

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

November 13, 2019

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:04 p.m. by Greg Kintz. MEETING CALLED TO ORDER
- Board Present:** Greg Kintz, Steve Whiteman, Jeana Gump, and Melissa Zavales. Brittanie Roberts arrived at 6:35 p.m. BOARD PRESENT
- Board Absent:** Stacey Pelster and Susan Wagner BOARD ABSENT
- Staff Present:** Aaron Miller, Superintendent; Nate Underwood, Middle and High School Principal; Michelle Eagleson, Elementary Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Abbie Hanson, School Resource Officer; Juliet Safer, Ashley Ward and Olivia Keister, Licensed Staff. STAFF PRESENT
- Visitors present:** Cindy Jager, Shelley Hennessy, Katie Busch, Amanda Graham, Tara Kamp, and Clay Sullivan. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** An adjustment was noted in the O.R.S. number listed for the Executive Session. It should be 192.660 (2) (i). Jeana Gump moved to accept the agenda as amended. Steve Whiteman seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- 3.0 SHOWCASING OF SCHOOLS:** Melissa Zavales recently attended the State Volleyball tournament and commented on the great sportsmanship shown by Vernonia students, parents, and athletes. SHOWCASING OF SCHOOLS
- 3.1 Student Reports:** Kale Sullivan, acting Student Body President, reported on the following. STUDENT REPORT
- Homecoming went very well and students had fun.
 - Fall sports are over. Football had a growing season with a new coach. Volleyball finished 5th in State and Cross Country runner Sadie Gump was 16th at the State Meet.
 - Recent blood drive, although just shy of their goal, saw a lot of brand new donors.
 - Fall sports dessert will be held Tuesday, Nov. 19th.
 - Winter sports practices begin Monday, Nov. 18th.
 - All Leadership activities during the month of December will focus on unity.
 - Winter Formal will be held in early January.
 - Presidential challenge will be working with the Vernonia Food Bank. He recently met with Sandy Welch to work out details for food collections around Christmas.
- 3.2 Principal Reports:** PRINCIPAL REPORTS
- Nate Underwood reported on the following:
- HS Essential Skills percentage of students passing is actually higher than what is stated on the ODE report card. He feels this is due to the switch in testing platforms.
 - The middle and high school are both above the threshold in required seat time. Current seat time is 966 hours annually and with the addition of professional development and conferences it raises the total to 1012 hours.
- Michelle Eagleson reported on the following:
- The middle/high school band/choir teacher Ms. Bae is playing music and singing with the kids for 10 minutes at an assembly each month. Kids are loving it and responding to the music. The hope is to hold an assembly in the Spring where the kids can sing the songs they have learned.
 - October had 94% attendance. David Spackman has been focusing a lot on attendance and his efforts are being seen.
 - The Houses are working on citizenship for the month of November. The students

are really getting into the identity work. They hold weekly house competitions – Minute to Win It.

- Kindergarten and 4th grade students participated in the annual Salmon Watch in October.
- Last week 8 staff members (4 licensed and 4 classified) went to ECRI (Enhanced Core Reading Instruction) training.
- The Sprouts carnival was a success.
- Conferences were held last week and attendance was good. There were only a couple kids from each class that did not have parents attend.
- VES has implemented new feedback cards for parents to utilize.

- **3.2.1 Instructional Hours Report:** Aaron Miller shared that per Mr. Underwood’s report the middle and high school are in compliance with required hours. Vernonia and Mist Elementary are meeting their required hours. The official report will be presented in December.

INSTRUCTIONAL HOURS
REPORT

4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:

PUBLIC COMMENT

Amanda Graham and Katie Busch, parents of MGS students, expressed concern about the water issue at Mist Grade School. Aaron Miller explained that the holding tank has been draining, leaving the school without water. The District has had it looked at by Precision Pump to try and find the cause for losing water. He thanked the Mist Birkenfeld Fire Department for bringing water to fill the holding tank. School has not been interrupted. Mark Brown, Maintenance Supervisor, discovered a toilet that was running continuously. This is a possible reason for losing water. The District is continuing to monitor and currently staff are turning off the water when they leave at the end of the day until the reason can be determined.

A question was asked about the timeline for finishing the painting and installing the blinds. According to Mr. Miller this will take place over winter break. On December 23rd, the door hardware is scheduled to be installed.

Juliet Saffier, on behalf of VEA, shared that she recently participated in a group of other union Presidents where they have discussed the upcoming Student Investment Account (SIA) funding that will be coming to the District. She wanted to share that staff is anxious to be part of the stakeholder’s discussion.

5.0 BUSINESS REPORTS:

5.1 Superintendent Report: Aaron Miller highlighted his report with the following:
Board Questions/Correspondence:

SUPERINTENDENT
REPORT

- He introduced Cindy Jager, NWRESA Columbia Service Center Administrator.
- Oregon Promise Scholarship discussion was held. The Board was in support of participating in this. Greg Kintz will talk with Steve Kelley at OSBA to inquire about scheduling. There are many districts participating and he is not sure when training could be scheduled. This would require all board members to participate. Once the Board training is complete the District would receive a \$5,000 educational scholarship.
- District enrollment is currently at 577 for K-12.
- Vernonia Family Academy (VFA) – there is a current hold on 2019-20 enrollment to ensure that we can continue to serve the students we have with just one teacher. Establishing a future high school program is likely going to occur and details are currently being developed. Although this is a decision of the Superintendent he is always looking for input from community and/or board members.
- Test Score Update: Mr. Miller acknowledged that our test scores are not great and need improvement. At the December meeting he will continue his report by sharing ways the District plans to address low test scores. Steve Whiteman interjected stating that his number one goal is student achievement and because of this he has been very harsh towards the Superintendent. Mr. Miller stated why he feels our students test scores have declined. The 1996 and 2007 floods, albeit he does not like

using the floods as an excuse, has had some very real impacts on students and the District. Over 100 students moved away impacting funding to the District significantly. The District has been in crisis for 20+ years and it takes time to recover. Our school days dropped to an all-time low of 147 instructional days. We lost staff members that impacted electives as well as core programs. Staff took pay freezes just to be able to continue with the educational programs we had left. This year was the first time we had textbook adoption in many years and this was due to a grant received directly related to low elementary test scores. With all that has happened the District has great, dedicated and caring staff. Academics are critical, but it is a challenge to overcome social and emotional needs that get in the way of teaching. Juliet Safier shared her perspective on the changes in test scores. The old testing platform gave you as much time as needed to complete the test and gave students the option to retest if they failed. The new platform has a limited time to complete and offers only one chance for a student to take. If a very capable student times out before completing the test it is recorded as a fail for the District. This is misleading.

- **Hiring Update:** currently there are two open Instructional Assistant positions.
- **Student Investment Account:** The District is in the process of gathering information from students, parents, and staff to help guide the direction of educational opportunities, beliefs and attitudes in our school and community. This identity work will help to form the process of the District’s vision of this plan. The District will work with the community on November 19 at 6pm in the Library to obtain the same information. The Board has to approve the SIA application and this will likely occur in March. Mr. Miller shared it is critical that the District spend any additional money received very wisely to have the biggest impact on students and the school system. Greg Kintz shared that he has a timeline explaining the process of the Student Success Act and the SIA. He offered to share with the rest of the Board.
- **Transportation –** a proposal from Curls School Bus Services was received providing savings to the District. They have recently paid off a bus and have offered to freeze the Cost of Living Adjustment (COLA) for two years. The contract would extend to 2024.
- **Bond Update:** Metal shop is currently waiting on the electrical changes to come back with pricing as well as exhaust hoods. Completion is scheduled to be ready for the beginning of 2nd semester. Athletic storage room fencing is done. Plans for the art room addition will be ready by the end of November. Requests for bids will go out early to mid-December and selection of a contractor early to mid-January. Construction will begin in February with completion by start of school Fall of 2020. We are meeting all OSCIM grant requirements per ODE as well as bond requirement timelines for spending. There are no issues with this.

- | | | |
|-------|--|-----------------------|
| 5.2 | <p>Financial Report: Marie Knight reported that the 2018-19 audit is complete. The July beginning revenue of \$627,120 is actual. Our ending fund balance is currently projected at \$389,642.</p> | FINANCIAL REPORT |
| 5.2.1 | <p>Auditor Report for 2018-19- Tera Kamp with Pauly Rogers was introduced. Ms. Kamp presented the 2018-19 audit report to the Board. The District received a clean opinion on the financial side and a couple comments on the compliance side dealing with over-expending transfers. There was not a management letter issued and no disagreements with management. Overall, the results of the District audit are excellent.</p> | AUDITOR REPORT |
| 5.3 | <p>Maintenance Report: Mark Brown’s report was reviewed by the Board. There were a couple questions for clarification regarding the system controls, timing of lights and security, and the student vandalism.</p> | MAINTENANCE REPORT |
| 5.4 | <p>Curls School Bus Services Annual Transportation Report: Shelley Hennessy provided the following information:</p> <ul style="list-style-type: none"> • Routes include 6 large bus, 6 small bus, and 4 van routes. • Currently have 12 assigned drivers. Some do more than one route. | TRANSPORTATION REPORT |

- Currently have 5 substitute drivers and 0 drivers in training.
- There were no accidents last year and only 2 breakdowns (1 bus and 1 van)
- Last year they had 2 late busses due to an employee issue.

6.0 BOARD REPORTS/BOARD DEVELOPMENT:

BOARD REPORTS /
BOARD DEVELOPMENT
WORKSHOP DATE SET
FOR JAN. 11, 2020.

6.1 Workshop Date for Establishment of Goals: After discussion it was determined that the Board will hold a workshop to establish board goals on Saturday, January 11, 2020 from 9:00 a.m. - 2:00 p.m. in the Library.

7.0 OTHER INFORMATION and DISCUSSION

7.1 Policy 2nd Reading: The packet of policies was presented in October as a first reading. There was no discussion.

POLICIES SHARED AS
2ND READING.

7.2 Policy IGAI – Human Sexuality: - Brittanie Roberts requested a discussion specific on policy IGAI. She would like to amend the policy so that education is provided each of the 4 years of high school. At this time she understands it is only offered during 9th and 10th grade.

POLICY IGAI – HUMAN
SEXUALITY
DISCUSSION TABLED
UNTIL DECEMBER.

Mr. Miller indicated that the Board would have input on amending the policy. How the policy is carried out would fall to administration. Mr. Underwood was no longer present at the meeting and Mr. Miller suggested tabling further discussions until Mr. Underwood was in attendance.

7.3 Graduation Requirement – Volunteer Hours: Again, due to the absence of Mr. Underwood a request was made to table this discussion.

VOLUNTEER HOURS
REQUIREMENT TABLED
UNTIL DECEMBER

7.4 Out of State Travel Review: Aaron Miller reviewed the Out of State Travel policy. Per policy, out of state travel for student groups as well as the Superintendent requires Board approval. Staff attending conferences out of state is not required to have Board approval.

OUT OF STATE TRAVEL
REQUIREMENTS
REVIEWED

7.5 OSBA North Coast Regional Election: This was discussed at the October meeting. A vote of support is required and is on the agenda under Action Items.

OSBA REGIONAL
ELECTION DISCUSSED

8.0 ACTION ITEMS

8.1 Policy Updates: Brittanie Roberts moved to approve the policy updates as presented. Jeana Gump seconded the motion. Motion passed unanimously with those in attendance.

POLICY UPDATES
APPROVED

8.2 OSBA Election Vote: Melissa Zavales moved to cast a vote in support for Greg Kintz seeking election to the OSBA Board of Directors for the North Coast Region #14. Steve Whiteman seconded the motion. Yes votes: Steve Whiteman, Brittanie Roberts, Jeana Gump, and Melissa Zavales. Abstain: Greg Kintz. Motion passed.

VOTE OF SUPPORT FOR
KINTZ AS OSBA BOARD
OF DIRECTORS CAST

9.0 MONITORING BOARD PERFORMANCE: Per previous discussion, a workshop was scheduled for January 11, 2020 from 9:00 a.m. – 2:00 p.m.

BOARD PERFORMANCE

Melissa Zavales asked for clarification on the Curls transportation contract being adjusted. She felt this should have come to the Board. Aaron Miller will review policy and contact OSBA counsel and verify.

10.0 CONSENT AGENDA:

10.1 Minutes of 10/10/19 Regular Meeting

CONSENT AGENDA
MINUTES APPROVED

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

CONSENT AGENDA
APPROVED

11.0 RECESS to EXECUTIVE SESSION under O.R.S. 192. 660 (2) (i) at: 8:22 p.m.
Discussion was held on Superintendent Aaron Miller’s annual evaluation and contract.

RECESS to EXECUTIVE
SESSION

12.0 RECONVENE to REGULAR SESSION at 9:01 p.m.

RETURN to REGULAR SESSION

13.0 ACTION ITEM:

Brittanie Roberts moved amend the current Superintendent's contract language by adjusting in Item #1 Term: the dates to reflect contract termination on June 30, 2022. In Item #2 Salary: adjust to 231 days and the salary increase to be no less than 2% and no more than 4%. Melissa Zavales seconded the motion. Yes votes: Greg Kintz, Jeana Gump, Melissa Zavales, and Brittanie Roberts. No votes: Steve Whiteman. Motion passed.

SUPERINTENDENT CONTRACT LANGUAGE AMENDED.

Melissa Zavales moved to increase the 2019-20 Superintendent annual salary by 4% based on his successful performance evaluation. Jeana Gump seconded the motion. Yes votes: Greg Kintz, Jeana Gump, Melissa Zavales, and Brittanie Roberts. No votes: Steve Whiteman. Motion passed.

SUPERINTENDENT SALARY INCREASE APPROVED

14.0 Other Issues: None

OTHER ISSUES

15.0 MEETING ADJOURNED at 9:13 p.m.

ADJOURNED

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

Board Chair

District Clerk