

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – February 10, 2022 Vernonia Schools Library, 1000 Missouri Avenue, Vernonia

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:03 p.m. by Stacey Pelster. MEETING CALLED TO ORDER
- Board Present:** Stacey Pelster, Amy Cieloha, Joanie Jones, Scott Rickard, Susan Wagner, Javoss McGuire and Greg Kintz. BOARD PRESENT
- Board Absent:** None BOARD ABSENT
- Staff Present:** Attending in person: Aaron Miller, Superintendent; and Barb Carr, Administrative Assistant; Marie Knight, Business Manager. Attending virtually: Nate Underwood, MS/HS Principal; Michelle Eagleson, Elementary Principal; Rachel Wilson, K-12 Vice Principal; Rachel Brown, Courtney Ferguson, Juliet Safier, Kendra Schlegel, Dylan Taylor, and Justin Ward Licensed Staff; and Stacy Adams, Kim Bernardi, Sierra Dibble, Camrin Eyrrick, Alexis Scott, Richard Traver, and Tracy Wolf, Classified Staff. STAFF PRESENT
- Visitors Present:** Attending In-person Tom Jones, Greg McCallum, Julie McCallum, Jenn Rau, Bonnie Normand, Sky Williams, Jenny Williams, Erin Gehrke, Ron Maldonado, Trish Maldonado, Stephanie Borst, Dawn Scott, Danielle Root, Erica Johansen, and Jack Mandes. VISITORS PRESENT
- Attending Virtually: Kaylee Bartolomucci, Pamela Blankenship, Delaney Draeger, DJ Draeger, Jeana Gump, Chanda Hartfeld, Scott Laird, Holly Vaughn, Dale Webb, Julie Ramsey and two by phone with numbers ending in 83 and 36.
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Scott Rickard moved to approve the agenda as amended (adding the minutes from 01/27/22 Board Workshop). Javoss McGuire seconded the motion. Motion passed unanimously. AGENDA REVIEW
- 3.0 SHOWCASING OF SCHOOLS:**
- 3.1** Michelle Eagleson highlighted her written report to the Board: ELEMENTARY SCHOOL PRINCIPAL REPORT
- Students did great work during the brief time of distance learning and her teachers did a good job of offering incentive work.
 - Expectations are currently being retaught due to lot of changes in daily schedules from the holiday break, back in school one week and then out on distance learning.
 - A great article was recently published in the Ruralite and in Vernonia's Voice highlighting Mist Elementary and the technology upgrades recently completed.
 - Mist and Vernonia Student of the Month assembly is planned for March 14th. Students will wear Blue & Gold on this day.
 - DIBELS benchmark testing is currently underway
- Nate Underwood highlighted his written report: MIDDLE / HIGH SCHOOL PRINCIPAL REPORT
- Semester one/quarter two was extended slightly and officially ends tomorrow.
 - The state required Smarter Balance Assessment for grades 3 – 8 in the areas of English and Language Arts and Math, grades 5 and 8 in Science, and grade 11 in English and Language Arts, Math and Science is scheduled for this Spring.
 - ACT college readiness test is scheduled for March 8th for 9th, 10th and 11th grade students.
 - NAEP testing has randomly selected Vernonia Middle School to participate. 8th grade students will be tested in reading or math on March 1st.
 - Student Body elections are currently happening
- Rachel Wilson provided the Board with two documents; *Behavior Program Opportunity Room Overview* and *PBIS Expectations Matrix*. VICE PRINCIPAL REPORT

Joanie Jones asked how expectations are taught to the students? Elementary starts out focusing on hallway expectations. Each teacher covers expectations in class. This may be done a little differently by each teacher but all expectations are taught. Reminders occur frequently at the middle and high school level.

Amy Cieloha asked if kindergarten referrals could not be put into the SWIS system. These students don't know the expectations and shouldn't be penalized with a referral in the system. Ms. Wilson shared the importance of tracking the behavior by putting the referrals into SWIS. Positive results are seen due to the tracking.

Aaron Miller shared that students receive expectation training at the beginning of the year and tracking begins after the training has taken place. Training continues throughout the year with a more focused training occurring after breaks in school day schedules.

3.2 Student Reports: There was no student report.

STUDENT REPORTS

4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:

PUBLIC COMMENT

Erin Gehrke, Jeana Gump, Jenn Rau all spoke in regards to inconsistent messaging in regards to quarantine timelines and lack of district communication.

Jenny Williams commented that her daughter missed time in class due to quarantining without an option for distance learning during this time.

Pamela Blankenship stated that she feels when the State lifts mask mandates in March the District should follow with the same guidance. The time has come to restore quality of life for our children.

Stephanie Borst stated she understands the difficulty the District has in making the hard decisions. OHA has a flowchart on their website which is easy to follow. She also asked the District to follow-up in regards to adding gravel to Texas Avenue. They have taken care of grading the road.

Aaron Miller stated that some of the information provided in public comment is not accurate. The District will stay with the 10-day quarantine timeline due to students exhibiting symptoms in day 6 through 10. The contract tracing the District does is with known contacts at school. The District does not contract trace students contacts at home or at other events. The procedures and policies the District uses is handed down from the Oregon Health Authority (OHA) and quarantine timelines differ based on when a student started exhibiting symptoms, how disease was spread within a household, etc. He shared that the Operational Blueprints the District follows are posted on each school page on the District website. The most recent version was updated this week on February 8, 2022.

5.0 BUSINESS REPORTS:

5.1 Superintendent Report: Aaron Miller updated the Board on the following:

SUPERINTENDENT REPORT

- Enrollment is currently at 566 for the District K-12. A breakdown by grade and school was asked for.
- Two weeks of Distance Learning just wrapped up. This is not the ideal model but everyone is making it work when we need to.
- Staff / Student Quarantine update – last week numbers were down to 3 staff and 12 students on quarantine. Unfortunately in the last couple of days we have increased to 6 staff and 40 students on quarantine.
- ODE recently sent out a memo that over the next two years new community engagement will be required to obtain funding. This is similar to the work currently underway that is being done by Mr. Miller with the community. Per the memo, it will need to be redone next year under the guidance of the new superintendent. Mr. Miller asked the Board if they wanted him to continue with his work this year. The Board felt it is important to lay the foundation by finishing what has been started.
- Staffing challenges will continue next year. Several staff retirements are coming.

Amy Cieloha asked that the District create a document that outlines quarantine timelines. Aaron Miller stated that with the large amount of variables on a case by case basis, a simple guideline is not feasible.

Stacey Pelster asked if students at home during quarantine can be part of class. This is possible

at the middle and high school but highly unlikely at the Elementary level. Students get their homework and are able to access Google classroom. Stacey felt it would help all during the quarantine time if instruction was available online. Aaron Miller stated that it is difficult for a teacher to instruct to two different audiences, one in-person and one online, at the same time. He offered to talk with Administration, the VEA President, and leadership at the elementary, middle and high school.

5.2 Financial Report: Marie Knight reported that the current ending fund balance is approximately \$440,000. She is currently focusing on grant claims and charging as much as possible to grants so that the general fund remains high. FINANCIAL REPORT

5.2.1 Budget Calendar: Marie Knight shared a draft of the budget calendar. This dates are within the same timeline as last year’s budget calendar and correspond with publishing dates in Vernonia’s Voice. Susan Wagner and Stacey Pelster shared they will not be available at the first meeting on April 21st. The need for additional Budget Committee members was discussed. Information is available on the District website. BUDGET COMMITTEE CALENDAR SHARED

BUDGET COMMITTEE MEMBERS NEEDED

5.3 Maintenance Report: Mark Brown’s report was reviewed by the Board. Joanie Jones stated her preference and need for additional custodial services at Mist. She asked for a report on how much time is currently being spent on cleaning at Mist Elementary School. MAINTENANCE REPORT

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 Committee Reports: Susan Wagner shared updates from the Safety Committee. Mr. Ward, committee chair, is doing a great job. The committee is having conversations and making sure they are following up if things carry over from one meeting to the next. They take the security and safety of students and staff very seriously. BOARD MEMBER REPORTS

6.2 Superintendent Search Discussion: SUPERINTENDENT SEARCH DISCUSSION

Board Negotiator. The Board discussed who would be the appointed board member to serve as the negotiator for the Board with a new Superintendent. Susan Wagner stated she felt it should fall to the Board Chair or Vice Chair. Both Stacey Pelster, Chair, and Susan, Vice Chair, were willing. BOARD NEGOTIATOR DISCUSSED

Contract Parameters. Various portions of the contract were discussed. SUPERINTENDENT CONTRACT PARAMETERS REVIEWED

Length of Contract: Generally Superintendent contracts are for two or three years. The Board after discussion was in consensus of starting out with a two year contract and then subsequent for three years.

Superintendent Consultation Clause: Reviewed, discussed and understood as stated.

Vacation: This is a negotiable item. The amount of vacation days is directly related to length of contract. Marie Knight offered to check with Steve Kelley for an industry standard.

Personal Days: Three days is standard for all employees in the District.

Tax Sheltered Annuity: Options would be to list a flat amount or put in a percentage of the salary. Consensus was 3% of the initial offering.

Cell Phone Stipend: Offering a stipend is less work than the District purchasing and managing phones and phone contracts. Susan Wagner expressed her concern with allowing personal phones to be used, and not being able to maintain professional contacts when someone leaves the District. She would like to discuss this again at the next meeting. Marie Knight verified that the current cell phone stipend is the same for all the administrators.

There was discussion of the clause stating an automatic termination resulting from a breach of contract. Scott Rickard was not in favor of this language as it takes the control out of the hands of the Board and feels it should reference that the contract is terminable by the District by written notice to the superintendent. Susan Wagner was not in agreement.

7.0 OTHER INFORMATION and DISCUSSION

7.1 NWRESD Annual Report and Local Service Plan: The District Profile for Vernonia was reviewed. This profile shows where dollars are spent and service credits applied. Compared to other districts, Vernonia is very high in the amount utilized for special education. It was explained how our District uses NWRESD funds for partial people such as speech therapists, occupational and physical therapists, etc. As a small District we rely on sharing these people with other Districts as we don’t have need to hire them full time. Because of this a lot of our ESD resources go towards funding salaries of these positions. NWRESD ANNUAL REPORT & LOCAL SERVICE PLAN

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| 7.2 | Staff Resignation: Aaron Miller shared that Jennifer Johnston, Transition Specialist, has submitted her resignation effective immediately. | STAFF RESIGNATION |
| 7.3 | Licensed Staff Contract Renewal: State law requires that the Districts must notify staff by March 15 th of contract renewal status for the next school year. Our District notifies the Board of this status at the February meeting in case there are any non-renewals and the need for further discussion prior to action being taken at the March Board meeting. Aaron Miller shared that all licensed and administrative staff are being recommended for renewal. | LICENSED STAFF
RENEWAL DISCUSSION |
| 8.0 ACTION ITEMS | | |
| 8.1 | NWRESD Annual Report & Local Service Plan: Susan Wagner moved to approve the NWRESD Local Service Plan as presented. Javoss McGuire seconded the motion. Motion passed unanimously. | NWRESD LOCAL
SERVICE PLAN
APPROVED |
| 8.2 | Staff Resignation: Javoss McGuire moved to accept the resignation of Jennifer Johnston effective immediately. Amy Cieloha seconded the motion. Motion passed unanimously. | J. JOHNSTON RESIGNS |
| 8.3 | Budget Calendar: Scott Rickard moved to approve the Budget Calendar as presented. Javoss McGuire seconded the motion. Motion passed unanimously. | BUDGET CALENDAR
APPROVED |
| 8.4 | Superintendent Search Negotiator: Susan Wagner moved to approve Stacey Pelster as the designated Superintendent negotiator for the Board. Greg Kintz seconded the motion. Motion passed unanimously. | PELSTER APPOINTED
AS SUPT NEGOTIATOR |
| 9.0 MONITORING BOARD PERFORMANCE: | | |
| | Saturday April 9 th from 9:00 a.m. – 12:00 noon will be the final DEMSP Training session for the Board and District Leadership Team. | FINAL DEMSP
TRAINING SESSION
SCHEDULED |
| 10.0 CONSENT AGENDA: | | |
| 10.1 | Minutes of 01/13/22 Regular Meeting and 01/27/22 Workshop. | CONSENT AGENDA
MINUTES APPROVED |
| | Susan Wagner moved to approve the consent agenda as amended. Greg Kintz seconded the motion. Motion passed unanimously. | CONSENT AGENDA
APPROVED |
| 11.0 | RECESS to EXECUTIVE SESSION under ORS 192.660 (2) (h) at 8:25 p.m.
Results of District litigation was shared with the Board. | RECESSED TO
EXECUTIVE SESSION |
| 12.0 | RETURN to REGULAR SESSION at 8:36 p.m. | RETURN TO REGULAR
SESSION |
| 13.0 | OTHER ISSUES: None | OTHER ISSUES |
| 14.0 | MEETING ADJOURNED at 8:54 p.m. | ADJOURNED |
| 15.0 | MEETING RECONVENED at 8:55 p.m. Amy Cieloha asked to further discuss the concerns and comments that came in during the public comment portion of the meeting. The Board held a discussion with Aaron Miller on the COVID policy embedded in each school's blueprints, communication to parents via phone calls vs sending home a written letter, and overall processes and procedures currently in place by the District. | MEETING
RECONVENED

DISCUSSION HELD on
PUBLIC COMMENT |
| 16.0 | MEETING ADJOURNED at 9:35 p.m. | ADJOURNED |

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

Board Chair

District Clerk