

# Nestucca Valley School District

---

Nestucca Valley Junior / Senior High School  
Parkway Drive ♦ Cloverdale, Oregon 97112 ♦ (503) 392-4892

## Board of Director's Meeting

July 13, 2020

6:30 pm - Public Session VIA ZOOM (See connection information below)

### AGENDA

The Nestucca Valley School Board encourages public input. Persons wishing to address the Board on school related issues, are invited to do so, either when the item is presented on the agenda, or under the "Public Comments" section. In the interest of time and order, presentations from the public are limited to three (3) minutes per person, and the total time for individual agenda items shall not exceed twenty (20) minutes. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comments, please complete a Public Comment Form and turn it in to the Assistant to the Superintendent. The Board requests complaints or charges against an employee be held in Executive Session. Individuals who require disability-related accommodations or modifications to participate in the Board meeting should contact the Superintendent in writing prior to the meeting.

Topic: July 2020 Nestucca Valley BOARD MEETING

Time: Jul 13, 2020 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87092712128?pwd=cG04bjlCeUw0TjBCVVZyYUcxYlJlUT09>

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 870 9271 2128

Password: 028520

### 1.0 OPENING OF PUBLIC SESSION— VIA ZOOM and TBCC South Classroom—6:30 pm

1.1 Public Session Call To Order

1.2 Flag Salute

1.3 Attendance:

\_\_\_ Annis Leslie

\_\_\_ Emily Hurliman

\_\_\_ Diane Boisa

\_\_\_ Bill Hagerty Vice-Chair

\_\_\_ Evan Carver, Chair

\_\_\_ Misty Wharton, Superintendent

\_\_\_ Ken Richwine, Secondary Principal

\_\_\_ Megan Kellow, Special Programs Administrator

\_\_\_ Chad Holloway, Elementary Principal

\_\_\_ Roger Johnson, Business Liaison

Approval of Agenda –July 13, 2020

Recommendation: Approval of Agenda

MOTION: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

## 2.0 COMMUNITY/SCHOOL PRESENTATIONS

## 3.0 PUBLIC COMMENT

*\*\*Opportunity for Citizens to address items not on the Agenda. Persons wishing to address the Board on any school related issue not listed elsewhere on the agenda are invited to do so now. Board Members are limited, but not required, to give a brief response to public statements or questions regarding non-agenda items.*

## 4.0 CONSENT AGENDA—consolidated motion

*\*\*The purpose of the Consent Agenda is to expedite action on routine agenda items. These items will be acted upon with one motion, second and approval of the Board, unless a member of the board or public wishes to pull the item for individual discussion and action. All matters listed under Consent Agenda are those on which the board has previously deliberated or can be classified as routine items of business. **There will be no separate discussion of these items prior to the vote by the Board unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent Agenda.** Members of the public who wish to speak on an item must first fill out a public comment card.*

4.1 Board Minutes from June 8, 2020 (Attachment 4.1)

4.2 June 2020 Financial Report (Attachment 4.2)

MOTION: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

## 5.0 ACTION /DISCUSSION

5.1 Recommendation: Approve the Election of the Nestucca Valley School District Board Chair  
Chair: \_\_\_\_\_

MOTION: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

5.2 Recommendation: Approve the Election of the Nestucca Valley School District Board Vice Chair  
Vice Chair: \_\_\_\_\_

MOTION: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

5.3 Designate the Nestucca Valley School District Chief Administrative Officer: Misty Wharton

5.4 Designate the Nestucca Valley School District Business Manager/Chief Financial Officer: Misty Wharton

5.5 Designate the Nestucca Valley School District Officer: Misty Wharton

5.6 Designate the Custodian(s) of District Funds: Misty Wharton and NWRES D

5.7 Designate bank or banks as the depository of district funds:

- a) U.S National Bank- Cloverdale OR
- b) Local Government Investment Pool- Salem OR
- c) Wells Fargo PERS Pension Obligation Account

5.8 Designate the Auditor for Nestucca Valley School District: Pauly Rogers and CO PC

5.9 Designate the Legal counsel for Nestucca Valley School District: Hungerford Law Firm

5.10 Designate the Insurance Agent and Agency of record for the Nestucca Valley School District :Hagan Hamilton Insurance -Ryan Hartzell

5.11 Designate the Newspaper of Record for official district notices: The Headlight Herald

**Recommendation: Approve items 5.3 through 5.11**

MOTION: \_\_\_\_\_ 2nd: \_\_\_\_\_ AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

## **5 INFORMATION/ DIRECTOR QUESTIONS**

- 5.1 Administrator Reports
- 5.2 SIA Update
- 5.3 COVID 19 Planning
- 5.4 OSBA-Fall conference cancelled
- 5.5 Bond activity update
- 5.6 NVASI Update

## **6 FURTHER BUSINESS**

## **7 ADJOURNMENT**

Any documents that are public records and are provided attachments to public session items on this agenda are accessible to the public on the District's Website, with the exception of documents provided at the time of the meeting. Documents that are public records, and are provided at the time of the meeting to a majority of the Board regarding a public session item, will be made available for public inspection upon request to the Superintendent's Assistant.

# Nestucca Valley School District

## 2020-21 Budget Hearing Board of Director's Meeting Minutes-June 8, 2020

- **Call to order:** Board Chair Carver calls to the budget hearing to order at 6:30 pm
- **Public Testimony:** None
- **Board Discussion:** None
- Be it resolved that the Board of Directors of the Nestucca Valley School District hereby adopts the budget for the fiscal year 2020-2021 in the total of 46,238,002. Th  
MOTION: Annis Leslie 2<sup>nd</sup>: Diane Boisa AYES: 5 NOES: 0 ABSTAIN: 0
- Budget hearing adjourns at 6:34 pm

### Opening of Public Session

The Public session was called to order by Board Chair, Evan Carver, at 6:35 pm. Director Carver leads the pledge of Allegiance.

Attendance:

X – Annis Leslie

X – Emily Hurliman

X – Diane Boisa

X – Evan Carver, Board Chair

X – Bill Hagerty, Vice Chair

X – Misty Wharton, Superintendent

X – Ken Richwine, Junior-Senior High Principal

X – Chad Holloway, Elementary Principal

X – Megan Kellow, Special Programs Administrator

– Roger Johnson, NWRESL Liaison-Not present

**Patrons, Students and Staff:** Tim Hirsch

**Approval of Agenda-** June 8, 2020

MOTION: Diane Boisa 2<sup>nd</sup>: Bill Hagerty AYES: 5 NOES: 0 ABSTAIN: 0

**Community/School Presentations:**

None

**Public Comment:**

None

**Consent Agenda:**

- Board Minutes from May 11, 2020.
- May 2020 Financial Report
- Ratification of Employment
- Confidential Staff Contract

MOTION: Bill Hagerty 2<sup>nd</sup>: Emily Hurliman AYES: 4 NOES: 0 ABSTAIN: 1 (Evan Carver abstains)

**Action/Discussion:**

- **Recommendation:** Approve- Be it resolved, that for the fiscal year beginning July 1, 2019, the budget transfers shown attached in order to provide proper budget authority as described in attachment, are hereby appropriated as indicated within the funds as listed.
- **Explanation-** Follows past practice

MOTION: Annis Leslie 2<sup>nd</sup>: Emily Hurliman AYES: 5 NOES: 0 ABSTAIN: 0

- **Recommendation:** Approve- The Nestucca Valley HASS Plan.
- **Explanation-** This plan is required by the Oregon Department of Education on all public School Facilities. Holloway details the requirements in the maintenance plan for the board.

**MOTION:** Bill Hagerty 2<sup>nd</sup>: Annis Leslie AYES: 5 NOES: 0 ABSTAIN: 0

**Information/Director Questions:**

- Admin Reports: No questions
- Last Day with Staff: Wharton goes over the end of the year celebration. This year it will be via Zoom.
- Bond update: Wharton reports that construction is “full speed ahead” and is currently 2 months ahead of schedule. That said, there are still many factors that contribute to the timeline in which the project is complete. No questions from the Board.
- Summer School Session: No formal summer school this year. Students that qualify for ESY (special education only) will continue with a distance learning model.
- COVID/ Planning for Fall 2020: Wharton discusses several possible outcomes, but due to constant changes, we will likely know more in August. Nestucca, Tillamook and NKN are working together to create a unified approach to both school and sports.
- Pre-school: Diane Wilkenson will be joining the district as the Director of the preschool program. Headstart is currently in the process of leaving the NVELC building and Gene M. is upgrading their technology.

**Further Business:**

- The Gym floor at the Jr./Sr. High is being removed. Discussion about the possibility of salvaging pieces of the floor for those interested. However, this will need to wait to see the condition of floor after it's removed.

With no further business, Board Chair Carver adjourned the meeting at 6:58 pm.



Nestucca Valley School District  
 Financial Report  
 2019-20

4.2

For Period Ending June 30, 2020

**General Fund - Revenue & Expenditures by Object Code**

	Budget	Actual	Encumbrances	Variance
<b>Revenue:</b>				
1111 Current Taxes	\$ 5,690,000	\$ 5,940,592	\$ -	\$ 250,592
1112 Prior Taxes	140,000	163,847	-	23,847
1114 PILOT	-	10,461	-	10,461
1190 Interest on Taxes	5,000	5,339	-	339
1411 Transportation Fees/Other	-	1,284	-	1,284
1510 Interest	30,000	67,925	-	37,925
1790 Extra Curricular Activities	15,000	174	-	(14,826)
1920 Contributions & Donations	2,500	15	-	(2,485)
1960 Recovery of Expenditures	5,000	16,696	-	11,696
1990 Miscellaneous Revenue	42,000	26,519	-	(15,481)
1991 E-Rate Reimbursement	-	4,455	-	4,455
<b>Total Local Revenue</b>	<b>5,929,500</b>	<b>6,237,307</b>	<b>-</b>	<b>307,807</b>
2101 County School Fund	520,000	847,663	-	327,663
<b>Total Intermediate Revenue</b>	<b>520,000</b>	<b>847,663</b>	<b>-</b>	<b>327,663</b>
3103 Common School Fund	45,000	20,912	-	(24,088)
3104 State Timber Revenue	240,000	1,027,192	-	787,192
3199 Unrestricted Revenue	27,000	30,769	-	3,769
3204 Driver Education	-	-	-	-
3299 Other Restricted Grants in Aid	-	2,464	-	2,464
<b>Total State Revenue</b>	<b>312,000</b>	<b>1,081,337</b>	<b>-</b>	<b>769,337</b>
4300/4500 Federal Revenue	-	11,397	-	11,397
<b>Total Federal Revenue</b>	<b>-</b>	<b>11,397</b>	<b>-</b>	<b>11,397</b>
5400 Beginning Fund Balance	350,000	1,414,546	-	1,064,546
<b>Total Other Sources</b>	<b>350,000</b>	<b>1,422,656</b>	<b>-</b>	<b>1,072,656</b>
<b>Total Revenues</b>	<b>\$ 7,111,500</b>	<b>\$ 9,600,360</b>	<b>\$ -</b>	<b>\$ 2,488,860</b>
<b>Expenditures:</b>				
100 - Salaries	\$ 3,175,928	\$ 3,182,726	\$ -	\$ (6,798)
200 - Benefits	2,334,632	2,314,165	-	20,467
300 - Purchased Services	686,837	603,146	79,137	4,554
400 - Supplies & Materials	276,887	237,122	40,962	(1,197)
500 - Capital Outlay	-	-	-	-
600 - Other Objects	269,716	238,202	2,703	28,811
700 - Transfers	67,500	67,500	-	-
800 - Operating Contingency	200,000	-	-	200,000
800 - Unappropriated EFB	100,000	-	-	100,000
<b>Total Expenditures</b>	<b>\$ 7,111,500</b>	<b>\$ 6,642,861</b>	<b>\$ 122,802</b>	<b>\$ 345,837</b>



**Nestucca Valley School District  
Financial Report  
2019-20**

For Period Ending June 30, 2020

**Special Revenue Funds - Revenue & Expenditures by Object Code**

Revenue:	Budget	Actual	Encumbrances	Variance
Local Revenue	\$ 299,000	\$ 188,447	\$ -	\$ (110,553)
State Revenue	283,000	106,387	-	(176,613)
Federal Revenue	1,097,409	983,631	-	(113,778)
Interfund Transfers	67,500	67,500	-	-
Beginning Fund Balance	225,000	762,173	-	537,173
<b>Total Revenues</b>	<b>\$ 1,971,909</b>	<b>\$ 2,108,138</b>	<b>\$ -</b>	<b>\$ 136,229</b>
Expenditures:				
100 - Salaries	\$ 533,267	\$ 650,044	\$ -	\$ (116,777)
200 - Benefits	444,969	410,677	-	34,292
300 - Purchased Services	256,975	157,381	21,068	78,526
400 - Supplies & Materials	699,198	438,652	116,677	143,869
500 & 600 - Capital & Other Objects	37,500	207,601	6,546	(176,647)
<b>Total Expenditures</b>	<b>\$ 1,971,909</b>	<b>\$ 1,864,355</b>	<b>\$ 144,291</b>	<b>\$ (36,737)</b>

**Nestucca Valley School District  
Financial Report  
2019-20**

For Period Ending June 30, 2020

**General Fund - Revenue & Expenditures by Function Code**

	Budget	Actual	Encumbrances	% Remaining	Variance
<b>Revenue:</b>					
Local Revenue	\$ 5,929,500	\$ 6,240,001	\$ -	-5.24%	\$ 310,501
Intermediate Revenue	520,000	847,663	-	-63.01%	327,663
State Revenue	312,000	1,081,337	-	-246.58%	769,337
Federal Revenue	-	11,397	-	0.00%	11,397
Beginning Fund Balance	350,000	1,414,546	-	-304.16%	1,064,546
<b>Total Revenues</b>	<b>\$ 7,111,500</b>	<b>\$ 9,603,054</b>	<b>\$ -</b>	<b>-35.04%</b>	<b>\$ 2,491,554</b>
<b>Expenditures:</b>					
1000- Instruction	\$ 3,769,944	\$ 3,486,216	\$ 4,900	7.40%	\$ 278,828
2000- Support Services	2,851,253	2,971,251	116,822	-8.31%	(236,820)
5100- Debt Service	122,803	117,895	1,080	3.12%	3,828
5200- Transfers	67,500	67,500	-	0.00%	-
6100- Operating Contingency	200,000	-	-	100.00%	200,000
7000- Unappropriated EFB	100,000	-	-	100.00%	100,000
<b>Total Expenditures</b>	<b>\$ 7,111,500</b>	<b>\$ 6,642,862</b>	<b>\$ 122,802</b>	<b>4.86%</b>	<b>\$ 345,836</b>

For Period Ending June 30, 2020

**Special Revenue Funds - Revenue & Expenditures by Function Code**

	Budget	Actual	Encumbrances	% Remaining	Variance
<b>Revenue:</b>					
Local Revenue	\$ 299,000	\$ 188,447	\$ -	36.97%	\$ (110,553)
State Revenue	283,000	106,387	-	62.41%	(176,613)
Federal Revenue	1,097,409	983,631	-	10.37%	(113,778)
Interfund Transfers	67,500	67,500	-	0.00%	-
Beginning Fund Balance	225,000	762,173	-	-238.74%	537,173
<b>Total Revenues</b>	<b>\$ 1,971,909</b>	<b>\$ 2,108,138</b>	<b>\$ -</b>	<b>-6.91%</b>	<b>\$ 136,229</b>
<b>Expenditures:</b>					
1000- Instruction	\$ 999,470	\$ 872,746	\$ 21,999	10.48%	\$ 104,725
2000- Support Services	434,604	563,811	22,302	-34.86%	(151,509)
3000- Community Services	537,835	427,797	99,990	1.87%	10,048
<b>Total Expenditures</b>	<b>\$ 1,971,909</b>	<b>\$ 1,864,354</b>	<b>\$ 144,291</b>	<b>-1.86%</b>	<b>\$ (36,736)</b>



## NESTUCCA VALLEY SCHOOL DISTRICT

P.O. Box 99, Cloverdale, Or. 97112 503-392-4892 FAX- 503-392-9061  
*Inspiring individual excellence, instilling diligence, and initiating life-long learning*

*Misty Wharton*

Superintendent

*Kim Seals*

Financial Services Liaison

*Ursula McVittie*

Human Resources Specialist

### NESTUCCA VALLEY SCHOOL DISTRICT

July 13, 2020

### REGULARLY SCHEDULED BOARD MEETING

#### BOND-

- The project is moving ahead of schedule and is on budget
- The existing building has been sided and is ready for windows to go in
- The new construction is being dried in
- The drain field work will begin in the next two week
- The new playground equipment will be installed in the next two weeks
- The vinyl tile in the hallway has been stripped and the concrete will be polished and used as a temporary flooring when the students and staff return
- We will have our monthly Bond Oversight Committee meeting on Wednesday July 29, 2020
- Our construction budget is in a healthy position. Working with our project managers from Day CPM we have begun to create a list of additional work to accomplish. Some possibilities included- new CTE spaces at the high school, creation of a PE/practice field at the K-8 school, track improvement, mitigation of the leaking siding on the high school... no final decisions have been made and it will be a process that the board will have final approval over

**SEISMIC RETROFIT-** The gym walls have been sheared up and painted. They have started to remove the old gym floor. The music and band rooms have new sheet rock and will be painted soon along with new lighting and acoustical tile. The cafeteria is receiving a new ceiling and light fixtures, and two additional storage closets are being framed in, in the cafeteria. Behind the girl's locker room a girls' team room is being created, and the cage room is receiving a remodel. This project is on time and on budget.

Our summer student maintenance crew has completed some great work for our district so far, with many other great projects lined up. They have renovated the playground at the early learning center, painted countless small projects and will paint the early learning center. They are also charged with managing the watering of the football and softball fields. I am excited to announce that we have grass growing on the fields!

**CAREER TECHNICAL EDUCATION-** We have begun to hold meetings to start the initial strategic planning process for CTE programs in the Nestucca Valley School District. The goal will be to develop a mission, vision and five year plan of implementation. We were awarded our full CTE grant amount of 125,000, this pool of money coupled with some of our other facilities money will allow us to look at renovating our shop area and classrooms.

**PRE SCHOOL PROMISE GRANT-** Last week we were notified that the Nestucca Valley School District Pre School Promise grant application was awarded 460,000, to offer pre-school to families in the Tillamook county region. As a reminder, while NVSD is the fiscal agent of this grant, both Tillamook and NKN school districts will receive some of these funds. To be able to develop this program county wide has some excellent advantages for our students and families. We are very fortunate to have received this funding, and were one of the entities receiving the most slots.

**CARES ACT-** I submitted a grant application to Oregon Department of Education for the CARES Act in the sum of \$111,008.00 and was notified today that we have received the grant. This money will be used to purchase personal technology devices, so if we find our district in distance learning again each child will have their own learning device, tablet or laptop.

**INTERNET INFRASTRUCTURE IN SOUTH TILLAMOOK COUNTY-** For the past few weeks I have been working with county and state leaders to work on expanding access and affordability of broadband internet to families in south Tillamook County. Last week I met with Eric Lesser, whose company has been queued to complete much of this work for Tillamook County. His infrastructure would have the capabilities to offer high speed internet to our families, even in regions of our district that have traditionally not be able to secure internet. He has installed his first tower in south Tillamook County, behind the Hebo Christian Church. In our meeting together we began to work on creating a mapping of locations that his towers could reside that would offer internet to Sand lake, up Blaine, down 22 and Little Nestucca River and all other pockets that have historically been underserved and or overcharged. Much more to come on this over the next few months.

**COVID-19 PANDEMIC AND THE REOPENING OF SCHOOLS-** During the week of July 20, 2020 the Oregon Department of Education will be updating the Ready Schools Safe leaning guide. As a district we will then begin to start to develop our blueprint for bringing students and staff back to school. This is of course contingent upon how the pandemic evolves. We should also have some clear guidance from OSAA, concerning fall sports and activities, the same week.

**THE MONTH OF JULY-** Much of July is spent with very few staff members working. The district office is open by appointment only, as most of the team is on vacation and many staff are choosing to work remotely as a precaution of COVID 19 transmission. If you need to make an appointment to work with someone at the district office, please call (503) 392-3194 Ext 402 or 403. This information is posted on the door of the office as well.