

AGENDA

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS
Public Meeting
Thursday, April 11, 2024 – 6:00 p.m.
Mist Elementary School, 69163 Hwy 47, Mist, OR 97016

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**Chair
 - 1.1 Flag Salute
- 2.0 **AGENDA REVIEW**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 on and 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 Administrative Reports.....Administrators
 - 4.1.1 Out of State Travel 2024-25.....Nate Underwood
- 5.0 **BUSINESS REPORTS**
 - 5.1 SuperintendentJim Helmen
 - 5.2 FinancialMarie Knight
 - 5.3 Maintenance.....Mark Brown
- 6.0 **BOARD REPORTS / BOARD DEVELOPMENT**.....Chair
 - 6.1 Committee Reports
 - 6.1.1 Safety Committee
 - 6.1.2 Policy Committee
 - 6.1.3 Scholarship Committee – set meeting date
- 7.0 **OTHER INFORMATION and DISCUSSION**
 - 7.1 2024-25 Instructional Calendar
- 8.0 **ACTION ITEMS**
 - 8.1 **2024-25 Out of State Travel**
I move to approve 2024-25 out of state travel for (senior trip to Disneyland, 8th grade trip to D.C.)

8.2 2024-25 Instructional Calendar

I move to adopt the 2024-25 school year calendar option ___ as presented and discussed.

9.0 MONITORING BOARD PERFORMANCE.....Chair

10.0 CONSENT AGENDAChair

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 03/14/2024 Regular Meeting

I move to approve the consent agenda as presented.

11.0 OTHER ISSUES Chair

11.1 Next Agenda Setting Meeting

12.0 ADJOURN..... 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)

May 9, 2024 – School Board Meeting @ 6:00 p.m.

Vernonia School District 47J

Apr. 1, 2023

| | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | FE | Total | F&R | SpEd | | |
|------------------|----|----|----|----|----|----|---|---|---|---|----|----|----|----|-------|-----|------|-----|----|
| District | | | | | | | | | | | | | | | | | 2 | | |
| Mist Elementary | 4 | 5 | 7 | 4 | 4 | 8 | | | | | | | | | | | 30 | 12 | 5 |
| | | | | | | | | | | | | | | | | 40% | 17% | | |
| Vernonia Elem. | 20 | 31 | 32 | 27 | 36 | 38 | | | | | | | | | | | 184 | 129 | 42 |
| | | | | | | | | | | | | | | | | 70% | 23% | | |
| a Family Academy | 9 | 6 | 6 | 4 | 6 | 7 | | | | | | | | | | | 38 | | |
| Elementary Total | 33 | 42 | 45 | 35 | 46 | 51 | | | | | | | | | | | 252 | 141 | 47 |
| | | | | | | | | | | | | | | | | 56% | 19% | | |

| | | | | | | | | | | | | | | | | | | |
|-------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|---|-----|-----|-----|--|
| Vernonia MS | | | | | | | 38 | 38 | 24 | | | | | | 100 | 66 | 16 | |
| f. Family Academy | | | | | | | 9 | 7 | 12 | | | | | | 28 | | | |
| | | | | | | | | | | | | | | | 128 | 52% | 13% | |
| Vernonia HS | | | | | | | | | | 29 | 34 | 31 | 25 | 5 | 124 | 83 | 24 | |
| | | | | | | | | | | | 12 | 10 | 18 | 7 | 0 | 47 | | |
| | | | | | | | | | | | | | | | 171 | | | |
| | | | | | | | | | | | | | | | | 49% | 14% | |
| Total | 33 | 42 | 45 | 35 | 46 | 51 | 47 | 45 | 36 | 41 | 44 | 49 | 32 | 5 | 551 | 290 | 89 | |
| | | | | | | | | | | | | | | | | 53% | 16% | |

as of 6/1/23) 554

| | | | | | | | | | | | | | | | |
|------------|----|----|----|----|----|----|----|----|----|----|----|----|----|---|-----|
| October 1 | 35 | 44 | 46 | 35 | 45 | 50 | 52 | 45 | 35 | 42 | 48 | 48 | 33 | 5 | 563 |
| November 1 | 36 | 43 | 43 | 36 | 46 | 50 | 50 | 46 | 34 | 41 | 47 | 47 | 33 | 5 | 554 |
| December 1 | 35 | 42 | 45 | 35 | 44 | 51 | 50 | 46 | 36 | 42 | 47 | 48 | 33 | 5 | 559 |
| January 1 | 35 | 41 | 45 | 35 | 44 | 51 | 49 | 45 | 34 | 41 | 46 | 48 | 32 | 5 | 551 |
| February 1 | 34 | 41 | 45 | 35 | 43 | 51 | 48 | 46 | 34 | 41 | 48 | 47 | 32 | 5 | 550 |
| March 1 | 33 | 42 | 45 | 35 | 44 | 51 | 47 | 45 | 36 | 41 | 46 | 47 | 32 | 5 | 549 |
| April 1 | 33 | 42 | 45 | 35 | 46 | 51 | 47 | 45 | 36 | 41 | 44 | 49 | 32 | 5 | 551 |
| May 1 | | | | | | | | | | | | | | | 0 |
| June 1 | | | | | | | | | | | | | | | 0 |

VERNONIA AND MIST ELEMENTARY BOARD REPORT

April 11, 2024



"Building Bridges, Clearing Paths"

2023-2024 Elementary Goals

- Implement Step-Up to Writing and 6 +1 Traits of Writing
- Train on 5 Pillars Evaluation System & Walkthroughs
- Implement PLCs (Professional Learning Communities)
- Implement PBIS (Positive Behavior Intervention Systems)

Step Up to Writing

Our K-1 staff engaged in writing PD with Neilia Solberg on Tuesday, March 19th and April 2. The PD focused on intentional handwriting instruction, List and Label Books, Units of Study and Opinion Writing-writing a claim and backing it up with evidence.



5 Pillar Walk Throughs

April Walk Throughs will be focused on High Expectations.

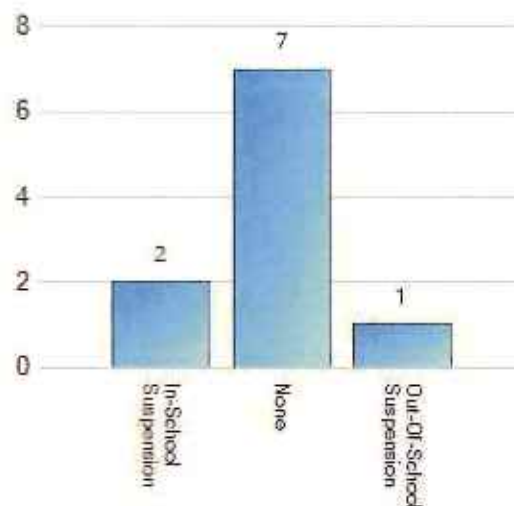
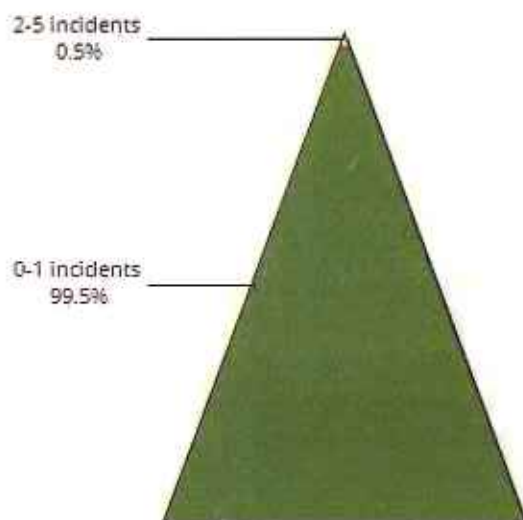
- I create a culture of high expectations and achievement in my classroom
- I consistently use data to promote student growth and achievement
- I consistently understand and meet the individual learning needs of all my students.

Learning Walks

Several staff participated in learning walks with our NWRESD Coaches where they visited their colleagues' classroom to observe student engagement. After conducting the learning walks, the team discussed their observations and gave specific feedback to the teachers who opened their doors for the observations.

Behavior Referrals for the Month of March 5, 2024- April 3, 2024

Behavior Incident Distribution Incidents by Action



Average Attendance Percent: February 1- March 4, 2024

VES



Mist



PLCs

Our K-2 team is focusing on conventions and the 3-5 team is focusing on organization in student writing during their PLCs. Teams are meeting weekly to discuss teaching strategies to improve student writing.

PBIS

March Madness Attendance ran for 4 weeks. The class in each bracket that had the highest attendance for the week moved on to the next bracket. The 2 classes in the final bracket competing for ice cream sundaes are Mrs. McLeod's third grade class and Ms. Robert's fifth grade class.

Students have almost reached their goal for the Masked Singer Teacher Competition. We are hoping to meet this goal in time for our next assembly, April 26th.

Kindergarten Registration

We will be holding Kindergarten Registration on Thursday, May 2 from 5:30-7:00 pm in the Vernonia Schools Building. We hope you will join us in helping serve hotdogs to our incoming kindergarten families.



April 2024
VHS/VMS
Board Report–

Greetings Board!

Info/Focus driving School Improvement Efforts

TARGET 1: PERFORMANCE CULTURE
TARGET 2: DATA-DRIVEN
TARGET 3: EQUITY-FOCUSED

Performance Culture- Are we expecting a lot from our students

A high-performing culture in the classroom is characterized by several key elements that foster an environment conducive to learning, growth, and success for both students and educators. Here are some characteristics of a high-performing culture in the classroom:

1. **High Expectations:** Clear and high expectations are set for all students regarding academic achievement, behavior, and effort. Teachers believe in the potential of every student and convey this belief through their actions and words.
2. **Positive Relationships:** Positive and supportive relationships exist between teachers and students and among students themselves (**High Relationship—High Expectation**). Trust, respect, and empathy are evident, creating a safe and welcoming atmosphere where everyone feels valued and accepted.
3. **Collaboration:** Collaboration is encouraged among students through group work, discussions, and projects. Teachers also collaborate with each other, sharing best practices, resources, and strategies to enhance teaching and learning outcomes.

4. **Effective Communication:** **Open and effective communication** channels exist between teachers, students, parents, and administrators. Feedback is constructive and timely, focusing on areas of improvement and celebrating achievements.
5. **Engaging Instruction:** **Instruction is dynamic, engaging, and differentiated** to meet the diverse needs of students. Teachers utilize various teaching methods, technologies, and resources to make learning relevant, interesting, and meaningful.
6. **Continuous Improvement:** There is a culture of continuous improvement where both students and teachers are committed to learning and growing. Feedback is used to reflect on and refine teaching practices, curriculum, and student learning experiences.
7. **Celebration of Success:** **Successes are celebrated and recognized** within the classroom community, whether big or small. This fosters a sense of accomplishment, motivation, and pride among students and encourages them to strive for excellence.
8. **Inclusivity and Equity:** The classroom culture promotes inclusivity, diversity, and equity, ensuring that **every student has access to resources**, support, and opportunities for success regardless of background or ability.
9. **Resilience and Growth Mindset:** A growth mindset is cultivated, emphasizing the importance of **perseverance, effort, and resilience in the face of challenges and setbacks**. Mistakes are seen as opportunities for learning and growth rather than failures.
10. **Well-Being and Support:** Students' well-being and social-emotional development are prioritized, with supports in place to address individual needs and promote a positive mental health environment.

Overall, a high-performing culture in the classroom is one where students are engaged, motivated, and empowered to reach their full potential, supported by a collaborative and inclusive learning community led by dedicated and skilled educators.

Data-Driven Instruction

A data-driven classroom is one where teachers use various forms of data to inform and improve their instructional practices. Here are some key characteristics and components of a data-driven classroom:

Assessment Data: Teachers regularly collect and analyze data from formative and summative assessments to gauge student understanding and progress. This data can include standardized test scores, quizzes, homework, projects, and observations.

Individualized Instruction: Based on assessment data, teachers tailor instruction to meet the needs of individual students. This may involve grouping students by skill level, providing targeted interventions for struggling students, or offering enrichment activities for advanced learners.

Goal Setting: Students are involved in the data-driven process by setting learning goals based on their data. Teachers provide feedback and support to help students track their progress and make necessary adjustments to achieve their goals.

Data Literacy: Teachers and students develop data literacy skills, including the ability to interpret data, draw meaningful conclusions, and use data to drive decision-making. This includes understanding data trends, identifying patterns, and applying insights to improve learning outcomes.

Parent and Stakeholder Communication: Data-driven classrooms foster transparent communication with parents by sharing student progress reports, data analysis findings, and strategies for supporting student success at home and in the classroom. **We need to be communicating with families regarding how their students are performing.**

Growth Mindset

A growth mindset focus in a classroom emphasizes the belief that intelligence and abilities can be developed through dedication, effort, and perseverance. This concept contrasts with a fixed mindset, which suggests that intelligence and talents are innate and unchangeable. Here are some key aspects of a growth mindset focus in a classroom:

1. **Emphasizing Effort:** Teachers with a growth mindset focus encourage students to value effort and hard work over innate talent. They emphasize that success is achieved through dedication, practice, and learning from mistakes.
2. **Promoting Learning Goals:** In a growth mindset classroom, the emphasis is on learning and improvement rather than solely on grades or performance outcomes. Students are encouraged to set meaningful learning goals, monitor their progress, and reflect on their learning journey.
3. **Fostering Resilience:** A growth mindset approach helps students develop resilience and perseverance in facing challenges. Teachers create a supportive environment where mistakes are viewed as opportunities for learning and growth rather than failures.
4. **Providing Constructive Feedback:** Teachers offer specific, constructive feedback that focuses on effort, strategies, and areas for improvement. Feedback is framed to

encourage students to see setbacks as part of the learning process and to seek out growth opportunities.

5. **Encouraging Risk-Taking:** Students in a growth mindset classroom feel empowered to take risks, try new strategies, and step out of their comfort zones. They understand that taking on challenges and facing obstacles is essential for learning and personal growth.
6. **Modeling a Growth Mindset:** Teachers model a growth mindset by demonstrating a positive attitude toward learning, embracing challenges, and displaying perseverance in their own pursuits. This modeling helps create a culture of continuous improvement and resilience in the classroom.
7. **Celebrating Progress:** In a growth mindset classroom, progress and effort are celebrated alongside achievements. Teachers acknowledge and praise students' growth, resilience, and determination, reinforcing the idea that learning is a journey of continuous improvement.
8. **Building Self-Efficacy:** A growth mindset focus helps students develop a sense of self-efficacy—the belief in their ability to succeed through effort and effective strategies. This confidence empowers students to tackle challenges, set ambitious goals, and persist in the face of difficulties.

Positive School Culture

What we know: Building a positive school culture between administrators and teachers is crucial for creating a supportive and thriving educational environment.

Open and Transparent Communication: Maintain open lines of communication with teachers. Encourage teacher feedback, suggestions, and ideas, and be transparent about school policies, decisions, and expectations. For example- expectations for writing, Logger power hours, parent communication, and being positive and supportive of one another (Stop allowing negative conversations to occur about each other.)

Regular Collaboration: Foster a culture of collaboration by providing opportunities for teachers to work together on curriculum development, instructional strategies, and student support initiatives. Encourage team meetings, professional learning communities (PLCs), and collaborative planning sessions.

Recognition and Appreciation: Recognize and appreciate teachers for their hard work, dedication, and contributions to the school community. Celebrate achievements, milestones, and successes publicly, and acknowledge teachers' efforts in supporting student growth and achievement.

Professional Development: Invest in professional development opportunities that align with teachers' interests, needs, and career goals. Offer workshops, training sessions, conferences, and mentorship programs to support teachers' continuous learning and growth.

Supportive Leadership: Be a supportive and empathetic leader. Listen to teachers' concerns, provide guidance and resources, and offer assistance when needed. Advocate for teachers' well-being, work-life balance, and professional development opportunities.

Clear Expectations: Clearly communicate expectations regarding teaching standards, classroom management, student engagement, and professional conduct. Provide guidance, feedback, and support to help teachers meet these expectations effectively.

Promote Work-Life Balance: Encourage a healthy work-life balance by promoting manageable workloads, flexible scheduling options, and supportive policies that prioritize teachers' well-being. Recognize the importance of self-care and encourage teachers to prioritize their physical and mental health.

Cultivate a Positive Climate: Create a positive and inclusive school climate where respect, collaboration, and mutual support are valued. Address any issues or conflicts promptly and professionally, and foster a sense of belonging and community among all staff members.

Empowerment and Autonomy: Empower teachers by providing opportunities for autonomy, creativity, and innovation in their teaching practices. Encourage experimentation, risk-taking, and the implementation of new ideas that can benefit student learning and engagement.

Feedback and Growth: Provide constructive feedback, coaching, and mentoring to support teachers' professional growth and development. Encourage reflective practices, goal-setting, and ongoing learning opportunities that contribute to continuous improvement.

9th on Track

AVID teachers are planning a 9th Grade Reboot the first Tuesday of Quarter 4. It is designed to refresh, reenergize, and refocus students.

Art

Beginning in Quarter 4, students will begin working and preparing for the annual Jr. Salmon Auction. This year the auction will be on May 16.

German

Ms Keister and 4 VHS students, Beau Smith, Peter Schram, Jack Riddell, and Elizabeth Gonzales, recently returned from their long awaited trip to Germany. They had a great

time and want to thank the Board for supporting the trip. Ms. Keister will have more information about the trip next month.

ELA

Ms. Safier had her students read and annotate an article about a woman who donated \$1 billion to a charity. Using that inspiration, Ms. Safier had the students research three charities. After that, the students completed the writing process and published letters asking a "group" to donate to their charity. Next, all the students will share their charities in a class discussion during their first period. The charities will be narrowed further with groups working together to write a group letter. Finally, the students will choose one charity based on their letters, and Ms. Safier will donate on their behalf.

Seniors

Seniors **Trevor Wolf, Logan Wolf, Justin Tong, Rauan Ashim, Paige Mendelsohn, Trixi Ward, Haylee Turner, Elina Tastard, Cristina Esteban, Signe Nielson, and Eloise Pedersen**, also just returned from the Senior Trip to Disneyland.....the ***Happiest Place on Earth***. It was reported that they had an amazing time, with Guardians of the Galaxy the favorite ride.

Close Up

Mrs Ward, along with 8th graders **Naomi Pelster, Naomi Pike, Marcus Kent, Wyatt Dennis, Grady DeWitt, Madison Curry, Evalynn Burch, and Charlotte Schlegel**, will soon be flying off on their Washington DC trip. Close Up Washington DC's issue-centric, nonpartisan curriculum gives participants a deeper understanding of history, government institutions, current issues, and the role of citizens. Our goal is to inspire every person to find their voice and to help young people develop critical skills for tackling the challenges and opportunities of the 21st century.

HS Academics

2023-24 Semester 1 Honor Roll

Honorable Mention-3.00-3.24 GPA

- ***Matthew Taylor Welch, Trixilyn Ward, Kaydence Thorn, Wyatt Mullins, Hudson Hargrave, Lucian Cutright, Mason Hummel, Ayden Baronas, Chloe Alderson-Smith, Curtis McIntyre, Pepper Briggs, Robyn Naron***

Honors-3.25-3.49 GPA

- ***Jesse White, Jonathan Swart, Kaydence Roberson, Emiliano Carreno, Elizabeth Gonzalez, Lucille Hyett, Zach Maslen, Elam Cieloha, Carolyn Glenn***

High Honors-3.50-3.99

- ***Morgan Dennis, Nova Gleason, Gage Erhardt, Beau Smith, Elina Tastard, Signe Nielsen, Cannon McLeod, Emma Scheuerman, Logan Morgan, Ayla Wilcox, Zach Franco, Summer Wheelock, Haylie Turner, Brody Campo, Paige Mendelsohn, Addison Coburn, Julia Busch, James Busch, Aumn-Soleil Baronas, Taylor Tripp, Orran Peters, Jack Riddell, Ella Schram, Noah Gentry, Justin Tong, Landon Howland, Dayton Hurdsman, Ryker Wood, Wyatt Hartman.***

Principal's Honors-4.0 GPA

- ***Momi Leininger, Ethan Martin, Jarryn Marine, Cristina Esteban, Peter Schram, Logan Wolf, Layla Abbott, Heston Forster, Koa Leininger, Rauan Ashim, Arlan Shipley***

Career Education...an update

I am so excited to be back full time as the School to Career Specialist! This year I started out teaching four science classes along with my career elective and doing the work as the School to Career Specialist. At the beginning of the semester, we were able to hire someone to take care of science so I could go back to doing School to Career full time. I have been going at full speed since then as I am trying to make up for the lost time of first semester.

Careers Curriculum:

This year I have had the goal to develop a curriculum for two Careers electives. These electives are semester long and are currently geared to the seniors and juniors. Seniors had their elective in the fall and the juniors are currently in their elective. The elective for the juniors focuses on the following:

- *Career Exploration
- *After High School Options
- *Employability Skills
- *Financial Well-Being
- *Working on their Capstone Project: Digital Portfolio
- *Planning their Senior Project



These are a few of the resources that are used in the Careers class.

The 2023 Oregon legislature passed [Senate Bill 3](#), updating Oregon's high school diploma requirements. Beginning with the class of 2027, the Oregon diploma requirements will include a 0.5 credit in Personal Financial Education and a 0.5 credit in Higher Education and Career Path Skills, as part of the 24 credit requirements.

Looking through the rough draft of the standards, I noticed that I am already hitting these topics in my electives. We are ahead of the curve!

Juniors:

So far the juniors have looked at career clusters and used this topic as a way to work on their public speaking skills. They went and visited with the Oregon Public Universities in Rainier and will be going to a Career fair at OMIC in Scappoose on April 18th and participating in a simulation called JAFinance Park on May 3rd.



This week they have been working on the Employability Skill of Communication where they've worked on how to use communication in the workplace. They've had some great discussions, will work on email etiquette and will have an activity where they have to construct a LEGO set with limited directions as a way to see the importance of clear directions/instructions. Juniors will also develop their skills of Problem-Solving and Collaboration later this semester.

Starting next week juniors will participate in a curriculum that will help them with their financial well-being. It goes over income, budgets, taxes, checks and banking. At the end of this unit, juniors will participate in a simulation where they go to JA Discovery Center in Hillsboro which is a mockup of a town. Students will have a budget with an income and will have different situations that lead to them spending their money within the budget. Students will end this semester with two more employability skills and a deeper look into job shadowing and internships as they prepare for their senior projects (they are allowed to do a portion of this in the summer).



Photo taken from article from the City of Hillsboro News website.

Seniors:

Seniors are finishing up their Digital Portfolio and senior projects. It is a requirement for a diploma and many are needing a little extra push to get there. Along with giving them time during the fall class, I have checked in with each senior, arranged



numerous help sessions where I stay after school from 3-7, sent emails/newsletters to seniors and their families and have been making appointments with seniors (and sometimes parents) to help them complete their projects.

Wyatt Hartman's Home Page and Logan Wolf's senior project pages are displayed at the right.



Scholarships:

Local scholarships have been sent out to seniors and they are starting to work on them. We prepared in the fall for these as they were assigned to ask for letters of recommendations and create a "brag sheet" to help those that were asked to create the letters and we worked on some essay prompts that they would see. Scholarships are due on April 16th and I am holding another late night on April 15th (and most likely the 16th) to help them submit complete scholarship applications. This year there is a separate scholarship dessert night for the scholarship recipients on May 30th. Mark your calendars!



Student and Family Communication:

I have been working on keeping Career and College Readiness in the forefront of our students and families. I am using a new newsletter software called "S'more" that I can attach as a link that I send out to

seniors and their families. I hosted two FAFSA senior nights during conferences in the fall and am planning a night in spring for juniors and their families. I am also in the process of creating a page for students and families to access resources pertaining to careers and college for the district website. Right now I have these resources available through a google site that I send out to students.



A photo of the Spring Newsletter for seniors and their families.

There is much more that is happening in the Career and College Readiness Center and much more that I want to work on and develop for next year.

A screenshot of the google site for seniors and juniors.



HAVE A GREAT MONTH LOGGER NATION!



"Building Bridges, Clearing Paths"

VSD Special Education Goals 2023-2024

- **Develop Structured Learning Center K-12 Classrooms**
We are happy to welcome Katy Zuber to the SLC team. Katy started April 1st, and allowed us to fill a recent vacancy very quickly. Katy is completing classroom-based training as well as Safety Care behavior response and restraint training this week. SLC as a classroom is continuing to develop consistent classroom systems, including student routines and schedules, behavior supports, and small group instructional routines.
- **Develop special education department systems**
Kim Hathcoat started as VSD special education compliance officer just last year, and she has made tremendous progress learning a complex and important role. In recent weeks, she has created a file management system for our 504 students. This will ensure that no matter who is acting as 504 coordinator, student files will be systematically maintained and easy to find. Additionally, Kim is partnering with Stacy Adams to coordinate outreach and early registration for our incoming kindergarten students who are identified for special education. This is important because once families register with the District, we are able to hold IEP meetings early so these students will have all necessary services in place on the first day of school. Finally, Kim has ensured that all of our required annual and triennial IEP meetings are already on the calendar through the end of the school year. These meeting deadlines are not only essential to meet, but scheduling is complex and labor intensive. There are many steps and required pieces of paperwork involved in the scheduling process. Kim's efficient work allows our team to meet our obligations, minimizes staff stressors by avoiding any time crunch, and allows us to work ahead and focus on developing the best possible services for our students.
- **Implement Tier II Interventions at VMS**
This week I have the opportunity to join VES & Mist staff for the Oregon RTI conference. Sessions cover topics such as a framework to develop Multi-Tiered Systems of Support (MTSS) from the ground up, literacy interventions for all grade levels, as well as tiered SEL supports. I look forward to bringing back these resources to use at VMS.

Caroline Alexander recently received a phonics curriculum set from Read Naturally that includes all instructional materials and supplies needed to implement the program. This will be a valuable resource and expands the library of instructional materials we may use for reading intervention. Our special education teachers regularly use Read Naturally in the resource classrooms. The new materials we received were donated to Ms. Alexander's classroom and she has generously shared them to be used with any students who may benefit.

Progress of Special Education Students Toward District Priorities

Attendance

2023-2024 Average Daily Attendance

Focal Group: Special Education, K-12

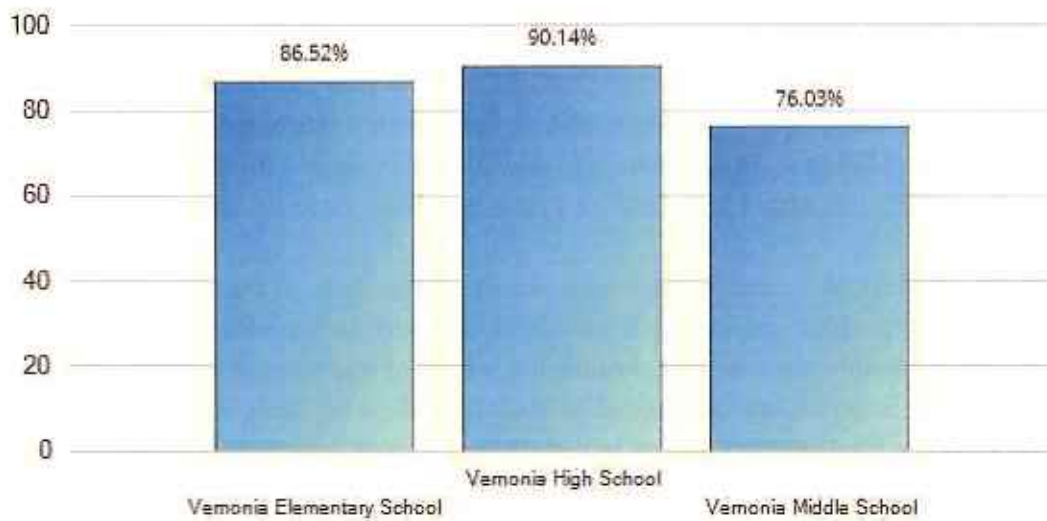
Date Range: 9/5/23 – 4/1/24



2023-2024 Daily Average Attendance by School

Focal Group: Special Education, K-12

Date Range: 9/5/23 – 2/1/24



VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
March, 2024
70-70-90

We are thrilled about our staff's dedication and hard work, which has resulted in noticeable improvements in ELA, Math, and Writing. The principals and directors are committed to the Continuous Improvement Plan Priorities and are working hard to achieve them. For more details on the progress of the CIP priorities, please refer to the school principal's and director's board reports.

Staffing

- VSD has posted teaching positions, which are currently being held by staff with current emergency licenses.
- The TSPC Emergency Teaching License is issued to individuals who have demonstrated adequate qualifications to receive a teaching license on an emergency basis but still need to complete all requirements for a regular teaching license. The Emergency Teaching License is designed for short-term licensure only (up to 1 year) and may not continue once the emergency has been remedied, which occurs when finding a teaching candidate for the position.
- The teachers teaching on an emergency license must reapply for their positions and go through the hiring process if no suitable candidate fills the teaching vacancy.

Budget Committee Meetings

- Our district's first Budget Committee meeting will be held on April 18th from 6–7:30 p.m. in the Vernonia Schools Library.
- We are still looking for (1) more budget committee members but currently have enough budget committee members to move forward.
- VSD has published "Notice of Budget Committee Meeting" in the Vernonia's Voice publication as required by Required, ORS 294.
- We will send reminder information to the public as April 18th draws closer.
- The budget committee's target date for the proposed budget approval is Thursday, May 9, 2024 with the board adopting the budget on Thursday, June 13, 2024.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
March, 2024
70-70-90

Budget Committee Process (1st meeting)

- The budget officer will be Jim Helmen, VSD Superintendent
- The district budget will cover the fiscal year from July 1 through June 30, 2024,

Procedures to be accomplished at the 1st budget meeting

- Elect a presiding officer (required) and a vice-chair (optional)
- Establish procedural rules for the budget committee
- Receive the budget message and proposed budget from Jim Helmen and Marie Knight
- Establish a meeting calendar (one has already been prepared)
- Request additional information on budget items as needed
- VSD will provide budget documents to anyone requesting copies
- VSD will offer opportunities for district patrons to ask questions and comment about the proposed budget. This is optional for the first meeting; it may occur at any budget committee meeting.

Adopt School Calendar 24-25 School Year.

- The school board will be asked to adopt the School Calendar for the 24-25 school year.
 - There are currently (2) options for review and approval.
- The number of days and hours of instruction for the following year have been established on both calendar options and meet instructional requirements set by ODE.

Areas of Focus for Calendar Options 1&2:

- Increasing student's instructional days in November
- Increasing Snow Days Options
- District Start and End Dates—The end of the school year dates may vary depending on whether you choose option 1 or 2.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
Board Report
March, 2024
70-70-90

District SBAC Testing

- At VSD, we aim to be a top-performing school district in academics, athletics, clubs, performing arts, CTE programming, College and Career Readiness, Community Engagement, youth programs, and more. We have made significant progress towards this goal but must perform well on the SBAC to achieve it.
- We will administer the Oregon Smarter Balanced Assessment (SBAC) to students in grades 3-8 and 11 in late May 2024. The testing window is being set.
- VFA will begin testing the week of 4/8/24 at the VFA house.
- Opt-out information notices for ELA, Math, and Science as well as well as opt-out forms have been posted on the website

Field Trips and Special Events (Out of State Travel)

- All out-of-state travel must have prior Board approval. The district recognizes the value of special activities in the curriculum and agrees that students profit from carefully planned learning experiences when such trips or activities contribute to achieving desirable educational goals. In planning and authorizing such trips, primary consideration will be given to the academic values derived and the safety and welfare of the students involved.
- Examples of current out-of-state trips taken by VSD students requiring approval for the 24-25 school years are:
 - 8th grade trip to Washington D.C.
 - Senior Trip to Disneyland

Vernonia Substance Use and Prevention Campaign 2024

- On May 6, 2024, Vernonia School District is hosting a Substance Use Prevention Pep Rally. The time for each rally will be
 - 5th-8th Grade: 9-10:00 a.m.
 - 9th-12th Grade: 10:15- 11:15 a.m.

VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent
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- Held in the main gym- Mist students will be transported over.
- ✦ The pep rally format is designed for 6-12th grade and will educate students on the effects and dangers of opioid/Fentanyl/Vape use.
- ✦ The Columbia County Health Department is sponsoring the rally again this year.
- ✦ Please attend if you can.

memo

Vernonia School District 47J

To: Vernonia School District Board of Directors, Superintendent Jim Helmen
From: Marie Knight
Date: 4/11/2024
Re: March 2024 financial information

Comments: Hello!

As part of the work on the budget for 2024-2025 I have been looking very closely at remaining expenditures and expected revenue for the current year. A revised state school fund estimate was released on March 28, 2024 and I have adjusted for that as well. The result is the ending fund balance estimate has increased to over \$600,000.

Interim Audit in March went well. Audit work will be ongoing from now until it is finished up in the fall.

Thank you!

-Marie Knight

Business Manager, Vernonia School District 47J

VERNONIA SCHOOL DISTRICT 471
FUND 100 (GENERAL FUND) 2023-2024

JULY AUG SEPT OCT NOV DEC JAN FEB MAR APR MAY JUNE TOTAL BUDGET OVER (UNDER)

| | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | EST | EST | EST | EST | EST | EST | ACTUAL/BUDGE T |
|--|------------------|----------------|----------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|------------------|----------------|----------|-------------------|
| REVENUES | | | | | | | | | | | | | | | | | |
| 1111 Current Year Taxes | - | - | - | - | 2,861,732 | 375,723 | 13,852 | 32,691 | 17,104 | 32,691 | 15,000 | 10,000 | 45,000 | 3,372,418 | 2,925,000 | 447,418 | |
| 1112 Prior Year Taxes | - | 10,586 | 10,432 | 137 | 14,365 | 2,559 | 3,550 | 4,048 | 2,555 | 4,048 | 4,500 | 4,500 | 18,000 | 75,084 | 75,000 | 84 | |
| 1193 Penalties&Interest Income | - | - | 31 | 70 | 3,928 | 415 | 280 | 223 | 280 | 223 | - | - | - | 5,065 | - | 5,065 | |
| 1500 Interest Income | 3,025 | 4,985 | 5,631 | 5,031 | 8,167 | 18,257 | 17,074 | 15,418 | 15,418 | 16,780 | 10,000 | 5,000 | 5,000 | 14,398 | 20,000 | 94,398 | |
| 1710 Revenue - Admissions | - | - | - | - | - | - | - | - | - | - | 10,000 | - | - | 10,000 | 15,000 | (3,000) | |
| 1740 Revenue - Fees | - | 1,100 | 550 | 550 | 720 | 850 | 550 | 650 | 650 | 650 | 1,000 | 650 | 650 | 7,330 | 10,000 | (2,670) | |
| 1910 Rentals | - | - | - | - | 495 | 413 | 317 | 29 | 35,246 | 49 | - | - | - | 85,549 | 60,700 | 25,849 | |
| 1920 Donations | 193 | 1,580 | - | - | - | 74 | - | - | 74 | - | - | - | 1,647 | 20,000 | (18,353) | | |
| 1950 Prior Year Refunds | - | - | - | - | - | 764 | 250 | 154 | - | - | - | - | 4,000 | 10,000 | (6,000) | | |
| 1961 Current Year Refunds | - | - | - | - | - | - | - | - | - | - | - | - | 45,500 | 46,904 | (1,404) | | |
| 1960 Fees Charged to Grants | - | - | 5 | 1,404 | 6,712 | 893 | 552 | 552 | 250 | 552 | 1,000 | 1,500 | 10,000 | 22,463 | 85,000 | (72,537) | |
| 1990 Miscellaneous | - | - | - | - | - | - | - | - | - | - | 7,500 | - | - | 31,913 | 75,000 | (43,087) | |
| 1994 Medicaid Admin Claim | - | - | - | - | - | - | - | - | - | - | - | - | - | 60,000 | 60,000 | - | |
| 1995 E-Rate | - | - | - | - | - | - | 10 | - | - | - | - | - | - | 20,017 | 20,000 | 17 | |
| 2101 County School Fund | - | - | - | - | - | - | - | - | - | - | - | - | - | 112,588 | 61,032 | 51,556 | |
| 2102 General Ed Service Dist | - | - | - | - | - | - | - | - | - | - | - | - | - | 20,000 | - | - | |
| 2105 Natural Gas and Minerals | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| 2201 NWESD Credits | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| 3101 State School Fund Grant | 784,695 | 392,112 | 392,112 | 392,112 | 392,112 | 392,172 | 392,172 | 392,172 | 392,172 | 392,172 | 329,856 | 329,856 | (262,567) | 4,423,626 | (94,850) | | |
| 3103 Common School Fund | - | - | - | - | 161,565 | - | - | 37,958 | 78,529 | - | - | - | 37,106 | 75,064 | 75,963 | (500) | |
| 3104 State Timber Revenue | - | - | - | - | - | - | - | - | - | - | - | - | 409,905 | 650,000 | 650,000 | (30) | |
| 3195 Other Un-Restricted Grants-In-aid | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 35,000 | (35,000) | |
| 3299 Other Restricted Grants-In-aid | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 50,000 | (50,000) | |
| 5200 Transfer of Funds | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| 5400 Beginning Fund Balance | 611,918 | - | - | - | - | - | - | - | - | - | - | - | - | 511,918 | 600,000 | 11,918 | |
| TOTAL REVENUE | 1,599,942 | 415,312 | 410,959 | 410,065 | 3,445,455 | 795,650 | 429,920 | 629,920 | 449,642 | 468,336 | 392,486 | 435,595 | 9,883,215 | 9,565,321 | 317,894 | | |

| | | | | | | | | | | | | | | | | | |
|----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|------------------|------------------|----------------|-----------|--|
| EXPENDITURES | | | | | | | | | | | | | | | | | |
| 100-Salaries | 44,767 | 75,217 | 346,136 | 340,019 | 322,655 | 326,725 | 326,627 | 333,327 | 327,735 | 326,000 | 326,000 | 326,000 | 326,000 | 3,951,410 | 4,128,620 | 177,410 | |
| 200-Payroll Costs | 23,371 | 42,268 | 190,014 | 164,497 | 160,499 | 226,962 | 195,906 | 150,263 | 193,817 | 205,000 | 205,000 | 205,000 | 205,000 | 2,339,596 | 2,395,891 | 56,295 | |
| 300-Contracted Services | 35,252 | 96,395 | 97,444 | 224,601 | 169,024 | 195,912 | 196,886 | 152,421 | 183,162 | 165,300 | 200,000 | 200,000 | 200,000 | 2,086,927 | 1,962,558 | (124,369) | |
| 400-Supplies | 11,459 | 77,640 | 52,744 | 62,903 | 16,137 | 41,169 | 16,736 | 10,365 | 42,006 | 20,000 | 20,000 | 20,000 | 20,000 | 436,151 | 254,309 | (181,842) | |
| 500-Equipment | - | - | - | 10,200 | - | - | - | - | - | - | - | - | - | 10,200 | 10,000 | (200) | |
| 600-Other (ins., fees) | 135,628 | 1,792 | 12,932 | 2,030 | 321 | 2,462 | 627 | 272 | 409 | 500 | 500 | 500 | 165,155 | 145,100 | (20,055) | | |
| 700-Transfers | - | - | - | - | - | - | - | - | - | 100,000 | 100,000 | 158,963 | 268,863 | 163,863 | (100,000) | | |
| contingency/unappropriated | - | - | - | - | - | - | - | - | - | - | - | - | - | 500,000 | 500,000 | - | |
| TOTAL EXPENDITURES | 251,477 | 299,911 | 701,271 | 814,451 | 669,836 | 793,221 | 730,783 | 686,648 | 750,151 | 738,500 | 853,500 | 1,969,544 | 9,256,303 | 9,565,321 | 317,894 | | |

1,348,465 | 115,400 | 290,312 | 480,385 | 2,777,620 | 2,429 | 301,931 | 56,728 | 300,519 | 270,164 | 461,014 | 1,533,949 | 624,912

1,463,866 | 1,173,563 | 769,168 | 3,546,788 | 3,549,217 | 3,247,286 | 3,190,566 | 2,890,040 | 2,619,876 | 2,158,862 | 624,912

ADMF 549 549
ADMW 787.58 787.58

% of BUDGET MORE(LESS)
1 1

projected ending fund balance

March 2024 Maintenance Report

Alarm Related Calls:

7

Facility Use:

Spring, Board meeting, school assemblies, stadium meeting, performing arts .Booster use. Theater group.After school activities with Cedar Ridge.

Projects/Work for the Month

- *Board report.
- *The Fire Marshall followed up, and he was pleased with the timing of our response.
- *Walkthrough with PACE
- *programming cards and keys for new employees added and changed a couple. Again.
- *Change over to gas boiler for the remainder of the school year.
- *Working on a new manifold for softball sprinkler systems.
- *RT1 controllers: Are back up and communicating.
- *Spring break cleaning: three days of extra cleaning in all schools.
- *Preparing fields for spring sports and first home games.
- *Pumped out snack shack pump systems from excess ground water.
- *Ordered and scheduled new dispensers for the district to be installed on the 12th of April. This will save us hundred if not thousands over the next couple years on paper products alone.
- *Pick up work for an open custodial position.
- *Locate and repair duct smoke detectors in RT1
- *Assemble new classroom items
- *Replace and repair blinds in classroom 241
- *Manual restart of AHU6
- *Order dirt and sand for fields
- *Filled in all the sunk- in lines from the sprinkler lines on softball fields. Seeded and fertilized.
- *Cleaned and opened a Snack shack for spring sports, added cleaning restrooms for that facility everyday.
- *Extra custodial coverage until the position is filled.
- *Deliver bleachers from Hawkins park and set up on baseball and softball fields.
- *Had a burn day over spring break.
- *Fertilized baseball field, added some fill dirt in low spots and seeded.
- *Deep clean wrestling room.
- *Drop off mower for summer service annual
- *Replaced the water filter in a snack shack that froze over the winter and began leaking.
- *Had to make a couple runs into big town for parts.
- *Repaired food warmer in kitchen
- *Back-flow devices inspected, passed and paper filed with agency.

Weekly/Monthly

- *Equipment repair: regular maintenance weekly
- *AED inspections and testing
- *Generator quarterly maintenance and testing.
- *The lighting and security schedule changed about once a month as times change
- *Shop work
- *Custodial meetings
- *Deliver lunches to mist daily & custodial work. (2 employees, two hours a day)
- *IPM inspections
- *Inspect roof units (weekly)
- *Fire extinguisher inspection (Monthly)
- *Generator testing (monthly)
- *Playground inspections (Monthly)
- *Paperwork (weekly)
- *weekly biomass maintenance during winter months

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. Cover custodial while we deliver lunch to Mist and do our daily custodial duties.

Vandalism:

Damage to bathroom fixture boys H/S

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

Option 1 of 2024-25: 3/6/24

July

| JULY | | | | | | | Student Contract | Contract Days |
|------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | | |
| 28 | 29 | 30 | 31 | | | | | |
| | | | | | | | 0 | 0 |

August

| AUGUST | | | | | | | Student Contract | Contract Days |
|--------------------------------------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | 1 | 2 | 3 | | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 0 | |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 0 | 5 |
| Staff Inservice/Moot the Family K-12 | | | | | | | 0 | 5 |

September

| SEPTEMBER | | | | | | | Student Contract | Contract Days |
|-----------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 4 | 5 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 5 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 5 | 5 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 5 | 5 |
| 29 | 30 | 31 | | | | | 1 | 1 |
| | | | | | | | 20 | 21 |

October

| OCTOBER | | | | | | | Student Contract | Contract Days |
|---------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | 1 | 2 | 3 | 4 | 5 | 4 | 4 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 4 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 5 | 5 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 5 | 5 |
| 27 | 28 | 29 | 30 | 31 | | | 4 | 4 |
| | | | | | | | 22 | 22 |

November

| NOVEMBER | | | | | | | Student Contract | Contract Days |
|----------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | 1 | 2 | 0 | 1 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | 4 | 5 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | 4 | 5 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | 5 | 5 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | 2 | 3 |
| | | | | | | | 15 | 19 |

December

| DECEMBER | | | | | | | Student Contract | Contract Days |
|----------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 5 | 5 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 5 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 5 | 5 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 0 | 0 |
| 29 | 30 | 31 | | | | | 0 | 0 |
| | | | | | | | 15 | 15 |

January

| JANUARY | | | | | | | Student Contract | Contract Days | |
|---------|----|----|----|----|----|----|------------------|---------------|---|
| S | M | T | W | T | F | S | | | |
| | | | | 1 | 2 | 3 | 4 | 0 | 0 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 4 | 5 | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 5 | 5 | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 3 | 5 | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 5 | 5 | |
| | | | | | | | 17 | 20 | |

February

| FEBRUARY | | | | | | | Student Contract | Contract Days |
|----------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | | 1 | 0 | 0 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 5 | 5 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 5 | 5 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 4 | 5 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 4 | 4 |
| | | | | | | | 18 | 19 |

March

| MARCH | | | | | | | Student Contract | Contract Days |
|-------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | | 1 | 0 | 0 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 5 | 5 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 5 | 5 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 5 | 5 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 0 | 0 |
| 30 | 31 | | | | | | 1 | 1 |
| | | | | | | | 16 | 16 |

April

| APRIL | | | | | | | Student Contract | Contract Days |
|-------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 3 | 4 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 5 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 4 | 4 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 5 | 5 |
| 29 | 30 | 31 | | | | | 3 | 3 |
| | | | | | | | 20 | 21 |

May

| MAY | | | | | | | Student Contract | Contract Days |
|-----|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | 1 | 2 | 3 | 2 | 2 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 5 | 5 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 5 | 5 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 4 | 4 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 4 | 5 |
| | | | | | | | 20 | 21 |

June

| JUNE | | | | | | | Student Contract | Contract Days |
|------|----|----|----|----|----|----|------------------|---------------|
| S | M | T | W | T | F | S | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 5 | 5 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 0 | 2 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 0 | 0 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | | |
| 29 | 30 | 31 | | | | | | |
| | | | | | | | 5 | 7 |

LEGEND:

| | |
|--|---------------------------------|
| | Holiday |
| | No School - Non contract day |
| | No School - Staff Development |
| | Early Release-Staff Development |
| | OPEN HOUSE K-12 |
| | PM CONFERENCES K-12 |
| | No School - AM Conferences K-12 |
| | No School - Teacher Work Day |
| | End of Quarter |
| | No School - Snow Make Up Day |

| Total Student Days/Contract Days | 168 | 166 |
|----------------------------------|-----|-----|
| Q1 | 42 | 42 |
| Q2 | 42 | 42 |
| Q3 | 42 | 42 |
| Q4 | 42 | 42 |
| Total | 168 | 166 |

Option 2 of 2024-25: 3/6/24

July

| JULY | | | | | | | Student Contact | Contract Days |
|------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | | |
| | 7 | 8 | 9 | 10 | 11 | 12 | | |
| | 14 | 15 | 16 | 17 | 18 | 19 | | |
| | 21 | 22 | 23 | 24 | 25 | 26 | | |
| | 28 | 29 | 30 | 31 | | | | |
| | | | | | | | 0 | 0 |

August

| AUGUST | | | | | | | Student Contact | Contract Days |
|--------------------------------------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | 1 | 2 | 3 | | |
| | 4 | 5 | 6 | 7 | 8 | 9 | | |
| | 11 | 12 | 13 | 14 | 15 | 16 | | |
| | 18 | 19 | 20 | 21 | 22 | 23 | 0 | |
| | 25 | 26 | 27 | 28 | 29 | 30 | 0 | 5 |
| Staff Inservice/Meal the Family K-12 | | | | | | | 0 | 5 |

September

| SEPTEMBER | | | | | | | Student Contact | Contract Days |
|-----------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 4 | 5 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 5 | 5 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 5 | 5 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 5 | 5 |
| | 29 | 30 | | | | | 1 | 1 |
| | | | | | | | 20 | 21 |

October

| OCTOBER | | | | | | | Student Contact | Contract Days |
|---------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | 1 | 2 | 3 | 4 | 5 | 4 | 4 |
| | 6 | 7 | 8 | 9 | 10 | 11 | 4 | 4 |
| | 13 | 14 | 15 | 16 | 17 | 18 | 5 | 5 |
| | 20 | 21 | 22 | 23 | 24 | 25 | 5 | 5 |
| | 27 | 28 | 29 | 30 | 31 | | 4 | 4 |
| | | | | | | | 22 | 22 |

November

| NOVEMBER | | | | | | | Student Contact | Contract Days |
|----------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | 1 | 2 | 0 | 1 |
| | 3 | 4 | 5 | 6 | 7 | 8 | 4 | 5 |
| | 10 | 11 | 12 | 13 | 14 | 15 | 4 | 5 |
| | 17 | 18 | 19 | 20 | 21 | 22 | 5 | 5 |
| | 24 | 25 | 26 | 27 | 28 | 29 | 2 | 3 |
| | | | | | | | 15 | 19 |

December

| DECEMBER | | | | | | | Student Contact | Contract Days |
|----------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 5 | 5 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 5 | 5 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 5 | 5 |
| | 22 | 23 | 24 | 25 | 26 | 27 | 0 | 0 |
| | 29 | 30 | 31 | | | | 0 | 0 |
| | | | | | | | 15 | 15 |

January

| JANUARY | | | | | | | Student Contact | Contract Days |
|---------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | 1 | 2 | 3 | 4 | 0 | 0 |
| | 5 | 6 | 7 | 8 | 9 | 10 | 4 | 5 |
| | 12 | 13 | 14 | 15 | 16 | 17 | 5 | 5 |
| | 19 | 20 | 21 | 22 | 23 | 24 | 3 | 5 |
| | 26 | 27 | 28 | 29 | 30 | 31 | 5 | 5 |
| | | | | | | | 17 | 20 |

February

| FEBRUARY | | | | | | | Student Contact | Contract Days |
|----------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | | 1 | 0 | 0 |
| | 2 | 3 | 4 | 5 | 6 | 7 | 5 | 5 |
| | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 5 |
| | 16 | 17 | 18 | 19 | 20 | 21 | 4 | 5 |
| | 23 | 24 | 25 | 26 | 27 | 28 | 4 | 4 |
| | | | | | | | 18 | 19 |

March

| MARCH | | | | | | | Student Contact | Contract Days |
|-------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | | | 1 | 0 | 0 |
| | 2 | 3 | 4 | 5 | 6 | 7 | 5 | 5 |
| | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 5 |
| | 16 | 17 | 18 | 19 | 20 | 21 | 5 | 5 |
| | 23 | 24 | 25 | 26 | 27 | 28 | 0 | 0 |
| | 30 | 31 | | | | | 1 | 1 |
| | | | | | | | 16 | 16 |

April

| APRIL | | | | | | | Student Contact | Contract Days |
|-------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | 1 | 2 | 3 | 4 | 3 | 4 |
| | 6 | 7 | 8 | 9 | 10 | 11 | 4 | 4 |
| | 13 | 14 | 15 | 16 | 17 | 18 | 4 | 4 |
| | 20 | 21 | 22 | 23 | 24 | 25 | 5 | 5 |
| | 27 | 28 | 29 | 30 | | | 3 | 3 |
| | | | | | | | 19 | 20 |

May

| MAY | | | | | | | Student Contact | Contract Days |
|-----|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | | | | 1 | 2 | 3 | 1 | 1 |
| | 4 | 5 | 6 | 7 | 8 | 9 | 4 | 4 |
| | 11 | 12 | 13 | 14 | 15 | 16 | 5 | 5 |
| | 18 | 19 | 20 | 21 | 22 | 23 | 4 | 4 |
| | 25 | 26 | 27 | 28 | 29 | 30 | 4 | 5 |
| | | | | | | | 18 | 19 |

June

| JUNE | | | | | | | Student Contact | Contract Days |
|------|----|----|----|----|----|----|-----------------|---------------|
| S | M | T | W | T | F | S | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 5 | 5 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 3 | 5 |
| | 15 | 16 | 17 | 18 | 19 | 20 | 0 | 0 |
| | 22 | 23 | 24 | 25 | 26 | 27 | | |
| | 29 | 30 | | | | | | |
| | | | | | | | 8 | 10 |

LEGEND:

| | |
|--|---------------------------------|
| | Holiday |
| | No School - Non contract day |
| | No School - Staff Development |
| | Early Release-Staff Development |
| | OPEN HOUSE K-12 |
| | PM CONFERENCES K-12 |
| | No School - AM Conferences K-12 |
| | No School - Teacher Work Day |
| | End of Quarter |
| | No School - Snow Make Up Day |

| | | |
|----------------------------------|-------|-----|
| Total Student Days/Contract Days | 168 | 186 |
| | Q1 | 42 |
| | Q2 | 42 |
| | Q3 | 42 |
| | Q4 | 42 |
| | Total | 168 |

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – March 14, 2024 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 6:01p.m. by Scott Rickard. MEETING CALLED TO ORDER
- Board Present:** Joan Jones, Amy Cieloha, Susan Wagner, Greg Kintz, Stacey Pelster, Javoss McGuire, and Scott Rickard BOARD PRESENT
- Board Absent:** none BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle/High School Principal; Michelle Eagleson, Elementary School Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Justin Ward, Kendra Schlegel, Lee Costanzo and Brittanie Roberts, Licensed Staff; and Teresa Williams, Classified Staff. STAFF PRESENT
- Visitors Present:** Scott Laird and Alicia Mahoney VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. The National Anthem was performed by high school choir students under the direction of Ms. Cecelia Barric. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** The following items were added to the agenda: 5.2.1 and associated action item 8.2 were amended to add second budget committee applicant, Alicia Mahoney. Stacey Pelster moved to approve the agenda as amended. Javoss McGuire seconded the motion. Motion passed unanimously. AGENDA REVIEW
- 3.0 PUBLIC COMMENT:** Lee Costanzo strongly recommended that the board select 2024-25 instructional calendar option #2. Nate Underwood commented on the calendar committee and their work. There were no instructional or staff days added to the calendar. Further calendar discussion will take place at item 7.2. PUBLIC COMMENT
- 4.0 SHOWING CASING of SCHOOLS**
- 4.1 Administrative Reports:** Administrator reports were provided to the Board prior to the meeting. ADMINISTRATOR REPORTS
- Mr. Underwood pointed out that Ms. Campbell has middle school writing examples displayed in the library.
- Joanie Jones asked Ms. Eagleson about Writing traits and Step up to Writing. Ms. Eagleson explained the
- Susan Wagner asked Mr. Underwood about the ongoing incentives and why not many students earned incentive awards the last time? Mr. Underwood explained this is due to a short time frame of 3 weeks for this period of awards. Ms. Schlegel stated that many families were late due to weather in January.
- Scott Ricard, asked Ms. Myers to explain Tier II. Ms. Myers explained that Tier 1 are the students at or above grade level standard, Tier II are students in the middle who are not at grade level but not at the special education level of Tier III. Star testing results were used to select the students for Tier II.
- 5.0 BUSINESS REPORTS:**

- 5.1 Superintendent Report:** The superintendent report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Greg Kintz asked about the proposed legislation regarding book bans based on the author. Superintendent Helmen explained the proposed bill and the ability to ban books based on the author. The proposed rule gave the ability to ban books with the same author of other books that had been deemed offensive to children.
- Susan Wagner asked about SB 1502 regarding recording school board meetings. Superintendent Helmen stated that the district will record and post audio of meetings beginning in January 2025, when the rule goes into effect.
- Amy Cieloha asked about the Check & Connect mentoring program. She wanted to know if it was open to all students. Superintendent Helmen explained that there is a screening process for students to be offered to participate.
- 5.1.1 Calendar Update:** Jim Helmen explained that the District closed school on March 4th due to weather. To make up this missed day of instruction he is proposing adding 1 day at the end of the year. June 13th will now be the last day for students. There were no questions from the board. SCHOOL YEAR CALENDAR ADJUSTMENT
- 5.2 Financial Report:** FINANCIAL REPORT
- Greg Kintz asked if the recently signed conservation policy will affect our district timber revenue? Ms. Knight explained that the timber revenue is a relatively small portion of the state school fund calculation for Vernonia School District. If we receive less timber revenue, we will receive an increase in the state school fund portion to make up for it. Ms. Knight has heard from other business officials that the timing and amount of impact on timber revenue is unknown at this time.
- Scott Rickard asked about a yellow highlighted cell on the board financial report. Ms. Knight explained that this column is for tracking variances from the budget. The data is used to provide information in calculating the ending fund balance estimate.
- 5.2.1 Budget Committee Member Applications:** Maric Knight shared that Scott Laird and Alicia Mahoney have expressed interest in serving on the Budget Committee. Their applications were provided to the Board for their review. Board members thanked Scott and Alicia for their interest in volunteering for the budget committee. BUDGET COMMITTEE APPLICATION DISCUSSED
- 5.3 Maintenance Report:** Mark Brown's report was provided to the Board prior to the meeting. MAINTENANCE REPORT
- Amy Cieloha asked if the water at the snack shack had been turned on. Mr. Ward will check with Mark Brown about it. Superintendent Helmen stated that Mark Brown had been working on some water lines. It was also mentioned that the water might have been shut off due to freezing weather.
- Greg Kintz asked about proposed legislation to limit access to school property due to liability. Superintendent Helmen stated that he did not think the bill had made any progress as it has not been discussed with other recent legislative action in recent superintendent meetings.
- 5.4 Winter Sports Report:** Vernonia School District Athletic Directors, Justin Ward and Teresa Williams gave the board a report on the outcomes for winter sports. Basketball and wrestling results for both boys and girls were celebrated. WINTER SPORTS REPORT
- They also gave a preview of spring sports. Baseball, Softball, Track, and new this year, Boys Volleyball are being offered for middle and high school students.
- Susan Wagner highlighted that the Vernonia OHSET team is doing well this year.
- Greg Kintz asked if any girls had shown interest in playing soccer. The ADs have not heard from anyone. Greg stated that he will direct anyone he hears interest from to contact Mr. Ward

or Ms. Williams.

Superintendent Helmen acknowledged the great job being done by new Athletic Directors, Justin Ward and Teresa Williams.

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 COMMITTEE REPORTS

COMMITTEE REPORTS

6.1.1 Safety Committee – Susan Wagner reported that the Safety Committee meeting had been held this week. She was impressed by the action taken by a staff member that was a safety topic of discussion at the meeting. The forestry teacher had visited a field trip site ahead of time and found a safety issue. Due to this, the field trip was cancelled and will be rescheduled when the site is safe. This was a good example of the proactive work and safety awareness of Vernonia staff.

6.1.2 Policy Committee – Superintendent Helmen stated an honors grad policy will be coming up soon. Greg Kintz noted that the budget committee policy had been adopted in 2004. He is concerned that we have very old policies and need to review them. Jim Helmen explained that the district goes through OSBA for policy updates.

6.1.3 Scholarship Committee – It was noted that Barb Carr sent out an email regarding dates that scholarship committee will need to meet to review applications and make selections.

Greg Kintz has been looking into rules that need to be followed for committee work. Committees should be aware of following public meeting laws as needed.

7.0 OTHER INFORMATION and DISCUSSION

OTHER INFORMATION
STAFFING UPDATE

7.1 Staffing Update – New HS Science Teacher Hired:

Jennifer Schram was hired on an emergency license. In place through the end of the year. This position will be advertised at the end of the year.

7.2 2024-25 Instructional Calendar Options:

2024-25 CALENDAR
OPTIONS SHARED

Amy Cieloha asked about the November 8 trade day. This day is to make up for two days of school plus evening conferences held that week.

Mr. Underwood explained that all staff were invited to calendar planning meetings. Both option 1 and option 2 were liked by the committee. Option 2 includes more snow make up days; most staff agree on option 2.

Scott Rickard asked what would happen if no snow days were needed. It was explained that there would be an option for the board to approve a calendar change mid-year if needed.

8.0 ACTION ITEMS:

8.1 School Year Calendar Adjustment: Amy Cieloha moved to adjust the 2023-24 school year calendar by adding June 13, 2024 as a day of instruction and the last day of the year for students. Stacey Pelster seconded the motion. Motion passed unanimously.

2023-24 INSTRUCTIONAL
CALENDAR ADJUSTED
TO ADD ANOTHER DAY

8.2 Budget Committee Appointment: Susan Wagner moved to appoint Scott Laird and Alicia Mahoney to a 3-year term on the budget committee. Amy Cieloha seconded the motion. Motion passed unanimously.

LAIRD & MAHONEY
APPOINTED TO BUDGET
COMMITTEE

8.3 New Hire: Susan Wagner moved to approve the Superintendent's recommendation to hire Jennifer Schram as VHS Science Teacher. Stacey Pelster seconded the motion. Motion passed unanimously.

SCHRAM HIRED AS VHS
SCIENCE TEACHER

9.0 MONITORING BOARD PERFORMANCE:

BOARD PERFORMANCE

9.1 Expectations of School Board Members: Scott Rickard reminded the board to please attend all meetings if possible. Superintendent evaluations are an important board member responsibility. Some were missing this year and this could make a difference in the outcome of the evaluation.

EXPECTATIONS OF
BOARD MEMBER
DISCUSSED

Stacey Pelster reminded board to be at meetings in person whenever able. In past years it was discussed to not miss more than 3 meetings. There is a current policy of not missing more than 3 meeting.

The board was reminded that the Oregon Government Ethics Commission form will be coming out to each board member on 3/15/24.

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| <p>10.0 CONSENT AGENDA: 10.1 Minutes of 02/08/2024 Regular Meeting</p> <p>Stacey Pelster moved to approve the consent agenda as presented. Javoss McGuire seconded the motion. Motion passed unanimously.</p> <p>11.0 RECESS To EXECUTIVE SESSION under ORS 192.660 (2) (i) at 7:30 p.m. Discussion was held on the Superintendent and Licensed Staff Contract extensions</p> <p>12.0 RETURN To REGULAR SESSION at 8:05 p.m.</p> <p>13.0 ACTION ITEMS: 13.1 Licensed and Administrative Staff Contract Renewal: Stacey Pelster moved to approve Administrative Contact Extension resolution #2024-02 and Licensed Staff Extension resolution #2024-03 as presented. Amy Cieloha seconded the motion. Motion passed unanimously.</p> <p>13.2 Superintendent Annual Evaluation / Contract Extension: Javoss McGuire moved to approve the 2023-24 annual evaluation of Superintendent Jim Helmen and extend his contract for the period of July 1, 2026 through June 30, 2029 with the compensation and benefits to be negotiated in February 2026. Greg Kintz seconded the motion. Motion passed unanimously.</p> <p>14.0 OTHER ISSUES: 14.1 Next Agenda Setting Meeting The next agenda setting meeting will be with Scott Rickard and Greg Kintz.</p> <p>15.0 MEETING ADJOURNED at 8:18 p.m.</p> <p>Submitted by Marie Knight, Business Manager</p> | <p>CONSENT AGENDA</p> <p>CONSENT AGENDA APPROVED</p> <p>RECESS TO EXECUTIVE SESSION</p> <p>RETURNED TO REGULAR SESSION</p> <p>ADMIN & LICENSED CONTRACT EXTENSIONS APPROVED</p> <p>SUPT EVALUATION AND CONTRACT EXTENSION APPROVED</p> <p>OTHER ISSUES</p> <p>ADJOURNED</p> |
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Board Chair

District Clerk