

Nestucca Valley School District

Nestucca K8

36925 HWY 101 S. ♦ Cloverdale, Oregon 97112 ♦ (503) 392-3194

Board of Director's Meeting

May 11, 2022

6:30 pm – Public Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/87693870022?pwd=MIRRa0IyUmxac3RBLzRZeWE0R1I3dz09>

Meeting ID: 876 9387 0022

Passcode: 234910

Dial 1 669 900 6833

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.

1.0 OPENING BUSINESS—K8 Library

1.1 Public Session Call To Order

1.2 Flag Salute

1.3 Attendance:

___ Shane Stuart

___ Diane Boisa

___ Bill Hagerty, Board Chair

___ Linda Fielder

___ Misty Wharton, Superintendent

___ Ken Richwine, High School Principal

___ Megan Kellow, Special Programs Administrator

___ Chad Holloway, Administrator of Alternative Education and Facilities

___ Diane Wilkinson, Director of Nestucca Valley Early Learning

___ Approval of Agenda –May 11, 2022

Recommendation: Approval of Agenda

MOTION: _____ 2nd: _____ 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 April 13, 2022 (Attachment 4.1)
- 4.2 April 2022 Financial Report (Attachment 4.2)
- 4.3 Ratification of Employment (Attachment 4.3)
- 4.4 Confidential MOA (Attachment 4.4)
- 4.5 Administrator MOA (Attachment 4.5)
- 4.6 Financial Quarterly Statement of Assurance (Attachment 4.6)

5.0 ACTION /DISCUSSION

5.1 Recommendation: Approve- Opening application for the vacant NVSD Board of Directors position

Explanation: The position is currently vacant

MOTION: _____ 2nd: _____ AYES: _____ NOES: _____ ABSTAIN: _____

5.2 Recommendation: Approve-The last day of the 2021-2022 school year for students, Friday June 10, 2022

Explanation: Replaces the teacher workday of May 27th with an instructional day. This change gains three hours of instructional time for students.

MOTION: _____ 2nd: _____ AYES: _____ NOES: _____ ABSTAIN: _____

6.0 INFORMATION/ DIRECTOR QUESTIONS

- 6.1 Administrator Reports
- 6.2 Board of Director updates
- 6.3 Open House-August
- 6.4 Summer School
- 6.5 Graduation
- 6.6 OSBA Conference

7.0 FURTHER BUSINESS**8.0 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.

Board of Director's Meeting

Minutes – April 13, 2022

OPENING OF PUBLIC SESSION

Public Session was called to order by Board Chair Hagerty at 6:17 pm. Board Chair Hagerty led the Pledge of Allegiance.

Attendance:

- X - Linda Fielder
- X - Bill Hagerty, Board Chair
- X - Diane Boisa
- X - Shane Stuart, Board Vice Chair
- X - Misty Wharton, Superintendent
- X - Ken Richwine, High School Principal
- X – Chad Holloway, Administrator of Facilities and Alternative Education
- X – Megan Kellow, Special Programs Administrator
- X - Diane Wilkinson, Nestucca Valley Early Learning Center Director

Patrons, Students and Staff: Joseph Boyd, April Bailey, Autum Marsh, Natasha Durgan, Irene Barajas, Kim Cavatorta, Sunny, Lauren Stuart, Colin Stapp, Keith Serven, Ashlee Sears, Heidi Luquette, Patsy, Kiwanis Club Tillamook, Brooke Boyd

Approval of Agenda –April 13, 2022

MOTION: Diane Boisa 2nd: Shane Stuart AYES: 4 NOES: 0 ABSTAIN: 0

COMMUNITY/SCHOOL PRESENTATIONS

Heidi Luquette, the Vice President of Administration and College Relations from Tillamook Bay Community College, shared about upcoming proposed bond measure 29165. This 14.4 million dollar bond measure would cover a new healthcare education building for Tillamook Bay Community College, she said. If passed, this building will be built on property the college already owns. It would allow the college to add a nursing program, add other healthcare training programs and provide space for other programs as well.

To give a little background Heidi said, in 2019 TBCC conducted a study on educational interests of Tillamook County community members and High School students. This study showed interest in healthcare occupations such as Nursing, Certified Nursing Assistants, EMT's and Paramedic programs, Heidi said. They began working with an architect on a master plan for classroom space, sim labs and other office space. TBCC is the only community college in Oregon without a nursing program Heidi added. They have only been able to provide prerequisites and then students have to enroll elsewhere for a nursing program.

The new building is estimated to cost \$22.4 million dollars. TBCC has an \$8 million dollar grant available to them, which they would have to match. If the measure passes she said, a homeowner with a property value of \$250,000, would pay \$47.50 in taxes annually.

Many students work full time and cannot travel away to do these programs, Heidi said. The hope is that if we can train them here, they may stay here, she added. There is a shortage of healthcare workers, she said. At the same time, there are 75,000 students across the nation that cannot get into programs, for lack thereof.

Her hopes are to raise awareness on this upcoming measure and she thanked the Board for letting her share. The Board also thanked Heidi for speaking.

PUBLIC COMMENT

Board Chair Hagerty asked if there was anyone who wished to speak for public comment and there was not.

CONSENT AGENDA – consolidated motion

- Board Minutes from March 9, 2022
- March 2022 Financial Report
- Surplus Items

MOTION: Shane Stuart 2nd: Linda Fielder AYES: 4 NOES: 0 ABSTAIN: 0

ACTION /DISCUSSION

- **Recommendation**: Nomination of a Board Vice Chair. The position is currently vacant. Diane Boisa nominated Shane Stuart to serve as Vice Chair.

MOTION: Diane Boisa 2nd: Linda Fielder AYES: 3 NOES: 0 ABSTAIN: 1

Mr. Stuart abstained from voting.

- **Recommendation**: Approve – The proposed contract for July 1, 2022 – June 30, 2024 as negotiated by the district and the NAEA group.

The bargaining process with the licensed staff went very smoothly and was very collaborative, Diane Boisa said. Mrs. Wharton added that staff sacrificed a few years ago and a hefty raise has been expected and budgeted for.

MOTION: Linda Fielder 2nd: Shane Stuart AYES: 4 NOES: 0 ABSTAIN: 0

- **Recommendation**: Approve – A one-time COVID Relief bonus for our classified staff in the sum of \$500.00 for one year of service 2021-2022 and \$1000.00 for two years of service 2020-2022.

Districts across the nation are offering these bonuses to staff using Federal ESSER dollars, in appreciation for how school staff took on extra responsibilities.

MOTION: Shane Stuart 2nd: Diane Boisa AYES: 4 NOES: 0 ABSTAIN: 0

- **Recommendation**: Approve – Resolution #2022-4. The Nestucca Valley School District will borrow \$1,015,000 through the TANF Resolution.

This follows past practice to ensure positive cash flow until the property taxes begin to post in November. This is not a certain thing and can depend on timber revenue Mrs. Wharton added. This will also be a buffer for summer payroll, she said.

MOTION: Shane Stuart 2nd: Linda Fielder AYES: 4 NOES: 0 ABSTAIN: 0

INFORMATION / DIRECTOR QUESTIONS

Superintendent Wharton said that masks are now optional. There are still many families who continue to wear masks. We have seen a lot of COVID positive cases this week, she said. She also added that she would not be surprised if we see a hefty curve in positive cases in the near future.

We are in full hiring mode, Superintendent Wharton said, with lots of interviews next week. This will include a High School Social Studies teacher and a Middle School Math teacher, she added.

There will be a meeting next week for summer school planning, Mrs. Wharton said. We will be partnering with Juntos one day a week. There will be 15 High School students going to camp and will also be working the summer school program.

There have been quite a few private donors for the bike project, Mrs. Wharton said. There is also money coming in for the bikes for Kindergarten students.

There will be an admin retreat in June where we will be working on things such as parent and student handbooks.

Mrs. Wharton gave a shout out to Mr. Holloway, who is doing great spinning all the plates! She also thanked Shane Stuart for making a youth handbook and code of conducts.

Mrs. Wharton said they recently had a concert at the school and the 7th and 8th graders are really good! They will be competing next week at Forest Grove.

The Sophomore class will be holding a fundraiser the evening of May 7^h at the K8. The evening will include Bingo, raffle tickets and a nacho bar. There will also be an open house from 2-5 pm. There will be an Easter egg hunt this weekend, Saturday the 16th at 11:00, Mrs. Wharton said. Linda Fielder asked if there are donated prize's? Mrs. Wharton said yes, there are.

The Board thanked all the staff and community members who continue to support the school.

FURTHER BUSINESS

With no further business, Board Chair Hagerty adjourned the meeting at 6:44 pm.

4.2

**Nestucca Valley School District
Financial Report
2021-22**

For Period Ending April 30, 2022

General Fund - Revenue & Expenditures by Object Code

	Budget	Actual	Encumbrances	Variance
Revenue:				
1111 Current Taxes	\$ 6,300,000	\$ 6,283,889	\$ -	\$ (16,111)
1112 Prior Taxes	150,000	116,742	-	(33,258)
1114 PILOT	-	1,990	-	1,990
1190 Interest on Taxes	2,000	310	-	(1,690)
1510 Interest	30,000	10,980	-	(19,020)
1790 Extra Curricular Activities	-	150	-	150
1920 Contributions & Donations	5,000	17,604	-	12,604
1960 Recovery of Expenditures	15,000	13,695	-	(1,305)
1990 Miscellaneous Revenue	25,000	55,139	-	30,139
1991 E-Rate Reimbursement	-	-	-	-
Total Local Revenue	6,527,000	6,500,499	-	(26,501)
2101 County School Fund	500,000	309,622	-	(190,378)
2199 Other Intermediate Sources	-	1,924	-	
Total Intermediate Revenue	500,000	311,546	-	(188,454)
3103 Common School Fund	45,000	26,356	-	(18,644)
3104 State Timber Revenue	565,000	306,849	-	(258,151)
3199 Unrestricted Revenue	30,000	-	-	(30,000)
Total State Revenue	640,000	333,205	-	(306,795)
5400 Beginning Fund Balance	3,690,000	3,927,955	-	237,955
Total Other Sources	3,690,000	3,927,955	-	237,955
Total Revenues	\$ 11,357,000	\$ 11,073,205	\$ -	\$ (283,795)
Expenditures:				
100 - Salaries	\$ 3,764,824	\$ 2,644,177	\$ 956,309	\$ 164,338
200 - Benefits	2,651,943	1,662,369	623,921	365,653
300 - Purchased Services	754,213	458,279	165,229	130,705
400 - Supplies & Materials	363,918	311,083	115,861	(63,026)
500 - Capital Outlay	-	39,935	6,620	(46,555)
600 - Other Objects	262,102	446,702	7,271	(191,871)
700 - Transfers	2,195,000	2,157,321	37,679	-
800 - Operating Contingency	600,000	-	-	600,000
800 - Unappropriated EFB	765,000	-	-	765,000
Total Expenditures	\$ 11,357,000	\$ 7,719,866	\$ 1,912,890	\$ 1,724,244

**Nestucca Valley School District
Financial Report
2021-22**

For Period Ending April 30, 2022

Special Revenue Funds - Revenue & Expenditures by Object Code

	Budget	Actual	Encumbrances	Variance
Revenue:				
Local Revenue	\$ 470,000	\$ 230,831	\$ -	\$ (239,169)
State Revenue	1,756,000	1,385,821	-	(370,179)
Federal Revenue	1,404,375	1,168,027	-	(236,348)
Interfund Transfers	595,000	32,321	37,679	(525,000)
Beginning Fund Balance	325,000	626,773	-	301,773
Total Revenues	\$ 4,550,375	\$ 3,443,773	\$ 37,679	\$ (1,068,923)
Expenditures:				
100 - Salaries	\$ 1,076,634	\$ 1,097,738	\$ 376,099	\$ (397,203)
200 - Benefits	803,241	686,221	268,223	(151,203)
300 - Purchased Services	500,525	373,118	85,905	41,502
400 - Supplies & Materials	1,064,975	529,751	162,052	373,172
500 & 600 - Capital & Other Objects	375,000	265,183	42,167	67,650
700 - Transits	730,000	394,883	122,392	212,725
Total Expenditures	\$ 4,550,375	\$ 3,346,894	\$ 1,056,838	\$ 146,643

**Nestucca Valley School District
Financial Report
2021-22**

For Period Ending April 30, 2022

General Fund - Revenue & Expenditures by Function Code

	Budget	Actual	Encumbrances	% Remaining	Variance
Revenue:					
Local Revenue	\$ 6,527,000	\$ 6,500,499	\$ -	0.41%	\$ (26,501)
Intermediate Revenue	500,000	311,546	-	37.69%	(188,454)
State Revenue	640,000	333,205	-	47.94%	(306,795)
Beginning Fund Balance	3,690,000	3,927,955	-	-6.45%	237,955
Total Revenues	\$ 11,357,000	\$ 11,073,205	\$ -	2.50%	\$ (283,795)
Expenditures:					
1000- Instruction	\$ 4,171,657	\$ 2,577,341	\$ 1,111,382	11.58%	\$ 482,934
2000- Support Services	3,557,741	2,917,515	763,248	-3.46%	(123,022)
5100- Debt Service	67,602	67,689	581	-0.99%	(668)
5200- Transfers	2,195,000	2,157,321	37,679	0.00%	-
6100- Operating Contingency	600,000	-	-	100.00%	600,000
7000- Unappropriated EFB	765,000	-	-	100.00%	765,000
Total Expenditures	\$ 11,357,000	\$ 7,719,866	\$ 1,912,890	15.18%	\$ 1,724,244

For Period Ending April 30, 2022

Special Revenue Funds - Revenue & Expenditures by Function Code

	Budget	Actual	Encumbrances	% Remaining	Variance
Revenue:					
Local Revenue	\$ 470,000	\$ 230,831	\$ -	50.89%	\$ (239,169)
State Revenue	1,756,000	1,385,821	-	21.08%	(370,179)
Federal Revenue	1,404,375	1,168,027	-	16.83%	(236,348)
Interfund Transfers	595,000	32,321	37,679	88.24%	(525,000)
Beginning Fund Balance	325,000	626,773	-	-92.85%	301,773
Total Revenues	\$ 4,550,375	\$ 3,443,773	\$ 37,679	23.49%	\$ (1,068,923)
Expenditures:					
1000- Instruction	\$ 1,174,856	\$ 1,300,172	\$ 444,805	-48.53%	\$ (570,121)
2000- Support Services	1,496,664	902,122	213,652	25.45%	380,890
3000- Community Services	1,148,855	749,717	275,989	10.72%	123,149
5300- Transits	730,000	394,883	122,392	0.00%	212,725
Total Expenditures	\$ 4,550,375	\$ 3,346,894	\$ 1,056,838	3.22%	\$ 146,643

Ratification of Employment

Name	Site	Position	Action	Salary	Effective
Cynthia VanLeuven	K8	Special Education Teacher	Resigned	1.0 FTE @ \$71,992/yr.	4/15/2022
Jessica Elder	K8	Long Term Sub Special Education Teacher	Transferred from Special Education IA Position	\$219.58/day	4/18/2022
Tami Flinter	K8	Office Secretary	Transferred from High School	1.0 FTE @ \$21.54/hr.	4/18/2022
Melanie Merryman	K8	Special Education IA	Transferred from ELC	0.9375 FTE @ \$15.42/hr	4/22/2022
Rebecca Rudd	K8	Special Education IA	New Position- Transferred from Special Programs Secretary	1.0 FTE @ \$15.80/hr.	4/25/2022
Lindsey Shriner	High School	Social Studies Teacher	Hired	1.0 FTE @ \$46,218/yr.	7/1/2022
Tanner Mannen	K8	Middle School Math Teacher	Hired	1.0 FTE @ \$53,834/yr.	8/28/2022



NESTUCCA VALLEY SCHOOL DISTRICT

P.O. Box 99, Cloverdale, Or. 97112 503-392-3194
*Inspiring individual excellence, instilling diligence,
and initiating life-long learning.*

Misty Wharton
Superintendent
Megan Kellow
Special Programs Administrator
Kim Seals
Fiscal Admin. Assist.
Ursula McVittie
Human Resources Specialist

MEMORANDUM OF AGREEMENT
between
NESTUCCA VALLEY SCHOOL DISTRICT
and
Confidential Employee
July 1, 2022 – June 30, 2023

This agreement shall constitute the understanding between Nestucca Valley School District (NVSD) and the Confidential employee regarding wage and benefits provisions for the 2022-2023 contract year. The Board reserves the right to alter these provisions should the Board determine financial exigencies require such a change.

I. Confidential Salary

- A. For the 2022-2023 school year, the Confidential Employee will have an annual salary based on the salary schedule.
- B. Confidential scope of responsibilities are defined within the confidential employee’s individual job description.
- C. Confidential positions contract days are determined by the Superintendent.
- D. Newly hired confidential staff salaries shall be determined by the Superintendent.
- E. Confidential staff shall pay the employee PERS contribution.

II. Benefits

- A. Medical, Dental and Vision insurance
 - 1. For the 2022-23 period of the memorandum, NVSD shall contribute up to \$1725.00 per month (“cap”), the same rate as bargained in the licensed association agreement, for medical, dental, and vision insurance premium coverage. This shall be prorated according to FTE for any part-time confidential employee.
 - 2. Confidential employees who enroll for plans that exceed the \$1725.00 cap shall have the remaining premiums covered by the confidential employee through payroll deduction.
 - 3. Additional supplemental insurance options available through OEGB shall be available to the confidential employee at the employee’s expense through payroll deduction. These include life insurance, dependent life insurance, short and long-term disability insurance, and long-term care insurance.
 - 4. Confidential employees who select the OEGB high deductible health plan may choose to have the difference between the monthly district contribution and the actual monthly premium deposited in a Health Savings Account or Section 125 plan (up to the amount permitted by IRS rule). Confidential

employees may also choose to have the difference between the monthly district contribution and the actual monthly premium included as compensation and make an elective deferral to a Tax Sheltered Annuity.

5. Confidential Staff who elect to “opt out” of District insurance enrollment in accordance with underwriting rules and regulations set forth by OEBC shall have the following option available:
 - a. An eligible Confidential employee who “opts out” of all insurance (medical, dental, vision) shall receive an amount equal to the cap contributed to a Health Reimbursement Arrangement and/or Section 125 Plan, in accordance with IRS rules for use and maximum allowable contributions. This amount shall be prorated according to FTE.
 - b. An eligible Confidential employee who “opts out” of all insurance (medical, dental, vision) may choose to receive an amount equal to the cap included in their compensation and make an elective deferral to a Tax Sheltered Annuity. This amount shall be prorated according to FTE.

B. Life Insurance

NVSD will provide paid group life insurance to each confidential employee. The face value of the policy shall be equal to the confidential employee’s annual salary, rounded to the nearest \$1,000. This insurance provides accidental death and dismemberment benefits.*

** Benefits A and B are in accordance with and subject to the actual insurance policies and rules and regulations of the underwriter carrier. The terms of the actual insurance plan govern these benefits. The insurance plan year is from October 1 through September 30 annually.*

C. Sick Leave

NVSD will provide sick leave in accordance with guidelines provided in ORS 332.507 (one day of such leave per month for each month of employment up to twelve days per year). Pursuant to ORS 332.507(3), “At the option of the local governing board, sick leave in excess of five consecutive work days shall be allowed only...” sick leave exceeding five workdays will require certification by a physician that the illness or injury prevented the Confidential employee from working.

Sick Leave may be used for the Confidential employee’s own personal illness, or the illness of a child living in the Confidential employee’s home under the age of 18.

Accrued Sick leave may be used to care for an ill family member (up to 40 hours per year total for any/all family members) pursuant to SB 454, “Sick Time” (2015). Family member is defined by OFLA (see list under Bereavement). Additional use of sick leave to care for an ill family member (after 40 hours of Sick Time use) may be available pursuant to FMLA/OFLA application and eligibility.

D. Emergency and Personal Business Leave

Confidential employees are provided three days of emergency or personal/ business leave per year. These days do not accumulate from year to year. At the end of the fiscal year, Confidential staff members shall be paid for any unused personal business leave at their regular rate of pay.

E. Emergency Closure

Confidential employees will be paid for a maximum of two (2) days for Emergency Closure Pay during the school year. To be eligible for the Emergency Closure Pay, a Confidential employee must work either the day before or the day after the closure, if those are regularly scheduled workdays for the employee. A day of vacation, sick leave or other paid authorized day off shall constitute a scheduled workday for this purpose.

F. Bereavement Leave

Confidential employees are provided with up to five (5) days of bereavement leave per occurrence for absence due to a death in the immediate family without deduction from any other allowed leave. The immediate family shall be defined as:

1. Spouse, or same or opposite gender domestic partner
2. Mother, mother-in-law, or mother of same or opposite gender domestic partner
3. Father, father in law, or father of same or opposite gender domestic partner
4. Brother, or brother in law
5. Sister, or sister in law
6. Child, or step-child
7. Grandchild
8. Grandparent, grandparent of spouse, or grandparent of same or opposite gender domestic partner
9. Any person regularly residing in the Confidential employee's residence.

A Confidential employee may qualify for ten (10) days bereavement leave under OFLA. Eligibility determination is made by OFLA application. If a Confidential employee qualifies for bereavement leave under OFLA, the 10 days of leave will run concurrently to include the 5 paid leave days described above. "Family member" (for OFLA eligibility) is defined in statute as:

1. Spouse or same-gender domestic partner
2. Parent, parent-in-law, or parent of employee's same gender domestic partner
3. Child, step child, or child of employee's same-gender domestic partner
4. Grandparent or grandchild of the employee
5. A person with whom the employee is or has been "in loco parentis" to, or previously was "in loco parentis" of.

The leave is limited to 10 days total per occurrence, and must be completed within 60 days of the date the Confidential employee learned of the death. Bereavement leave will count toward the total amount of OFLA eligible leave. If the Confidential employee qualifies for bereavement leave under OFLA, the Confidential employee may use accrued sick leave for the 5 days not covered under part 1 above.

G. Holidays

NVSD shall provide twelve paid holidays per year. The holidays are: Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day following Thanksgiving, Christmas Eve, Christmas Day, New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day and Juneteenth.

H. Mileage Reimbursement

NVSD shall provide mileage reimbursement, when the Confidential employee uses his or her own personal vehicle for NVSD work purposes, at the rate established by board policy.

I. Vacation

Confidential employees scheduled to work 220 days to 259 days per work year shall accrue paid vacation a follows:

1 st through 5 th year of NVSD service	8 days per year (64 hours)
6 th through 10 th year of NVSD service	10 days per year (80 hours)
11 th year and thereafter of NVSD service	12 days per year (96 hours)

A maximum of ten (10) days of unused vacation time may be carried in to the next fiscal year, but must be used no later than December 31 of the new fiscal year.

J. Professional Development

NVSD will reimburse Confidential staff educational costs for up to four credit hours of college credit per year. The rate reimbursed will be the current per credit graduate rate established by Portland State University for coursework, college classes, or certification classes. Course content must be directly related to the employee’s job. All applications must be made in advance to the Superintendent. Reimbursements will be based on actual out of pocket expenses to the employee for tuition and any related textbooks. Proof of satisfactory completion of the class or classes will be required for reimbursement. One thousand two hundred dollars of the PSU credit value can be used to attend a non-credit or non-certification conference/workshop. Prior request to attend and written approval is required.

K. Tax Sheltered Annuity Contribution

The District agrees to pay \$200 per month, payable on a monthly basis, to a tax-sheltered annuity of the Confidential Employees choice. To be eligible for this benefit the employee must be employed at a rate of 1.0 FTE and work a contract of 220 days.

III. Layoff

Confidential employees shall be subject to layoffs if the Board determines layoffs are necessary in accordance with Board Policy CPB. Seniority date shall be date service with NVSD began.

IV. Post-Retirement Employment

A. Confidential employees hired as a post-retirement employee shall be subject to Board Policy GCPC/GDPC and Administrative Rule GCPC/GDPC-AR.

V. Entire Agreement

This agreement constitutes the sole and entire existing agreement between the parties and supersedes all prior practices, whether oral or written, and expresses all obligations of, and restrictions imposed upon, the District and the NVSD Confidential Staff. The waiver of any breach, term, or condition of the agreement by either party shall not constitute a precedent in the future enforcement of all of the agreement’s terms and conditions.

This agreement shall be effective as of July 1, 2022 and shall remain in effect through June 30, 2023.

This memorandum is entered into this _____ day of _____ 2022.

Board Chair

Date

Superintendent

Date

Confidential Employee

Date

NESTUCCA VALLEY SCHOOL DISTRICT

May 11, 2022

**APPROVE RENEWALS/EXTENSIONS AND NON-EXTENSIONS OF
CONTRACT CONFIDENTIAL EMPLOYEES**

Resolved, that the Board of Directors accept the Superintendent's recommendation for the issuance of contracts to contract confidential employee.

1. Current **Contract Confidential Staff** being recommended for a two-year contract for July 1, 2022 to June 30, 2024, at **Confidential status**:

LEWIS, SARAH

MCVITTIE, URSULA

SEALS, KIMBERLY

SY 2022-2023 Salaries for Confidential Staff

Position	Contract Days	Service Years	2021-2022	2022-2023
Human Resources & Food Services Manager	220	5th Year	\$66,755.00	\$66,755.00
Financial Services Administrative Assistant	240	6th Year	\$58,464.00	\$61,500.00
District Office Administrative Assistant	220	2nd Year	\$53,824.00	\$56,000.00

MEMORANDUM OF AGREEMENT
Between
NESTUCCA VALLEY SCHOOL DISTRICT
And
District Administrators
July 1, 2022 – June 30, 2023

This agreement shall constitute the understanding between Nestucca Valley School District (NVSD) and the Administrator, regarding wage and benefits provisions for the 2022-23 contract year. The Board reserves the right to alter these provisions should the Board determine financial exigencies require such a change.

I. Salary

- A. For the 2022-23 school year, the Administrator will have an annual salary based on the salary schedule.
- B. Administrative scope of responsibilities are defined within the administrator’s individual job description.
- C. Administrative positions are 220 days unless otherwise determined. The decision regarding administrative contract length will be reviewed by the Superintendent upon written request from the administrator.
- D. The administrator shall pay the employee PERS contribution.

II. Benefits

- A. Medical, Dental and Vision insurance
 - 1. For the 2022-23 period of the memorandum, NVSD shall contribute up to \$1,725.00 per month (“cap”), the same rate as bargained in the licensed association agreement, for medical, dental, and vision insurance premium coverage. This shall be prorated according to FTE for any part-time administrative employee.
 - 2. Administrative employees who enroll for plans that exceed the \$1,725.00 cap shall have the remaining premiums covered by the Administrative employee through payroll deduction.
 - 3. Additional supplemental insurance options available through OEGB shall be available to the Administrative employee at the employee’s expense through payroll deduction. These include life insurance, dependent life insurance, short term disability insurance, and long term care insurance.
 - 4. Administrative employees who select the OEGB high deductible health plan may choose to have the difference between the monthly district contribution and the actual monthly premium deposited in a Health Savings Account or Section 125 plan, up to the amount permitted by IRS rule. Administrative employees may also choose to have the difference between the monthly district contribution and the actual monthly premium included as compensation and make an elective deferral to a Tax Sheltered Annuity.
 - 5. Administrative Staff who elect to “opt out” of District insurance enrollment in accordance with underwriting rules and regulations set forth by OEGB shall have the following option:
 - b. An eligible Administrative staff who “opts out” of all insurance (medical, dental, vision) shall receive an amount equal to the cap contributed to an HRA and/or Section 125 Plan in accordance with IRS rules for use and maximum allowable contributions. This shall be prorated according to FTE
 - a. An eligible Administrative employee who “opts out” of all insurance (medical, dental, vision) may choose to receive an amount equal to the cap included in their compensation and make an elective deferral to a Tax Sheltered Annuity. This amount shall be prorated according to FTE.

B. Disability Insurance

NVSD will provide premium payment for disability insurance for each administrator. The maximum monthly benefit is sixty percent (60%) of the administrator's monthly salary, with a waiting period of sixty (60) days. Income from other sources, including but not limited to earnings from NVSD or other employers, Social Security and/or PERS disability payments, unemployment compensation and Workers' Compensation will offset the long-term disability benefits available through this provision.

C. Life Insurance

NVSD will provide paid group life insurance to each administrator. The face value of the policy shall be equal to the administrator's salary rounded to the nearest \$1000. This insurance provides accidental death and dismemberment benefits. *

** Benefits A, B, and C are offered in accordance with and subject to the actual insurance policies and rules and regulations of the underwriter carrier. The terms of the actual insurance plan govern these benefits. The insurance plan year is from October 1 through September 30.*

D. Sick Leave

NVSD will provide 12 days of sick leave annually for full time administrators. Sick Leave may be used for the Administrator's own personal illness, or the illness of a child living in the Administrator's home under the age of 18. Sick leave may be used to care for an ill family member (up to 40 hours per year total for any/all family members) pursuant to SB 454, "Sick Time" (2015). Family member is defined by OFLA. Additional use of sick leave to care for an ill family member may be available pursuant to FMLA/OFLA application and eligibility.

E. Emergency and Personal Business Leave

Administrators are provided three days of emergency or personal/ business leave per year. These days do not accumulate from year to year. Personal business leave will not be available for recreational purposes, to extend a vacation or holiday, or for personal illness if the Administrative staff member has accrued sick leave.

F. Bereavement Leave

Administrators are provided with up to five (5) days of bereavement leave per occurrence for absence due to a death in the immediate family without deduction from any other allowed leave. The immediate family shall be defined as:

1. Administrator's Spouse, or same or opposite gender domestic partner
2. Mother, mother-in-law, or mother of same or opposite gender domestic partner
3. Father, father in law, or father of same or opposite gender domestic partner
4. Brother, or brother in law
5. Sister, or sister in law
6. Child, or step-child
7. Grandchild

8. Grandparent, grandparent of spouse, or grandparent of same or opposite gender domestic partner
9. Any person regularly residing in the Administrator's residence.

An administrator may qualify for ten (10) days bereavement leave under OFLA. Eligibility determination is made by OFLA application. If an administrator qualifies for bereavement leave under OFLA, the 10 days of leave will run concurrently to include the 5 paid leave days described above. "Family member" (for OFLA eligibility) is defined in statute as:

1. Spouse or same-gender domestic partner
2. Parent, parent-in-law, or parent of employee's same gender domestic partner
3. Child, step child, or child of employee's same-gender domestic partner
4. Grandparent or grandchild of the employee
5. A person with whom the employee is or has been "in loco parentis" to, or previously was "in loco parentis" of.

The leave is limited to 10 days total per occurrence, and must be completed within 60 days of the date the administrator learned of the death. Bereavement leave will count toward the total amount of OFLA eligible leave. If the administrator qualifies for bereavement leave under OFLA, the administrator may use accrued sick leave for the 5 days not covered under part 1 above.

G. Professional Development

Upon application by the administrator and approval by the Superintendent or designee, NVSD will pay for college credit tuition for classes directly related to the Administrator's position. All applications must be made in advance. Proof of satisfactory completion of the class or classes will be required for reimbursement. A maximum of 4 credit hours of college credit per year will be reimbursed at the current per credit graduate rate established by Portland State University. The value of the credits may be used by the Administrator to attend non-credit conferences/workshops with prior approval and reimbursed upon completion.

H. Professional Memberships

NVSD will pay annual COSA dues for each Administrator if requested. If an administrator chooses to not join COSA, s/he may use the amount equivalent to the cost of the COSA dues toward another professional membership upon approval by the Superintendent.

I. Holidays

NVSD shall provide ten paid holidays per year. The holidays are: Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day following Thanksgiving, Christmas, New Year's Day, Martin Luther King Jr. Day, President's Day, and Memorial Day and Juneteenth.

J. Mileage Reimbursement

NVSD shall provide mileage reimbursement at the rate established by board policy DLC.

III. Layoff

Administrators shall be subject to layoffs if the Board determines layoffs are necessary. Administrators with licenses issued by Teachers Standards and Practices Commission (TSPC) will be laid off in accordance with Board Policy CPA and its Administrative Regulation and any applicable statute. Administrators without TSPC licenses will be laid off based on the discretion of the Board. When a layoff occurs, the District will inform the administrator as soon as practicable. The District will make an attempt to provide a 30 day notice before the effective date unless the layoff is the result of an unexpected change.

IV. Post-Retirement Employment

- A. Administrators hired as a post-retirement employee shall be subject to Board Policy GCPC/GDPC and Administrative Rule GCPC/GDPC-AR.
- B. Administrators hired as post retirement administrators will not be eligible for the Disability or Life insurance described in III B and III C.

V. Entire Agreement

This agreement constitutes the sole and entire existing agreement between the parties and supersedes all prior practices, whether oral or written, and expresses all obligations of, and restrictions imposed upon, the ESD and the Administrator. The waiver of any breach, term, or condition of the agreement by either party shall not constitute a precedent in the future enforcement of all of the agreement’s terms and conditions.

This agreement shall be effective as of July 1, 2022, and shall remain in effect through June 30, 2023.

This memorandum is entered into this _____ day of _____ 2022.

Bill Hagerty, Board Chair

Date

Misty Wharton, Superintendent

Date

District Administrator

Date

SY 2022-2023 Salaries for Administrative Staff

	<i>service year</i>	<i>2019-2020</i>	<i>2020-2021</i>	<i>2021-2022</i>	<i>2022-2023</i>
High School Principal (220 days)	6th yr	\$99,958.00	\$106,455.00	\$111,777.75	\$115,130.00
Aministrator or Facilities & Alt Ed (220 days)	4th yr	\$89,139.38	\$98,052.00	\$102,954.60	\$106,042.00
Special Programs Administrator (220 days)	6th yr	\$87,463.25	\$91,835.00	\$96,426.75	\$100,426.00
Technology Director (220 days)	20+ yr	\$81,215.88	\$85,275.00	\$89,538.75	\$92,223.00

4.6



**NESTUCCA VALLEY SCHOOL
DISTRICT**

P.O. Box 99, Cloverdale, Or. 97112 503-392-4892 FAX- 503-392-9061
Inspiring individual excellence, diligence, self-awareness and lifelong learning.

Misty Wharton
Superintendent
Ursula McVittie
Human Resources
Liz Kellow
Special Ed Secretary
Kjm Seals
Financial Services Liaison

DATE: April 30, 2022
TO: Nestucca School District Board of Directors
FROM: Misty Wharton, Superintendent
André Schellhaas, NWRESA Assistant Director of Compliance
RE: Quarterly Statement of Assurance

1. All cash, investment and credit card accounts have been balanced, reconciled and reviewed and all cash and investment accounts are reconciled to the general ledger by the business office as of March 31, 2022.
2. The adopted budget reflects expected expenditures.
3. All payroll reports have been filed and payroll liabilities have been paid timely.
4. All federal and state reimbursement requests as well as required financial reporting forms have been filed timely.
5. All credit card expenditures, travel and other reimbursements have been reviewed and approved at the proper level.
6. There have been no significant changes to the accounting system or accounting policies.
7. Currently the business office is adequately staffed to allow for proper segregation of duties and I am not aware of any new pronouncements or other financial changes that may require additional staff time to properly implement.
8. All financial statements that have been provided to the board are accurate and complete to the best of my knowledge and I am aware of no other financial matters that the board should be aware of at this time.
9. I know of no cases of fraud or other misconduct within the district and I have not been asked by the superintendent to do anything that makes me feel uncomfortable or to present any information I believe is inaccurate.

Misty Wharton, Superintendent

André Schellhaas, NWRESA



Diane Wilkinson
Early Learning Program Director
P.O. Box 33 Cloverdale OR 97112
Ph 503-392-3194 x455

May 9, 2022

NVSD Board of Directors,

We cannot believe there is less than a month left of school this year! We are planning our year-end celebrations, with a Graduation Parade on June 3rd. We will be escorted by the Nestucca Rural Fire Dept from Hebo to the K8 starting at 5pm, where the rest of our families will be waiting to cheer them on. Then, we will have dinner catered for the families under the covered structure, and let the kids play on the new playground. We thought this would be a great way to introduce the new building. If any of you would like to join us, please let me know so we are sure to have enough food.

Right now, we are looking at new curriculum for next year. Our team would like to start a dual-immersion program with English and Spanish being introduced to all of the students equally. As a county, we will be working with the Opal School program called Teaching Preschool Partners. This program provides coaching on Playful Inquiry and supports the teachers with their individualizing education and learning for all, through PLAY. I learned about this program in a network with the Beaverton early learning team. Seaside School District is proposing this to their Clatsop County co-horts as well. All of the Tillamook County Consortium of Early Learning will also be participating so we are looking forward to the aligned systems and consistent professional development among our early learning teachers.

We are continuing our work with the Children’s Institute on inclusive classrooms, and making more thoughtful decisions as a team about other network participations going forward.

Lastly, this summer we will be offering a Summer Camp for those currently enrolled or will be new to us next year. This will give us good information for how to build classrooms, refer students to ESD and start establishing relationships with the parents before school starts. You can find information about that and other work we are doing on the website: www.nvelc.com

Thank you for all you do,

Diane Wilkinson

NOTES FROM NESTUCCA HIGH SCHOOL

May 11, 2022

Recent Activities:

- As of last night, our softball girls are league champions. Right now, we are co-champions, but if we win one of tomorrow's games, we will hold the championship on our own. This means that we will be hosting a state playoff game on either Monday, May 23rd or Wednesday May 25th.
- We have completed state testing, which was a requirement for our current 11th grade class, but is not an essential skill...meaning they do not have to pass the test to graduate.
- On April 28th, we had SOAR interviews. Currently, all students have an advisory class at the end of the day, Tuesday through Friday. They are divided up based on their grade, and career interest (if applicable.) There are specific career activities that they each must complete to get the 0.25 credit each year. The freshman and seniors were required to participate in SOAR interviews. However, we had so many businesses that were willing, and actually wanting, to come interview our students for possible summer employment. We had 14 business men and women from the community come in, and many of our students were hired for the summer! It was a very successful day!
- This past Saturday, our sophomore class had Bingo and Loteria night. This was a very positive community experience, and the sophomore class raised over \$1,000 in profit. I attended myself and have to say that it was pretty fun. The sophomores worked hard, getting donations for prizes and raffles and it obviously paid off!
- Our Speech team participated in State on April 23rd. We had two students, Kaitlyn Osias and Lionel Brown, who made it to the semi-finals. This team had a very successful season. There is only one senior on the team, so look forward to next year!

Upcoming Activities:

- Baseball will have their senior night this coming Monday, when a rescheduled doubleheader is played against Portland Christian. Softball will have their senior night on Monday, May 23rd, following their playoff game.
- District Track is this weekend at Portland Christian, with State Track the following Thursday and Friday at Hayward Field in Eugene. Look for announcements on who makes it to State, as we have several candidates.
- Nestucca Games is coming up the week of May 23rd, with activities such as Mario Kart, Music a' la Carte, 3 on 3 basketball, ping pong, brute volleyball and powderpuff football. The kids are making their flags to represent their class, and always look forward to these competitions that involve every type of student in the school.
- The Spring Musical, Lil' Abner, will be Saturday, May 21st at 7:00 p.m. and Sunday, May 22nd at 2:00 p.m., with a matinee performance on Wednesday, May 18th at 11:00 a.m. It looks to be very entertaining.
- The Spring Band Concert will be on June 2nd, at 8:00 p.m.
- Graduation activities are coming up with a Senior Photo Day, a parade, baccalaureate and Senior Awards Night. It will be a very full week.

Board report 5/11/22
Chad Holloway
Administrator of Facilities and Alternative Education

I will be meeting with the Safe Routes to School team to review the final grant proposal on May 18. From the District the team includes Ken Richwine, Grant Graves and myself. Chris Laity from the County, a couple of ODOT personnel and engineers provide through the SRTS program are also on the team. The proposal includes requests that, if granted, would result in significant improvements in infrastructure that would facility safer access to the High School. Some examples of the requests are sidewalks and lighting.

On May 4 Jeremy Strober, Ken Richwine and I traveled to Portland to visit food truck manufacturers and view a used food truck. This is part of the CTE Revitalization Grant we received from ODE where we will be getting a food truck(s)/cart(s) to explore launching a CTE POS in Hospitality. It was a useful trip to acquaint us with the various manufacturers and narrow down the choices. We were able to find one manufacturer who would be able to provide what we are looking for. This manufacturer recently delivered food carts to Seaside High School to use in a program similar to the one we are starting.

We have instituted incentives for the hiring of new bus driver. For the hiring of new bus drivers without CDLs there is a \$4,500 hiring bonus to be paid in three increments \$1,500 once a CDL is obtained, \$1,500 when ODE certification is obtained, and \$1,500 18 months from their start date. For the hiring of bus drivers with a CDL there is a \$6,500 hiring bonus \$2,166.67 at the 6th month mark of continuous employment, \$2,166.67 at the 12th month mark of continuous employment, and \$2,166.66 at the 18th month mark of continuous employment. For the fiscal year of 2022-2023 a \$2.08 per hour temporary market adjustment stipend will be in place for all new and current drivers.

The first post grant School Health Planning Committee was held. These meetings will be held on a monthly basis as we move through the planning process.

I had the good fortune of being able to chaperon the Grade 7/8 Band trip to Forest Grove High School to participate in the District Band Festival. I am pleased to report the band sounded great, looked great and represented Nestucca well.

Finally, construction at the High School is really going to be taking off on Monday the 16th. Benchmark Contracting will be mobilizing in to begin the Football Field and Track project. They will be utilizing the entire parking lot behind the Field House as their laydown area. Benchmark will be operating on a tight timeline to have the football field playable for the upcoming football season. Also, on June 6th O'Brien Construction will be mobilizing in to begin the shop project. They will be utilizing the gravel parking lot across from the bus barn as their laydown and staging area. You may notice a few things happening before the sixth such as the placement of construction fences and a job trailer. Also, you may have notice district buses and vehicles are being moved to the K8, this is also in preparation for the shop project.