

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – December 9, 2021

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:04 p.m. by Stacey Pelster. MEETING CALLED TO ORDER
- Board Present:** Stacey Pelster and Greg Kintz. Joanie Jones, Amy Cieloha, Javoss McGuire, and Scott Rickard attended virtually. BOARD PRESENT
- Board Absent:** Susan Wagner. BOARD ABSENT
- Staff Present:** Attending in person: Aaron Miller, Superintendent; and Barb Carr, Administrative Assistant. Attending virtually: Nate Underwood, MS/HS Principal; Michelle Eagleson, Elementary Principal; Rachel Wilson, K-12 Vice Principal; Marie Knight, Business Manager; Rachel Brown, Robin Manning, Juliet Safier, Kendra Schlegel, Dylan Taylor, Ashley Ward, and Justin Ward, Licensed staff; and Stacy Adams, Kim Bernardi, Sierra Dibble, Camrin Eyrrick, Kristen Godinho, Karen Roberts, Alexis Scott and Richard Traver, Classified Staff. STAFF PRESENT
- Visitors Present:** Allison McLeod. John Carreon, Tara Kamp, Julie Ramsey, Brittanie Roberts, Steve Kelley, and Scott Laird attended virtually. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** There were no adjustments to the agenda. Joanie Jones moved to approve the agenda as presented. Amy Cieloha seconded the motion. Motion passed unanimously. AGENDA REVIEW
- 3.0 SHOWCASING OF SCHOOLS:** SHOWCASING OF SCHOOLS
- 3.1** Michelle Eagleson reported to the Board:
- Two new instructional assistants have been hired
 - At VES, the 2nd, 3rd, and 4th Grade classrooms have each been split between two rooms – ie there were 28 students in 3rd grade, now there are 14 students in each room. The teacher and an instructional assistant rotate coverage.
 - Mrs. Schlegel is covering the 3rd grade classroom until a teacher can be hired
 - Current teachers at VES per grade are Kindergarten – 2, 1st Grade – 1, 2nd Grade – 1, 3rd Grade – 1, 4th Grade – 1, and 5th Grade – 2. At Mist there is one teacher for the K-2 classroom and one teacher for 3-5 classroom.
 - Conferences in November had 78% of our families in attendance which is lower than normal.
 - Attendance rates are at 64.9% which is also lower than normal.
- Rachel Wilson shared that discipline issues rose during October however Vernonia is still below the national average. Implementing the separate elementary recess rotations and the middle and high school escort system has helped to reduce the behavioral issues. A question was asked if the District used the SWIS program to track discipline last year and is the data consistent between the years? Ms. Wilson stated that SWIS has been used for several years and comparing this year to last year is not a good comparison as students were in distance learning the majority of last year. VICE PRINCIPAL REPORT
- Nate Underwood highlighted his written report:
- The top section on his report is data from last year 3rd quarter compared to 4th quarter. Below standard means any student receiving a D grade. Failing student is any student receiving an F grade.
 - The lower section is data from after 1st quarter this school year. The numbers are not great but most of the Juniors and Seniors are on track to graduate and
- MIDDLE / HIGH SCHOOL PRINCIPAL REPORT

correspondingly have the highest attendance rate.

- Chronically absent means a students has missed more than 10% of school days. For the first quarter of school there was 34 days of school. If a student missed 4 days they would be considered chronically absent.
- Staff met yesterday and discussed on track to graduate issues. Empathy interviews are being conducted with students in 8th, 9th and 10th grades.

Aaron Miller added that our Social Emotional Learning (SEL) Director received the Re-Engagement Grant again for this school year. This money is used to help intervene with students who are credit deficient. This is an example of an intervention that was put in place after reviewing the data.

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| 3.2 | Student Reports: No Student reports. | STUDENT REPORTS |
| 3.3 | Fall Sports Report: A copy of the most recent <i>Bleacher Report</i> was provided. This newsletter highlighted the Fall sports and provided an update on the Stadium Campaign fundraising efforts. | FALL SPORTS REPORT |
| 3.4 | School to Career Specialist Report: Ashley Ward, School to Career Specialist, has been with the District for 16 years. She shared her goals for her new position: <ol style="list-style-type: none">1. Provide career education and opportunities. She currently has a working relationship with Washington County Chamber of Commerce, which provides opportunities for students such as career events, apprenticeship conferences, and virtual trade meetings. Careers curriculum is being taught during the Advisory period. Coordination with Mr. Weisel to facilitate visits from the Navy, Marines, Portland Community College, Pacific University, etc. is taking place.2. Connect with Alumni3. Every VSD Graduate leaves with a plan, has the skills needed, and resources for life after high school. | SCHOOL to CAREER SPECIALIST REPORT |

A lengthy discussion occurred about making connections with the trades. It was noted that Javoss McGuire would be a good connection for the trades. Overall the Board was impressed with the new position and the possibilities for support to our students.

4.0 PUBLIC COMMENT ON NON-AGENDA ITEMS: None. PUBLIC COMMENT

5.0 BUSINESS REPORTS:

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| 5.1 | Superintendent Report: Aaron Miller updated the Board on the following: <ul style="list-style-type: none">• Next agenda setting meeting will be Stacey Pelster and Amy Cieloha.• As the Administrator overseeing the Vernonia Family Academy he reported on their conferences. The VFA visits with families at 3 times each year as part of their regular work.• Enrollment is currently at 563 students for the District. This is down slightly but still above the budgeted enrollment number of 530.• Quarantine measures in place appear to be working as the District has fewer students missing school. There are no students on the quarantine list the last week and half. There are two staff currently in quarantine protocols but this is minimal.• Strategic Planning survey questions are finalized. Next step is to create the survey. Mr. Miller is behind in the timing of completing this work as he has not been a Superintendent this week. Instead, he has been subbing in classrooms due to not having available substitutes. His hope is to have surveys out around Winter break. | SUPERINTENDENT REPORT |
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Amy Cieloha asked when the school will be opened back up for visitors and volunteers. Mr. Miller shared that the volunteer list is reactivated and applications to become a volunteer are being accepted. Allowing visitors in the school as a blanket rule is still on hold. The front door security will remain in place going forward regardless. Parents are allowed the opportunity to meet in person with teachers after school or through a virtual meeting or phone call. A parent is not allowed in the classroom with other students present.

- 5.2 **Financial Report:** Marie Knight reported that in November she was notified that the State School Fund formula will give the District increased revenue due to decreased enrollment across the State. There are less students statewide therefore the amount of funding per student will increase. She anticipates the District seeing an increase of approximately \$120,000 bumping our estimated 2021-22 ending fund balance to approximately \$442,000. All positions within our Visions software have been updated, contracts created, and payroll and benefits have been encumbered for the year. She's been working with Mr. Miller to review all grants ensuring they are all on track and spending is reflected in the correct fund. She will start the 2022-23 budgeting process after the Winter break. FINANCIAL REPORT
- 5.2.1 **Audit Presentation:** Tara Kamp with Pauly, Rogers and Co PC, the District's financial auditors presented the June 30, 2021 audit results. Ms. Kamp briefly summarized the purpose of the audit and the areas they review. The District did not receive a management letter, indicating no areas of concern. Overall, the District received a clean audit. It was noted that a copy of the full audit will be available on the District's website. AUDIT PRESENTATION
- Scott Rickard asked if the questions in the audit in regard to the PERS funding ratio is a specific issue for Vernonia School District? According to Ms. Kamp, no. The information provided is the actual state of affairs for the larger pie, not specific to Vernonia.
- 5.3 **Maintenance Report:** Mark Brown's report was reviewed by the Board. Joanie Jones asked for clarification regarding custodial shortfalls at Mist. Mr. Miller explained that this is due to illness not lack of employees. The custodial duties at the end of the day performed by the instructional assistant and deep cleaning once a week by a custodian are still occurring. MAINTENANCE REPORT
- 6.0 **BOARD REPORTS/ BOARD DEVELOPMENT:**
- 6.1 **Committee Reports:** Nothing reported. BOARD MEMBER REPORTS
- 6.2 **Schedule Data Monitoring Dates:** After reviewing the results of the Doodle Poll and discussion by the Board, it was determined to hold the data monitoring meetings on Wednesday Jan 12th and Wednesday April 13th. Stacey would like to keep the meeting to an hour beginning at 6:30 p.m. Scott Rickard stated it would be helpful if the Board was specific in what they are wanting to review. Stacey Pelster indicated at the end of the agenda this will be discussed. DATA MONITORING DATES DISCUSSED & SCHEDULED
- 7.0 **OTHER INFORMATION and DISCUSSION**
- 7.1 **Superintendent Search Screening Committee Selection:** Discussion was held on the applications received by those expressing interest in serving on the Selection Committee. It was the consensus of the Board to include everyone on the committee that submitted an application, including the one application that arrived after the deadline. SUPT SEARCH SCREENING COMMITTEE DISCUSSED
- Amy Cieloha asked Steve Kelley for clarification on the task of the committee. The committee will provide input to the Board but all decision are made by the Board.
- 7.2 **Superintendent Search Qualities & Qualifications (Q & Q) Discussed:** Steve Kelley presented a draft Q & Q compiled as a result of the public survey. Nearly 100 people responded with 75% being parent/community. SUPT SEARCH QUALITIES & QUALIFICATIONS DISCUSSED
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- Stacey Pelster commented on her pleasure with the amount of people that responded. Amy Cieloha felt this represents the community well. Greg Kintz feels the Q & Q's presented are good and he appreciates the work that went into this.
- 7.2.1 **Public Input On Qualities & Qualifications:** The floor was opened to the public for comment. No comments received. PUBLIC INPUT
- 7.3 **Superintendent Retirement Timeline:** Aaron Miller shared that two months ago the Board approved his new contract and last month approved his retirement effective June 30, 2022. He is proposing to the Board to consider changing his retirement to January 31, 2022 and then hiring him back on February 1st to complete the remainder of the year. SUPT RETIREMENT TIMELINE PROPOSED

Once an agreement to work back is in place, his desire would be that his contract remain the same. What would change in the contract is that the District would no longer pay his personal PERS. The District portion of PERS would still be paid and would go towards paying the PERS plan down. There is normally a 2-3 months waiting period before the first retirement check is issued. If he retired early and worked back this would keep him from having months without a paycheck.

Details need to be worked out through contract negotiation.

Scott Rickard commented that having the contract subject to confirmation by legal review he has no objections to the request.

Greg Kintz stated that over the last year many others in the State have done a work back on all levels. He has no objections and agrees with Scott to run it by counsel before making a full decision. Amy Cieloha agreed.

Stacey Pelster asked if this would go through OSBA PACE legal counsel or the District's attorney of record. According to Mr. Miller, PACE legal advice would be free of charge. There would be an hourly rate assessed by the District's attorney. Stacey felt that PACE would be sufficient and will convene the negotiation team.

Marie Knight will reach out to OSBA's PACE legal counsel.

8.0 ACTION ITEMS

- 8.1 Superintendent Search Screening Committee:** Scott Rickard moved to approve the Superintendent Search Screening Committee as discussed. Greg Kintz seconded the motion. Motion passed unanimously. Those serving on the committee are as follows:
 Current District Staff Members: Brandi Abney, Kimberly Bernardi, Barb Carr, Brett Costley, Glenda Delemos, Camrin Eyrrick, Courtney Ferguson, Marie Knight, Jim Krahn, Robin Manning, Juliet Safier, Kendra Schlegel, Dylan Taylor, Nate Underwood, and Rachel Wilson.
 Community Members: Janice Cockrell, Jennifer Draeger, Tim McLeod, Brittanie Roberts, Jana Swedo, and Steve Whiteman.

SUPT. SEARCH COMMITTEE NAMED
- 8.2 Superintendent Search Qualities & Qualifications:** Joanie Jones moved to approve the Qualities & Qualifications list as discussed. Amy Cieloha seconded the motion. Motion passed unanimously.

SUPT. QUALITIES & QUALIFICATIONS LIST APPROVED
- 8.3 Superintendent Retirement Timeline:** Greg Kintz moved to approve the Superintendent retirement proposal, as discussed. Javoss McGuire seconded the motion. Motion passed unanimously. Amy Cieloha asked for clarification on the motion. Greg stated as discussed, the Board will move forward with contacting PACE counsel and activate the negotiation team.

SUPT RETIREMENT TIMELINE PROPOSAL APPROVED
- 10.0 MONITORING BOARD PERFORMANCE:** Nothing

MONITORING BOARD PERFORMANCE
- 11.0 CONSENT AGENDA:**

 - 12.1** Minutes of 11/09/21 Regular Meeting, and the 11/18/21 Workshop.

CONSENT AGENDA MINUTES APPROVED
 - Scott Rickard moved to approve the consent agenda as presented. Javoss McGuire seconded the motion. Motion passed unanimously.

CONSENT AGENDA APPROVED
 - Other Board Issues:** The following discussion about what data the Board would like was held.

OTHER ISSUES
 - Scott Rickard felt it would be helpful to see the breakdown for each grade for past three years of different categories – meeting the standards, below the standards, etc. Aaron Miller shared that the categories are Exceeding the Standard, Meeting the Standard, Nearly Meeting the Standard, and Doesn't Meet the Standard and only applies to students in kindergarten through 3rd grade. All other students get a letter grade.

DATA REQUESTS

Stacey Pelster would like to review discipline data prior, during and post academic times. She also

asked about a list of why teachers are leaving. Aaron expressed concern that this data would show evaluative discussion. A discussion for a future meeting on how that data could be shared might be in order. Scott Rickard shared concern in making a wrong inference with this type of data and was hesitant to have this information. He cautioned the Board in how to handle data received.

Joanie Jones would like to see behavior data as well as reading and math for K-12 for perhaps the last 5 years.

Greg shared a lot of data was received with the Achievement Data Compacts. We are asking for a lot of data, are we going to be able to use it appropriately? If not, we are asking for the wrong reasons.

Aaron Miller indicated he will work to meet this request and have information by January 12th. He is hoping to get 5 years of data so that they can review a couple years prior, during and after the COVID pandemic.

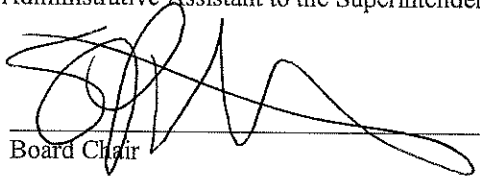
Amy Cieloha commented that at a previous meeting a comment came up about raising the sub rates. She would like to revisit this. Stacey Pelster asked that this be discussed at next month's meeting. She asked that current rates and comparisons to other Districts be provided.


SUB RATE DISCUSSION
TO BE REVISITED

12.0 MEETING ADJOURNED at 8:42 p.m.

ADJOURNED

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


Board Chair


District Clerk

