

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Nov. 15, 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 6:03 p.m. by Greg Kintz. MEETING CALLED TO ORDER

Board Present: Greg Kintz, Steve Whiteman, Susan Wagner, Brittanie Roberts, Katie Cook,
Board Absent: Melissa Zavales and Stacey Pelster.
Staff Present: Aaron Miller, Superintendent; Michelle Eagleson, Vice Principal; Rachel Wilcoxon, Vice Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Joanie Jones and Ashley Ward, Licensed Staff; and Beth Kintz, and Glenda Delemos, Classified Staff.

BOARD PRESENT
BOARD ABSENT
STAFF PRESENT

Visitors present: Jeana Gump, Jessica Wheelock, Justin Wheelock, Sean Mezyk, Don Wilson, Ben H., Kortnie Adams, Jessika Marine, Scott Laird, and Thomas Jones.

VISITORS PRESENT

1.1 The Pledge of Allegiance was recited.

PLEDGE OF ALLEGIANCE

- 2.0 AGENDA REVIEW:** There were no changes to the Agenda however item 7.3 was moved up in front of item 7.1. Brittanie Roberts moved to approve the agenda as amended. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW

3.0 SHOWCASING OF SCHOOLS:

SHOWCASING OF SCHOOLS

Student Reports:

Middle School students Kortine Adams and Jessica Marine updated the board on classroom activities and today's assembly recognizing middle school athletes.

Principal Reports:

Elementary Report: Michelle Eagleson reported that staff have been working on professional development. The K-2 team has been traveling to the NWRESD and K-5 staff have been doing some online training.

PRINCIPAL REPORTS

The first 30 days of school has seen a 30% reduction of chronic absences since last year. Last year there were 33 students that missed total of 224 days compared to the same time this year 30 students for a total of 162 days. There are 72 students with less than one day of absence during the first quarter.

Mist Elementary has already held their conferences. Vernonia Elementary (VES) is holding their conferences tonight and tomorrow morning. Currently there are two afterschool programs being offered at VES. Robotics, in its third year, currently has 51 students participating. The second after school program which was just started this year is a book club for students in grades 3-5.

Middle/High School: Mr. Underwood's written report was provided. He was not able to attend the meeting due to the conferences being held.

4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:

PUBLIC COMMENT

Justin and Jessica Wheelock shared that they and other parents are unhappy with bullying in the schools. They offered to volunteer and help provide additional adult monitoring in the hallways and during recess. Mr. Miller shared his appreciation for coming to the meeting with a concern and a willingness to come up with a solution. He will set up a meeting to work out the details of the offer of volunteer help. He also noted that to address concerns of bullying, the Middle and High shared a program earlier this Fall with all their students called Breaking Down the Walls. A speaker was on site to work directly with the students. Vernonia Elementary has an author scheduled to come to discuss bullying with the elementary students on March 14th.

Aggie Naeve stated she agrees that it is up to the parents to help solve any bullying issues. The more

parents work together you'll find it will stop.

5.0 BUSINESS REPORTS:

5.1 Superintendent Report:

SUPERINTENDENT
REPORT

- Community / Supt Chat in October was held at the Mist Birkenfeld Fire Department. It was well attended and they had a great discussion.
- At-Home School Program Update: The District is going forward with creating an Alternative Education program for K-8. The application is due by April 30th. Part of the application is to submit a sample education plan. Mr. Miller is currently working with parents and teachers to develop this. The Policy Committee will review any related policies. The Board will continue to be updated. A draft of the program proposal will be presented to the Board at the January meeting.
- Food Service: Due to the Food Service Director out on leave the staff have been picking up and maintaining the duties in the kitchen. The District is working with the Classified Union to be able to maintain this staff assignment through the end of the year and will look at a permanent transition in the spring or summer. Gretchen Lindauer has submitted her notice of retirement effective the end of December.
- System Development Charges (SDC's): This is still being worked on. Nothing additional to report.
- Track and Field: The community first walk on Saturday November 3rd was a success. Many children and adults participated. The students and staff had their own first walk on Thursday Nov. 1st at the end of the school day. The next phase of this project is to install fencing around the area.
- Softball and Baseball: Most of the metal is on the softball dugouts. Special thanks to JR Allen and Pat Patrick for volunteering their time as well as recruiting other volunteers to get the dugouts done. Two of our foreign exchange students, Dino and Abraham, worked on the project for four days earning community service hours.

5.1.1 Bond Update: Aaron Miller shared that the Mist School project is progressing nicely. Currently the new siding installation is almost complete. Windows and doors are in. Thankfully all the dry rot was repaired and the building is stable again. Next week the entry way will be poured. The Mist Birkenfeld Helping Circle utilizes the kitchen several times a year and has worked with the District to update this area. They will purchase new cabinetry and appliances and the District will repair the floor.

BOND PROJECTS
UPDATE

5.2 Financial Report: Marie Knight reported that the beginning fund balance looks to increase approximately \$20K after adjustments and actuals have been established. Everything else is coming in very close to estimates. An adjustment has been with the State School Fund which will be realized in May. This is due to the teacher experience formula adjusting down. Teachers with more experience retired last year and those vacancies were filled with new teachers. Currently the ending fund balance is projected at \$636,056. The District's annual audit presentation will occur at the December board meeting.

FINANCIAL REPORT

5.3 Maintenance Report: The board reviewed the report and asked what damage occurred at Greenman Field crow's nest. Aaron Miller stated it was wall damage and broken windows. The field is close to being closed up for the winter for the final time. The District has made an offer to the City for the irrigation pump used to water the field. If the City is interested a price will be negotiated.

MAINTENANCE REPORT

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 Greg Kintz noted to his fellow board members that OSBA offers a variety of on line resources. The State is in a current climate of education financial reform. School Boards all over the state will be trying to supply people to travel to Salem to testify in legislature as to the financial needs of school districts.

BOARD REPORTS

Steve Whiteman shared that he wants to see the District add five days to the calendar next year. Staff, students and the school would benefit from this. Aaron Miller explained this will be a topic during this year's VEA negotiations. Greg Kintz added that they did add back a

couple days and now that the debt has been retired they hope to continue to add back days.

7.0 OTHER INFORMATION and DISCUSSION

- 7.1 **OSBA Resolutions.** Greg Kintz shared that the OSBA resolution #1819-03 adopts the proposed 2019-20 OSBA Legislative Policies and Priorities as recommended by the Legislative Policy Committee. OSBA RESOLUTIONS DISCUSSED

Resolution #1819-04 addresses the proposed OSBA Bylaw changes relating to composition of the OSBA Board of Directors by designating the Oregon School Board Members of Color Caucus, a voting seat on the OSBA Board of Directors and Legislative Policy Committee.

Discussion on both resolutions occurred. The consensus of the Board was to take some additional time to think about Resolution #1819-04 prior to taking a vote.

- 7.2 **Board Discipline Survey:** In response to the request of board member Steve Whiteman to develop a survey for staff on discipline, Aaron Miller shared some of what staff have been working on this year. The book *Fostering Resilient Learners* by Kristin Souers with Pete Hall was provided to every staff member. Mr. Miller gave each board member a copy. Staff has read and discussed chapters 1-6 at a previous staff development. At the professional development on December 7th, the next six chapters will be reviewed. The book will be finished in January. DISCIPLINE SURVEY DISCUSSED

Rachel Wilcoxon shared the Caring Culture Handbook with the Board. This K-12 discipline guideline reference was shared with staff at the beginning of year. She also shared a document that explains the different zones of behavior. The Red zone is the area of student behavior where nothing tried is working. The Yellow zone represents students who need occasional reminders. The Green zone represents students that are doing well.

Behavior Reminders are a way for students to be reminded of their behavior as well as starting a paper trail. Three behavior reminders in a month will result in a referral and then administration becomes involved.

The District behavior program is now called Vernonia Caring Culture (VCC) and the VCC Committee meets the 2nd Thursday of every month from 3:30 – 4:30 in the main office conference room. Any staff member is welcome to stop by, visit and share at this meeting. On the 4th Thursday the committee meets to go over data and strategies.

Aaron Miller explained that he would like the Board to read the book given out as well as review the documents provided today by Ms. Wilcoxon prior to discussing and establishing questions for a survey. The initial sample questions were negative in nature and he feels they could undermine the direction the staff are going with the VCC.

Steve Whiteman shared that what staff is sharing with him is completely different and because of this he wishes that the survey be anonymous. The data showing on the provided reports is not the perception of the staff.

Mr. Miller invited Mr. Whiteman to contact his office to schedule an appointment with him and Ms. Wilcoxon to begin the development of the survey by going over questions and coming to a consensus of which questions to use. Mr. Whiteman would like the survey completed by the end of the first semester.

- 7.3 **Public Hearing:** Aaron Miller shared that the District will be using an alternative bid process for the construction of the four additional classrooms and the new metal shop. He shared documents relating to this process. Steve Kragrug, Project Manager, shared that by going out for a Request for Qualifications (RFQ) first the District can select qualified companies to invite to submit a bid through the Request for Proposals (RFP) process. A resolution to approve this alternate process was reviewed and approved at the October board meeting. PUBLIC HEARING

Mr. Kragrug stated that the RFQ will hopefully go out after Thanksgiving and will remain open for 3 weeks.

There were no comments from the audience.

At 7:10 p.m. the Board took a short recess to read the documents provided.

At 7:18 p.m. the Regular meeting resumed.

8.0 ACTION ITEMS

8.1 OSBA Resolutions: Katie Cook moved to approve Resolution #1819-03 as presented. Steve Whiteman seconded the motion. Motion passed unanimously with those in attendance. OSBA RESOLUTION APPROVED

Brittanie Roberts moved to table OSBA Resolution #1819-04 until the December meeting. Steve Whiteman seconded the motion. Motion passed unanimously with those in attendance. OSBA RESOLUTION TABLED UNTIL DEC.

8.2 Alternate Bid Delivery Method: Further discussion was held on holding another public hearing. It was determined to hold a separate meeting suggested on Tuesday, Nov. 27th at 6:00 p.m. Aaron Miller will send out revised documentation. ALTERNATE BID DELIVERY METHOD TABLED

Katie Cook moved to table the Alternate Bid Delivery method documentation until the November 27th special meeting. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance.

9.0 MONITORING BOARD PERFORMANCE: Susan Wagner shared that she will not be at the December board meeting. MONITORING BOARD PERFORMANCE

10.0 CONSENT AGENDA:
10.1 Minutes of 10/11/18 Regular Meeting and the 10/13/18 Workshop. CONSENT AGENDA MINUTES APPROVED

Susan Wagner moved to approve the consent agenda as amended. Brittanie Roberts seconded the motion. Motion passed unanimously with those in attendance. CONSENT AGENDA APPROVED

Other Issues: None. OTHER ISSUES

12.0 MEETING ADJOURNED at 9:42 p.m. ADJOURNED

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

Board Chair

District Clerk