

AGENDA

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS

Public Meeting

Thursday, July 10, 2025 – 6:00 p.m.

Vernonia Schools, 1000 Missouri Avenue, Vernonia, OR 97064

Zoom Meeting Access: <https://us06web.zoom.us/j/87143926023?pwd=z8Doh8VzAVaD1waeRObKzErLHjYpU0.1>

Meeting ID: 871 4392 6023

Passcode: kkb1rj

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 **OATH OF OFFICE**

3.0 **AGENDA REVIEW** Chair

3.1 Action to Approve the Agenda

4.0 **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.

5.0 **BUSINESS REPORTS**

5.1 Superintendent Jim Helmen

5.1.1 Staffing Update - Retirement

5.2 Maintenance Mark Brown

6.0 **BOARD REPORTS / BOARD DEVELOPMENT** Chair

6.1 Committee Reports

6.1.1 Policy Committee

6.1.2 Safety Committee

6.1.3 Scholarship Committee

7.0 **OTHER INFORMATION and DISCUSSION**

7.1 Superintendent Advisory Assignments: Jim Helmen

7.1.1 Safety Committee

7.1.2 Policy Review Committee

7.2 Board Assignments Jim Helmen

7.2.1 Negotiations Team – Classified & Licensed Union Groups

7.2.2 Scholarship Committee

7.3 2025-26 Substitute Teacher Pay Jim Helmen

- 7.4 2025-26 Board Meeting Schedule Jim Helmen
- 7.5 2025-26 Fee Schedule

8.0 ACTION ITEMS

8.1 Board Committee Assignments

I move to appoint (list names) to the Board Negotiations Team and (list names) to the Board Scholarship Committee for 2024-25.

8.2 2025-26 Substitute Teacher Pay

I move to set the 2024-25 Licensed Substitute Teacher Pay at \$_____ / day.

8.3 2025-26 Board Meeting Schedule

I move to approve the 2025-26 Board Meeting Schedule as presented.

8.4 2025-26 Fee Schedule

I move to approve the 2025-26 Fee Schedule as presented.

8.5 Retirement

I move to approve the retirement of Karen Roberts effective August 1, 2025.

9.0 MONITORING BOARD PERFORMANCE Chair

10.0 ELECT BOARD CHAIR & VICE CHAIR Chair

10.1 Elect 2025-26 Board Chair

10.2 Elect 2025-26 Board Vice Chair

11.0 CONSENT AGENDA 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.

11.1 Minutes of the 06/12/2025 Regular Meeting

11.2 Designate:

11.2.1 Chief Administrative & Budget Officer/Clerk: James Helmen

11.2.2 Custodian of Funds: Authorize Signatures, Use of Facsimile Signatures for District Checks, as appropriate: James Helmen

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

11.2.4 Depository of Funds: US Bank & Government Pool

11.2.5 District Auditors: Clear Trail CPAs, LLC

11.2.6 Insurance Agent of Record: Brown & Brown Northwest

11.2.7 Attorney of Record: Garrett, Hemann, Robertson, Jennings, Comstock & Trethewy, P.C.

11.2.8 Newspaper of Record: Vernonia's Voice

11.3 Set:

11.3.1 Borrowing Limit - \$150,000

I move to approve the consent agenda as presented.

11.0 OTHER ISSUES Chair

12.0 ADJOURNChair

UPCOMING DATES

August 14, 2025 School Board Meeting – 6:00 p.m.

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

Vernonia School District 47J

Code: **BBBB**
Adopted: 2/10/00
Orig. Code(s): BBBB

Board Member Oath of Office

New directors must qualify by taking an oath of office before assuming the duties of office. The oath of office will be in the following form:

I, _____, do solemnly swear (or affirm) that I will support the Constitution of the United States, the Constitution of the state of Oregon and the laws thereof, and the policies of the Vernonia School District. I will faithfully and impartially discharge the duties of the Office of School Board Member according to the best of my ability during the term for which I have been appointed.

Signature

END OF POLICY

Legal Reference(s):

[ORS 332.005](#)

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Jim Helmen-Superintendent
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Governor's Executive Order 25-09: Personal Electronic Device Policy for Oregon School Districts

Issued: July 2, 2025

Governor Tina Kotek has issued Executive Order 25-09 requiring all Oregon public school districts to adopt a formal policy regulating the use of personal electronic devices by students during the school day. This action is in response to growing research linking excessive social media and device use to significant negative impacts on student mental health, including increased rates of anxiety, depression, and low self-esteem.

The Executive Order emphasizes that to improve academic outcomes and student well-being, schools must provide focused, distraction-free learning environments. It also acknowledges that many school districts have already implemented local policies, but a consistent statewide approach is now required.

Policy Requirements for School Districts:

- Each district must adopt a personal electronic device policy by October 31, 2025, and it must go into effect by January 1, 2026.
- The policy must prohibit the use of personal electronic devices (excluding school-issued laptops) by students during the entirety of the regular instructional day.
- The policy must include:
 - Clear expectations for device storage during the day.
 - Allowances for use related to medical needs, IEPs, 504 plans, or educational exemptions approved by school administrators.
 - Guidance for staff on handling violations without causing students to lose instructional time (e.g., no suspension or expulsion).
 - Posting the policy on the district website and ensuring accessibility for staff, students, families, school partners, and ODE.

Monitoring and Oversight:

The Oregon Department of Education will monitor implementation across districts. This

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executive order will remain in effect until all actions are completed or until modified by the Governor.

This directive reflects the state's priority to promote student well-being and academic success by minimizing distractions and protecting mental health during the school day.

Next steps:

- VSD will communicate the requirements of the statewide cell phone ban to families after receiving further guidance from OSBA on the implementation timeline for the updated Electronic Device Policy, as outlined in Executive Order No. 25.09.
- We will gather input from families on potential storage options for student devices during the school day.
- Additionally, we will develop staff guidance for addressing policy violations in a manner that does not result in lost instructional time (e.g., avoiding suspension or expulsion).
- We will also clarify the distinction between cell phone/electronic device use and behaviors that may constitute insubordination toward VSD staff in the context of policy violations.

Vernonia School District – 2025 Summer Program Overview

The Vernonia School District has kicked off its 2025 Summer Program with a strong focus on helping students grow academically while also providing engaging enrichment opportunities. The program supports 88 VSD students at all grade levels, from elementary through high school, with a range of services including intervention, credit recovery, and hands-on learning in literacy, math, science, and STEAM. It aligns with Oregon's Summer Learning Grant priorities and reflects our commitment to providing meaningful learning opportunities for all of our students.

Program Purpose & Setup

The summer program is open to all K–12 students in our district. Enrollment was based on teacher recommendations, family requests, and student data showing a need for extra help or enrichment. The program is completely free for families and combines academic learning with social-emotional support. Instruction is delivered in a variety of ways, including whole-group, small-group, and one-on-one sessions, so every student can receive what they need to succeed.

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Dates & Grade-Level Details

- **Grades K–5 Intervention & Enrichment:** July 7 – August 8
(No school for K–5 the week of July 14–18)
- **Grades 6–8 Intervention & Enrichment:** July 7 – August 1
- **Grades 9–12 Intervention & Enrichment:** July 7 – August 1
- **Grades 9–12 Credit Recovery:** July 7 – August 1

Classes run Monday through Friday from 8:00 a.m. to 12:00 p.m. Each day includes core academic instruction, small-group support, and enrichment or social-emotional learning time. We've also built in family engagement events and field trips to help strengthen connections between home and school and extend learning outside the classroom.

Meals & Transportation

All students in the program receive breakfast at school between 8 and 8:30 a.m. and a grab-and-go lunch before heading home. Students who ride the bus have time to eat before boarding the bus. In addition, free summer meals are available to *all* community youth (ages 1–18) at Vernonia Schools

Leadership & Oversight

Superintendent Jim Helmen and Title I Director Kendra Schlegel are leading the program together, ensuring everything runs smoothly and meets both instructional and safety goals while adhering to state funding requirements.

Final Thoughts

The 2025 Summer Program is a key investment in student success. It's about more than academics; it's about helping students feel confident, connected, and prepared for the year ahead. Whether students need a boost, a challenge, or just a place to stay engaged, we're proud to offer this supportive and high-impact opportunity as part of our broader effort to meet our 70-70-90 goals.

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VSD Chosen to Support the Redesign of State-Level Reporting

I am pleased to share that Vernonia School District has been selected by the Oregon Department of Education (ODE) to participate in the Streamlined Reporting & Grant Consolidation Pilot Project. This opportunity includes approximately 30 districts from across the state and is part of Oregon's new Education Accountability Act (Senate Bill 141, passed June 2025).

This pilot project is designed to help ODE rethink and redesign state-level reporting and grant application processes. The overall goal is to reduce the administrative burden on school districts, eliminate duplicative reporting, and ensure that the information collected is meaningful and better aligned to the real work of supporting students.

The work will begin with a Kickoff Meeting on August 28, 2025, and will include monthly collaboration during the 2025–26 school year. Participating districts will help co-design a streamlined process, which will then be piloted in 2026–27 and rolled out statewide in 2027–28.

This is a meaningful opportunity for Vernonia to help shape a more efficient, responsive system at the state level, and I look forward to representing our district in this important work.

Vernonia School District 2025 Summer Meals Program

The Vernonia School District is proud to offer free grab-and-go meals to all children ages 1–18 as part of our 2024 Summer Meals Program.

Location:

Vernonia Schools
100 Missouri Avenue

Meals may be picked up at the main entrance of the school building. Families may drive up and request meals for their children.

Dates:

Monday through Friday

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June 24 – August 22, 2024

Time:

11:00 a.m. – 12:30 p.m.

On average, we serve approximately 120 breakfasts and lunches each day. We are committed to ensuring all children in our community have access to healthy meals throughout the summer.

Due to current Oregon Department of Education (ODE) Summer Meals Program guidelines, Vernonia School District (VSD) is unable to operate a separate meal service for the Summer Learning Program apart from the community grab-and-go meals.

To continue supporting all students and stay within state guidelines, VSD is making adjustments to accommodate both programs. Beginning July 7, 2025, and continuing through August 1, 2025:

Breakfast will be served on-site for Summer Learning participants and the community from 8:00 to 8:30 a.m.

Grab-and-go meals (lunch only) for both Summer Learning students and the broader community will continue to be available from 11:00 a.m. to 12:30 p.m.

Impact on Families:

Breakfast will no longer be included with the afternoon grab-and-go meal service. Families wishing to receive breakfast must come to Vernonia Schools between 8:00 and 8:30 a.m. This change may pose an inconvenience, but it is necessary to ensure VSD remains in compliance with ODE meal program requirements while continuing to support both summer learning and community access to meals.

Staffing

VSD has recently hired Jennifer Draeger as a part-time Instructional Assistant. Jen will be supporting Courtney Ferguson and Katreasa Beattie in continuing the success of our VFA program. We are excited to have Mrs. Draeger join our district as she brings a wealth of

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experience within the alternative schooling platform. Please welcome Mrs. Draeger to the VSD family.

*VSD K-12 programs are currently fully staffed for the 25-26 school year.

School Board Organizational Meeting

VSD will be swearing in five (5) school board members and will follow the requirements under School Board Policy - BBB, Board Member Oath of Office. New school board members must qualify by taking an “Oath of Office” before assuming their duties. Jim Helmen, Superintendent, will facilitate the swearing-in of new school board members at the beginning of the official VSD school board meeting. Once the board members are sworn in, the VSD members can vote and participate fully in all board activities.

The board will set the schedule for the School Board meeting(s) for the 2025-2026 school year, including the time and place, in accordance with our board policy on BD/BDA board meetings.

- Coordinating with the BCB Policy -Board Officers, we will elect a new board chair and vice chair. The election process will remain consistent with previous years.
- Designation of:
 - Chief administrative and budget office clerk
 - Custodian of funds
 - Representative of federal/state fund and grant applications
 - Depository of Funds
 - District auditors
 - Insurance agent of record
 - Attorney of record
 - Newspaper of record
 - Vernonia Voice- Designee recommendations are indicated on the consent agenda.

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Superintendent Advisory Committees - These committees do not require meetings to be “noticed or minutes taken.” A limit of three board members may participate. These are school-based committees on which the superintendent requests advisory participation from one or more school board members. Advisory participation means that the board member attends the meetings, and may ask an occasional question, but usually limits their participation to attending and observing.

Advisory committee at the school level

Safety Committee - The safety committee reviews safety concerns, accident reports, and procedures throughout the district's facilities.

- Board member(s) will be required to attend one (1) virtual meeting per month and speak to safety committee updates at monthly school board meetings.

Advisory Committee at the district level

Policy Review-The policy review committee will examine the superintendent’s recommendations to approve, deny, or revise new and updated policy provided by the Oregon School Boards Association (OSBA). The committee will then present any updates to the board for approval.

School Board Committees-This requires all meetings to be “Noticed” and minutes taken. These committees are set up and have the primary purpose of conducting board business. As these meetings are required to be noticed, there is **no limit on the number of board members** who can participate in them.

Available school board committee member positions

School Board scholarship committee- Initially, this committee will meet to establish scholarship parameters and recipient qualifications. In subsequent years, committee members will meet to review applications and select scholarship recipients.

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School Board negotiation team members will serve as the district's negotiation team, along with the superintendent and business manager, and will handle bargaining tasks with our licensed and classified unions. Union groups can request to meet in executive session or hold negotiations in public. Historically, only three board members have served on this committee. We are currently in the middle of our three-year collective bargaining agreements and do not anticipate collective bargaining to occur within the licensed or classified unions. However, in good faith toward our unions, I request that we establish a negotiation team for the 2025-2026 school year.

25-26 minimum daily substitute teacher rates

The district will set the pay rate for licensed substitute teachers for the 25-26 school year. The current minimum pay rate in Oregon is \$212.00. I propose establishing the licensed teacher pay rate at \$221.02.

For licensed substitute teachers teaching in our district for more than ten (10) consecutive days (a long-term sub assignment), ORS 342.610 requires the district to compensate these licensed substitute teachers at a rate of 1/186th of the district's annual salary scale for beginning teachers with a bachelor's degree, whichever is higher. Based on the salary schedule for new teachers for the 2025-2026 school year, the daily rate for long-term licensed substitutes would be \$247.81 per day.

25-26 District Student Fee Schedule

Our school administration and athletic directors have reviewed the 2025-2026 fee schedule, which will be presented to the school board along with the appropriate documentation.

Water System Safety Update – Mist Elementary School

We want to keep you informed about ongoing efforts to ensure the safety and well-being of our students at Mist Elementary School. Water concerns remain at the Mist site, and we are taking proactive steps this summer to address the issue.

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Our plans include a full inspection of the school's pump system and flushing of the internal plumbing. In the meantime, to prevent any disruption to learning and to prioritize student health and safety, we will be placing two portable restrooms and a handwashing station on site.

24-25 Lopngitudal and District Goal Outcomes,

Presentation attached.

June 2025 Maintenance Report

Alarm Related Calls:

15

Facility Use:

Board meeting, spring sports training, P.D. assemblies, community events, Boosters, stadium committee. Drum and Bugle corp, Drama performance, graduation summer programs

Projects/Work for the Month

*Board report.

*We are still down a full time person and will be probably through July, we wish this person a speedy recovery.

* Transitioning from the last two weeks of school to summer cleaning. Removing all the trash and recycling out of the building , so we can start cleaning out classrooms into the halls.

*Supporting teachers on their last two days of school. Moving items and trash to help them finish up. While we transition into summer cleaning.

*Mist: Normal maintenance. We went out just before they closed the road and did a preliminary cleaning. We will have to hope it opens a little early so we do not have to drive around the mountain to get out there before late August.

*Grounds: lots of ground work continues.

* Working on items from Fire Marshals: Only thing left is to build a deck or wall at the house. Materials ordered, work should be completed by the end of July.

* Front inner door swing: repair completed.

*Repair door locks on both sides of the library entrance.

*Biomass: Annual cleaning and service, state inspection completed.

*Repaired doors in red hall to not drag and close properly.

*Emptied 38 classrooms of all furniture.

* Clean 18 classrooms (red and orange halls) stripped/prepped floors for wax

*waxes 18 classrooms with 3-5 coats of sealer and wax.

*Working with new summer programs to help support and still maintain our ability to do the work that needs to be completed before Mid August.

*Inventoried and ordered products and sundries for summer cleaning.

*Set up commons to serve breakfast and lunch inside starting Monday the 7th.

*Football field: We have a couple of leaks in the system that will need to be addressed asap. I have a guy coming out to look at the issue to help get the system back. SO we can get proper coverage and efficiency. I will keep you posted.

*Inventoried and ordered Filter for annual HVAC change out.

*Ordered parts to repair the swing set here.

*Scheduling annual fire/safety inspection for school sprinkler systems and strobes.

*Repaired center basket in big gym. The safety strap had to be replaced.

*Repaired dishwasher in kitchen,

*serviced walk in freezer and refrigerator in kitchen,

*repaired the dryer in the basement.

*Temporary repair on the main mower, will need to go in for service as soon as the grass slows down.

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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:

Clogged toilets, graffiti on stall walls, broken bathroom fixtures & stalls.

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

memo

Vernonia School District 47J

To: Vernonia School District Board of Directors, Superintendent Jim Helmen
From: Marie Knight
Date: 7/10/2025
Re: July 2025 financial information

Comments: Happy New Fiscal Year!

There is no financial report for the July school board meeting due to recently starting the new year. We are in the process of finishing up work for 2024-2025 and starting to work in 2025-2026.

The District Office has been busy supporting the Summer Meals Program, Summer Student Work Crew, and preparing for summer school. Work on the audit for 2024-2025 is progressing as well.

Thanks!

-Marie Knight

Business Manager, Vernonia School District 47J

TO: School District & ESD Fiscal Staff

FROM: Dan Farley, PhD

DATE: May 19, 2025

SUBJECT: 2025-26 Minimum Daily Substitute Teacher Pay Rates

This memo fulfills ODE's annual obligation, pursuant to [ORS 342.610](#), to publish substitute teacher pay rates for the 2025-26 school year, which is not feasible to complete until the most current salary figures are available annually in mid-May. The memo provides updated statutory information and final minimum pay rates.


Final Minimum Pay Rates for Substitute Teachers for the 2025-26 School Year

Note that charter schools are not subject to the provisions of the law that sets the minimum amount that substitute teachers must be paid. Based on data for 2024-25, the statewide average salary of beginning teachers with a bachelor's degree was **\$49,404**.

Districts with a 5-Day School Week		
Substitute Teacher Assignment of 10 days or less	Substitute Teacher Assignment > 10 days in a District	
	Without a salary schedule	With a salary schedule
\$ 221.02	\$ 260.02	1/190th of the district's annual salary scale for beginning teachers' with a Bachelor's degree, or \$221.02, whichever is higher

Districts with 4-Day School Week		
Substitute Teacher Assignment of 10 days or less	Substitute Teacher Assignment > 10 days in a District	
	Without a salary schedule	With a salary schedule
\$ 248.65	\$ 292.52	1/190th of the district's annual salary scale for beginning teachers' with a Bachelor's degree, or \$248.65, whichever is higher

If you have questions regarding these calculated rates, please contact Evan Fuller, Senior Research Analyst, at evan.fuller@ode.oregon.gov.



Dan Farley, PhD
Assistant Superintendent
Office of Research, Assessment, Data, Accountability, & Reporting
Oregon Department of Education

Vernonia School District

Board of Directors Meeting Schedule

2025-26

BUSINESS MEETING			WORK SESSION (if needed)	
Date	Time		Date	Time
August 14, 2025	6:00 p.m.			
September 11, 2025	6:00 p.m.			
October 9, 2025 *	6:00 p.m.		October 30, 2025	.
November 13, 2025	6:00 p.m.			
December 11, 2025	6:00 p.m.			
January 8, 2026	6:00 p.m.		January 29, 2026	.
February 12, 2026	6:00 p.m.			
March 12, 2026	6:00 p.m.			
April 9, 2026 *	6:00 p.m.		April 30, 2026	
May 14, 2026	6:00 p.m.			
June 11, 2026	6:00 p.m.			
July 9, 2026	6:00 p.m.		July 30, 2026	

* Meetings held at Mist Elementary School

Adopted: 07/10/2025

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Fee Schedule 2025-26

Building Fees – Student

ADOPTED: DRAFT

Vernonia Elem. School		Vernonia Middle School		Vernonia High School	
Instrument Rental	\$50.00	Locker Maint. Fee	\$5.00	Locker Maint. Fee	\$5.00
		Student Body Fee	\$20.00	Student Body Fee	\$30.00
		Yearbook (optional)	\$25.00	Yearbook (optional)	\$50.00
		Shop/Construction Class	\$10.00	Shop/Construction Class	\$20.00
		Art Class	\$10.00	Art Class	\$20.00
		Band (7 th & 8 th grade)	\$50.00	Welding	\$20.00
		Free/Red. Band Fee	\$10.00	HS Band	\$75.00
		Instrument Rental	\$50.00	Free/Red. Band Fee	\$20.00
				Instrument Rental	\$50.00
				Band Family Max	\$150.00
				Parking Permit	\$5.00

Sports Fees (Pay to Play) - Student

Vernonia Elem. School		Vernonia Middle School		Vernonia High School	
None		Each Sport	\$75.00	Each Sport	100.00
		Free/Red. Sport Fee	\$50.00	Free/Red. Sport Fee	\$50.00
		Lost Uniform Fee	\$75.00	Lost Uniform Fee	\$100.00
		Family Max	\$450.00	Family Max	\$600.00

Family Sports Pass

Individual Yearly Sports Pass	\$50.00
Couple Yearly Sports Pass	\$85.00
Family Yearly Sports Pass (4 people)	\$125.00
Senior Adult Yearly Sports Pass	\$25.00

Food Service Fees – Student

Vernonia Elem. School		Vernonia Middle School		Vernonia High School	
Breakfast	\$2.75	Breakfast	\$3.00	Breakfast	\$3.00
Lunch	\$3.50	Lunch	\$4.05	Lunch	\$4.25
Milk	\$.60	Milk	\$.60	Lunch Entrée	\$2.25
				Milk	\$.60

Food Service Fees - Adult

Adult					
Breakfast	\$4.00	Lunch	\$5.50	Salad	\$5.00
Breakfast Entrée	\$2.50	Lunch Entrée	\$4.25	Milk	\$.60
				Water	\$.75

Non-Enrolled Student Tuition

All K-12 Non-Enrolled Students	
Each Semester Course	\$450.00

Facility Use Fees

For Profit Organizations		Non-Profit Organizations		District Student Clubs and/or Groups	
Gymnasium	\$50/hr.	Gymnasium	\$25/hr.	Gymnasium	\$0
Commons	\$50/hr.	Commons	\$25/hr.	Commons	\$0
Kitchen	\$120/hr.	Kitchen	\$60/hr.	Kitchen	\$0
Library	\$40/hr.	Library	\$20/hr.	Library	\$0
Classroom	\$40/hr.	Classroom	\$20/hr.	Classroom	\$0
Lobby	\$40/hr.	Lobby	\$20/hr.	Lobby	\$0
Athletic Fields*	\$50/hr.	Athletic Fields*	\$25/hr.	Athletic Fields	\$0
Logger	\$100/hr.	Logger Concession	\$50/hr.	Logger	\$0
Concession Shack		Shack		Concession Shack (Boosters)	
Parking Lot	\$40/hr.	Parking Lot	\$20/hr.	Parking Lot	\$0
Custodial Fees**	\$57/hr.	Custodial Fees**	\$57/hr.	Custodial Fees	\$0
Tech. Equipment Fee	\$90/hr.	Tech. Equipment Fee	\$45/hr.	Tech. Equipment Fee	\$0
Technology Support	\$57/hr.	Technology Support	\$57/hr.	Technology Support	\$0

*Additional charges will be assessed if field lights are required.

** \$57.00 / hour is during regularly scheduled custodial workday only.

\$228.00 minimum charge for custodial services outside of regularly scheduled workday – based on 4 hour minimum

NOTE: Additional custodial and or maintenance fees are assessed at the going rate to cover any damages or excessive cleaning needs.

MEETING MINUTES

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

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

Susan Wagner commented that she will miss everyone.

PELSTER RECOGNIZED

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

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

VSD RECEIVES SUMMER SCHOOL GRANT

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

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

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

ROAD CLOSURE IN MIST IMPACTS TRAVEL TO MIST ELEMENTARY

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

STAFFING UPDATE

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

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

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

FINANCIAL REPORT

7.2.1 Resolution 2025-04: Adopting the Budget

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

FINANCIAL RESOLUTIONS PRESENTED

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

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

MAINTENANCE REPORT

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

MIST WATER ISSUES DISCUSSED

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

for when toilets are not working.

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

8.0 BOARD REPORTS/ BOARD DEVELOPMENT:

8.1 COMMITTEE REPORTS

COMMITTEE REPORTS

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

8.1.2 Scholarship Committee – No report

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

9.0 OTHER INFORMATION and DISCUSSION

OTHER INFORMATION
POLICY UPDATES – 1st
READING

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

9.1.1 EBBB – Illness or Injury Reports

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

9.1.3 IKJ – Artificial Intelligence

9.1.4 JHCD-Medication

9.2 Policy Updates – 2nd Reading

POLICY UPDATES – 2nd
READING

9.2.1 IGBHD – Program Exemptions

9.2.2 JGAB – Use of Restraint or Seclusion

9.2.3 JGE - Expulsion

9.2.4 JHC – Student Health Services & Requirements

9.2.5 KBA – Public Records

9.2.6 KBA-AR – Public records Request

9.2.7 KL – Public Complaints

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

DRAFT FEE SCHEDULE
PRESENTED

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

CONFIDENTIAL
SUPERVISORY MOA
PRESENTED

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

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

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

10.0 ACTION ITEMS:

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

POLICY UPDATES
APPROVED

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

RESOLUTION 2025-04
ADOPTING THE BUDGET
APPROVED

General Fund: \$10,635,200

Special Revenue Fund: \$3,686,034

Debt Service Fund: \$1,180,000

Capital Projects Fund: \$0

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

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

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

10.3 Resolution 2025-05 –Transfer Appropriations within funds of the 2024-25 budget. RESOLUTION 2025-05
Greg Kintz moved to approve resolution #2025-05 to transfer appropriations within funds of TRANSFERRING FUNDS
the 2024-25 budget. Javoss McGuire seconded the motion. No discussion. Motion passed APPROVED
unanimously with those in attendance.

10.4 Staff Hire: Amy Cieloha moved to approve the Superintendent’s recommendation to hire HANSEN, GOODMAN,
Kristin Hansen, VHS Math Teacher; Sara Goodman, VES Kindergarten or 1st Grade Teacher, and ORTIZ HIRED
and Angela Ortiz, VES 5th Grade Teacher. Javoss McGuire seconded the motion. No
discussion. Motion passed unanimously with those in attendance.

10.5 Supervisory/Confidential Memorandum of Agreement/Contract: Javoss McGuire CONFIDENTIAL
moved to approve the 2025-2028 Supervisory/Confidential Memorandum of SUPERVISORY MOA
Agreement/Contract as presented. Amy Cieloha seconded the motion. No discussion. Motion APPROVED
passed unanimously with those in attendance.

11.0 MONITORING BOARD PERFORMANCE: BOARD PERFORMANCE

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

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

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

12.0 CONSENT AGENDA: CONSENT AGENDA

12.1 Minutes of 05/08/2025 Regular Meeting.

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

13.0 OTHER ISSUES: OTHER ISSUES

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

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

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

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

14.0 MEETING ADJOURNED at 7:13 p.m. . ADJOURNED

Submitted by Marie Knight, Business Manager

Board Chair

District Clerk