

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

September 13, 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 6:04 p.m. by Greg Kintz
- Board Present:** Brittanie Roberts, Stacey Pelster, Susan Wagner, Greg Kintz
Board Absent: Katie Cook and Melissa Zavales
Staff Present: Aaron Miller, Superintendent; Nate Underwood, Middle/High School Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Brett Costley, Licensed Staff.
- Visitors present:** Jeana Gump, Tim Anderson, Steve Whiteman, and Scott Laird.
- 1.1** The Pledge of Allegiance was recited.
- 2.0 AGENDA REVIEW:** There were no changes to the Agenda. Stacy Pelster moved to approve the agenda as presented. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 BOARD MEMBER VACANCY:**
- 3.1** Discussion of Candidate(s): Only one application for the vacant director position was received. That was Steve Whiteman, a former educator in Vernonia School District, who is currently retired. The Board reviewed the responses to the questionnaire provided by Mr. Whiteman.
- 3.2** Appointment: Susan Wagner moved to appoint Steve Whiteman to vacant Director position #6. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance.
- 3.3** Oath of Office: Aaron Miller administered the Oath of Office to Steve Whiteman. He was seated at the Board table.
- 4.0 SHOWCASING OF SCHOOLS:**
- Student Reports: No reports given by students.
- Principal Reports: Nate Underwood handed out his report. Due to the last minute resignation of the HS Spanish teacher, he shared the plan to offer Spanish 1 and 2 on an interim basis with the on-line program Oregon Virtual Education (ORVED) through the Northwest Regional ESD. There was not enough time to find a replacement teacher unfortunately. He will again attempt to try and hire later in the year. The teacher that resigned was also in charge of Leadership activities. These have been split between student council, leadership, and the national honor society.
- AVID classes are now offered at 10th grade, 11th grade, and 9th grade will be starting next week. Ms. Safier will now teach two classes of AVID picking up the class vacated by a teacher resignation. Mr. Bunke will pick up the one the Language Arts class from Safier. Mr. Blair and Mrs. Ward also teach an AVID class.
- This year has had a higher than number of staff turnover. A total 13 staff members are brand new to the District or in a new position, all but one is in a full time position.
- VHS is hosting a total of 8 Foreign Exchange students this year. We had 14 foreign exchange students last year. Many of the local families that have hosted students over the years, opted out this year choosing not to host.
- Aaron Miller reported enrollment numbers at Mist are 21, and VES 220. He had nothing else to add to his written report.

5.0 **PUBLIC COMMENT ON NON-AGENDA ITEMS:** Brett Costley, as a former Board member, shared that his new teaching job is going well, and it is nice to see the educational process from the other side. PUBLIC COMMENT

6.0 **BUSINESS REPORTS:**

6.1 **Superintendent Report:**

SUPERINTENDENT REPORT

- October agenda setting meeting will be Stacey along with Greg and Aaron.
- Community / Supt. Chat schedule for the year was shared.
- No new information on the plasma cutter donation from PCC to share at this time.
- NW Promise credits earned last year total 28 credits by 7 students through a Writing 121 class with P.C.C. and instructor Juliet Safier. With turnover in the Science department this area of the program has not developed as hoped. Stability in the program now will help. Social Science is the next area to begin looking at offering.
- SDC Charges – the District is currently working with the District attorney to develop this. Mr. Miller hopes to have a draft for the Board by the end of the month.
- Vernonia’s Caring Culture - Rick Robinson joined our staff in-service before school started. He is a professional consultant that helps Districts implement a program and coordinate other plans throughout the year. Next week a training on staff wellness will take place.
- Policy Committee will be meeting next on Oct. 11th.
- Enrollment: Initial numbers for K-12 are at 546. This year’s budget was built on 535 students.

6.1.1 **Bond Update:** is down around all side areas wherever dirt was disrupted. Asphalt and the red cinder material is on site, hoping to install next week. Sod will go down as soon as the City water restrictions are lifted (it was noted the restrictions were lifted today). BOND PROJECTS UPDATE

Mist Elementary School: Mr. Miller attended a meeting on Tuesday with the County Structural Engineer, the Project Manager and the contractor. The County had all docs in order but hadn’t signed off yet. After the meeting, the County is good to go with all elements in place. Other interior jobs will hold off until Spring Break (painting) and summer (flooring).

Metal Shop/Additional Classrooms: Excavation work has been done for the metal shop site and bid requests will go out late Fall for both the metal shop and the additional 4 classrooms. After holding a costing meeting for the additional 4 classrooms, an amount of \$330.00/sf was determined. This will fit into the budget. There will be significant savings by not having display cases installed and going with space similar to our trophy cases outside the Art Room.

6.2 **Financial Report:** Marie Knight reported that last week auditors were working on end of year information. After looking at how the year ended with the auditors, she is feeling comfortable going into the next budget cycle with the planned upcoming PERS increases. Currently the projected ending fund balance is at \$673,709. FINANCIAL REPORT

There was a question on how much savings the District will see due to not having a Spanish teacher. The District is currently paying for the alternate on line option and still hopes to have a teacher in this position as soon as feasible.

6.3 **Maintenance Report:** Brittany Roberts brought up the need for additional staff in the Maintenance/Custodial area. Aaron Miller agreed stating that he is definitely looking at this with the addition of 4 new classrooms, fields, metal shop etc. MAINTENANCE REPORT

Steve Whiteman asked about whether or not there was automatic watering on any of our grounds. Mr. Miller explained that his project was not part of the recent bond and currently only available at the new football field. Whiteman suggested that perhaps a construction class could incorporate adding water lines into their class work.

7.0 BOARD REPORTS/ BOARD DEVELOPMENT:

7.1 Policy Committee reported that they have looked at the District policy about having a clay target shooting club and it looks as though our current policy will support this. Greg Kintz stated that he is still interested in having a community member part of our policy committee. If anyone shows interest to please let him know.

8.0 OTHER INFORMATION and DISCUSSION

8.1 Staff Resignation: Nate Underwood reported on the recent resignations from Teri Willard, MS/HS Spanish teacher.

WILLARD
RESIGNATION
RECEIVED

8.2 New Hires: Aaron Miller shared his recommendations to hire licensed staff – David Rigall – MS Science Teacher. Geoff Schwartz moved from MS to HS Science.

RIGALL
RECOMMENDED FOR
HIRE

Mr. Miller is hopeful to post Spanish again later in the Fall to see if there might be any interest from someone that could begin at the semester break.

8.3 Policy:
Policies were presented as a first reading, and will be on the agenda next month for approval.

POLICY UPDATES
PRESENTED AS FIRST
READING

8.0 ACTION ITEMS

8.1 Staff Resignation: Stacey Pelster moved to accept the resignation of MS/HS Spanish Teacher Teri Willard effective immediately. Steve Whiteman seconded the motion. Motion passed unanimously with those in attendance.

WILLARD
RESIGNATION
ACCEPTED

8.2 New Hires: Brittany Roberts moved to approve the recommendation of Supt. Miller to hire David Rigall as MS/HS Science Teacher. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance.

RIGALL HIRED

9.0 MONITORING BOARD PERFORMANCE: Nothing discussed.

MONITORING BOARD
PERFORMANCE

10.0 CONSENT AGENDA:

10.1 Minutes of 08/09/18 Regular Meeting 8/21/18 workshop.

CONSENT AGENDA
MINUTES APPROVED

Susan Wagner moved to approve the consent agenda as presented. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance.

CONSENT AGENDA
APPROVED

Other Issues: Discussion was held on the upcoming OSBA conference. Barb Carr shared that hotel reservations are made and will register all planning to attend the conference after visiting with the newest member of the Board.

OTHER ISSUES

Steve Whiteman asked to get discipline data at the end of the first quarter. He would also like to have an anonymous survey conducted with teachers and administrators to get a feel of how things are going in regards to discipline. Mr. Miller shared that he can get historical and current discipline data. This would show beginning of school year data. It was recommended that Mr. Whiteman work with Barb Carr to schedule a time for he and Mr. Miller to meet.

12.0 MEETING ADJOURNED at 6:58 p.m.

ADJOURNED

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

Board Chair

District Clerk