

**Neah-Kah-Nie School District 56  
Regular Board Meeting 6:30 p.m.  
August 10, 2015**

**OFFICIAL MINUTES**

---

**PRESENT:**

**Board of Directors**

Terry Kelly, Chairman  
Pat Ryan, Vice Chair (absent)  
Lisa Hooley (absent)  
Eugene Tish (absent)  
JoDee Ridderbusch  
Trisha Hixson  
Scott Ernst

**District Office**

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

**I. CALL TO ORDER**

The regular meeting of the Board of Director 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. All present stood for the flag salute.

Call to Order

**III. APPROVE AGENDA**

**M-Ridderbusch/2<sup>nd</sup> Hixson to approve the agenda. Motion carried unanimously with the four board members present.**

Approve Agenda

Motion to Approve

**IV. CONSENT AGENDA**

- A. Approve Minutes from the July 7, 2015 Regular Board Meeting
- B. Neah-Kah-Nie School Board Operating Protocol
- C. Revised Board Contact Sheet
- D. Intergovernmental Cooperative Purchasing Agreement with Vancouver School District
- E. Approve Personnel Report
- F. Audit Engagement Letter with Boldt Carlisle + Smith for 2014-2015 Fiscal Year
- G. 2015-16 User Fees
- H. 2015-16 Budget Calendar

Consent Agenda

**M-Ridderbusch/2<sup>nd</sup> Ernst to approve the consent agenda with the addition of the two hires added at the meeting. Motion carried unanimously with the four board members present.**

Motion to Approve

**V. COMMUNICATIONS**

- A. Oral Communication
  - 1. Public Input  
None at this time.
  - 2. Student Input  
None at this time.
  - 3. Staff Input  
None at this time.
- B. Written Communications
  - 1. Board and Administrator
  - 2. 2015-16 Inservice Week Schedule

Communications

**VI. REPORTS**

- A. Middle School End of Year Report  
Presenter: Leo Lawyer – Mr. Lawyer was not able to be present for the meeting.

Reports

B. Neah-Kah-Nie Youth Baseball Field Update

Neah-Kah-Nie Youth  
Baseball Field Update

Mr. Kelly asked Mr. Ernst to provide an update. Mr. Ernst shared that there will be a work party this coming Saturday (August 15<sup>th</sup>) to rake all the dead sod and rocks off the infield. They will bring in some sand to help it drain. They are also borrowing a machine from Manzanita Golf Course that lays sand in the low spots in the outfield which will allow the grass to grow through it. They received a bid from Zochert Fencing for the whole field which would include all new fences and backstops. It was out of their budget, however after fund-raising they have enough money to have a hooded backstop installed which will cost about \$10,000. They hope by next spring to have a new backstop and a field that the kids can play on. Mr. Erlebach will send out an email to all staff and post on the District's Facebook page, information regarding the work day.

C. Update on Summer Projects

Summer Projects

Presenter: Steve Baertlein

Mr. Baertlein provided the board with an update on summer projects across the district, as well as expected completion dates. Mr. Baertlein stated that it has been very busy this summer.

D. Update on Emergency Preparedness,

Emergency  
Preparedness

Presenter: Paul Erlebach and Steve Baertlein

Mr. Erlebach, Mr. Baertlein and Michele Aeder met with representatives from the Lower Nehalem Preparedness Team. They reviewed where we are and where we want to be with regard to shelter, water storage, food storage and sanitation. We will place two 500 gallon water tanks up on the high school property. Will need enough water to last for 24-48 hours, same with food and sanitation. We have been looking for a trainer to train staff on the use of HAM radios. Ms. Ridderbusch asked if there will be a training for parents, she said some parents are asking. Mr. Erlebach shared that we will organize a parent meeting. Mr. Erlebach also mentioned the Standard Response Protocol training being held during inservice week on September 3<sup>rd</sup> from 12:00-4:00 p.m.

VII. UNFINISHED BUSINESS

Unfinished Business

None at this time

VIII. NEW BUSINESS

New Business

A. Board Policies Section J

Board Policies Section J

**M-Ernst/2<sup>nd</sup> Ridderbusch to approve board policy section J. Motion carried unanimously with the four board members present.**

Motion to Approve

IX. FISCAL

Fiscal

A. Payment of Bills

B. Fiscal Summary Sheet

Mr. Sybouts stated that it is too early in the year, there really is nothing to report. We should receive our first timber payment or at least know what it might be by the end of the week.

X. SUGGESTIONS AND COMMENTS

Suggestions &  
Comments

A. Superintendent

Superintendent

Mr. Erlebach reported on the following:

- Will hold a principals retreat next week
- Submitted Jim and Lynn Mudd for the Governor's Volunteer Award
- Applied for the Oregon Collaboration Grant
- The principals are busy preparing for the beginning of the school year
- Garibaldi just held a Collaborative Problem Solving training for 2.5 days that included 3 classroom teachers, 6 instructional assistants and 2 PE teachers
- He made lunch for custodians

Ms. Sellars asked the members who would be able to attend the OSBA Fall Conference: Kelly, Ridderbusch, Hixson, Ryan confirmed. JoDee Ridderbusch stated that she would like to attend the Leadership training on Thursday, November 12<sup>th</sup>.

B. Board

Board

Mr. Kelly asked Ms. Aeder how her hiring was going. She reported that she hired two today and will have three more interviews this week.

XI. **PERSONNEL**

Personnel

A. Resignations:

1. Erin Hanson as 4th/5th Grade Teacher at Nehalem Elementary School

B. Hiring - Licensed

1. Joan Henderson as 4<sup>th</sup>/5<sup>th</sup> Grade Teacher at Nehalem Elementary School – added at mtg.
2. Kelly Thayer as NKN HS Special Ed Teacher (pending licensure) - added at mtg.

Approved on the consent agenda.

XII. **ADJOURN**

Adjourn

Hearing nothing more to come before the board the meeting adjourned at 7:24 p.m.