

AGENDA

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Public Meeting

Thursday, August 11, 2022 – 6:00 p.m.
Vernonia Schools, 1000 Missouri Avenue, Vernonia, OR 97064

Public participation on agenda items occurs at the discretion of the chair. Please indicate your interest by completing a “Public Comment Card” provided at the agenda table and give it to the Board Secretary or if attending virtually, email your interest to bcarr@vernoniak12.org 24 hours before the meeting. **Individual comments are limited to 3 minutes. Group comments are limited to 5 minutes.**

At 8:00 p.m., the Board may take a five-minute recess, and the chair will review the agenda for possible rescheduling of agenda items. For special accommodations call 429-5891 at least 48 hours prior to the meeting.

REGULAR SESSION

- 1.0 **CALL TO ORDER**Vice Chair
 - 1.1 Flag Salute
- 2.0 **AGENDA REVIEW**Vice Chair
 - 2.1 Action to Approve the Agenda
- 3.0 **PUBLIC COMMENT ON NON-AGENDA ITEMS**
This is a time for public comment on items not on the agenda. Normally the Board will not take any immediate action, but will refer concerns to the Superintendent and ask him to report to the Board. We would appreciate you keeping comments to 3 minutes per individual or 5 minutes if you are representing a group of patrons. Please note: Under Oregon Revised Statutes, we cannot discuss personnel concerns in a public meeting. If you have any concerns with school district personnel, please schedule a meeting with the Superintendent.
- 4.0 **SHOWCASING OF SCHOOLS**
 - 4.1 Principal ReportsPrincipals
- 5.0 **BUSINESS REPORTS**
 - 5.1 SuperintendentJim Helmen
 - 5.2 FinancialMarie Knight
 - 5.2 MaintenanceMark Brown
 - 5.3 District Assessment Presentation.....Assessment Team
- 6.0 **BOARD REPORTS / BOARD DEVELOPMENT**.....Vice Chair
 - 6.1 Committee Reports
 - 6.2 OSBA Family Engagement PresentationSusan Wagner, Amy Cieloha, Greg Kintz
- 7.0 **OTHER INFORMATION and DISCUSSION**
- 8.0 **ACTION ITEMS**
 - 8.1 **Star Reading / Math Assessment**
I move to approve the purchase of the Star Reading/Math Assessment as discussed.
- 9.0 **MONITORING BOARD PERFORMANCE**.....Vice Chair

10.0 CONSENT AGENDAVice Chair

The Board, on an individual basis prior to the meeting, has reviewed all material. All financial reports are available for review by the public in the business office. All items listed are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion of these items at the time the board votes on the motion unless members of the Board request specific items to be discussed and/or removed from the Consent Agenda.

10.1 Minutes of the 07/14/22 Regular Meeting

I move to approve the consent agenda as presented.

11.0 OTHER ISSUES Vice Chair

12.0 ADJOURNVice Chair

UPCOMING DATES

(Dates and times are subject to change. Please check the district web site at www.vernoniak12.org for the most up-to-date information)

August 27, 2022
September 8, 2022

Board Workshop 8:00 a.m.
Board Meeting 6:00 p.m.

Vernonia Elementary & Mist Elementary Board Report
August 14, 2022

We are busy preparing for the 2022-2023 school year and excited for a great school year with our students.

Office Change

My office is now located in the former reception area of the Spencer Health and Wellness Center.

Summer Enrichment Camps

We are providing a variety of fun opportunities for our students during the weeks of August 8-12 and August 15-19. Camps include: Nature Art, Art & Juggling, Legos & Engineering, Math is fun, Creative Chemistry, Team Building, Creative Writing/Graphic Novels, Volleyball Skills and Basketball Skills.

Kindercamp

Kindercamp runs from 8:30 am-12 pm during the weeks of August 8-12 and 15-19. We are excited about getting to know our kindergarten students and building relationships with them.



**August 2022
VHS/VMS
Board Report**

Greetings Board!

August's Board Report is fairly generic as I just recently returned to the office full-time. I have been in and out during July: meeting with Jim has been great, several interviews and meeting with potential candidates, assisting with office moves, monitoring Summer Learning, etc. When not at work, I spent July relaxing in Central Oregon, reading (for pleasure), rehabbing a bum leg, eating too much, and preparing for Charger football.....Bolt Up!

June COSA

The admin team, including Michelle, Jim, Rachel, Susanne, and myself—had the opportunity to spend a few days of collegiality and decompression at the annual COSA Administrative Conference in Seaside. The theme was ***Reimagine, Reconnect, and Recharge***—which we all needed. We listened to some inspirational speakers, talked as a team, and attended individual breakout sessions, including one on equitable, standards based grading. Keynote speakers were Phil Boyte, who has brought his program “***Breaking Down The Walls***” to Vernonia staff and students several times in the past and Dr. Bryant T. Marks, Sr. Focus of the event was School Culture, Equitable Systems, and School Improvement

Summer AVID School Wide Professional Development

Ms. Brown and Ms. Safier attending AVID Summer XP (virtual) and learned of new and innovative ideas to improve 9th Grade Success and Beyond

Ms. Keister, Mr. Taylor, and Mr. Underwood will be attending a 2-day AVID Workshop entitled “*Fostering and Equitable and Engaging Culture in Classrooms*”, on August 9 and 10

Summer Help and Muscle

Thanks to the following students (and former students) that have been such a tremendous help with summer lunches, work around the school, and for the fun task of moving lots of furniture:

Nick Costley, Cody Hathcoat, Morgan Naeve, Allison Cheadle, Leecy Smith, Logan Morgan, Stone Williams, and David Sicard!

Athletics

The football team attended a team camp during June at Linfield College (Go Wildcats!). The Basketball team hosted 2 Summer Skills Camps, one in June and one next Week. This week (August 1-5), the Volleyball team is also hosting a skills camp

Summer Learning

A Credit Recover session was held the last week of June. This was hosted for any High School student needing additional time to recover credit. Students that attended and completed requirements were able to salvage grades and gain credit. There will be another session for High School beginning August 15.

August 8 is session for any 2021-22 8th that still needs to complete High School Readiness Requirements,

Thursday, August 25th is an incoming 6th grade AVID/6th Grade Orientation–9-2:30, lunch provided

Friday, August 26th is an incoming 9th Grade AVID/9th/HS Orientation–9-2:30, lunch provided.

Hiring

Filling teaching and assistant positions in Education has been a challenge everywhere, and Vernonia has not escaped that trend. Though I have some solid leads, I still have positions to fill at the High School (Math, Art, Music, Welding) and Middle School (Special Education). Keep the Faith!

Assessment

Will have student and school data at September Board Meeting—including SBAC (Oregon State Assessments), ACT, and Pre-ACT

Accreditation

The High School's Accreditation has been renewed. There are several areas under review, which simply requires some additions/fixes/more data. This includes areas of Resource Capacity Standards, School Data, and updated SIP (School Improvement Plan)

2022-23 Advisors and Officers

Activities Director/Leadership	Bret Bunke
Senior Class Advisor	Stacy Adams
Junior Class Advisor	Dylan Taylor
Sophomore Class Advisor	Sarah Clark
Freshmen Class Advisor	Kim Bernardi / Alexis Scott
National Honor Society Advisor	Pending
ASB Student Body President	Kortnie Adams
ASB Student Body Vice President	Jessika Marine
Junior President	Michael Sliwinski
Sophomore President	Momi Leininger
Freshman President	Rydia Boyer
Middle School Leadership	Malin Campbell / Robin Murphy

August 2022 Vernonia Schools Board Report
Rachel Wilson - Vice-principal

OVERVIEW:

Vice-principal's role is to support students, staff, and families to address student choices that may conflict with Culture of Vernonia Schools.

UPDATES:

1. Data: N/A at this time

2. Office changes:

- a. VP to A129 (old student store and old speech office in Blue Hall)
 - i. Rational - Better visibility, increased access to challenging areas (blue hall restrooms, side outside door, and cafeteria)
 - ii. Better access/visibility to/for K-12 students).
- b. MS/HS offices to upstairs (Old DO)
 - i. Rational - Better visibility and access to/for the majority of MS/HS students and staff.
 - ii. Reduces need for MS/HS students to travel downstairs.
 - iii. Increase supervision.
- c. Elementary Principal to lobby office (old front office of Spencer Health)
 - i. Rational - Better visibility and access to/for Elementary students and staff.
- d. District Office to main office offices.
 - i. Allowed for above changes
 - ii. Easier access to public

3. Attendance:

- a. Continue work started in Spring 2022 with NWRESA Attendance Services Team (formerly truancy office).
- b. Developing tardy tracking AND response.
- c. Increasing role of attendance/receptionist person
- d. Attend

4. Positive Referral System/ Recognition: TBD

- a. Brainstorming ideas utilizing data generate from SWIS, Synergy, or similar tracking systems

5. Safety Committee involvement:

- a. Attending Threat Assessment Training for Schools in August. This is an extension

of a group with Columbia County and NWRESD that includes first responders as well as Schools. **Event Description** - This two-day comprehensive training focuses on building a sustainable, community-based violence prevention and behavioral threat assessment system composed of school site-based Level 1 teams and a community-based Level 2 team. The Level 1 teams should include **school administrators, school-based mental health professionals, and school resource officers**. The Level 2 team should include district-level administrators and mental health and assessment practitioners, administrators, and practitioners from community mental health services, representatives from juvenile services and law enforcement, and other community agencies available to support the team. The training provides the following:

- b. Continue work with Safety Committee, lead by Jusitn Ward, that includes monthly drills in the five SRP (Standard Response Protocol) emergency response:

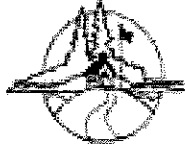
HOLD - SECURE - LOCKDOWN - EVACUATE - SHELTER

6. Culture: Developing

- a. Participating in NWRESD School Culture and Climate Network with team.

7. Q & A

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
August, 2022

District Improvement Planning (CIP and SIP)

- I am currently working with the school administration to review the current Strategic Investment Program (SIP) Continuous Improvement Plan (CIP) for September Board review and submission to ODE.

State Report Cards

- We are waiting on the outcomes of the Oregon State Assessment report- We have not yet received the embargoed report.
 - Once I receive the school report card outcomes, I will share them with the school board in an open session.
 - I anticipate this report card review to be in September.

Board Policy Review and policy updates

- I have contacted the OSBA Policy team and requested Board Policy review options to support updating our policies and ARs.

The three options provided:

Option 1:

- Complete Policy Rewrite from OSBA, which includes rewrite and review with district policy committee members.
- 6-7 meetings with committee and OSBA
- Cost: \$8,000

Option 2:

- Desk rewrite from OSBA and options for a rewrite from the district
- Vernonia Policy committee reviews recommendations and rewrites
- Three-month time frame
- Cost: \$6,000

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
August, 2022

Option 3:

- District policy review and rewrite with access to Policy updates from OSBA (What we have now)

Title IX and Section 504 compliance officer(s) has been designated.

- Title IX Coordinator- Jim Helmen- Superintendent
- 504 Compliance Officer - Susanne Myers- Special Education Director

District In-Service Planning

- The admin team is meeting the week of 8/1- 8/5 and developing District In-Service Plan.
- In-service dates have been sent out to all district staff
 - In-Service activity locations and times will be mailed out to all district staff by August 12th.

Safety Planning

- Emergency drill procedures (fire and earthquake drill requirements and duties are all currently being reviewed and updated as required.
- District-wide safety training will be provided to all staff at In-Service by admin.
- We anticipate that the local police department will provide school shooter training for staff during In-Service.

Menstrual Dignity for Students: Requirements

The Menstrual Dignity Act (HB 3294, 2021) created the requirement for school districts to provide free menstrual products for all menstruating students in public schools in Oregon, including elementary, middle, and high school students. This legislation created the Menstrual Dignity for Students Program to address an unmet need identified by students, school leaders, and medical and public health professionals over many years. The program helps students participate actively in classes and school activities by alleviating some of the economic strain and experiences of shame that are often barriers to menstruating students accessing their education.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
August, 2022

HB 3294 requirements for districts

- (1) All education providers shall install in every student bathroom at least one dispenser that:
- (a) Does not require inserting coins or money;
 - (b) Is clearly marked as free in at least two languages;
 - (c) Is ADA compliant;
 - (d) Is located in a place where all students can access products; and
 - (e) Provides a variety of products with consideration of absorbency and size.

*Dispensers have been ordered and will be installed by the start of the school year

Office Changes at VSD

- We are currently adjusting the office location at VSD to support student supervision and engagement better and increase the safety line of the site.
- Changes you will see are:
- All Secondary administration and student support staff located in 2nd-floor office space (Formerly District Office)
- Elementary Principal now located in 1st-floor main hallway office space (Formerly reception area of school-based health center)
- District office staff located in 1st floor back office attached to main office location.
- The current AD office will be converted back to a health room where the school nurse will be.
- I wanted to thank Mark, his staff, and the admin/support staff for this heavy lift. A move of this magnitude comes with a lot of stress during a time staff when staff are getting ready for a new year.

Summer Enrichment programs

- We currently have 31 students signed up for our summer enrichment program through our google forms registration process. Other students are planning to attend enrichment programs as indicated to our staff from families.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
August, 2022

- We will have better accounting for total student numbers attended in late August.
- Please see our district website, under “Enrichment Programs,” for details on the programs we are offering.

Mist School Locks (Follow-up)

- Mark ordered new lock cylinders to match the same keys used in Vernonia Schools. The lock cylinders have arrived, and a locksmith is scheduled to install them before school starts.

Summer Meals Program (Follow-up)

- I am happy to announce that the summer meals adjustment has dramatically increased the number of students served lunches and breakfast.
- Pre summer meals adjustment, we averaged 25 students and families being served lunches.
- Post-summer meals adjustment, we are averaging 85 students and families served, with numbers as high as 111 in one day.
- A huge thank you goes out to the summer meals director and work crew-Summer Nic, Leecy, Misty, and Morgan.

memo

Vernonia School District 47J

To: Vernonia School District Board of Directors, Superintendent Jim Helmen
From: Marie Knight
Date: 8/11/2022
Re: August 2022 financial information

Comments: The district office moved to our new location the week of August 1-5 and are quickly getting settled in. The business office has been busy with planning, orders, and set up for both summer programs and the new school year.

I'm continuing work on the audit of 2021-2022; we have another week of working with the auditors virtually in mid-September.

The financial report included in your packet has only one month of data but does show what is budgeted. This is important to understand as you track the actual numbers through the year.

Thanks!

-Marie Knight

Business Manager, Vernonia School District 47J

VERNONIA SCHOOL DISTRICT 471
FUND 100 (GENERAL FUND) 2022-2023

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	OVER (UNDER)
REVENUES															
1111 Current Year Taxes	-	-	-	-	2,700,000	50,000	30,000	10,000	10,000	10,000	15,000	5,000	2,825,000	2,825,000	-
1112 Prior Year Taxes	-	-	10,000	10,000	20,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	75,000	75,000	-
1190 Penalties/Interest Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1500 Interest Income	305	500	1,000	1,000	1,000	1,000	695	500	500	500	500	500	8,000	8,000	(0)
1710 Revenue - Admissions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1740 Revenue - Fees	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	13,000	13,000	-
1910 Rentals	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000	10,000	-
1920 Donations	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	30,700	30,700	-
1960 Prior Year Refunds	-	-	-	-	-	-	-	-	-	-	-	-	8,000	8,000	-
1961 Current Year Refunds	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	-
1980 Fees Charged to Grants	-	-	-	-	-	-	-	-	-	-	-	-	25,000	25,000	-
1990 Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	82,257	82,257	-
1994 Medicaid Admin Claim	-	-	-	-	-	-	-	-	-	-	-	-	75,000	75,000	-
1995 E-Rate	-	-	-	-	-	-	-	-	-	-	-	-	60,208	60,208	-
2101 County School Fund	-	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	-
2102 General Ed Service Dist	-	-	-	-	-	-	-	-	-	-	-	-	60,500	60,500	-
2105 Natural Gas and Minerals	-	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	-
2201 NW ESD Credits	-	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	-
3101 State School Fund Grant	685,323	358,391	358,391	358,391	358,391	358,391	358,391	358,391	358,391	358,391	358,391	358,391	4,169,238	4,169,238	0
3103 Common School Fund	-	-	-	-	-	-	-	-	-	-	-	-	59,817	59,817	(0)
3104 State Timber Revenue	-	-	-	-	-	-	-	-	-	-	-	-	650,000	650,000	-
3199 Other Un-Restricted Revenue	-	-	-	-	-	-	-	-	-	-	-	-	35,000	35,000	-
3299 Other Restricted Grants-In-Aid	-	-	-	-	-	-	-	-	-	-	-	-	40,000	40,000	-
5200 Transfer of Funds	-	-	600,000	-	-	-	-	-	-	-	-	-	-	-	-
5400 Beginning Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	600,000	600,000	-
TOTAL REVENUE	585,628	358,891	970,391	370,391	3,080,391	415,391	395,086	374,891	374,891	374,891	374,891	1,198,725	8,879,463	8,901,719	(0)

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	OVER (UNDER)	
EXPENDITURES																
100-Salaries	45,726	70,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	3,902,227	3,902,227	0	
200-Payroll Costs	22,518	50,000	206,520	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,179,038	2,179,038	0	
300-Contracted Services	47,438	60,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	1,858,013	1,858,013	(0)	
400-Supplies	8,069	25,000	25,000	25,000	25,000	25,000	25,000	15,000	10,000	10,000	5,000	2,340	200,409	200,409	(0)	
500-Equipment	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	-	
600-Other (Ins., fees)	112,567	10,850	1,000	1,000	1,000	1,000	1,000	6,000	1,000	1,000	1,000	1,000	138,417	159,600	21,183	
700-Transfers	-	-	-	-	-	-	-	-	-	-	-	-	142,433	142,433	(0)	
contingency/unappropriated	-	-	-	-	-	-	-	-	-	-	-	-	-	450,000	450,000	-
TOTAL EXPENDITURES	236,318	215,850	732,520	726,000	726,000	726,000	726,000	721,000	711,000	711,000	706,000	1,482,849	8,420,537	8,901,719	450,000	

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	OVER (UNDER)
PROFIT/LOSS	349,310	143,041	237,871	(355,609)	2,354,391	(310,609)	(330,914)	(346,109)	(336,109)	(336,109)	(326,109)	(284,124)	458,926	458,926	-
RUNNING TOTAL	492,352	730,223	374,614	2,729,006	2,418,397	2,087,484	1,741,375	1,405,267	1,069,158	743,050	458,926	projected ending fund balance	458,926	458,926	-

ADMW ADMW EST ACTUAL % of BUDGET MORE(LESS) #DIV/0! #DIV/0!

projected ending fund balance

July 2022 Maintenance Report

Alarm Related Calls:

17The plan is to have some construction remodel done in the back hallway of the downstairs office to keep the D.O. separated and self contained to this area. Confidentiality with all things human resources requires us to be out of ear shot and not share space.

Facility Use:

Summer sports, miscellaneous gym use.

Projects/Work for the Month

- *Mist monthly maintenance:
- * Kitchen warmer was not holding temps, tech ordered parts. (waiting)
- *Dirt samples for the softball field: Results came in. I should have a quote for the mix based on results this week. We will then submit for approval and move forward.
- Tap Grant: Meeting with a company who may work out a three year program that will keep us in compliance with training and a platform approved by the state. More to come.
- *Summer cleaning update: We have made good progress since the last report. All classrooms and wings have been cleaned and waxed. We should be ready for kindercamp and the enrichment classes on time. We are finishing the basement/athletic area. Most of the commons and are completed.
- *Organizing the chair storage room. Lots of mowing and trimming.
- *Biomass seasonal service is completed, we should be good to go on that unit for the winter season.
- *Lots of changes in elementary classrooms re; change out from desks or tables.
- *House is cleaned
- Filters came in, will change out this week.
- *Pick up 60 student desks (hs/ms), 30- 2x5 folding tables, 5 work tables and 3 station tables from Newberg School District. They were free and in better shape than the ones We had.
- *Board report.
- * installed three new batteries in an auto scrubber we can use when school starts.
- *Measure for broken window at the end of the green wing. Not sure if it was accidental or vandalized. Glass is on order.
- *Looking at changing monitoring/security companies. I believe they are overpriced for what they offer and have gotten too large to give us the service we need. I should have info on the next report.
- *Powerwash covered play area
- *Repaired large seed/fertilizer spreader.
- *Serviced four air filtration units at the wood shop. We will need to replace one and replace filters in the other three. Submitted requests.
- *Annual fire extinguisher and six months hood test for the kitchen.
- *Tractor work on fields.
- *Repaired AU2 roof unit. It sucked a filter into the motor fan.

*Lots of cleaning, moving and waxing, we are optimistic we can complete everything or at least stay in front of it long enough to get us to the finish line. If things stay as they are.. lol!

Weekly/Monthly

- *Equipment repair: regular maintenance weekly
- *AED inspections and testing
- *Generator quarterly maintenance and testing monthly
- *The lighting and security schedule changed about once a month as times change
- *Shop work
- *Custodial meetings
- *IPM inspections
- *Inspect roof units (weekly)
- *Fire extinguisher inspection (Monthly)
- *Generator testing (monthly)
- *Playground inspections (Monthly)
- *Paperwork (weekly)

Miscellaneous:

I check facilities/systems, check emails and handle miscellaneous or minor repairs. The remainder of the day I try to get caught up on any maintenance/grounds items and or assist staff, students and admin with day to day needs that arise. Along with ordering, reports and follow ups with customers and suppliers. Weekly/monthly /facility inspections.

Vandalism:

Damaged bottle filling station in basement. student desks damaged (2)

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

General Session Takeaways

1. We all have been traumatized – we need to acknowledge it.
2. We need to position ourselves for the “New Normal”.
3. Engaging families is a conduit to student achievement.
4. Proverbs 29:18 “Where there is no vision, the people perish”.
5. Use of “Family” in place of “Parent or Guardian” in communications.
6. Family Engagement is the “baking powder” in the “recipe” for student success
-without it they will not “rise”.
7. Family Engagement is not a “hope to have” it is a “got to have”, not “a thing to do”, it is “a way of life”.
8. It is not about doing more, it is about doing different.
9. Native American Quote – The word for “Welcome” means “Our hearts are happy because you are here”.
10. Every Family, Every Teacher, Every Child, Every Day.
11. Be the catalyst, be the change.

Equity in Improvement of Student Success in Rural Areas

- A. Dual credit to give them a head start on college if that is their chosen pathway.
- B. Per credit stipends to those Teachers that participate.
- C. New “3 R’s” – Relevance Relationships, Rigor.
- D. Start early in Course Catalog so they can plan their course toward Graduation.
- E. Decision Day at end of year to celebrate decisions on pathways chosen for Graduates.
- F. Focus on the “belonging” instead of the “differences”.

Superintendent Evaluations

- A. Pay attention to “Red Flag” issues that need do not need to be included.
- B. Needs to be cooperative agreement on which Evaluation Instrument is used.
- C. Timeline needs to be strictly followed for evaluation to go smoothly and be effective.

Public Comments – Best Practices

- A. Comments – Ask if they are Agenda or Non-agenda in nature.
- B. Keep to the time limits for speaking.
- C. Remember “This is not a conversation”.
- D. Thank each one for bringing their questions or statements.
- E. Take notes and make sure the follow up goes to the appropriate place
- F. Make a note to pursue follow ups.
- G. If someone has already expressed the same idea, have them say “I agree with...”
and only continue with anything new.
- H. Comment cards only recognized if turned in before the meeting begins.
- I. Chair – send thank you to all participants.

Board/Superintendents Roles and Responsibilities

- A. One decision and end as one voice
- B. Data and Monitoring important.
- C. Continuous training by both

Regional Roundtable Points

- 1. Staffing challenges
- 2. Broadband issues
- 3. Legislation to free up dollars from Student Investment Account – more
flexibility and less red tape.
- 4. Troops to Teachers
- 5. Increase student voices at Board Meetings
- 6. Community Engagement
- 7. Encouragement for “Grow your own” programs (Staff).

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – July 14, 2022 Vernonia Schools Library, 1000 Missouri Avenue, Vernonia

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:02 p.m. by Stacey Pelster. MEETING CALLED TO ORDER
- Board Present:** Stacey Pelster, Susan Wagner, Amy Cieloha, Joanie Jones, Greg Kintz, and Javoss McGuire. BOARD PRESENT
- Board Absent:** Scott Rickard BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Barb Carr, Administrative Assistant; and Brett Costley, Licensed Staff. STAFF PRESENT
- Visitors Present:** Thomas Jones, J. Mitchell, Dale Webb and Scott Laird VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Remove Discussion Item 6.5 New Hires and the corresponding Action Item #7.3 Add names Robin Manning and Taylor Obley to the motion language in Action Item #7.4. Add Action Item #7.5 Approval of Board Committees. AGENDA REVIEW
- Susan Wagner moved to approve the agenda as amended. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 PUBLIC COMMENT ON NON-AGENDA ITEMS:** None PUBLIC COMMENT
- 4.0 BUSINESS REPORTS:**
- 4.1 Superintendent Report:** Jim Helmen provided his Superintendent Report to the Board prior to the meeting. SUPERINTENDENT REPORT
- Susan Wagner asked about the number of meals served daily at the Summer Meal Program in previous years. She expressed concern with low attendance this year. Mr. Helmen stated 100 meals daily was an average in previous years. Discussions have taken place about options of extending to another serving site downtown. He currently has a call into O.D.E. to see what options are available to us at this time.
- Joanie Jones commented on recent updates to the website, appreciating the colors.
- 4.2 Maintenance Report:** Mark Brown's report was reviewed by the Board. MAINTENANCE REPORT
- Joanie Jones asked about door locks being broken. She wanted to know how long this has been and is it a safety issue? Jim Helmen indicated he will check with Mark and report back to the Board. She also asked about mowing lawns at Mist. Mr. Helmen indicated he has visited with Mark Brown and there is a mower on site. There was a questions about the neighboring property line that she will visit with Mr. Helmen about separately.
- Susan Wagner indicated she had questions about the soil and asbestos testing and emailed Superintendent Helmen prior to the meeting to obtain an answer. She suggested others do this as well so a response can be given at the meeting.
- 5.0 BOARD REPORTS/ BOARD DEVELOPMENT:**
- 5.1 OSBA Summer Conference Report:** OSBA SUMMER CONFERENCE REPORT
- Susan Wagner shared that she had a great time at the conference. She attended the all-day community engagement seminar and feels our District is failing at this. She would like to see this discussed at a workshop. There were other processes and procedures she feels the Board is not handling correctly.

Amy Cieloha shared that she attended multiple workshops such as reaching out to unengaged families, having student representatives of the Board, public complaints and public comments, and welcoming signage around the school. She would like to discuss these topics further.

Greg Kintz shared that family engagement was a hot topic as the conference. He also shared that during the regional OSBA meeting held, Vernonia and St. Helens were the only districts that had Board representation at the meeting. Concerns about SIA money was shared. Greg will take this to OSBA hoping they will have the ability to get some flexibility in spending this funding.

The Board has a workshop scheduled on the 27th of August. Steve Kelley with OSBA will be in attendance to conduct new Supt. training. Board members were asked to submit their ideas for discussion on the agenda to the Board Chair by August 1, 2022.

6.0 OTHER INFORMATION and DISCUSSION

- 6.1 Superintendent Advisory Assignments:** Discussion was held and Board members volunteered.
 - 6.1.1 Safety Committee:** Susan Wagner
 - 6.1.2 Talented and Gifted Committee:** Joanie Jones, Susan Wagner, and Amy Cieloha
 - 6.1.3 Policy Review Committee:** Amy Cieloha, Susan Wagner, and Javoss McGuire

2022-23 SUPT ADVISORY COMMITTEE ASSIGNMENTS SHARED

It was noted that the curriculum committee was missing from the agenda. Susan Wagner moved to add the Curriculum Committee as item #6.1.4. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance.

6.1.4 Curriculum Committee: Joanie Jones and Javoss McGuire

- 6.2 Board Assignments:** Discussion was held and Board Members volunteered.
 - 6.2.1 Negotiations Team:** Susan Wagner, Stacey Pelster, Greg Kintz and Javoss McGuire,
 - 6.2.2 Scholarship Committee:** Javoss McGuire, Greg Kintz, Scott Rickard, and Amy Cieloha,

2022-23 BOARD ASSIGNMENTS SHARED

- 6.3 2022-23 Substitute Teacher Pay:** Jim Helmen recommends that we set ours as recommended by ODE - \$201.01 per day.

2022-23 TEACHER SUB PAY RECOMMENDATION

A comment was made about the cost to the District to pull administrators to sub in classrooms. Susan Wagner asked if the District has considered going higher - \$225 or \$230/day. Mr. Helmen indicated it is difficult to quantify due to last year being a different year. He feels he might have a better answer to this midyear. He'd recommend playing it safer initially and readjust if needed later in the year.

Brett Costley commented that paying more than \$200 a day for a sub pays them more than what you are paying a teacher that covers a class. A teacher gets \$25 per hour to cover.

- 6.4 2022-23 Board Meeting Schedule:** A draft schedule was shared and discussed. On the schedule October and April meetings will be held at Mist. Discussion was held on potential workshop dates. Options for workshop dates were given whenever there are 5 Thursdays in a month. The Board consensus was to schedule September 29 as a workshop from 5:00 – 9:00 p.m. with dinner provided. The other 5th Thursday options of Dec. 29 and Mar. 30 were not wanted.

2022-23 DRAFT BOARD MTG SCHEDULE PRESENTED

Jim Helmen shared that he would like to look at data as a team and discuss the Integrated Grant Guidance from ODE and the Continuous Improvement Program at the Sept. 29th workshop.

- 6.5 New Hires:** Removed during Agenda Review.

NEW HIRES

- 6.6 Staff Resignations:** Jim Helmen shared that the District has received resignations from High School Math Teacher, Robin Manning and 2nd Grade Teacher, Taylor Obley.

STAFF RESIGNATIONS SHARED

Joanie Jones asked about the ability to still provide upper level math? Mr. Helmen shared that current math teacher Dylan Taylor can teach the upper level math courses making it

easier to fill a lower level math position. There are online options as well.

Stacey Pelster shared her frustration that we don't have more options for dual credit for our students. Mr. Helmen shared that it is important to determine what percentage of kids are interested, and change the culture with students and staff.

There was further discussion on offerings to students and helping them find a path.

Stacey Pelster asked Jim Helmen to reach out to the teachers to see how many would be interested in getting certified for dual credit. It was noted that celebrating achievement was a topic at the OSBA conference. The District could then celebrate those that have completed the courses.

Stacey Pelster noted that she had students helping the community on the 4th of July with crafts and face painting. The students did a great job.

7.0 ACTION ITEMS

- 7.1 **2022-23 Substitute Teacher Pay:** Greg Kintz moved to set the 2022-23 Substitute Teacher Pay at \$201.01 / day. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. 2022-23 SUBSTITUTE TEACHER PAY SET AT \$ 201.01 / DAY.
- 7.2 **2022-23 Board Meeting Schedule:** Javoss McGuire moved to approve the 2022-23 Board Meeting Schedule as amended. Joanie Jones seconded the motion. Motion passed unanimously with those in attendance. 2022-23 BOARD MEETING SCHEDULE APPROVED
- 7.3 **New Hires:** Removed during Agenda Review. NEW HIRES
- 7.4 **Staff Resignation:** Greg Kintz moved to approve the resignation of Robin Manning, High School Math Teacher, and Taylor Obley, Elementary Teacher. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. MANNING and OBLEY RESIGNATIONS APPROVED
- 7.5 **Board Committees:** moved to approve filling the Board committees as discussed. Greg Kintz. seconded the motion. Motion passed unanimously with those in attendance.

8.0 MONITORING BOARD PERFORMANCE: None

9.0 Elect Board Chair & Vice Chair:

9.1 **2022-23 Board Chair:** Stacey Pelster stated that she appreciated the work done by the board this past year and she would like to do it again. Greg stated that Board Chairs can serve two consecutive years and then must step away before serving another two year term. Board Chairs can serve many terms. PELSTER TO SERVE AS BOARD CHAIR FOR 2022-23

Joanie Jones nominated Stacey Pelster as the 2022-23 Board Chair. Amy Cieloha seconded the motion. There were no other nominations. Motion carried unanimously with those in attendance.

9.2 **2022-23 Board Vice Chair:** Javoss McGuire nominated Susan Wagner as vice chair. Amy Cieloha seconded the motion. There were no other nominations. Motion carried unanimously with those in attendance. WAGNER TO SERVE AS VICE CHAIR FOR 2022-23

10.0 CONSENT AGENDA:

CONSENT AGENDA

10.1 Minutes of 06/09/22 Regular Meeting.

10.2 Designate:

10.2.1 Chief Administrative & Budget Officer/Clerk: James Helmen

10.2.2 Custodian of Funds: James Helmen

10.2.3 Representative of Federal/State Fund & Grant Applications: James Helmen

10.2.4 Depository of Funds: US Bank & Government Pool

10.2.5 District Auditors: Pauly, Rogers & Co. P.C.

10.2.6 Insurance Agent of Record: Brown and Brown Northwest

10.2.7 Attorney of Record: Garrett, Hemann, Robertson, Jennings, Comstock & Trethewey,

P.C.

10.2.8 Newspaper of Record: Vernonia's Voice

10.3 Set:

10.3.1 Borrowing Limit - \$150,000.00 (limit for what the Superintendent can authorize)

Susan Wagner moved to approve the consent agenda as presented. Joanie Jones seconded the motion.
Motion passed unanimously with those in attendance.

CONSENT AGENDA
APPROVED

11.0 OTHER ISSUES:

OTHER ISSUES

Susan Wagner shared that during the regional round table discussion Troops to Teachers was brought up.

The August agenda setting meeting will be Stacey Pelster and Joanie Jones.

Amy Cieloha asked about availability of CPR training in the District for teachers. She needs to renew her training.

12.0 MEETING ADJOURNED at 7:43 p.m.

ADJOURNED

Submitted by Barb Carr,
Administrative Assistant to the Superintendent and Board of Directors

Board Chair

District Clerk