

NEAH-KAH-NIE SCHOOL DISTRICT 56

Regular Board Meeting 6:30 PM

July 8, 2019

Neah-Kah-Nie District Office Board Room

OFFICIAL MINUTES

PRESENT

Present

Board Members

Pat Ryan, Chairman
Carol Mahoney, Vice Chair
Terry Kelly
Landon Myers
Michele Aeder
Sandy Tyrer
Kari Fleisher

District Office Staff

Paul Erlebach, Superintendent
Mark Sybouts, Business Manager
Kathie Sellars, Administrative Assistant

I. CALL TO ORDER

Call to Order

The regular meeting of the Board of Directors of Neah-Kah-Nie School District was called to order at 6:32 p.m. by chairman Terry Kelly. Mr. Kelly welcomed staff and patrons of the district. All present stood for the flag salute.

II. Conduct Swearing in of Re-Elected Board Members

Swearing in of Re-Elected Board members

Mr. Erlebach conducted the swearing in of the following re-elected board members.

- A. Landon Myers, Zone 1
- B. Kari Fleisher, Zone 3
- C. Sandra Tyrer, Zone 5
- D. Michele Aeder, Zone 6
- E. Carol Mahoney, Zone 7

III. APPROVE AGENDA

Approve Agenda

M-Tyrer/2nd Fleisher to approve the agenda as presented. Motion carried unanimously.

Motion to Approve

IV. Nominations for Chairman and Vice Chairman

Nominations for Chairman and Vice Chair

Nominations for Chairman

Ms. Aeder made the motion to nominate Terry Kelly as the Board Chair. Ms. Sellars stated that Mr. Kelly could not be board chair as he has already served for four consecutive years. Mr. Ryan asked if the legislature changed that rule, nothing could be found to support that information. Mr. Sybouts cited board policy which states that a board chair may not serve more than 4 successive years. Ms. Aeder withdrew her nomination. **Ms. Mahoney nominated Mr. Ryan as board chair with Mr. Kelly providing the second. The motion carried unanimously.**

Motion to Approve the Chairman

Vice Chair:

Ms. Aeder nominated Ms. Mahoney as the vice chair. Mr. Myers provided the second. Mr. Ryan asked for other nominations. There were none. The motion carried unanimously.

Motion to Approve the Vice Chair

V. CONSENT AGENDA

Consent Agenda

- A. Approve the Minutes from the June 10, 2019 Regular Board Meeting
- B. Approve Minutes from June 24, 2019 Special Board Meeting

- C. Approve Minutes from July 1, 2019 Special Board Meeting
- D. Boldt Carlisle & Smith Engagement Letter for the 2019 Audit
- E. 2018-19 Restraint and Seclusion Report

M-Kelly/2nd Mahoney to approve the consent agenda as presented. Motion carried unanimously.

Motion to Approve

Annual Agenda

VI. **ANNUAL AGENDA**

- A. Designation of the Following:
 - 1. Chief Administrative Officer - Paul Erlebach
 - 2. Business Manager/Deputy Clerk - Mark Sybouts
 - 3. Custodian of Funds - Mark Sybouts
 - 4. Budget Officer - Paul Erlebach
 - 5. Authority to Sign Checks - Paul Erlebach, Mark Sybouts, Board Chair, Board Vice Chair
 - 6. Authority to Sign Student Body Checks - Principal, Head Secretary, Business Manager
 - 7. Official Auditor - Boldt, Carlisle, Smith, LLC
 - 8. Depository of Funds - U.S. Bank, Wells Fargo, LGIP, Umpqua Bank, Columbia Bank, and TLC/Fiber Federal Credit Union
 - 9. Newspaper - The Headlight Herald
 - 10. School Attorney - Hungerford Law Firm
 - 11. Authority to Apply for Federal Funds - Paul Erlebach
 - 12. Agent of Record - Hudson Insurance
 - 13. Regular Monthly Meeting
 - a. Day: Second Monday of the Month, Unless Otherwise Noted on Annual Calendar
 - b. Time: 6:30 p.m. Unless Otherwise Noted on Annual Calendar
 - c. Location: District Office Board Room

M-Fleisher/2nd Mahoney to approve the annual agenda as presented. Motion carried unanimously.

Motion to Approve

VII. **COMMUNICATION**

Public Input
None at this time.

Communication

Public Input

Staff Input

Staff Input

Ruben Bitts, Neah-Kah-Nie Middle School shared that Rob Herder took several boys to Reno for a summer league baseball camp. Corey Douma also took several girls to Joseph for a basketball camp, and then on the 4th of July there were about 1000 people served at the annual pancake feed.

VIII. **Written Communication**

Written
Communications

- A. ODE Pupil Transportation and Fingerprinting Evaluation

Mr. Ryan stated that this is an interesting report. He also asked Ms. Aeder if she was a part of this. She stated that yes but Mark answered most of the questions. Mr. Ryan stated that he does not remember going through this before. Ms. Aeder stated that we had to do it about ten years ago. We did well.

B. 2018-19 McKinney Vento Update

Mr. Erlebach stated that each school district receives a report. Mr. Erlebach defined what homeless is and directed the members to the definitions at the bottom of the report. Garibaldi Grade School had the highest number of homeless students. Discussion occurred.

Mr. Erlebach stated that we could bring the report up again when the principals are here. This report will be revisited on the September agenda.

C. Board self-evaluation

1. Sample 1

The Board agreed that they would like to use version one. Mr. Erlebach suggested that the board receive the self-evaluation, complete it and get it back to Ms. Sellars by August 1st. Kathie will compile the results and have them in the board pack. The board will have a work session at 5:30 p.m. on August 12th.

2. Sample 2

The Board was not interested in sample 2.

Unfinished Business

IX. UNFINISHED BUSINESS

A. 2019-2022 Draft Licensed Bargained Agreement – *The following motion occurred after executive session was adjourned and regular session was reconvened at 7:59 p.m.*

M-Kelly/2nd Mahoney to accept the 2019-2022 draft licensed bargaining agreement as submitted. The other members voted in the affirmative, but Mr. Kelly wanted to go on record before casting his vote stating that he is very disappointed in our faculty that an increase at this point would affect our relationship between the faculty and board that an increase of 30 minutes a day would lead us back into bargaining. We expect the faculty to come prepared for increased contact time with our students. With that he voted yes. Ms. Mahoney agreed with Mr. Kelly that it disappoints her that we cannot have more contact time, but values our staff, but is disappointed. Ms. Aeder agreed and is truly disappointed that the increase in contact was so difficult that it needed to be in writing. There were no votes in opposition. The motion carried unanimously.

Motion to Approve the
Draft 2019-2022
Bargained Agreement

B. Garibaldi Grade School Seismic Upgrade, Steve Baertlein

Mr. Baertlein shared that last week we had a PACE Loss Representative and Servpro come in to survey the water issues. They recommended that we test for mold, but were pleased with what O'Brien is doing. If a board member wishes to go through that building they should contact Mr. Baertlein or Mr. Erlebach.

Garibaldi Grade School
Seismic Upgrade and
Window issue

Mr. Erlebach shared that he provided the board with information about the windows. Mr. Erlebach stated that the windows were replaced in 2006 but they were installed wrong. We now have dry rot around the windows. The members had a copy of the estimate that O'Brien had provided. The south side has severe damage. The board was presented with two options, 1) replace the south

elevation area and 2) do areas A and B which comes to approximately \$178,000 to do all the windows. Mr. Baertlein provided the board with pictures of the issues. Mr. Erlebach recommended to the board that we do it right.

Mr. Myers will check to see if there are any commercial window rebates. It will not work for any of the vinyl, but it will work for any aluminum windows.

M-Fleisher/2nd Tyrer that we do areas A and B, option 2, as part of the seismic upgrade change order. Motion carried unanimously.

Motion to Approve the replacement of windows at Garibaldi Grade School as a change order to the seismic upgrade

C. Neah-Kah-Nie High School Chemistry Lab, Paul Erlebach

The chemistry lab is on schedule. He invited the board to go in and visit. He stated that they would see a gutted out chemistry lab.

D. Garibaldi and Nehalem Covered Play Areas, Paul Erlebach

We have hired an architect who has created the scope of the project. He has hired a surveyor to survey the area. Once we have that information we will come back to the board with a cost for the project. Mr. Erlebach said that he has told the architect that this does not necessarily need to be a summer project, it can be done at any time.

E. High School Bleacher (2019) and Floor Replacement (2020), Paul Erlebach

We have removed the old bleachers. He was not sure exactly how long it took but he would guess it took about 40 hours to remove them. The new bleachers will have a smaller profile and will be electric making them easier to move up and down. Mr. Kelly asked if there is something wrong with the floor. Mr. Erlebach stated that the floor needs to be removed and replaced in 2020. Mr. Ryan asked if it is due to the unevenness of the floor. Mr. Kelly stated that this is the first he has heard of this. Mr. Erlebach will have Mr. Baertlein report to the board at the August meeting. Discussion occurred. Mr. Sybouts stated that the gym floor is in the Capital Improvement Plan. The Board will hear a report from Mr. Baertlein at the August meeting.

X. **NEW BUSINESS**

New Business

A. Neah-Kah-Nie School District Logo Presentation

Mr. Erlebach introduced Travis Williams and Ryan Pedersen from Deer Island Studio in Nehalem. He shared that the process began with Travis and Ryan working with students in Stevie Jackson's class and they have continued to meet with the committee. The committee members are Paul, Kathie, Stacey Dills, Stevie Jackson and Megan Troutman, a student. Mr. Erlebach stated that the board is not voting on anything this is informational.

District Logo

Ryan shared that they focused on function more than style, spacing and legibility. He went on to present the current mock-up of options. Discussion occurred. The board prefers the red and black colors. Ms. Mahoney stated that she loved having the students involved.

Mr. Erlebach asked if there is any more input on the logo. Ms. Tyrer did not like it. Mr. Myers shared that he is not in favor of the book. We have so many landmarks that he would like to see something representative of our area. Ms. Tyrer said she likes the red and black.

XI. FISCAL

Fiscal

A. June 2019 Check Register

Check Register

No board member raised an issue over the June check register.

B. Fiscal Summary Sheet

Fiscal Summary Sheet

This item was handed out at the meeting. Mr. Ryan asked Mr. Sybouts if there was anything they should know. He budgeted \$10.5 million carry-over and it looks like the carry-over we will be over \$11 million. If the board chooses to move ahead with covered play areas, there is money that can be transferred to pay for that project. Mr. Ryan stated that we are in a tremendous position to do some of these things that happen once every couple of generations.

XII. SUGGESTIONS AND COMMENTS

Suggestions &
Comments
Superintendent

Superintendent

Mr. Erlebach shared the following:

- The summer hours at the district office are 8 a.m. to 4 p.m.
- We have 18 students in each preschool class so far
- All teachers and 99 percent of classified staff have been hired
- We have construction meetings every Tuesday, 8:00 a.m. at the high school and 10:00 at Garibaldi
- NWRESD will be doing a half-day Improvement Science training for the administrators when they return
- He will be sending out to all incoming 9th grade students a letter inviting them to their graduation, it will include a refrigerator magnet with a QR code that will take them to a site that will list their graduation requirements and information that parents and students need to know about graduation
- Kinder Camp is filling up. It will be at Nehalem
- Girl's Build will be in Tillamook, right now we have two girls attending. This is a week-long camp introducing girls to the construction trades
- He will be participating in a Rail Riders event with First Student on Thursday

Board

Board

Mr. Myers would like to see us make it a priority to get the security systems in the schools "locked down" even if it means getting a different outfit in here that is familiar with and wants to do that. It seems the other company is dragging their feet. Mr. Ryan stated they have been doing that at the college. Ms. Mahoney stated that keeping our students safe is most important.

Ms. Aeder thanked Mr. Kelly for his service.

Mr. Ryan mentioned the OSBA Fall Conference. It will be the second weekend in November.

Mr. Ryan asked if we are planning to follow-up on all day preschool. Mr. Erlebach stated that he intends to have Angie, Kristi, Janmarie, Stacey and a kindergarten teacher be trained and some others to go through the Improvement Science process. It is a year-long process to identify a problem and come to a consensus on a solution.

XIII. PERSONNEL

Personnel

A. Hiring - Licensed

1. Brianna Rivers, Ashley Moe, Ellie Hilger, Carlotta Roddy and Kandi Spitzer as ESY Summer Staff

2. Beth Gienger as Neah-Kah-Nie Middle School Math Teacher for the 2019-20 School Year
3. Kristina Burdick as Nehalem Elementary School Kinder Camp Teacher

4. **Coaches**

a. **Hiring**

1. Jay Rocca as Neah-Kah-Nie Middle School Cross Country Coach

B. **Resignations**

1. Leo Lawyer as Neah-Kah-Nie Middle School Principal

C. **NON LICENSED PERSONNEL INFORMATION**

1. **Hiring**

- a. Shelby Owsley as Neah-Kah-Nie High School Testing Coordinator

D. **Resignations**

1. Billie Jo Calnan as Garibaldi Grade School 3.5 hr. IA

Suspend Regular Session

Mr. Ryan suspended the regular meeting at 7:33 p.m. to convene executive session.

Suspend Regular
Session

Convene Executive Session

Mr. Ryan convened executive session at 7:39 p.m. pursuant to ORS 192.660(2)(h) for the board to hear from legal counsel and ORS 192.660(2)(d) for the board to receive information on bargaining with licensed staff. Executive session was adjourned at 7:56 p.m.

Convene Executive
Session

Reconvene Regular Session

Mr. Ryan reconvened regular session at 7:59 p.m.

Reconvene Regular
Session

Adjourn

VX. **ADJOURN**

Hearing nothing more to come before the board the meeting was adjourned at 8:33 p.m.