

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

March 12, 2020

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:05 p.m. by Stacey Pelster, Vice Chair. **MEETING CALLED TO ORDER**
- Board Present:** Jeana Gump, Stacey Pelster, Steve Whiteman, and Brittanie Roberts. Susan Wagner arrived at 6:12 p.m. Greg Kintz arrived at 6:13 p.m. **BOARD PRESENT**
- Board Absent:** **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; Juliet Safier, Kendra Schlegel, Rachel Brown, Susanne Myers, Joanie Jones, Laura Blacker, Kendra Berryman and Ashely Ward, Teachers. **STAFF PRESENT**
- Visitors Present:** Jessica Butcher Tommi Ota, and Thomas Jones, **VISITORS PRESENT**
- 1.1** The Pledge of Allegiance was recited. **PLEDGE OF ALLEGIANCE**
- 2.0 AGENDA REVIEW:** Action item 8.3 and 8.4 sample motions were adjusted to state as presented. Jeana Gump moved to approve the agenda as amended. Brittanie Seconded the motion. Motion passed unanimously with those in attendance. **AGENDA REVIEW**
- 3.0 SHOWCASING OF SCHOOLS:** **SHOWCASING OF SCHOOLS**
- 3.1 Student Reports:** **STUDENT REPORTS**
- VHS Leadership students Jessica Butcher and Tommi Ota reported.
- Various VMS and VHS classroom activities were shared.
- 3.2 Principal Reports:** **PRINCIPAL REPORTS**
- Mrs. Eagleson highlighted her report by sharing that this week employees of the SHaW Clinic went to each K-5 classroom and re-taught proper hand washing procedures.
- Mr. Underwood gave a verbal report:
- Curriculum Committee met and discussed subject areas in need of textbook adoption since our most recent adoption in 2008. Priorities that came from the committee meeting was the need for new textbook adoption in the content areas of Health and Science with Social Science, Math and Language Arts following. There was discussion on supplementing the elective classes such as criminal justice, foreign language and band.
 - Mrs. Campbell has worked on 6th – 8th grade fluency testing giving great baseline data. The results are not yet ready to be shared.
- 3.2.1 Student Required Volunteer Community Service Hours:** Aaron Miller shared that Mrs. Wilcoxon is not able to attend our Board meetings. He will ask her to provide written input for the April meeting. This topic was tabled for future discussion. **COMMUNITY SERVICE HOURS**
- 4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** Thomas Jones expressed dissatisfaction regarding the District's policy on dealing with student lunch debt as highlighted in the recent article published in Vernonia's Voice. He is frustrated with those that run up lunch bills and don't pay their bills. **PUBLIC COMMENT**

Aaron Miller responded that the Legislature made the decision that there is to be zero lunch shaming in regards to students who owe money for lunches. The Vernonia School District did not participate in lunch shaming as described but we did offer an alternative meal when a student's lunch account reached a certain amount. Students were aware when this alternate meal was served. The debt is not from students who qualify for free or reduced meals. The debt is all from full paying students.

5.0 BUSINESS REPORTS:

5.1 Superintendent Report: Mr. Miller highlighted his report with the following:
Follow-Up Questions / Correspondence:

SUPERINTENDENT
REPORT

- As a follow up to a previous question regarding the overnight lodging allowance embedded within the Curls School Bus Services contract. The overnight cost allowance is equal to the amount the District would pay for students and staff.
- Student/Instructor Surveys: Juliet Safier shared that she spoke with teachers and sent out a survey as requested by the Board. 24 teachers completed the survey. Only 3 teachers said they did not collect feedback from students. Teachers had concerns about the Board asking for this information. How would the data be collected with dignity? Students ganging up or not being honest in their responses. How would the Board act upon information received? The Board asked for copies of the survey and the request was denied by Juliet.

Updates:

- The SHaW Clinic contract was shared. Mr. Miller will have updates next month.
- Policy Committee- Mr. Miller asked that the policy committee submit your updates to him as soon as possible.
- System Development Charges (SDC) was asked about. The District does not have the power to designate these go directly to the school when new construction is built. The power is with the City of Vernonia.
- COVID19 Update - The District is working with the NWRESA. They are providing the Districts they serve with information so that all Districts are sharing consistent messages. VSD is working to keep our kids and staff safe. The Directive from the Governor's Office has cancellations through April 8th. This includes field trips to outside entities, all Professional Development travel, and the 8th Grade D.C. trip on April 11th and the Senior trip to Disneyland on April 24th is cancelled. We are limiting school visitors and volunteer access and all large meetings, the sports dessert, facility use requests and athletic competitions have been cancelled. The date of April 8th may likely change. All decisions we make are coming from the Oregon Health Authority and the Governor's Office. The District is already looking at how to continue if schools have to close. Our custodial staff are doing daily cleanings of high traffic areas and computers. All protocols for cleaning are being directed by the Oregon Health Authority.
- Enrollment is holding
- Division 22 Assurances – met requirements for reporting
- Vernonia Family Academy will be expanding to K-12 next year. A question was asked about how will the expansion will be advertised to the community? Mr. Miller shared that they would like to hold an open house in April.
- A complimentary letter towards our Structured Learning Center staff was received today from one of our licensed substitutes, Dennis Hart.

5.2.1 Bond Update: Mr. Miller updated the board on the following projects:

BOND PROJECTS
UPDATE

Art Room: The contract was signed today. Work will begin soon. Any work inside building will take place at night when students are not here.

Welding Shop: Final inspection with State Fire Marshall occurred and we passed.

Security: New cameras will be installed and hooked up to the new software over Spring break. Within next few weeks the District will look at remaining items to see if any funds remain.

5.2 Financial Report: Marie Knight presented the financial report. She indicated that she spent quite a bit of time this month making sure the State School Fund matches the estimate from

FINANCIAL REPORT

ODE. Everything is updated accurately. She has moved some expenditures into the General Fund for grants. She is getting a very accurate amount of the ending fund balance.

5.2.1 Budget Committee Application: One application was received. There are vacancies remaining.

BUDGET COMMITTEE
VACANCIES

5.3 Maintenance Report: Mr. Brown's Maintenance Report was reviewed. There were no questions from the Board.

MAINTENANCE REPORT

6.0 BOARD REPORTS/BOARD DEVELOPMENT:

BOARD REPORTS /
BOARD DEVELOPMENT

6.1 Board Member Reflection: Nothing provided this month.

BOARD MEMBER
REFLECTION

6.2 Board Member Resignation / Replacement Timeline: Greg Kintz read aloud Melissa Zavales resignation letter effective March 2, 2020. After discussion on the timeline for appointing a replacement, it was decided to accept applications through April 15th.

BOARD VACANCY
REPLACEMENT
TIMELINE DISCUSSED

6.3 Oregon Promise Program / Training: The application is still not available. Greg Kintz will keep the Board updated.

OREGON PROMISE
PROGRAM / TRAINING
DISCUSSED

7.0 OTHER INFORMATION and DISCUSSION

7.1 Draft 2020-21 Instructional Calendar: Nate Underwood shared a draft of the 2020-21 school year calendar. The format, selected by the Calendar Committee, is similar to last year. A total of three additional days have been added, 2 student contact days and 1 staff professional development day.

2020-21 DRAFT
INSTRUCTIONAL
CALENDAR SHARED and
DISCUSSED

Discussion was held on the number of days in the draft. Steve Whiteman feels that adding back days is not a priority and the District is underserving its students with a shortened calendar.

Mr. Miller shared that in the past we lost much more than just days. The District lost staff, salaries were cut, programs and professional development were impacted. As we recover and add back to our budget it can't just be in the area of instructional days. The District is trying to add back in all areas impacted over the years. The number of instructional days can be looked at further during the Budget Committee cycle.

7.2 Licensed Staff Renewal: Aaron Miller presented Resolution #1920-02 and shared his recommendation to extend teacher contracts. Mr. Miller shared that after speaking with OSBA legal counsel, we may possibly want to alter our process for next year. He will explain more next month.

LICENSED STAFF
CONTRACT RENEWAL
PRESENTED

7.3 Administrative Staff Renewal: Aaron Miller presented Resolution #1920-03 and shared his recommendation to extend administrative contracts.

ADMIN. CONTRACT
RENEWAL PRESENTED

7.4 Active Shooter Training: Aaron Miller deferred this discussion to Susan Wagner. Susan shared that she participated in an active shooter training put on by Dan Porter, Columbia County Emergency Management. The training was a very positive experience method. The training is free and only for staff not students. Susan found the training valuable. Jeana Gump expressed interest, as did Steve Whiteman. After discussion, the consensus of the Board was to move forward with hosting this training for our Staff. Aaron Miller stated that he could fit the training in to next year's back to school staff in-service.

ACTIVE SHOOTER
TRAINING DISCUSSION

7.5 Student Investment Account Application: Aaron Miller previously shared the Application via email. He stated that all three stakeholder groups (Community, Staff, and Students) aligned in their priorities which were:

STUDENT INVESTMENT
ACCOUNT (SIA)
APPLICATION
REVIEWED

- Instructional time

- Behavioral concerns
- Instruction of electives and support

Elements in the application are from data gathered at the stakeholder meetings. Bruce Rhodes, NWRES, compiled the information. A couple minor adjustments to the application is needed before it is submitted to ODE by April 15th. Jeana Gump wanted to go on record that all students will receive access and inclusion to anything new.

8.0 ACTION ITEMS

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|------------|--|--|
| 8.1 | Budget Committee Appointment: Brittanie Roberts moved to appoint Kellie Murray to a three-year term on the Budget Committee. Stacey Pelster seconded the motion. Motion passed unanimously. | MURRAY APPOINTED TO BUDGET COMMITTEE |
| 8.2 | Board Member Resignation & Replacement Timeline: Susan Wagner regrettably moved to accept the resignation of Board member Melissa Zavales effective March 2, 2020 and approve the replacement timeline as discussed. Steve Whiteman seconded the motion. Motion passed unanimously. | ZAVALES RESIGNS FROM BOARD. REPLACEMENT TIMELINE APPROVED. |
| 8.3 | Renewal of Licensed Staff: Stacey Pelster moved to accept the recommendation to renew all licensed staff contracts as presented in Resolution #1920-02. Brittanie Roberts seconded the motion. Motion passed unanimously. | RESOLUTION #1920-02 LICENSED CONTRACT RENEWALS APPROVED |
| 8.4 | Renewal of Administrative Staff: Stacey Pelster moved to accept the recommendation to renew all administrative staff contracts as presented in Resolution #1920-03. Jeana Gump seconded the motion. Motion passed unanimously. | RESOLUTION #1920-03 ADMIN CONTRACT RENEWALS APPROVED |
| 8.5 | Student Investment Account Application: Susan Wagner moved to approve the Student Investment Account Application as presented. Steve Whiteman seconded the motion. Motion passed unanimously. | SIA APPLICATION APPROVED |

9.0 MONITORING BOARD PERFORMANCE: Brittanie Roberts brought up a succession plan. Greg offered to check with OSBA to see what options are available. BOARD PERFORMANCE

10.0 CONSENT AGENDA: CONSENT AGENDA
10.1 Minutes of 02/13/20 Regular Meeting. MINUTES APPROVED

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

11.0 Other Issues: Nothing noted. OTHER ISSUES

12.0 MEETING ADJOURNED at 8:18 p.m. ADJOURNED

Submitted by Barb Carr, Administrative Assistant

Board Chair

District Clerk