

NEAH-KAH-NIE SCHOOL DISTRICT 56  
Regular Board Meeting 6:30 PM  
April 10, 2017  
Neah-Kah-Nie District Office Board Room

**OFFICIAL MINUTES**

**Present**

**Board Members**

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

**District Office Staff**

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

**Student Representative**

Isis Breazile

**Guest**

Matt Koehler, Cameron McCarthy Landscape Architecture & Planning

**I. CALL TO ORDER**

Call to Order

The regular meeting of the Board of Directors of the Neah-Kah-Nie School District was called to order at 6:30 p.m. by Chairman Terry Kelly. Mr. Kelly welcomed staff and patrons of the District. All present stood for the flag salute.

**III. APPROVE AGENDA**

Approve Agenda

**M-Ryan/2<sup>nd</sup> Hooley to approve the agenda as presented. Motion carried unanimously.**

Motion to Approve

**IV. VOLUNTEER OF THE MONTH:** Lisa Frasier, Nominated by Garibaldi Grade School

Volunteer of the Month

Mr. Kelly read a prepared statement from Janmarie Nugent. Ms. Frasier was not present at the meeting.

**V. CONSENT AGENDA**

Consent Agenda

- A. Approve Minutes from March 13, 2017 Regular Board Meeting
- B. Approve Personnel Report – added Hannah Reynolds, Social Studies Teacher at NKN HS and Jasmine Brimacombe, Elementary Teacher at GGS – **both added at the meeting**
- C. Approve Oregon Healthy Teen Survey for 8th and 11th Grade Students
- D. Approve 2017-18 Meal Prices
- E. Revised Neah-Kah-Nie High School Contract Extension Letter

**M-Ryan/2<sup>nd</sup> Mahoney to approve the consent agenda as presented. Motion carried unanimously.**

Motion to Approve

**VI. COMMUNICATIONS**

Communications

- A. Oral Communication

Oral Communications

### 1. Public Input

Matt Koehler of Cameron McCarthy Landscape Architecture & Planning shared that we had a bid opening on Thursday, April 6<sup>th</sup>. We had only one bidder. We had a couple of contractors drop out near the end of the bidding period due to other projects that are out there and the lack of available sub-contractors. The bid that we did receive was quite a bit over budget, \$2,666,775.11, the project budget is \$1,834,813. They will meet with the contractor tomorrow to determine if there are any errors in their bid or our bid documents or if there is any room to close the gap. He stated that after the meeting tomorrow, the District may need to reconvene the Board to hear the results of the meeting and perhaps determine other actions.

Mr. Koehler stated that the difference between our budget and the bid amount is not normal and he was quite surprised.

Mr. Erlebach stated that if negotiations do not meet the board expectations, what would be the necessary timeline. Mr. Koehler stated that we would need to confer with the District's legal counsel to determine what options are available and how the District should move forward. Mr. Koehler stated that the board may need to reconvene within two to three days. Discussion occurred.

The Board set a tentative meeting for Thursday, April 13<sup>th</sup> at 5:30 p.m. This meeting was actually held on Wednesday, April 12<sup>th</sup>.

### 2. Student Input, Isis Breazile

Miss. Breazile presented the NKN HS student report. Miss. Breazile's report is attached to these minutes.

Student Input

### 3. Staff Input

Mr. Erlebach shared that he, Ms. Buckmaster and Mr. Lawyer have met to see if a shared schedule would be possible between the middle and high schools. The benefits of a shared schedule would help with the substitute shortage, special education instructional assistant that have to support both middle and high school students in the life skills area, would be much easier with a shared schedule. They had to agree on a common period length. A common period length would allow for change in the advisory schedule, which would allow for interventions to occur during advisory and could allow for some mini electives. Currently advisory is 30 minutes long.

Mr. Lawyer stated the main benefit to the middle school will be shared staff. When coaches are gone everyone is scrambling for period subs. The other potential benefit would be the possibility for middle school students to take high school math classes. Ms. Buckmaster also stated that there is the potential for middle school students to take high school band or choir. They have submitted a proposed shared schedule to staff and they have received some input already. Discussion occurred.

Staff Input

### Suicide Prevention:

Mr. Lawyer shared that the whole staff at the middle and high school have participate in the initial training. The trainer came back and trained very specific staff. The middle school counselor has scheduled the Tillamook Family Counseling Center (TFCC) trainer to come and talk to all 8<sup>th</sup> grade students about triggers, emotions and other things that may come up during a critical time and the resources available to them.

Ms. Buckmaster added that this is not new, but something that they have discussed in Leadership. It is not as a result of the recent event. But in light of the recent event, they have had Deanna Pearl, from TFCC come and talk with staff about how they have been impacted. It was an important time for staff to have an opportunity to share how they were feeling. They collectively agreed how they would communicate with students.

Mr. Kelly asked if Ms. Buckmaster could share any numbers with the board. Ms. Buckmaster stated that they have had eight attempts that they know of. She shared that what rises to her level of awareness, is that we have a county that is resource poor. However we do have a highly trained professional who they can refer students and families to. Ms. Buckmaster shared that they are trying everything they can to approach this from a preventative stance, and if they have to respond that it is thoughtful and research based. The message they sent to students is that suicide is never an option, it is never a solution. No matter how bad things may seem, there is always someone you can talk to.

Ms. Aeder shared that the school bus drivers also took the suicide prevention training, and in all the school buses there is hotline information. Ms. Buckmaster stated they also have it all over the school as well.

Mr. Erlebach stated that Liam's father was very appreciative of the education that Liam received at the middle and high school.

### B. Written Communications

Mr. Kelly reviewed the various written communications listed below.

Written  
Communications

1. Board and Administrator
2. March Enrollment Report
3. Thank You Letter to Rockaway Beach Lions Club from Nehalem Elementary
4. April Nehalem Nugget

### VII. REPORTS

None at this Time

Reports

### VIII. UNFINISHED BUSINESS

A. Neah-Kah-Nie High School Community Track Project, Steve Baertlein

Unfinished Business

1. Reject Bid – This item was tabled

Unfinished Business  
continued

B. Nehalem Elementary School Seismic Upgrades, Mark Sybouts

Mr. Sybouts stated that he requested information from Zach, who is our engineering consultant on the project, who said things are going well. He stated that the budget for the Nehalem project is right on track. They are in the process of finalizing the construction document. Mr. Baertlein stated that the contractor is being very thorough because they have found some wet areas in the building that are new this year. They want to know what they are getting into before they open things up. Mr. Baertlein stated that he is very happy with how things are going. Mr. Erlebach stated that they are going to paint the Library as part of the project.

C. Easement Request from Jiffy Construction Company and Al Fromherz for D Street, Adjacent to Nehalem Elementary School

Easement Request –  
Jiffy Construction and  
Al Fromherz, D Street  
Easement

Mr. Kelly asked if everyone has had the opportunity to read through the document. Mr. Ryan asked about the deadline. Mr. Ryan wanted to know what would happen if they went over the September 4<sup>th</sup> deadline. Mr. Sybouts stated that they would incur a financial penalty of \$550/day beyond the September 4<sup>th</sup> deadline. Discussion occurred about the route for the school buses.

**M-Ryan/2<sup>nd</sup> Mahoney to approve the request for the easement for the projects adjacent to Nehalem Elementary School, as presented in the letter of request. Motion carried unanimously.**

Motion to Approve

IX. **NEW BUSINESS**

New Business

None at this Time

A. Capital Improvement Plan

Capital Improvement  
Plan

Mr. Baertlein asked if the members had seen the Capital Improvement Plan (CIP). Ms. Sellars stated that the members had it in their board packs. Mr. Baertlein asked if the Board members had any questions. Ms. Mahoney asked about the steam trap replacement, but there were no funds allocated. Mr. Baertlein stated that project has already been completed.

Mr. Kelly stated that we have some big projects coming up in 2019-2021. Mr. Baertlein stated that we have a lot of roofs that will be in need of repair. Mr. Baertlein stated that we may want to budget more transfers to the maintenance reserve fund. We have already had a lot of unexpected projects that have come up through the year. Mr. Baertlein shared that anything on the CIP are projects that must be done just to maintain our buildings.

Mr. Erlebach shared that every year he, Mr. Sybouts and Mr. Baertlein, along with the custodians do a walk-through of each building to determine projects that need to be done.

X. **FISCAL**

Fiscal

A. Payment of Bills

Payment of Bills

No Board member mentioned an issue with any of the bills that were paid in March.

- B. Fiscal Summary Sheet  
Mr. Sybouts had nothing to report.

Suggestions &  
Comments

## XI. SUGGESTIONS AND COMMENTS

Superintendent

### A. Superintendent

Mr. Erlebach shared the following:

- Mr. Erlebach stated that there will be a community talent show on April 22<sup>nd</sup> in the newly renovated NCRD Theater. The talent show will benefit the Speech and Debate team
- Mr. Lawyer and Ms. Buckmaster are working with Russell Zaugg to create a plan to update the band instruments
- Principals are very excited for the new teacher hires. We have hired some really good candidates. We do have a math candidate, but she has not applied yet, she is still waiting for letters of recommendation
- Housing is an issue in the district and the county as a whole. We have sent an email to all staff asking them if they hear of any rentals to let Ms. Sellars know. He reminded the Board that we still have three buildable lots just across the street that we could potentially build on. We could offer a home to new teachers for a year and then turn it over for another new teacher the next year. If the board is interested in this, talk to him. He stated that other districts are doing this
- The baseball team had a successful trip to Arizona. Ms. Hixson was instrumental in organizing the trip
- The building trades students are building the storage shed for the Neah-Kah-Nie Youth Athletics
- Mr. Erlebach shared information about the Manzanita Music Festival which will be July 21<sup>st</sup> – 23<sup>rd</sup>. The mission of the festival is to promote youth music education in the local area. They started off with a kick-off fundraiser this past weekend

### B. Board

Ms. Aeder stated that she would be interested in pursuing the notion of building a house for future teachers.

Board

## XII. PERSONNEL

Personnel

### A. Licensed

#### 1. Hiring

- a. Ellie Nelson as Special Education Teacher, Neah-Kah-Nie Middle School
- b. Kelly Ayres as Temporary Counselor, Nehalem Elementary School
- c. Jay Rocca, as Science Teacher, Neah-Kah-Nie Middle School
- d. Kandi Spitzer as Garibaldi Grade School Special Education Teacher

#### 2. Tutors

- a. Jenna Meeks as Neah-Kah-Nie High School After School Tutor
- b. Cynthia Grelck as Neah-Kah-Nie Middle School Tutor

**B. NON LICENSED PERSONNEL INFORMATION - Informational Only**

**1. Hiring**

- a. Samantha Jepson as Neah-Kah-Nie High School Special Education Instructional Assistant
- b. Christina Pfister as Nehalem Elementary School Math Tutor
- c. Monty Elliott as Neah-Kah-Nie Middle School 8 Hour Special Education Instructional Assistant

**2. Resignations**

- a. Kim Miller as Nehalem Elementary IA, effective June 14, 2017

**XIII. ADJOURN**

Adjourn

Hearing nothing more to come before the board, the meeting was adjourned at 7:45 p.m.

1  **NKN PIRATES**

Monday, April 10th School Board Report- HS  
Isis B- Student School Board Rep.16-17

2  **AWARDS**

2

Student of the Month for March= Riley Johnson  
Student of the Month for April= Dylan Mitchell

Perfect Attendance for trimester 2:

Animesh Patel, Alec Winder, Tyler Ernst, Kienon Klepper, Ethan Lee, Mairade Reid,  
Brendan Deur

Cesar E. Chavez Leadership Awards:

Marbella Valladares, Carlos Rodriguez, Teagon Ramirez, Oscar Cazarez and Estefania  
Jimenez

Athletes of the Month:

Boys -Colby Hixon

Girls - Hannah Grider

3  **2017 Hall of Fame**

We inducted two amazing individuals and 1 team this year:

Coach Mulcahy- beloved teacher and coach

Dave Stephens- alumni, citizen, supporter!

1984 Volleyball Team- first state champions

4  **ATHLETICS**

Current Season Updates:

Baseball:

Softball: The season is off to a good start with 2 wins and 2 losses. We have 16 girls total.  
League games start on April 11th against Knappa. Our team goal is to make playoffs for  
the 3rd year in a row and qualify for the state tournament. The girls are excited and  
working hard to achieve these goals. The team has more depth this year, adding a new  
pitcher, Hannah Grider, and many returning players. Good times!

Track and Field:

5  **ASB REPORT - Matt Grimes**

ASB election activities have begun

Possible health week in mid-April

Pirate Palooza is the last week in April (4/25 - 4/28)

Prom is planned for Saturday, April 29th

6  **Senior Class 17 President: Greg Elligsen Rep: Tyler Kirkpatrick**

7  **ACTIVITIES**

Speech & Debate:

Pirate Speech and Debate took 3rd place in Sweeps at Districts last Saturday. Megan Troutman was a finalist in Poetry and Gabe Calkins was a finalist in Radio and Impromptu! Members of Speech and Debate representing NKN at State April 20 - 22.

Isis Breazille 3rd Place - Prose

Ethan Lee and Animesh Patel 2nd Place - Parliamentary Debate

Shayla Wacker 3rd Place - Radio

Nula Reid 2nd Place - Expository

Shayla Wacker 1st Place - Expository

Tyler Kirkpatrick, District Champion - After Dinner Speech

8  **ACTIVITIES**

Technology Club-Kathryn Harmon & Mark Balmer - We are setting up a screen printing studio so that students can create their own t-shirts. Mark Balmer has put in hours assembling the manual feed machine with students. The first larger project will be to create tech club t-shirts.

9  **Activities continued...**

NOSB- Nadja Paulissen

We are getting ready to head to nationals! We will leave 04/20 and return 04/23 in the evening. If you see Hunter Cram, SeOnna Moreland, Asa Parker, or Kindness Hyde please wish them luck!

10  **FBLA**

\*State Conference Results Below

\*National Conference June 27th - July 3rd Anaheim, CA

State Results, April 8, 2017:

36 Top 10 Finishers

15 NATIONAL QUALIFIERS

26 OF 28 STUDENTS PLACED TOP 10 !

CLICK LINK TO VIEW AWARDS:



<https://drive.google.com/a/nknhsd.org/file/d/0B9mN7g77R436VW0wc0gwMS0yLzgz/view?usp=sharing>

11  **Field Trips**

Muddnick Sponsored events planned:

Boeing- Meeks

Women in Trades- Gernert

CTE Career Exploration- Gernert

School/ Curriculum/Career trips:

Choir Festivals x3 - Simpson

12  **School Updates**

Attendance Update: We have improved (hopefully flu season is over!) up from 57 to 62% of our students with 90% on the year so far.

Testing Updates: Smarter Balance testing for juniors start this week!

College and Career Readiness Updates:

This month we continue working on our transition to NW Promise in the hope that many of our teachers will be able to offer additional dual credit opportunities for our students!

Students earned approx. 146 college credits for tri 2 and are working on 186 college credits during tri 3!

This is for TBCC dual credit only. AP testing and Willamette Promise testing coming up!

ASPIRE Update: Currently we have 35 students in the program and 9 community member mentors. We are running a weekly ASPIRE drop-in center for students to meet with their mentors. Look for an article in the Headlight Herald coming soon about our ASPIRE program!

13  **Fundraising events**

14  **Site Council**

NKN HS Site Council Members: Kathryn Harmon, Jaime Simpson, Esther Troyer, Jennifer Purcell, Heidi Buckmaster, Sam Holm.

Celebrate NKN was a success! The whole school came together to thank donors and volunteers for supporting programs at the high school.

End of Trimester II Course Evaluation surveys have been distributed to staff using Google Docs. Each teacher gets all the responses from every student that took the survey.

We continue to focus on the school improvement process using Indistar to monitor our progress.

15  **Thank you for your time!**