

# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – August 14, 2025 Vernonia Schools Library, 1000 Missouri Avenue, Vernonia

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:02 p.m. by Greg Kintz, Board Chair. MEETING CALLED TO ORDER
- Board Present:** Greg Kintz, Javoss McGuire, Alicia Mahoney, Lisa Curry, Tony Holmes, Amy Cieloha, and Joan Jones. BOARD PRESENT
- Board Absent:** none BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle and High School Principal; Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director (virtual); Barb Carr, Administrative Assistant; and Kendra Schlegel, Brett Costley, Juliet Safier (virtual) and Tabettha Groshong (virtual) Licensed Staff; and Camrin Eyrrick (virtual), Classified Staff. STAFF PRESENT
- Visitors Present:** Scott Laird, Sara Goodman, Crystal (no last name given – virtual), and Solana Helmen (virtual). VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Greg Kintz request to add his name and position #14 to action item 7.3. Amy Cieloha moved to approve the agenda as amended. Javoss McGuire seconded the motion. Motion passed unanimously. AGENDA REVIEW
- 3.0 PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS:** None. PUBLIC COMMENT
- 4.0 BUSINESS REPORTS:**
- 4.1 Administrator Reports:** Discussion was held on Kindergarten numbers and at what point the class would be split. Mr. Helmen explained that 23-25 is the optimum number. Currently there 27 in the VES Kindergarten class. ADMINISTRATOR REPORTS
- Amy Cieloha requested to receive communication about getting schedules early and having the opportunity to deal with scheduling issues before school starts.
- 4.2 Superintendent Report:**
- 4.2.1 2025-26 Superintendent Goals:** Jim Helmen shared that his goals are aligned to the requirements of the Superintendent Evaluation process. He also added a smart goal, which is measurable, for accountability measures for himself. SUPT. GOALS
- Mr. Helmen provided a Year in Review document explaining the academic goals from 2024-25. The Star Assessment is our reference assessment showing growth. VSD is the highest growing District in the Renaissance program thanks to the work of our District Administrators, teachers, and instructional staff. There is still work to do on attendance.
- A question about attendance was asked. If a parent calls to excuse an absence should they still get the robo call? According to Mr. Helmen, no. Only unexcused absences are called out.
- The District just found out that Mist, for the start of school, won't be accessible due to delayed road construction. The District is trying to create a plan quickly although not yet solidified. The District reached out for feedback from parents and staff. According to Mr. Helmen, a decision will be made by tomorrow. Option 1 is to bring all Mist students to the Vernonia Schools K-12 campus. Mist teachers and staff will be able to support their students. All options are being considered including on-line school or a delayed start. ODOT hopes to have the road finished by Sept 9<sup>th</sup>.
- The Mist water issue will be revisited as soon as the school is accessible.

Jim Helmen provided an update on the adjustments to VFA. A VFA manual was created over the summer outlining the program.

1. VFA will no longer house hybrid students taking Independent Study courses. They will now come to the main building.
2. All VFA students are now required to take their final semester exams at the house and have those exams proctored.
3. VFA students will have three different progress checks every semester. Academic progress will be monitored each week. If the student is not making academic progress at the first check, strategies will be put in place to help them. If academic progress is not made a second time, the family will be brought in to develop a plan. At the 3<sup>rd</sup> time not making adequate academic progress, they are given a final plan. After the final plan, the student will return to the main building, since they have shown they can't make adequate academic progress in the VFA.
4. Purchased courses must have an academic tie that aligns to Oregon graduation requirements. If it doesn't have the academic tie, the District won't pay for it.
5. The District will no longer pay for internet service unless there is a need and the family qualifies for free meals.

Summer learning went well. Staff did a great job.

**4.2.2 Year in Review Presentation:** Addressed earlier in item 4.2.1.

YEAR IN REVIEW  
PRESENTATION

**4.3 Financial Report:** Marie Knight provided a financial memo but not a report this month.

FINANCIAL REPORT

**4.4 Maintenance Report:** Mark Brown's report was provided to the Board prior to the meeting. Greg Kintz shared that he's recently attended wildfire information meetings. He commented on bark chips and logs in front of the Mist School. These items should not be there.

MAINTENANCE REPORT

## **5.0 BOARD REPORTS/ BOARD DEVELOPMENT:**

### **5.1 Committee Reports:**

COMMITTEE UPDATES

**5.1.1 Policy Committee:** Jim Helmen will send out some options tomorrow for meeting times. Meetings are held virtually. New updates from OSBA will be coming out next week.

**5.1.2 Safety Committee:** Nothing reported. Meetings will start again after school starts.

**5.1.3 Scholarship Committee:** The committee will need to meet prior to next Spring to review the overall process and selection criteria. Greg Kintz suggested holding a special meeting. Thursday, October 30<sup>th</sup> was suggested.

**5.2 OSBA Board of Directors Regional Member Nomination:** Greg Kintz shared that he is interested in serving again and asked for the board's nomination.

OSBA BOARD OF  
DIRECTORS  
NOMINATION

## **6.0 OTHER INFORMATION and DISCUSSION**

### **6.1 Policies Presented for 2<sup>nd</sup> Reading:**

POLICIES PRESENT AS 2<sup>nd</sup>  
READING

**6.1.1 EBBB – Illness or Injury Reports**

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

**6.1.3 IKJ – Artificial Intelligence**

**6.1.4 JHCD – Medications**

**6.2 Superintendent Evaluation Process and Timeline for 2025-26:** The standard process has been updated with dates for the 2025-26 year.

SUPT EVALUATION  
PROCESS and TIMELINE  
REVIEWED

**6.3 Cell Phone Ban Update:** The board asked to discuss the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> offense consequences. Mr. Helmen explained the rationale behind the consequences.

CELL PHONE BAN  
UPDATE

- 1<sup>st</sup> Offense: phone confiscated; student may pick it up from the principal's office at the end of the day.
- 2<sup>nd</sup> Offense: Phone confiscated; parent/guardian meeting with administration required before phone is returned.
- 3<sup>rd</sup> Offense: Phone confiscated and held until the end of the school year, returned only by an administrator.

Mr. Helmen asked if the board felt it valuable to poll parents again on the consequences and

provide an additional level? He agreed to do this.

Future discussions for extenuating circumstances still need to happen. Adjustments will take place as this plan evolves.

**7.0 ACTION ITEMS**

- 7.1 Policy Approval:** Alicia Mahoney moved to approve the policies presented in item 6.1. POLICIES APPROVED  
Lisa Curry seconded the motion. Motion passed unanimously.
- 7.2 Superintendent Evaluation Process and Timeline for 2025-26:** Javoss McGuire moved to SUPT EVALUATION  
approve the Superintendent evaluation process and timeline for 2025-26 as discussed. Tony PROCESS & TIMELINE  
Holmes seconded the motion. Motion passed unanimously. APPROVED
- 7.3 OSBA Regional Member Nomination:** Joan Jones moved to nominate Greg Kintz to a KINTZ NOMINATED FOR  
position on the OSBA Board of Directors for the North Coast Region position #14. Javoss OSBA BOARD OF  
McGuire seconded the motion. Greg Kintz abstained from voting. All other board members DIRECTORS  
voted in favor of the motion. Motion carried.

- 8.0 MONITORING BOARD PERFORMANCE:** Greg Kintz shared some highlights from the OSBA MONITORING BOARD  
summer conference regarding the importance of board members not to discuss board stuff outside of PERFORMANCE  
board meetings or on social media. Congregating together outside of meetings can also send the  
wrong message. Our board does a good job of transparency.

**9.0 CONSENT AGENDA:**

- 9.1** Minutes of 07/10/2025 Regular Meeting. CONSENT AGENDA
- Javoss McGuire moved to approve the consent agenda as presented. Alicia Mahoney seconded the CONSENT AGENDA  
motion. Motion passed unanimously. APPROVED

**10.0 OTHER ISSUES:**

Amy Cieloha acknowledged Stacey Pelster's work on the board. Her term ended June 30, 2025. OTHER ISSUES

**10.1** Next Agenda Setting Meeting will be held virtually on 9/3/25 at 5:00 pm. Javoss McGuire will  
join Greg Kintz and Jim Helmen.

Alicia Mahoney notified the board that she won't be at the September meeting

**11.0 UPCOMING DATES:**

August 26, 2025 – Staff Welcome Back Breakfast 7:45 a.m.  
August 28, 2025 – Meet the Family Night 5:00 – 7:00 p.m.  
September 11, 2025 – School Board Meeting – 6:00 p.m.

**12.0 MEETING ADJOURNED at 7:46 p.m.**

ADJOURNED

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

Board Chair

District Clerk