

Neah-Kah-Nie School District 56
March 14, 2016
Work Session 5:00 p.m.
Regular Board Meeting 6:30 p.m.
Executive Session at the Conclusion of the Regular Meeting

WORK SESSION NOTES

Present

Present

Board Members

Terry Kelly, Chairman
Pat Ryan, Vice Chair
Lisa Hooley
JoDee Ridderbusch
Trisha Hixson
Carol Mahoney

District Office Staff

Paul Erlebach, Superintendent
Mark Sybouts, Business Manager
Kathie Sellars, Administrative Assistant
Student Representative
Ariel Breazile – Absent from Board Meeting

BOARD BUDGET GOALS

Board Budget
Goal Discussion

Mr. Kelly called the work session to order at 5:00 p.m. He then turned the meeting over to Mr. Erlebach to discuss the Board Budget Goals for the 2016-2017 fiscal year. Mr. Erlebach stated that we still have two vacancies on the budget committee. He will be looking for individuals who are willing to serve in that capacity. The board will need to approve the budget committee at the April 11th regular board meeting. Mr. Sybouts stated that the first budget committee meeting is May 2nd.

Mr. Sybouts shared that the ending fund balance could be as much as \$9 million dollars. Mr. Erlebach asked if there is a danger in having too large of an ending fund balance. Mr. Sybouts stated there is, someone could ask why we are levying property tax, which could mean that we could lose the property tax money and the timber funds. Mr. Sybouts reviewed potential increases to the 2016-2017 budget.

Mr. Sybouts shared that we will see an increase in interest revenue due to the increase in interest rates. He stated that our projected revenue could be as much as \$11 million dollars for the 2016-2017 fiscal year.

He recommended a transfer to capital projects fund in the amount of \$1.5 million dollars. That would take us a long way toward replacing the track, stated Mr. Sybouts. Steve Baertlein mentioned that in the not too distant future we will have some expensive roof work that will need to be budgeted for.

SEISMIC UPGRADE GRANTS

Seismic Upgrade
Grant Discussion

Mr. Baertlein informed the board that the seismic grant application had been made for Nehalem Elementary School. At this point we have not heard if our application was accepted.

PROPOSED 2016-17 BOARD BUDGET GOALS

Proposed 2016-17
Board Budget
Goals

1. Preserve small class sizes at Pre-K to 5th grade
2. Ending fund balance not to go below \$6,000,000 increased from \$4,000,000
3. Maintain a high level of professional development
4. Maintain current programs
5. Commitment to replacement cycle transfer costs
 - a. Technology \$100,000
 - b. Maintenance \$200,000
 - c. Vehicle Replacement \$ 11,600
 - d. Furniture Replacement \$ 9,000
 - e. Textbook Adoption \$100,000
6. Continued commitment to Capital Improvement Plan
 - a. One time transfer to Capital Project Fund \$1,500,000
7. Construction of Neah-Kah-Nie School District Track
 - a. Funding sources –
 - i. Construction Excise Tax Fund \$ 315,000
 - ii. Small High School Grant \$ 85,000
 - iii. Capital Project Fund (part of above) \$1,100,000
8. Maintain adequate staffing for District goals
9. Be Current with Textbook Adoption

The members discussed funding and potential decreases in funding due to forest management. Mr. Ryan asked if the Tillamook Forest could go the way of the Elliott Forest. Mr. Erlebach explained what State Forestry and the Forest Trust Land Advisory Committee are doing to try to keep this from happening.

NEAH-KAH-NIE TRACK & FIELD

Mr. Baertlein reviewed the new design. The track would still be an eight lane track and will expand into a soccer field. The revised design will include improvements that will allow for future turf. Discussed the drainage issues which would be remedied with the planned remodel.

Mr. Erlebach reviewed the timeline for the project – Mr. Baertlein shared that the sooner the district can move ahead and go out to bid the better pricing the district will receive. Matt Kohler of Cameron and McCarthy suggested getting the geo-tec analysis moving sooner than later.

The board discussed whether they should hold town hall type meetings or a work session to inform the public what the district is considering. It was determined that an “Open House” type forum would be best, held on the track so interested individuals would be able to see first-hand the issues the District must correct. The Board decided to hold the “Open House on Saturday, April 23rd from 9 a.m. to Noon, on the track, weather permitting. The meeting will be advertised through all the schools, in the Headlight Herald, on the District Facebook and on the District Website. No decisions will be made until after the public meeting.

Mr. Kelly adjourned the work session at 6:04 p.m. to convene executive session.

EXECUTIVE SESSION

Mr. Kelly called the executive session to order at 6:05 p.m. pursuant to ORS 192.660 (2)(i) to conduct the evaluation of the superintendent.

Mr. Kelly suspended executive session at 6:34 p.m.

BOARD MEETING OFFICIAL MINUTES

CALL TO ORDER

The regular meeting of the Board of Directors of the Neah-Kah-Nie School District was called to order at 6:38 p.m. by Chairman Terry Kelly. Mr. Kelly welcomed staff and patrons of the District. All present stood for the flag salute.

Call to Order & Flag
Salute

APPROVE AGENDA

Mr. Kelly mentioned that we have two additions to the Personnel Report:
Chelsea Yarnell as NKN HS Head Track Coach
John Longfellow as NKN HS Assistant Wrestling Coach

Approve Agenda

M - Ryan/2nd Hooley to approve the agenda with the additions to the personnel report.
Motion carried unanimously.

Motion to Approve

VOLUNTEER OF THE MONTH: Kent Miller, Nominated by Neah-Kah-Nie Middle School

Mr. Kelly read a prepared statement from Leo Lawyer regarding Mr. Miller's service to the middle school. Mr. Lawyer presented Mr. Miller with a new NKN MS t-shirt and sweatshirt and thanked him for supporting the middle school.

Volunteer of the
Month

CONSENT AGENDA

Approve Minutes from February 8, 2016 Regular Board Meeting
Approve Notes from February 29, 2016 Work Session
Personnel Report

Consent Agenda

Contract Renewal Letters

Consent agenda
Continued

2016-2017 Lunch Prices

M-Hooley/2nd Ryan to adopt the consent agenda as presented. Motion carried unanimously.

Motion to Approve

COMMUNICATIONS

Communications

Oral Communication

Public Input

Public Input

None at this time

Student Input

Student Input

Neah-Kah-Nie High School Student Report - Ariel Breazile
Miss. Breazile was not present at the meeting.

Lab-Aids Science Demonstration - Jo Cooper

Ms. Cooper and four of her students demonstrated a couple of the experiments they have performed using their Lab-Aids curriculum. Ms. Cooper and her students also enlisted the assistance of the board as part of their demonstration. Ms. Cooper thanked the Board for supporting the purchase of the curriculum.

Mr. Erlebach complimented Ms. Cooper for her 8th grade students scoring 83 percent on State Science test.

Staff Input

Staff Input

Mr. Lawyer stated that we had a work party at Laurie DeKlyen's house on Saturday, March 12th. The crew worked in the rain but accomplished a lot. He stated that Patrick and Linse Sullivan were very appreciative of all their efforts. Mr. Lawyer also mentioned that there will be a memorial for Laurie on Saturday, March 19th at 1:00 p.m. here at Garibaldi Grade School in the Gym.

Written Communications

Written
Communications

Mr. Kelly reviewed the various written communications.

Board and Administrator

February Enrollment Report

Enrollment Report

Enrollment by Teacher

The March Nehalem Nugget

The March Howler

Thank you Letter to Nehalem Elementary School from Tillamook County Women's Resource Center

REPORTS

Reports

None at this Time

UNFINISHED BUSINESS

Unfinished Business

None at this Time

NEW BUSINESS – Item added at the meeting

New Business

Mr. Kelly shared that the Board has agreed upon their budget goals for 2016-2017 fiscal year. Mr. Kelly shared their goals:

2016-2017 Board
Budget Goals

1. Preserve small class sizes at Pre-Kindergarten to 5th grade.
2. Ending fund balance not to go below \$6,000,000.
3. Maintain a high level of professional development.

4. Maintain current programs.
5. Commitment to replacement cycle transfer costs:
 - a. Technology \$100,000
 - b. Maintenance \$200,000
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8. Maintain adequate staffing for District goals
9. Be current with textbook adoption

Mr. Kelly also mentioned the Neah-Kah-Nie High School Track & Field Open House which will be held on Saturday, April 23rd on the Neah-Kah-Nie Track, weather permitting, if the weather is not conducive to the meeting being held on the track, it will be held in the lower gym at the high school.

M-Mahoney/2nd Ryan to adopt the proposed Board Budget Goals for 2016-2017 as presented.
Motion carried unanimously.

Motion to Approve

FISCAL

Fiscal

Payment of Bills

Payment of Bills

No board member had any comments on the check register

Fiscal Summary Sheet

Fiscal Summary Sheet

Mr. Sybouts stated that after the March property tax turnover is received, a better revenue projection can be prepared to anticipate what our ending fund balance may be.

SUGGESTIONS AND COMMENTS

Suggestions & Comments

Superintendent

Superintendent

Mr. Erlebach shared the following information:

- Thanked Garibaldi staff for preparing the library and gym for the board meeting tonight
- Met with the Lions Club, he is in charge of the scholarship committee. They will have 4 \$2,000 scholarships for Neah-Kah-Nie students
- 2 Neah-Kah-Nie high school students have been selected for the Partners of America trip to Costa Rica
- Lisa Hooley, Greg Kelley, Leo Lawyer and Mr. Erlebach went to an AVID work shop at Parkrose Middle school. Ms. Hooley stated that it was really great for her. She enjoyed seeing some of the techniques they use to help students develop a college mindset
- Legislature is providing funding for AVID type programs. The ESD is also researching funding for AVID for school districts

Board

Board

Mr. Kelly shared that at the SAFE Fund Raiser, the success of the Neah-Kah-Nie High School Speech and Debate team was mentioned. Mr. Kelly shared that Ms. Strecker does not have an assistant. Mr. Kelly shared that he hopes we will be able to fund an assistant coach to assist Ms. Strecker next year.

PERSONNEL

Personnel

NON LICENSED PERSONNEL INFORMATION

Hiring

Julie Frazin as Neah-Kah-Nie Middle School 3.75 hr. Special Education IA

Cris Shirk as Garibaldi Grade School 3.5 hr IA

Christina Pfister as Nehalem Elementary 3.5 hr IA

Retirement

Mary Taylor as 3.5 hr Title 1 IA, effective end of year

SUSPEND REGULAR SESSION

Suspend Regular
Session

Mr. Kelly suspended the regular session at 7:20 p.m. to reconvene executive session.

RECONVENE EXECUTIVE SESSION

Reconvene Executive
Session

Mr. Kelly reconvened executive session at 7:25 p.m. pursuant to ORS 192.660 (2)(i) to continue the evaluation of the superintendent. Pursuant to ORS 192.660 (2)(f) the board also discussed items related to personnel.

Mr. Kelly adjourned executive session at 8:14 p.m.

RECONVENE REGULAR SESSION

Reconvene Regular
Session

Mr. Kelly reconvened the regular session at 8:14 p.m.

ADJOURN

Adjourn

Hearing nothing more to come before the board the meeting was adjourned at 8:15 p.m.