

MEETING MINUTES

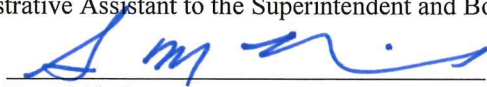
VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – February 8, 2024 Vernonia Schools Library, 1000 Missouri Avenue, Vernonia

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:05 p.m. by Scott Rickard. MEETING CALLED TO ORDER
- Board Present:** Joanie Jones, Amy Cieloha, Scott Rickard, Javoss McGuire, Greg Kintz, Stacey Pelster and Susan Wagner (virtually) BOARD PRESENT
- Board Absent:** None BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle/High School Principal (virtually); Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Kendra Schlegel, Licensed Staff. STAFF PRESENT
- Visitors Present:** Scott Laird, Tony Holmes, Emily Labelle, Jane Miller, Bradley Ralls, Silas Allen, Brayden Rand, Shannon Ralls, Sydney Allen, Andrew Carroll, Justin Rand, Rosalie McTaggart, and Janice McGuire. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** The following items were added to the agenda: AGENDA REVIEW
- Item # 5.2.2 Financial Plan of Action
Item # 7.0 Athletic CoOp Agreement
Item # 8.4 Action Item for the Financial Plan of Action
Item # 8.5 Action Item for the Athletic CoOp Agreement
It was also requested to move item 9.1 to immediately follow item 2.0 to accommodate guests in attendance.
Stacey Pelster moved to approve the agenda as amended and discussed. Amy Cieloha seconded the motion. Motion passed unanimously.
- Mrs. Eagleson introduced some of her 5th grade leadership team in attendance. The students presented school board members with a gift of appreciation. BOARD MEMBERS PRESENTED WITH GIFT OF APPRECIATION
- 3.0 PUBLIC COMMENT:** None 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
- Amy Cieloha asked Mr. Underwood about the student surveys. Is there a plan to implement anything as a result from the survey? Mr. Underwood explained that survey results were analyzed at the staff professional development in January. Things are being implemented in the classroom on a regular basis. The survey was sent to all students including VFA students.
- Amy Cieloha also asked how the new reading interventions will impact the rest of the school and the current IA placement. Mr. Helmen explained that this process will reallocate what we have available. Some IA's may begin to work with different students in the same classroom.
- Mr. Helmen highlighted that our current Special Education numbers are at 14% this year. The State only funds Districts for 11%. He recognized the Middle School Team and Mr. Underwood for doing a ton of work on the VMS Tier II Reading Intervention program.
- 5.0 BUSINESS REPORTS:**

5.1	<p>Superintendent Report: The superintendent report was provided to the Board prior to the meeting.</p> <p>A brief discussion regarding the state’s education budget was held. According to Mr. Helmen, the level of funding for education will remain flat. He is hearing that the Governor will likely prioritize homeless and mental health support. The State School Fund (SSF) estimates should come out at the end of February first part of March. The Board will be kept updated.</p> <p>Mr. Helmen also shared the District is moving forward with the ESSA paraprofessional requirement under Title IA. Susanne Myers will oversee and manage this. By the end of this school year, all instructional assistants will have gone through the process. If accommodation are needed, Susanne will work with staff over the summer.</p> <p>The Head Football Coach has resigned his coaching position. He is remaining on staff as a teacher. Assistant and head baseball coaches have been hired and assistant track and assistant softball hiring is in process.</p>	SUPERINTENDENT REPORT
5.1.1	<p>Calendar Update: The three pre-determined snow make-up days (Mar. 1, Apr. 19, and May 24), have been converted to school days. If any additional days of instruction are missed going forward they will be added at the end of the year.</p>	SCHOOL YEAR ADJUSTMENT UPDATE
5.2	<p>Financial Report: Marie Knight shared that she and Jim Helmen attended the Oregon Association of School Business Officials (OASBO) Budget Symposium this week. On her report, the projected ending fund balance is holding.</p> <p>It was shared with the Board that the annual SEI filing with the Oregon Ethics Commission opens up on March 15, 2024. Board members are required to fill this out and need to watch email for information.</p> <p>There were no questions on the financial report.</p>	FINANCIAL REPORT
5.2.1	<p>Budget Committee Meeting Calendar: A proposed budget committee meeting calendar was shared. It is similar to the previous year. It was noted that there are vacancies on the budget committee and community members are needed.</p>	BUDGET COMMITTEE MTG CALENDAR PROPOSED / COMMITTEE VACANCIES NOTED
5.2.2	<p>Financial Plan of Action: A result from the District’s 2022-23 audit regarding the District not being prepared at the scheduled date of the audit has resulted in a formal plan of action to be adopted by the Board and then filed with the Secretary of State.</p>	REQUIRED FINANCIAL PLAN of ACTION SHARED
5.3	<p>Maintenance Report: Mark Brown’s report was provided to the Board prior to the meeting. There were no questions from the board.</p>	MAINTENANCE REPORT
6.0	<p>BOARD REPORTS/ BOARD DEVELOPMENT:</p>	COMMITTEE REPORTS
6.1	<p>COMMITTEE REPORTS</p>	
6.1.1	<p>Safety Committee – meeting is next week, no report given</p>	
6.1.2	<p>Policy Committee - the following policies are being presented for 2nd reading. GCBDF/GDBDF – Paid Family Medical Leave Insurance GCBDF/GDBDF-AR – Paid Family Medical Leave Insurance GCPC/GDPC – Retirement of Staff LBE – Public Charter Schools LBEA – Resident Student Denial for Virtual Public Charter School Attendance</p>	
6.1.3	<p>Scholarship Committee – no update provided</p>	
7.0	<p>OTHER INFORMATION and DISCUSSION</p>	OTHER INFORMATION
7.1	<p>Student Transfer Limits for 2024-25: The limits pertain to students coming into the district and previously this number has been 3 students per grade. According to Mr. Helmen, there is always an exception and reviewed on a case-by-case basis. The outgoing limits for student to attend online charter schools is 3%.The District is not close to reaching that percentage.</p>	2024-25 STUDENT TRANSFER LIMITS

- 7.2 **Licensed Staff Contract Renewal:** Jim Helmen shared that by March 15th the contract renewal information will be presented to the Board. Currently, there are no staff that will be recommended for non-renewal. CONTRACT RENEWAL TO OCCUR PRIOR TO MARCH 15
- 7.3 **Athletic Coop Agreement:** Jim Helmen shared that the request is from Jewell for Baseball and Softball. ATHLETIC COOP FROM JEWELL SHARED
- 8.0 **ACTION ITEMS:**
- 8.1 **Budget Committee Calendar:** Stacey Pelster moved to approve the Budget Committee Calendar as presented. Greg Kintz seconded the motion. Motion passed unanimously. BUDGET COMMITTEE CALENDAR APPROVED
- 8.2 **Policy Approval:** Javoss McGuire moved to approve the policy updates as presented. Amy Cieloha seconded the motion. Motion passed unanimously. POLICIES APPROVED
- 8.3 **Student Transfer Limits:** Joanie Jones moved to set the student transfer limits to 3 students per grade for 2024-25. Stacey Pelster seconded the motion. Motion passed unanimously. STUDENT TRANSFER LIMITS SET FOR 2024-25
- 8.4 **Financial Plan of Action:** Greg Kintz moved to approve the District Financial Plan of Action as presented. Javoss McGuire seconded the motion. Motion passed unanimously. FINANCIAL PLAN OF ACTION APPROVED
- 8.5 **Athletic Coop Agreement:** Amy Cieloha moved to approve the athletic coop agreement with Jewell for softball and baseball as discussed. Stacey Pelster seconded the motion. Motion passed unanimously. ATHLETIC COOP with JEWELL FOR SOFTBALL & BASEBALL APPROVED
- 9.0 **MONITORING BOARD PERFORMANCE:** BOARD PERFORMANCE
- 9.1 **School Board Appreciation & Recognition** – This was moved to earlier in the agenda. See above.
- 9.2 **Potential Board Workshop on February 29th.** Scott Rickard opened the discussion regarding the need to have a board workshop on February 29th. Susan Wagner indicated she would not be available, others commented that they had nothing they felt required a meeting. It was the consensus of the board to not hold a workshop in February. BOARD AGREES TO NOT HOLD WORKSHOP ON FEB. 29.
- Greg Kintz shared that OSBA’s PACE day will be held on April 11th. This conflicts with the April board meeting and he will not be in attendance at that meeting. OSBA’s PACE DAY – APRIL 11
- 10.0 **CONSENT AGENDA:** CONSENT AGENDA
- 10.1 **Minutes of 01/11/2024 Regular Meeting**
- Stacey Pelster moved to approve the consent agenda as presented. Javoss McGuire seconded the motion. Motion passed unanimously. CONSENT AGENDA APPROVED
- 11.0 **RECESS To EXECUTIVE SESSION** under ORS 192.660 (2) (i) at 7:01 p.m. RECESS TO EXECUTIVE SESSION
The Board held discussion on Superintendent Jim Helmen’s annual evaluation.
- 12.0 **RETURN To REGULAR SESSION** at 7:47 p.m. RETURNED TO REGULAR SESSION
- 13.0 **OTHER ISSUES:** The next agenda setting meeting will be Scott Rickard and Amy Cieloha at 5:00 p.m. on March 6th. This will be a virtual meeting. OTHER ISSUES
- 14.0 **MEETING ADJOURNED** at 7:50 p.m. ADJOURNED

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


Board Chair


District Clerk