared briefly that in May 4 school board positions will be up for election. More information will be available at the February meeting.

7.0 **OTHER INFORMATION and DISCUSSION**

- 7.1 **Division 22 Standards.** Aaron Miller shared that it is a requirement for districts to review state mandated standards at elementary, middle and high schools annually. Vernonia School District continues to be in compliance with all standards except one - the Physical Education standard, which is a new requirement this year. This standard requires that middle school and elementary school students receive 45 minutes of P.E. each day. Unfortunately, our middle school students only meet this requirement for half of the school year. Due to staffing shortfalls, middle school students receive P.E. half of the year and health the other half. Our elementary students meet this requirement all year. The District needs to address this and be in compliance with this standard by providing more P.E. time for students in middle school. This will definitely be a topic of discussion during budgeting on how to provide more staff DIVISION 22 STANDARDS COMPLIANCE SHARED

time to provide P.E. all year. We currently do not have enough staff.

8.0 **ACTION ITEMS:** There were no action items.

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

MONITORING BOARD
PERFORMANCE

10.0 **CONSENT AGENDA:**

CONSENT AGENDA
MINUTES APPROVED

10.1 Minutes of 12/13/18 Regular Meeting.

Melissa Zavales moved to approve the consent agenda as presented. Steve Whiteman seconded the motion. Motion passed unanimously with those in attendance.

CONSENT AGENDA
APPROVED

Other Issues: None.

OTHER ISSUES


12.0 **MEETING ADJOURNED** at 7:23 p.m.

ADJOURNED

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



Board Chair



District Clerk