

VERNONIA SCHOOL DISTRICT 47J
1201 TEXAS AVENUE
VERNONIA OR 97064

BOARD OF DIRECTORS REGULAR MEETING MINUTES

July 08, 2021

- 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 6:18 p.m. by Greg Kintz. MEETING CALLED TO ORDER
- Board Present:** Susan Wagner, Stacey Pelster, Javoss McGuire, Amy Cieloha (virtually), and Greg Kintz BOARD PRESENT
- Board Absent:** Joanie Jones and the Vacant Position BOARD ABSENT
- Staff Present:** Aaron Miller, Superintendent; Barb Carr, Administrative Assistant; Juliet Safier, Licensed staff. STAFF PRESENT
- Visitors Present:** Scott Laird, Ben Pelster VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 OATH of OFFICE:** Aaron Miller administered the Oath of Office to Susan Wagner, Javoss McGuire, and Amy Cieloha, all recently elected. OATH of OFFICE ADMINISTERED
- 3.0 AGENDA REVIEW:** Two items were added to the agenda. Discussion Item 8.3 Board Member Resignation and Action Item 10.8 Accept Board Member Resignation. Susan Wagner moved to approve the agenda as amended. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- 4.0 BOARD CHAIR / VICE CHAIR:**
- 4.1 Elect 2021-22 Board Chair:** Susan Wagner stated that she would like to be considered for the position of Board Chair. Amy Cieloha nominated Stacy Pelster for Board Chair for 2021-2022. Javoss McGuire seconded the motion. Greg Kintz nominated Susan Wagner to serve as Board Chair for 2021-22. Stacey Pelster seconded the motion. PELSTER TO SERVE AS 2021-22 BOARD CHAIR
- Vote taken by roll call: Susan Wagner voted for Susan Wagner. Stacey Pelster voted for Stacey Pelster. Javoss McGuire voted for Stacey Pelster. Greg Kintz voted for Susan Wagner. Amy Cieloha voted for Stacey Pelster. Susan Wagner declined the nomination and changed her vote to Stacey Pelster.
- Motion to nominate Susan Wager as Chair failed with only 1 vote affirming the nomination.
Motion to nominate Stacey Pelster as Chair passed with 4 votes affirming the nomination.
- 4.2 Elect 2021-22 Board Vice Chair:** Stacey Pelster nominated Susan Wagner. Amy Cieloha seconded the motion. Greg Kintz nominated himself, Susan Wagner seconded the motion. WAGNER TO SERVE AS 2021-22 BOARD VICE CHAIR
- Vote taken by roll call: Stacey Pelster voted for Susan Wagner, Javoss McGuire voted for Susan Wagner, Greg Kintz voted for Greg Kintz, Amy Cieloha voted for Susan Wagner, Susan Wagner voted for Susan Wagner.
- Motion to nominate Greg Kintz as Vice Chair failed with only 1 vote affirming the nomination.
Motion to nominate Susan Wagner as Vice Chair passed with 4 votes affirming the nomination.
- 5.0 SHOWCASING OF SCHOOLS:** No report given. SHOWCASING OF SCHOOLS
- 6.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** Juliet Safier spoke as President as the VEA PUBLIC COMMENT

and introduced herself to those new to the Board.

Ben Pelster, a community member running for a position on the NWRESD Board of Directors, asked for the Board's support and vote for the NWRESD zone 4 position that is included on the agenda. He is passionate and has lots of experience in Career Technical Education. Stacey Pelster declared a conflict of interest and shared that she will remove herself from the future discussion on this as Ben Pelster is her husband.

7.0 BUSINESS REPORTS:

7.1 Superintendent Report: Aaron Miller did not have much to share. He encouraged each Board member to set times with Barb Carr to visit on a regular basis as needed. SUPERINTENDENT REPORT

Susan Wagner commented that she liked the idea of setting time for the Board to get together prior to a Board meeting. No business or school related business can occur but it would help to build relationships as the Board continues to work together.

7.2 Financial Report: Marie Knight was not in attendance. Aaron Miller reported shared that the District is close to wrapping up last year and there are no expenditures to report on. Marie is working on final grant claims, bond invoices, audit requests, and setting up positions in payroll for next year. FINANCIAL REPORT

7.3 Maintenance Report: Mark Brown's report was reviewed by the Board. There were no questions. MAINTENANCE REPORT

8.0 BOARD REPORTS/ BOARD DEVELOPMENT:

8.1 Scholarship Development Committee: Stacey Pelster shared that the Board received \$5K from recently completing a full sessions of OSBA's DEMSP training. Discussion on this committee will occur later in the meeting.

8.2 DEMSP Training – Half Session. Greg Kintz shared that he visited with Steve Kelley about registering the Board for another session of DEMSP training. The Board is registered to continue education and on-going maintenance. Stacey Pelster thanked Greg for continuing to put in extra effort to get this coordinated. The consensus was to not schedule anything until after September 1st. Barb Carr will create a Doodle Poll for all Board members to comment on date availability so that scheduling the first session can happen.

8.3 Board Vacancy Discussion and Appointment: Stacey Pelster read the letter submitted by Jeana Gump resigning effective July 7, 2021. Stacey thanked Jeana for her time. BOARD VACANCY DISCUSSION and APPOINTMENT TIMELINE

Susan suggested having the vacancy notice go out immediately and contact those that ran before. The consensus of the Board was to move quickly to fill the vacancy. After discussion the notice will go out next Monday accepting applications through July 31st. The Board will appoint to fill the vacancy at the August 12th meeting.

9.0 OTHER INFORMATION and DISCUSSION

9.1 Board Liaisons to District Committees: Board committee overviews were provided and Board members volunteered to serve on the various committees as noted. BOARD LIAISONS TO DISTRICT COMMITTEES

9.1.1 Safety Committee: Once a month meetings on Tuesday at 7:15 a.m. Susan Wagner volunteered.

9.1.2 Talented and Gifted: Could meet quarterly or twice a year. Susan Wagner volunteered. T.A.G.

9.1.3 Vernonia's Caring Community (VCC) – Social Emotional Learning (SEL): Meets after school on Thursday, one to two times a month. No volunteers. V.C.C. and S.E.L.

9.2 Board Committee Assignments: Aaron Miller explained that there are currently four Board Committees that are active. Three board members can serve on each committee. A comment was made to create a list of the various committees and some brief information about each. The District Office will provide a list. BOARD COMMITTEE ASSIGNMENTS

- 9.2.1 Negotiations:** This committee works to negotiate contracts with all groups. Greg Kintz shared that historically the Board Chair is on this committee. Aaron Miller shared that the two big groups (OSEA and VEA) were wrapped up this last Spring with two-year contracts. Next Spring work on this committee will be light. Stacey Pelster, Javoss McGuire, and Susan Wagner volunteered. **NEGOTIATIONS COMMITTEE**
- 9.2.2 Policy Review:** Policy updates comes from OSBA quarterly and are reviewed by the committee. They present updates and changes to the full Board for approval. Greg Kintz and Amy Cieloha volunteered. **POLICY REVIEW**
- 9.2.3 Facilities (Long Range Planning):** Having just completed bond work, the long range focus would be to maintain and support the longevity of our current facilities. Other physical projects on campus could develop in the future. This committee would also assist in the Strategic Planning process. Javoss McGuire, Stacey Pelster, and Susan Wagner volunteered. **FACILITIES**
- 9.2.4 Vernonia Education Foundation (VEF):** The VEF was created at the beginning of the flood recovery as a nonprofit for donations to come through. Now that campus projects are done, and the District debt paid off, VEF still works to support the needs in the classroom, as well as an annual scholarship. Stacey Pelster volunteered. **VEF**
- 9.2.5 Board Scholarship:** This is a new committee created as a result of the money received for participating in the DEMSP Scholarship Program through O.S.B.A. Due to the large amount of interest, a lottery for this committee will be held at the August meeting. **BOARD SCHOLARSHIP**
- 9.3 Substitute Teacher Pay:** The State rate for 2021-22 is \$195.87 per day. The District currently pays \$200.00 per day. Aaron Miller recommends keeping the same rate for the upcoming year. **2021-22 TEACHER SUB PAY DISCUSSED**
- 9.4 2021-22 Board Meeting Schedule:** Discussion was held on the proposed calendar which puts regular meetings on the 2nd Thursday of each month and the option to hold a workshop on those months with 5 Thursdays. Those dates would be Sept. 30, Dec. 30, Mar. 31, and June 30. Stacey Pelster recommended striking Dec. 30 as a possible workshop date. **BOARD MEETING SCHEDULE DISCUSSED**
- 9.5 Fee Schedule:** Aaron Miller shared that there are not State recommended increases to meal prices for 2021-22. There are no fee increases in the proposed schedule to meals or other student or facility use fees. **2020-21 FEE SCHEDULE DISCUSSED**
- Susan Wagner feels that our facility use fees are extremely generous. Aaron Miller shared increasing fees could bring additional funds but there are not many people using the building currently. The current low prices are not translating into a packed schedule. Susan felt perhaps this could be a marketing issue and she would like to discuss further. It was shared that our fee model was based on a model used by another small town district. If people came to town for various events, the District looked at whether they should charge more or less. They chose to charge less, to bring people to town, and each time the building was used, people were spending money in town.
- 9.6 New Hires:** Aaron Miller shared the following new hires: **NEW HIRE RECOMMENDATIONS PROVIDED**
- Elana Donaghue, 2nd grade
 - Colin Gilbert, VMS Social Studies
 - Ian Rogers, VHS Health/PE
 - Celeste Avy, Mist K-2nd grade
- 9.7 NWRESD Applications for NWRESD Board Zone 4:** Stacey Pelster recused herself from all discussion and Susan Wagner, Vice Chair, led the discussion on this item. Greg Kintz shared that he felt Mr. Pelster submitted the most comprehensive answers as to why he wanted to serve on the NWRESD Board. Greg suggested that our Board recommend him. Amy Cieloha agreed with this recommendation as did Javoss McGuire and Susan Wagner. **NWRESD BOARD ZONE 4 APPLICANTS DISCUSSED**
- 9.8 Staff Resignation:** Aaron Miller shared that the District has received a resignation from Kirk Ebberts, Metal Shop teacher. The District has need for a part time metals welding teacher. We have a brand new facility and need someone to train our kids and get them in the **EBBERTS RESIGNS**

workforce. This position is currently part time. Javoss asked what the expectations would be for someone to fill this role? Aaron explained if they are currently a teacher, the District can get training in metals for them. However, if we know someone in the industry the District can help to obtain the necessary teaching license.

- 9.9 **OSEA Collective Bargaining Agreement:** Aaron Miller shared two copies of the collective bargaining agreement for the OSEA, which was negotiated by and recommended by the District's negotiation team. One copy shows the mark-up of changes while the second copy is a cleaned up, final version of the document. The team is recommending the Board approve. OSEA has gone through and approved the contract. Aaron Miller explained there are a couple typos that will be corrected but the content is final. OSEA CONTRACT PRESENTED
- 9.10 **Policy Updates – 1st Reading:** Aaron Miller shared the policies presented is the work of the Policy Committee. They have reviewed the recommended suggestions from OSBA and is presenting this group of policies to the Board for a first reading. The Board was instructed to look them over and contact Aaron if they have questions. The policies will be back on the agenda at the August meeting for approval. POLICIES PRESENTED AS 1ST READING
- 10.0 **ACTION ITEMS**
- 10.1 **Substitute Teacher Pay:** Greg Kintz moved to establish the Substitute Teacher Pay for 2021-22 at \$200.00 per day. Susan Wagner seconded the motion. Motion passed unanimously with those in attendance. SUBSTITUTE PAY FOR 2021-22 SET AT \$200 PER DA.
- 10.2 **Board Meeting Schedule:** Susan Wagner moved to approve the board meeting schedule for 2021-22 as presented with the removal of Dec. 30th as a potential workshop date. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. BOARD MEETING DATES SET FOR 2021-22
- 10.3 **Fee Schedule:** Susan Wagner moved to approve the 2021-22 Fee Schedule as presented. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance. 2021-22 FEE SCHEDULE ESTABLISHED
- 10.4 **New Hires:** Greg Kintz moved to approve the Superintendent's recommendation to hire Elana Donahue, VES 2nd Grade; Colin Gilbert, VMS Social Studies; Ian Rogers, VHS Health/PE, and Celeste Avy, K-2 Teacher at Mist. Susan Wagner seconded the motion. Motion passed unanimously with those attendance. DONAGHUE, GILBERT, ROGERS, and AVY HIRED
- 10.5 **NWRESD Board Zone 4 Candidate Selection:** Susan Wagner moved to cast a vote for candidate Benjamin Pelster for NWRESD Board Zone #4. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. Stacey Pelster abstained from voting. VOTE CAST FOR CANDIDATE FOR NWRESD BOARD ZONE
- 10.6 **Staff Resignation:** Susan Wagner moved to accept the resignation of Kirk Ebberts, Metal Shop teacher, effective June 30, 2021. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. EBBERTS RESIGNATION APPROVED
- 10.7 **OSEA Collective Bargaining Agreement:** Susan Wagner moved to approve the 2021-23 Collective Bargaining Agreement with OSEA with minor non-structural changes. Javoss McGuire seconded the motion. There was no additional discussion. Motion passed unanimously with those in attendance. Greg abstained declaring a conflict of interest as he has multiple immediate family members part of this collective group. OSEA 2021-23 CONTRACT APPROVED
- 10.8 **Board Member Resignation:** Susan Wagner regretfully accepted the resignation of Jeana Gump. Javoss McGuire seconded the motion. Yes votes: Greg Kintz, Susan Wagner, Javoss McGuire and Amy Cieloha. No votes: Stacey Pelster. Motion passed. GUMP RESIGNATION AS BOARD MEMBER ACCEPTED
- 11.0 **MONITORING BOARD PERFORMANCE:** Susan Wagner stated that she will visit with Stacey Pelster, Board Chair, about the original reason this line item was added to the agenda. She would like to add a format for our committees to report back to the board. She also suggested adding the immediate Past Chair to the structure to assist in maintaining this position as an active role. MONITORING BOARD PERFORMANCE

Stacey Pelster shared her thoughts on a letter that was received by Board members from an

anonymous employee. She stated that a good format for public comment is embedded within every board meeting. She encourage all employees to come to the Board meetings to share, not send letters to her home address and encroach on her private life. Anonymous content can always be sent to Barb Carr and read at the meeting.

Susan Wagner personally disagreed regarding contact with the public regardless of how it is received. She feels her role as an elected official is to be available to the public to listen. Private life and time is valuable but if someone has something to say she is available. She can't speak as a board member but can listen and help redirect to the appropriate staff member, as the Board is here to set policy and direct the Superintendent. If there is an issue a person is not comfortable with, she would feel badly if they felt they couldn't reach out to the Board.

Discussion was held on the Board having the educational knowledge of how to function as a Board. Specifically, addressing communication issues and the breakdowns that can occur as well as clarifying what their roles are and the where the boundaries are. There have been a couple instances of not knowing when and where it would be appropriate for Board members to talk. Public Comment is a great spot to have discussion, however, the Board is limited in what they can say. It is not appropriate to throw out random comments that the Superintendent wasn't prepared for. Personnel issues if ever brought up in Public Comment need to be diverted to the Superintendent and never commented on by the Board. Reacting to public comment is something that can be added to a future agenda if appropriate.

It was noted that although it may be awkward to not respond when public comment is received, it is important to note that if comments from the Board are given, discussion is happening on a topic that was not placed on the agenda and proper notification was not given to the public that the item would be discussed.

Any Board member can speak during public comment by stating they are speaking as someone other than a Board member. Susan Wagner shared that this does warrant caution. If a member of the Board is wanting to speak as someone other than a Board member, such as a parent, to be very clearly a parent by even standing and moving to a different position than where they are seated when speaking.

Amy shared that she is in favor of a handbook for all board members whether new or a veteran. She has spoken in the past, not understanding the protocols. It is important to work through the issues.

Stacey Pelster reviewed other district agendas and public comment. In some Districts, the patrons were required to submit written comment 24-48 hours prior to the board meeting. The Board would call a person to testify if requested in public comment. Amy feels asking for notice ahead of time takes away from the freedom of those that come and speak. She would like to keep it as open as possible. She would also like to see better follow-up to those that speak.

12.0 CONSENT AGENDA:

- 12.1** Minutes of 06/10/21 Regular Meeting and Budget Public Hearing and the 06/23/21 Special Meeting.
- 12.2** Designate
 - 12.2.1** Chief Administrative & Budget Officer/Clerk – Aaron Miller
 - 12.2.2** Custodian of Funds – Aaron Miller
 - 12.2.3** Representative of Federal/State Fund & Grant Applications – Aaron Miller
 - 12.2.4** Depository of Funds – US Bank & Government Pool
 - 12.2.5** District Auditors – Pauly, Rogers & Co. P.C.
 - 12.2.6** Insurance Agent of Record – Brown & Brown Northwest
 - 12.2.7** Attorney of Record – Garrett, Hemann, Robertson, Jennings, Comstock & Trethewy, P.C.
 - 12.2.8** Newspaper of Record – Vermonia's Voice
- 12.3** Set:
 - 12.3.1** Borrowing Limit - \$150,000.00

- CONSENT AGENDA
MINUTES APPROVED
- DESIGNATE:
CHIEF ADMIN/CLERK
CUSTODIAN OF FUNDS
GRANT APPS REP.
DEPOSITORY OF FUNDS
AUDITORS
INSURANCE AGENT
ATTORNEY OF RECORD
- NEWSPAPER OF REC.
- BORROWING LIMIT SET

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

CONSENT AGENDA
APPROVED

13.0 **RECESS to EXECUTIVE SESSION** under O.R.S. 192.660 (2)(i) at 8:46 p.m. to conduct the evaluation of the Superintendent.

RECESS to EXECUTIVE
SESSION

14.0 **RETURN to REGULAR SESSION** at 10:10 p.m.

15.0 **ACTION ITEM:**

15.1 **Superintendent Summative Evaluation.** Susan Wagner moved to approve the 2020-21 Summative Evaluation for Superintendent Aaron Miller with corrections as discussed. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance.

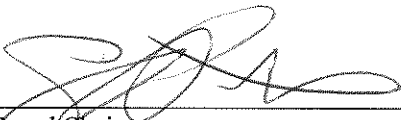
SUPT. MILLER 2020-21
EVALUATION
APPROVED

Other Issues: None

16.0 **MEETING ADJOURNED** at 10:12 p.m.

ADJOURNED

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



Board Chair



District Clerk