

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – June 12, 2025 Vernonia Schools, 1000 Missouri Ave., Vernonia, OR 97064

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:00 pm by Susan Wagner. MEETING CALLED TO ORDER
- Board Present:** Susan Wagner, Greg Kintz, Amy Cieloha, Joan Jones (virtual), Javoss McGuire, and Tony Holmes. BOARD PRESENT
- Board Absent:** Stacey Pelster BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle & High School Principal; Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Kendra Schlegel, Certified Staff. STAFF PRESENT
- Visitors Present:** Scott Laird VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Amy Cieloha moved to approve the agenda as presented. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- 3.0 RECESS to BUDGET HEARING.** The meeting recessed into the Budget Hearing at 6:03 p.m. BUDGET HEARING
- Greg Kintz stated there were no questions or changes to the budget. The budget was approved by the budget committee. He also praised the Board for being conservative, which is helping the District. Susan Wagner agreed that the Board has done a good job budgeting conservatively.
- There was no public comment. The Public Hearing closed at 6:05 p.m.
- 4.0 RETURN TO BOARD MEETING** at 6:05 p.m.
- 5.0 PUBLIC COMMENT:** No public comments. PUBLIC COMMENT
- 6.0 SHOWING CASING of SCHOOLS**
- 6.1 Administrative Reports:** Administrator reports were provided to the Board prior to the meeting. ADMINISTRATOR REPORTS
- Greg Kintz stated that he enjoyed graduation and thought it went smoothly. He noted that all of the students had specific plans for after graduation; this has not been the case in past years. Susan Wagner mentioned she was pleased that all of the students had someone cheering for them.
- 6.1.2 Spring Sports Report:** Susan Wagner stated that she is happy to see robust sports programs over all grades. Vernonia has a lot of enthusiasm for sports programs; especially for a small school. SPRING SPORTS REPORT
- Amy Cieloha stated that she believes that sports in general is more than just the sport. Athletics are very important for kids in our area since there is not a lot else to do. School sports gives kids something to be interested in.
- 7.0 BUSINESS REPORTS:**
- 7.1 Superintendent Report:** The Superintendent Report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Jim Helmen stated that this was Susan Wagner's last board meeting. He wanted to honor her 14 years on the board and read the letter he wrote out loud. He expressed his appreciation and respect. Mr. Helmen presented a plaque in appreciation to Susan. WAGNER RECOGNIZED

Susan Wagner commented that she will miss everyone.

PELSTER RECOGNIZED

Jim Helmen told the board that Stacey Pelster wrote a letter thanking board members. It was a very personal letter and he said that he would send the letter to board members as well. Even though Stacey Pelster was not present, Jim Helmen stated that she will be missed. He commented that the letter of thanks and appreciation read during the meeting was intended for both her and Susan Wagner.

VSD received the Summer School Grant. The Summer School program is challenging to plan on a short timeline. The summer program will focus on credit recovery for VHS students, this will be through VFA. 9-12 enrichment activities will also be provided. The program will include Middle School intervention and enrichment activities. Staff will use STAR reports to determine programming needs for students K-12. VSD will also use the grant for field trips to allow students to get out and do some things they normally would not be able to do. Summer school dates are July 7-August 1, 2025. About 60 students have expressed interest in the program.

VSD RECEIVES SUMMER SCHOOL GRANT

Amy Cieloha asked where the 60 students are coming from. The district has not reached out to students, those who signed up did so on their own.

The summer meals program will be used to support the summer school program for student breakfast and lunch.

The road in front of Mist is now cut off/closed. Staff cannot go out there, maintenance staff will not be able to go to the school until after the road repairs are complete. The alternate route is quite a bit longer. There was a discussion around summer school and transporting students from Mist. Can pick up kids if needed, but bus ride will be longer.

ROAD CLOSURE IN MIST IMPACTS TRAVEL TO MIST ELEMENTARY

7.1.1 Staffing Update: Jim Helmen named the new hires for 2025-2026. Kristin Hansen, VHS Math Teacher / Sara Goodman, VES Kindergarten or 1st grade, and Angela Ortiz VES 5th grade.

STAFFING UPDATE

Kristen Hansen, Advanced math teacher for VHS will be coming onboard. Mr. Underwood is scheduled to meet with her to share the new math curriculum.

Greg Kintz asked if any more AP classes are being planne?. Nate Underwood stated that possibly an AP Government will be available. Ms. Brown is working on her certification.

- 7.2 Financial Report:** The Financial Report was provided to the Board prior to the meeting. Marie Knight explained the resolutions on the agenda for approval. There were no comments or questions from the Board.

FINANCIAL REPORT

7.2.1 Resolution 2025-04: Adopting the Budget

FINANCIAL RESOLUTIONS PRESENTED

7.2.2 Resolution 2025-05: Transfer Appropriations within funds of the 2024-2025 budget.

Jim Helmen highlighted the enrollment report which shows enrollment is up.

- 7.3 Maintenance Report:** The Maintenance Report was provided to the Board prior to the meeting.

MAINTENANCE REPORT

Amy Cieloha asked about water issues at Mist. Jim Helmen stated that on 4 occasions they have run out of water this school year. The pump has been checked, seals on some toilets have been replaced. As the toilets are older we may not want to replace them with newer models that have smaller pipes. Having the water left on was a question but may not have been enough to drain the tank. Either the refill sensor is not working, is working intermittently, or is there a float issue. At this time, the issue has not been identified. Mark Brown is going to bring out another engineer to try to find the issue.

MIST WATER ISSUES DISCUSSED

Amy Cieloha has concerns that students are not able to use toilets when this happens. Jim Helmen stated that next year we will add porta potties at Mist. There will be a system in place

for when toilets are not working.

Jim Helmen has gone out with Mark Brown to see the site. Javoss McGuire was asked for suggestions. There was a discussion of plumbing options and the issues.

8.0 BOARD REPORTS/ BOARD DEVELOPMENT:

8.1 COMMITTEE REPORTS

COMMITTEE REPORTS

8.1.1 Safety Committee – No report, Susan Wagner was not able to attend the last meeting.

8.1.2 Scholarship Committee – No report

8.1.3 Policy Committee – Javoss McGuire stated that they went through the policies quickly. There were only some language updates. A policy for AI was added.

9.0 OTHER INFORMATION and DISCUSSION

OTHER INFORMATION POLICY UPDATES – 1st READING

9.1 Policy Updates: The following policies were presented for a first reading.

9.1.1 EBBB – Illness or Injury Reports

9.1.2 GBNAA-JHFF – Suspected Sexual Conduct with Students and Reporting Requirements

9.1.3 IKJ – Artificial Intelligence

9.1.4 JHCD-Medication

9.2 Policy Updates – 2nd Reading

POLICY UPDATES – 2nd READING

9.2.1 IGBHD – Program Exemptions

9.2.2 JGAB – Use of Restraint or Seclusion

9.2.3 JGE - Expulsion

9.2.4 JHC – Student Health Services & Requirements

9.2.5 KBA – Public Records

9.2.6 KBA-AR – Public records Request

9.2.7 KL – Public Complaints

9.3 2025-26 Fee Schedule: Nothing much changed except meal prices increased. Susan Wagner stated that she is not surprised as food costs have increased. Approval will be next month.

DRAFT FEE SCHEDULE PRESENTED

9.4 Supervisory/Confidential Memorandum of Agreement/Contract 2025-2028.

CONFIDENTIAL SUPERVISORY MOA PRESENTED

Jim Helmen, explained that the red text are changes. Some language added to bring this contract language current. There was a section added regarding salary that outlines the cost of living increases for the next three years.

There was a change to language in the Duties section that allows for the Superintendent to make changes, removes language involving the school board. The insurance benefits are provided from the “me too” clause which provides the same benefit as the certified group. These benefits will change if unions change. Health Savings Account benefits are also the same as the certified contract.

In the vacation, holiday, sick leave section an affinity clause was added (language regarding relationship).

10.0 ACTION ITEMS:

10.1 Policy Approval: Javoss McGuire moved to approve policy updates presented as a second reading in item 9.2. Greg Kintz seconded the motion. No discussion. Motion passed unanimously with those in attendance.

POLICY UPDATES APPROVED

10.2 Resolution #2025-04 – Adopting the Budget, Making Appropriations, Imposing and Categorizing the Tax. Javoss McGuire moved to approve the Vernonia School District budget for the 2025-26 school year as follows:

RESOLUTION 2025-04 ADOPTING THE BUDGET APPROVED

General Fund: \$10,635,200

Special Revenue Fund: \$3,686,034

Debt Service Fund: \$1,180,000

Capital Projects Fund: \$0

Total, All Funds: \$15,501,234

as presented with a tax rate of \$5.0121 per \$1,000 of assessed value to be assessed in support of the General Fund and in the amount of \$1,180,000 for debt service for general obligation

bonds. Amy Cieloha seconded the motion. No discussion. Motion passed unanimously with those in attendance.

- 10.3 Resolution 2025-05 –Transfer Appropriations within funds of the 2024-25 budget.** RESOLUTION 2025-05
Greg Kintz moved to approve resolution #2025-05 to transfer appropriations within funds of TRANSFERRING FUNDS
the 2024-25 budget. Javoss McGuire seconded the motion. No discussion. Motion passed APPROVED
unanimously with those in attendance.
- 10.4 Staff Hire:** Amy Cieloha moved to approve the Superintendent’s recommendation to hire HANSEN, GOODMAN,
Kristin Hansen, VHS Math Teacher; Sara Goodman, VES Kindergarten or 1st Grade Teacher, and ORTIZ HIRED
and Angela Ortiz, VES 5th Grade Teacher. Javoss McGuire seconded the motion. No discussion. Motion passed unanimously with those in attendance.
- 10.5 Supervisory/Confidential Memorandum of Agreement/Contract:** Javoss McGuire CONFIDENTIAL
moved to approve the 2025-2028 Supervisory/Confidential Memorandum of SUPERVISORY MOA
Agreement/Contract as presented. Amy Cieloha seconded the motion. No discussion. Motion APPROVED
passed unanimously with those in attendance.

11.0 MONITORING BOARD PERFORMANCE:

BOARD PERFORMANCE

11.1 OSBA Report- Greg Kintz provided the report in the packet. Greg Kintz discussed that the OSBA REPORT
biggest change since he wrote the report is that unemployment for striking workers passed. This will
probably not affect VSD but will impact other larger districts. Included in the report was information
that funds from the discretionary funds will be used to help with PERS expense; this will benefit
school districts. The cell phone ban did not pass. One big victory is the current service level has been
set in statute, this will keep funding from going below this.

Susan Wagner let everyone know that Summer Conference registration is open. The location is
Salem this year. She highly encourage board members to attend. Especially new board members.

Susan Wagner told the board to let Barb Carr know if they are interested in attending. Once election
is certified, Barb can reach out to new board members to see if they will attend.

12.0 CONSENT AGENDA:

CONSENT AGENDA

12.1 Minutes of 05/08/2025 Regular Meeting.

Amy Cieloha moved to approve the consent agenda as presented. Javoss McGuire seconded the
motion. Motion passed unanimously with those in attendance.

CONSENT AGENDA
APPROVED

13.0 OTHER ISSUES:

OTHER ISSUES

13.1 Agenda setting meeting, Greg Kintz and Amy Cieloha will meet with Jim Helmen on July 1.

Superintendent Jim Helmen stated that as this was the final board meeting of the year and he wants
board members to reflect on the progress made toward the board goals this year. He discussed that we
had an amazing event for staff transition to next year. He wants the board to know that we are
moving in the right direction, he is proud of everyone; especially the administrators. Thank you to all
board members. We should celebrate a great year

Susan Wagner stated that the board is appreciative of all work and energy provided by the
Superintendent as a leader. She stated that Jim has brought new energy to his role. This trickles down
to all staff.

Jim Helmen stated that administrators will be presenting to both the Small Schools Association and
to COSA at the COSA conference next week. He also explained that goals for next year have already
been set by staff.

14.0 MEETING ADJOURNED at 7:13 p.m.

ADJOURNED

Submitted by Marie Knight, Business Manager

Board Chair

District Clerk