

AGENDA

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS

Public Meeting

Thursday, February 12, 2026 – 6:00 p.m.

Vernonia Schools Building, 1000 Missouri Avenue, Vernonia, OR

Join Zoom Meeting

<https://us06web.zoom.us/j/89567476052?pwd=07jssW33TMb8EbN6RB6de3CDqoiAbc.1>

Meeting ID: 895 6747 6052

Passcode: xsQM9j

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 503 429-5891 at least 48 hours prior to the meeting.

REGULAR SESSION

1.0 **CALL TO ORDER**Chair

1.1 Flag Salute

1.2 School Board Appreciation Jim Helmen

2.0 **AGENDA REVIEW**Chair

2.1 Action to Approve the Agenda

3.0 **PUBLIC COMMENT ON AGENDA and 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 Administrator ReportsAdministrators

5.0 **BUSINESS REPORTS**

5.1 SuperintendentJim Helmen

5.2 FinancialMarie Knight

5.2.1 2024-25 Financial Audit Presentation.....Tara Kamp

5.3 MaintenanceMark Brown

6.0 **BOARD REPORTS / BOARD DEVELOPMENT**.....Chair

6.1 Committee Reports

6.1.1 Safety Committee

6.1.2 Policy Committee (policies noted below)

6.1.3 Scholarship Committee

7.0 **OTHER INFORMATION and DISCUSSION**

7.1 Policy Updates – First Reading:

7.1.1 BBBB – Board Member Oath of Office

- 7.1.2 BH/BHA – Orientation of New Board Members
- 7.1.3 CGB – Evaluation of the Superintendent
- 7.1.4 CHCA – Handbooks
- 7.1.5 CI – Temporary Administrative Arrangements
- 7.1.6 DBD – Budget Priorities
- 7.1.7 DD – Grant Funding Proposals and Applications
- 7.1.8 DL – Payroll
- 7.1.9 FFA – Memorials
- 7.1.10 GB – General Personnel Policies
- 7.1.11 GBG – Staff Participation in Political Activities
- 7.1.12 IFD – Course Approval
- 7.1.13 IGBHC-AR – Notice for Alternative Education
- 7.1.14 IGBHC – Alternative Education Notification
- 7.1.15 JFCA – Student Dress and Grooming
- 7.1.16 KBCA – News Release
- 7.1.17 KK – Visitors to District Facilities
- 7.2 Licensed Staff Contract Renewal in March for 2026-27
- 7.3 Student Transfer Limits for 2026-27

8.0 **ACTION ITEMS**

8.1 **Annual Financial Audit**

I move to approve the 2024-25 Financial Audit as presented.

8.2 **Student Transfer Limits**

I move to set the student transfer limits to _____ for 2026-27 as discussed.

9.0 **MONITORING BOARD PERFORMANCE**Chair

10.0 **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.

10.1 **Minutes of the 01/08/2025 Regular Meeting.**

I move to approve the consent agenda as presented.

11.0 **RECESS to EXECUTIVE SESSION** under O.R.S. 192.660 (s) (i) "To review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member..."

12.0 **RETURN to REGULAR SESSION**

13.0 **OTHER ISSUES** Chair

13.1 **Next Agenda Setting – Wednesday, March 4, 2026, 5:00 p.m.**

14.0 **UPCOMING DATES**

February 16, 2026	No School – Presidents' Day
February 19, 2026	Special Board Meeting 5:00 – 6:30 p.m.
March 12, 2026	Board Meeting – 6:00 p.m.

(Dates and times are subject to change. Please check the district web site at www.vermoniak12.org for the most up-to-date information)

13.0 **ADJOURN** Chair

Vernonia School District 47J

Feb. 1, 2026

	K	1	2	3	4	5	6	7	8	9	10	11	12	F/T	Total	F&R	SpEd	
District																	1	
Mist Elementary	7	3	5	4	8	5									32	10	4	
																	31%	13%
Vernonia Elem.	29	27	23	36	37	24									176	119	46	
																	68%	
a Family Academy	7	4	8	4	5	4									32			
Elementary Total	43	34	36	44	50	33									240	129	50	
																	54%	21%

Vernonia MS											43	48	43											134	70	28	
J. Family Academy											5	4	8											17			
																					151	46%	19%				
Vernonia HS											35	24	30	32	14	135	67	27									
											1	10	10	10	0	31											
																					166						
																					40% 16%						
Total	43	34	36	44	50	33	48	52	51	36	34	40	42	14	557	266	106										
																					48% 19%						
(as of 6/1/25)															570												

(as of 6/1/25) 570

October 1	42	35	39	43	51	37	48	56	54	38	40	44	41	16	584
November 1	43	34	39	43	51	36	48	54	54	37	36	42	41	16	574
December 1	42	34	38	43	51	34	48	55	55	36	36	42	41	16	571
January 1	43	34	37	44	50	34	48	53	53	36	34	41	41	15	563
February 1	43	34	36	44	50	33	48	52	51	36	34	40	42	14	557
March 1															0
April 1															0
May 1															0
June 1															0

VERNONIA AND MIST ELEMENTARY BOARD REPORT

February 12, 2026



"Building Bridges, Clearing Paths"

2025-2026 Goals:

- High Quality Instruction in all content areas with a focus on Reading, Writing, and Math
- Multiple Student Engagement Opportunities for All
- Consistent Behavior Systems: PBIS & Love and Logic
- Effective PLCs Focused on Data

CORE Review Meetings

Vernonia Elementary grade level teams met February 4th to review Winter Reading CBM and STAR reading data. Teams made agreements and set goals for our Spring Assessment.

Overall Data (Composite)	at risk		some risk		low risk	
	Star (Comp.)	CBM (Phonics)	Star (Comp.)	CBM (Phonics)	Star (Comp.)	CBM (Phonics)

Kinder Winter Letter Sounds Low risk: 30+ Some risk: 19-29 At risk: 0-18		7/29 14%		14/29 48%		8/29 26%
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1st Winter Expressive Nonsense Words Low risk: 16+ Some risk: 12-15 High Risk: 0-11	6/23 26% (Early Star)	7/17 41% (Star)	15/25 60% (CBM)	3/23 13%	2/17 12%	2/25 8%	14/23 61%	8/17 47%	8/25 32%
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2nd Winter Low risk: 91+ Some risk: 65-90 At risk: 0-64	9/20 45%	13/24 54% Acc. 12/24 50%	2/20 10%	1/24 4% Acc. 3/24 12%	9/20 45%	10/24 42% Acc. 9/24 38%
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3rd Winter Low risk: 112 Some risk:88-111 At risk:0-87	8/34 24%	10/36 28% Acc. 11/36 31%	11/34 32%	6/36 17% Acc. 0/36	15/34 44%	20/36 56% Acc. 25/36 69%
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4th Winter ORF Low Risk: 127 + Some Risk: 103-126 High Risk: 0-102	15/35 43%	12/36 33% Acc. 8/36 22%	6/35 17%	5/36 14% Acc. 2/36 6%	14/35 40%	19/36 53% Acc. 26/36 72%
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5th Winter Low risk: 149+ Some risk: 122-148 High risk: 0-121	9/20 45%	10/24 29% Acc. 11/24 46%	3/20 15%	6/24 25% Acc. 4/24 17%	8/20 40%	8/24 33% Acc. 9/24 38%
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Engagement Strategies

During our January learning walks, 2 teachers from Rainier joined our team to observe student engagement during math instruction. We will begin focusing these learning walks looking for evidence of classrooms consistently using the standards for student mathematical practice which we are receiving professional development training from the NWRESA.

Standards for Student Mathematical Practice

1 **Make sense of problems and persevere in solving them.**



Keep on going!

2 **Reason abstractly and quantitatively.**

Write a story for the mathematical equation

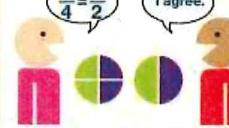
$\frac{1}{2} \times 4$

DeJuan exercises $\frac{1}{2}$ hour a day for 4 days. How many total hours does he exercise?

Think what makes sense.

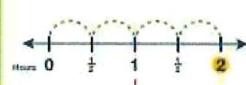
3 **Construct viable arguments and critique the reasoning of others.**

$\frac{2}{4} = \frac{1}{2}$ I agree.



Talk and explain.

4 **Model with mathematics.**

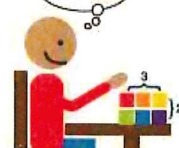


$\frac{1}{2} \times 4 = 2$ or $4 \times \frac{1}{2} = 2$

Show your thinking.

5 **Use appropriate tools strategically.**

$3 \times 2 = 6$



Use the right tools.

6 **Attend to precision.**

symbol = equals (the same as)

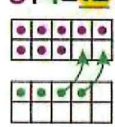
$120 \text{ minutes} = 2 \text{ hours}$

units of measure

Check your work.


7 **Look for and make use of structure.**

$8 + 4 = 12$



See the pattern or connection.

8 **Look for and express regularity in repeated reasoning.**



See the pattern or connection.

RESA SERVICE LEADERSHIP COLLABORATION EXCELLENCE

3320 Van Ness Road • Eugene, OR 97403-2007
738.534.1300 • 738.534.1521 fax • www.resa.net

Board of Education: Dennis S. Best • Kenneth E. Bellows • Mary L. Blackmore • Linda S. Jackson • Janet Farris
Christopher A. Wagner, Superintendent

COMMON CORE

Common Core State Standards
Initiative for Mathematics

90% Attendance for the month of January

Vernonia Elementary had 70% of students reach 90% attendance or better.

Mist Elementary had 65% of students reach 90% attendance or better.

We celebrated with a board game party.



February 2026

**VHS/VMS Board Report–
Greetings Board!
Welcome to Logger Nation**

MS/HS News

Much of upcoming staff professional development will continue to focus on::

- 9th on Track to Graduate
 - After Semester 1 grades were finalized, students “Not-on-Track” were placed in a specific “Academic Success” class taught by Mrs. Schram. The class will continue to focus on developing the skills necessary to be successful in high school, with specific emphasis on the Pre-Algebra skills required for the rigors of Algebra I and beyond.
- 8th on Track to High School Readiness
 - Mr. Benassi and Mr. Costanzo, in collaboration with the rest of the MS team, are implementing similar strategies with 8th Grade and High School Readiness. Mrs. Ward is re-teaching note taking and study skills in her 8th Grade Social Studies classes
- All staff
 - With an emphasis on improving communication, support, professionalism, and accountability amongst staff:
 - Staff to staff
 - Admin to staff
 - Staff to students

Staff as a whole began looking at what we all want to **See, Hear, Feel**, and **Do—More** and **Less**, as we work together as part of the Vernonia Schools Team.

MS Science

6th Grader **Jared “Carter” Stevens** created his own version of James Joule's contraption that was used to learn about temperature's relationship to the movement of particles in water. He did this all at home and brought it into class to show us his project. It works by using gravitational force to spin a paddle, which in turn causes water to spin inside the container.



Loggerbots!

Loggerbots had a good day at the Hillsboro Qualifying Event.

They won all five of their qualifying matches to rank 4th out of 24 teams going into the alliance selections and tournament.

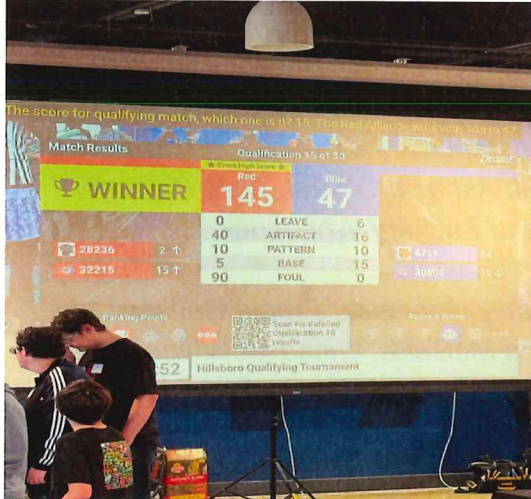
We wound up being the captains of the #3 seeded alliance choosing Team 7100 "Good Enough" from Lincoln High School in Portland to be in our alliance for the double elimination tournament.

We won the first round, lost the second, coming back to win the next before falling in the next round. This resulted in us finishing at the 4th place alliance.

We came close to qualifying directly to state but fell a bit short. Instead we will head to Philomath for the Spark Invitational and another shot at state.

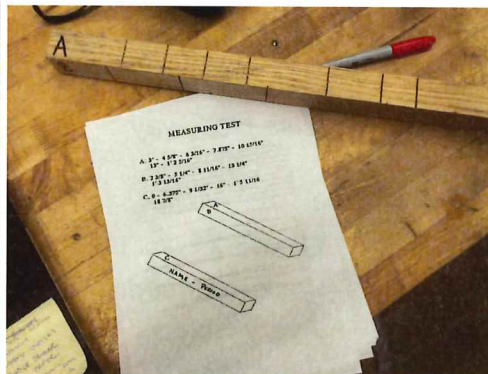
- Iris Schram: **Cap'n**
- Sam Burton: **Lead Builder**
- Ben Davis: **Build Team**
- Jack Romtvedt: **Programmer**
- Tyler Bryson: **Programmer**

- DeeDee Woraphon: **Driver, Builder**
- Landon McCollum: **Lead Driver**
- Bella Granucci: Art, **General help**
- Lincoln Martin: Builder, **General help**



Construction

Here's a couple pics from my Construction class. We are starting the semester with a measuring test. Helping to get these kids AI proof by training them for the physical job market.



2025-26- Quarter 2 Middle School

3.00-3.24 - Honorable Mention

- Sophia Gunderson, Marlee Hurdsman, Jared Stevens, Emrys Ezell, Emma Kofstad, Kathleen Medley-Fowler, Mario Espinoza, Leviticus Lake-Cieloha, Aries Martin, Audrey McDermott, Domonik Wegener, and Eli White

3.25-3.49 - Honors

- *Leilani Borst, Payson Carrick, David Gonzales, Sophia Haniyah, Gavin Holbrook, Mael Schaefer, Aloma Swepston, Jacob Thornton, Jameson Lake-Cieloha, Rylee McKereghan, and Joseph Weir.*

3.50-3.99 - High Honors

- *Ayden Brunswick, Elsa Holloway, David LaBelle, Rosalie McTaggart, Joseph Roady, Annabeth McTaggart, Finley Person, Nicole Renn, Weston Dennis, Reverie Gonzales, Brooklyn Milstien, Emmerson Dennis, Sawyer DeWitt, Kristina McGuire, Logan Woll, Brian Brown, Timberlynn Dennis, Emma Labelle, Kyleigh Leonetti, Landon Mccollum, Jasper Mitchell, Ashayla O'Neal, Elsie Plummer, Adria Pogan, Kyleigh Rau, Daniel Stone, and Zachary Wheecock.*

4.00 - Principal's Honors

- *Tyler Bryson, Kinley Busch, Avery Cota, Emily Gonzalez, Emma Hansen, Jayla Jeffers, Wade Jossi, Lincoln Martin, Clarrisa McGuire, Lucas McWhirter, Orinthia O'Neill, Scottlynd Rodrigures, Jack Romtvedt, Paige Schmidlin, and Ashlynn Tovey*

Student (s) of the Quarter—Recognized for grades, effort, behavior, improvement, participation, etc.....

Quarter 1

Grade 6

*Emma Hansen
Christian McQuire
Caleb Farmer*

Grade 7

*Johnathan Mulla
Brian Brown
Elsa Holloway*

Grade 8

*Kathleen Medley-Fowler
Tyler Bryson
Luke Coburn*

Quarter 2

Grade 6

*Wade Jossi
Jayla Jeffers
Paige Schmidlin*

Grade 7

*Jack Romtvedt
Avery Cota
Jane Miller*

Grade 8

*Rylee McKereghan
Roman Sanchez
Elsie Plummer
Noah Aguilar (Excellence in*

Science)

HS

Will be updated next Board Meeting.....due to Writing 121 Dual Credit extensions, final grades are pending for some. Thanks

HS Winter Formal

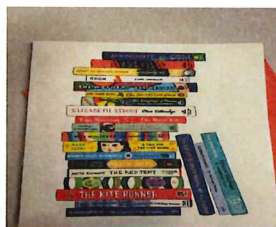
Ticket to Paradise!-----Saturday February 6, 2026
7:30 PM-10:30 PM @ the Scout Cabin

Winter Formal Court

<i>Freshmen</i>	<i>Bella Granucci</i>	<i>Ben Davis</i>
<i>Sophomores</i>	<i>Madison Curry</i>	<i>Josh LaBelle</i>
<i>Juniors</i>	<i>Nova Gleason</i>	<i>Brody Campo</i>
<i>Seniors</i>	<i>Robyn Naron</i>	<i>Luke Simmons</i>

Scholarship Update:

Kate Nelson, winner of the local chapter of the ***DAR Good Citizen Award***, has been invited to attend a Tea in her honor in St. Helens on Saturday, February 14.



Congratulations Kate!

Mr. Bunke's 10th grade Advisory class has been working on a SEL project focusing on ***Logger Pride***.
 Mrs. Schram's Astronomy Class working on ***Terrestrial planets***



"Building Bridges,.....Clearing Paths"



memo

Vernonia School District 47J

To: Vernonia School District Board of Directors, Superintendent Jim Helmen
From: Marie Knight
Date: 2/12/2026
Re: February 2026 Financial Information

Financial Data through the Month ending January 31, 2026. The reports attached reflect revenue and expenditures through 1/31/2026.

General Fund ending balance is projected at \$ 188,337. This reflects a decrease of \$ 40,832 from the prior month. This is due to adjusting estimates for both revenue and expenditures.

State and Local revenue estimates were updated to match the Estimate of Membership and Revenue collection that I submitted early January. This data is submitted by all districts and is used to create an updated SSF estimate for 25-26 as well as the first estimate for 26-27. We are expecting an updated SSF estimate in February. Expenditure estimates increased as I am working to get as may expected expenditures entered in the system as possible.

Student Body Account reports are still in progress and will be distributed next week.

The Audited Financials for 2024-2025 will be presented at the February School Board Meeting. Our auditor will present the audit and will be available to answer questions.

Thanks!

-Marie Knight

Business Manager, Vernonia School District 47J

Source	Budget 2025-26	Actual YTD Rev. 1/31/2026	Projected through 6/30/2026	Total Estimated 2025-26	(Over)/Under Budget	Budget 2024-25	Actual YTD 2024-25
SSF Funding							
1111 Current Year Property Taxes	3,375,000	3,481,793	87,276	3,569,069	(194,069)	3,225,000	3,384,951
1112 Prior Year's Property Taxes	75,000	38,454	36,546	75,000	-	75,000	86,499
1114 Payment in Lieu of Poperty Taxes	15,000	306		306		15,000	271
1190 Penalties & Interest on Investments	7,500	4,281	1,344	5,625		5,000	5,289
2101 County School Funds	30,000	-	44,000	44,000	(14,000)	20,000	56,282
3101 State School Support Funds	4,800,000	3,290,525	1,775,004	5,065,529	(265,529)	4,840,000	3,735,118
May SSF payback- estimated for FY2425			(66,000)	(66,000)			
3103 Common School Fund	80,000	-	83,440	83,440	(3,440)	75,352	78,718
3104 State Timber	650,000	86,451	563,549	480,000	170,000	650,000	682,226
Total SSF Revenue	\$ 9,032,500	\$ 6,901,809	\$ 2,525,160	\$ 9,256,969	\$ (307,038)	\$ 8,905,352	\$ 8,029,355
Non State School Support Formula Sources							
Local Sources							
1510 Earnings on Investments	130,000	26,295	103,705	130,000	-	90,000	125,082
1710 Admissions/Fees	15,000	-	11,250	11,250	3,750	13,000	8,278
1740 Fees	40,000	150	39,850	40,000		30,000	54,664
1910 Rentals	20,000	4,375	20,625	25,000	(5,000)	10,000	21,056
1920 Donations from Private Sources	110,700	10,291	779	11,070	99,630	100,000	8,968
1960 Recovery of Prior Year Expenditures	25,000	15,356	4,644	20,000	5,000	20,000	9,488
1961 Recovery of current year	15,000	7,333	15,167	22,500		10,000	26,140
1980: Indirect	25,000	3,916	8,584	12,500		-	34,389
1990 Miscellaneous Local Revenue	85,000	1,371	13,633	15,004	69,996	85,000	15,004
1994: Medicaid Admin Claiming	50,000	-	-	-	50,000	70,000	
1995: Erate	20,000	6,545	13,455	20,000			
Total Non Formula Local Sources	535,700	75,632	231,692	307,324	223,376	428,000	303,067
Intermediate Sources							
2102 Education Service District Apportionment	150,000	276,684	-	276,684	(126,684)	165,000	193,658
2105: Natural Gas	20,000	-	5,130	5,130	14,870	20,000	5,130
2199: Other	-	-	15,000	15,000	(15,000)	-	11,798
Total Intermediate Sources	170,000	276,684	20,130	296,814	(126,814)	185,000	210,586
State/Federal Sources							
3199: SSF Small High School Grant	35,000	-	29,561	29,561		35,000	29,561
3299: High Cost Disability	62,000	-	62,000	62,000		50,000	56,957
Total State/Federal Sources	97,000	-	91,561	91,561	-	85,000	86,518
Other Sources							
5400 Beginning Fund Balance*	800,000	(88,924)	-	(88,924)	888,924	800,000	767,687
Total Other Sources	800,000	(88,924)	-	(88,924)	888,924	800,000	767,687
Total Non SSF Revenue	\$ 802,700	\$ 352,316	\$ 343,382	\$ 695,698	\$ 96,563	\$ 698,000	\$ 600,171
Total Resources	\$ 10,635,200	\$ 7,165,202	\$ 2,868,542	\$ 9,863,744	\$ 678,449	\$ 10,403,352	\$ 9,397,213
\$ 0		Less Estimated Requirements		\$ 9,675,407			
		Estimated Ending Fund Balance		\$ 188,337			

Function	Budget 2025-26	Actual YTD EXP 1/31/2026	Projected through 6/30/2026	Total Estimated 2025-26	(Over)/ Under Budget	% Committed	Budget 2024-25	YTD* 2024-25
Instruction								
1111 Elementary, K-5 or K-6	2,024,128	825,414	991,351	1,816,765	\$ 207,363	89.76%	\$ 1,722,654	\$ 1,927,146
1121 Middle/Junior High Programs	832,659	389,071	476,232	865,303	\$ (32,645)	103.92%	\$ 619,125	\$ 782,140
1122 Middle/Junior High School Extracurricular	51,915	25,819	26,096	51,915	\$ -	100.00%	\$ 44,892	\$ 49,960
1131 High School Programs	1,094,952	475,869	487,868	963,737	\$ 131,215	88.02%	\$ 1,107,178	\$ 935,730
1132 High School Extracurricular	226,737	129,365	97,372	226,737	\$ -	100.00%	\$ 200,688	\$ 254,917
1210 Programs for Talented and Gifted	500	0	-	-	\$ 500			
1220 Restrictive Pgms for Students w/Disabilities	73,000	40,560	48,603	89,163	\$ (16,163)	122.14%	\$ 136,000	\$ 125,961
1250 Programs for Students w/Severe Disabilities	1,031,286	391,104	483,380	874,484	\$ 156,802	84.80%	\$ 1,040,051	\$ 884,123
1260 Treatment and Habilitation	5,000	7,916	9,046	16,962	\$ (11,962)	339.24%	\$ 5,000	\$ 23,453
1283 District Alternative Programs	-	178	-	178	\$ (178)		\$ -	\$ 13,663
1284 Vernonia Family Academy	74,814	57,248	19,906	77,154	\$ (2,340)	103.13%	\$ 175,292	\$ 204,308
1285 Distance Learning	132,332	55,186	77,006	132,192	\$ 140	99.89%	\$ 120,958	\$ 123,282
1400 Summer School Program	6,281	6,029	-	6,029	\$ 252	95.98%	\$ 12,890	\$ 6,395
Total Instruction	\$ 5,553,603	\$ 2,403,758	\$ 2,716,859	\$ 5,120,617	\$ 432,986		\$ 5,184,727	\$ 5,331,077
Support Services								
2110 Attendance Services	75,228	28,806	40,405	69,210	6,018	92.00%	73,889	71,027
2119 Other Attendance/Social Work Services	-	337	431	768	1,199		-	6,202
2120 Guidance Services	146,979.5	66,275	83,818	150,093	(3,113)	102.12%	140,328.68	147,014
2130 Health Services	7,818	48,956	71,207	120,163	(112,345)	1537.00%	7,779	969
2140 Psychological Services	119,935	47,705	15,840	63,545	56,390	52.98%	116,537	-
2150 Speech Pathology and Audiology Services	93,500	42,303	63,806	106,110	(12,610)	113.49%	90,000	86,474
2190 Service Directions, Student Support Svcs	98,669	30,742	43,260	74,002	24,667	75.00%	70,798	85,057
2210 Improvement of Instruction	53,722	31,699	22,024	53,722	-	100.00%	23,395	69,019
2220 Library/Media Center	130,500	61,987	71,236	133,223	(2,723)	102.09%	125,694	126,871
2310 Board of Education	83,994	54,247	32,435	86,682	(2,688)	103.20%	83,295	73,613
2321 Office of the Superintendent Services	416,603	241,270	175,333	416,603	-	100.00%	411,559	415,996
2410 Office of the Principal Services	646,547	306,948	298,217	605,165	41,382	93.60%	651,279	608,099
2490 School Administration- Other Support	600	1,385	500	1,885	(1,285)	314.17%	-	1,123
2520 Fiscal Services	327,610	217,176	241,478	458,654	(131,044)	140.00%	434,066	346,953
2524 Payroll Services	1,200	984	1,000	1,984	(784)	165.32%	-	1,573
2542 Care and Upkeep of Building Services	699,944	464,131	200,816	664,947	34,997	95.00%	612,310	652,264
2543 Care and Upkeep of Grounds Services	67,560	20,026	34,021	54,048	13,512	80.00%	105,481	47,499
2544 Maintenance	123,984	73,216	52,548	125,764	(1,780)	101.44%	122,870	140,761
2545 Vehicle Upkeep	3,000	2,148	852	3,000	-	100.00%	2,850	1,697
2550 Student Transportation Services	1,060,530	465,398	597,629	1,063,027	(2,497)	100.24%	1,026,500	1,028,917
2640 Staff Services	7,437	2,655	3,720	6,375	1,062	85.72%	-	-
2660 Technology Services	144,234	113,989	25,317	139,306	4,928	96.58%	137,190	83,733
2710 Supplemental Retirement Program	-	25,759	10,216	35,975	(35,975)		9,720	62,622
Total Support Services	\$ 4,309,597	\$ 2,348,141	\$ 2,086,110	\$ 4,434,252	\$ (122,687)		\$ 4,245,539	\$ 4,057,481
Community Services								
3100 Food Service	2,000	38	500	538	1,462	27%	-	114
Total Community Services	\$ 2,000	\$ 38	\$ 500	\$ 538	\$ 1,462		\$ -	\$ 114
Other Requirements								
5200 Transfers of Funds	220,000	0	120,000	120,000	100,000	54.55%	190,000	97,984
6000 Contingency	450,000	0	-	-	450,000	100.00%	-	-
7000 Unappropriated Ending Fund Balance	100,000	0	-	-	100,000	100.00%	-	-
Total Other Requirements	\$ 770,000	\$ -	\$ 120,000	\$ 120,000	\$ 650,000		\$ 190,000	\$ 97,984
Total Requirements	\$ 10,635,200	\$ 4,751,937	\$ 4,923,470	\$ 9,675,407	\$ 960,299		\$ 9,620,266	\$ 9,486,656

ESD services, nurse, ot pt

Cut SEL Director/School psych, add ESD School Psych

Included ESD Business Services, Unemployment

1 custodian resigned, not replaced

Est Food Service Transfer

Revenue - YTD



2025-2026 Vernonia SD 47J General Fund Year to Date Revenue Overview January 2026



YTD Local Sources

\$3,600,466

89.83% of Budget

YTD State Sources

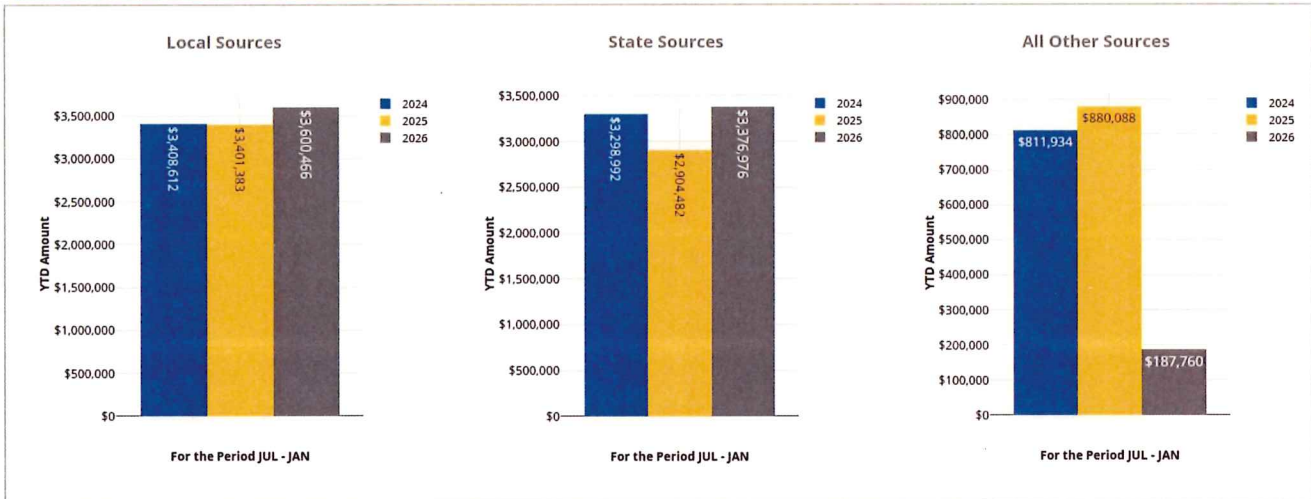
\$3,376,976

60.01% of Budget

YTD All Other Sources

\$187,760

18.78% of Budget



	FY 2024 YTD Amount	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2026 Annual Budget	FY 2026 % YTD Budget
Operating Revenues					
State School Fund Formula					
Local Revenue	\$3,311,488	\$3,258,503	\$3,524,834	\$3,472,500	101.51%
Intermediate Revenue	\$17	\$49	\$0	\$30,000	0.00%
State Revenue	\$3,298,992	\$2,904,482	\$3,376,976	\$5,530,000	61.07%
Total State School Fund Formula	\$6,610,496	\$6,163,033	\$6,901,809	\$9,032,500	76.41%
Local Revenue	\$97,124	\$142,880	\$75,632	\$535,700	14.12%
Intermediate Revenue	\$0	\$5,782	\$276,684	\$170,000	162.76%
State Revenue	\$0	\$0	\$0	\$0	0.00%
Federal Revenue	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$0	\$0	\$0	0.00%
Total Operating Revenues	\$6,707,620	\$6,311,696	\$7,254,126	\$9,835,200	73.76%
Beginning Fund Balance	\$811,918	\$874,257	\$-88,924	\$800,000	-11.12%
TOTAL RESOURCES	\$7,519,538	\$7,185,952	\$7,165,202	\$10,635,200	67.37%

Revenue Insight:

General Fund (Source 54XX Removed) YTD revenues totaled \$7,254,126 through January 2026, which is \$942,430 or 13.0% more than the amount received last year for this period. The YTD difference is driven by an increase in 3000-3999 State Sources of \$472,494, an increase in 2000-2999 Intermediate Sources of \$270,853, and an increase in 1000-1999 Local Sources of \$199,083.

Differences due to: State Sources-Jan25 SSF pymnt was delayed due to timing of audit filing. Intermediate Sourced-ESD Service Credits taken as cash
Local Sources-timing of property tax receipts.

	FY 2024 YTD Amount	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2026 Annual Budget	FY 2026 % YTD Budget
General Fund Revenues	\$7,519,538	\$7,185,952	\$7,165,202	\$10,635,200	67.37%
General Fund Expenses	\$4,259,118	\$4,527,172	\$4,757,636	\$10,635,200	44.73%
General Fund Balance	\$3,260,420	\$2,658,780	\$2,407,566	\$0	

Expense - YTD



2025-2026 Vernonia SD 47J General Fund Year to Date Expense Overview January 2026



YTD Salaries and Benefits

\$3,142,678

43.54% of Budget

YTD Purchased Services

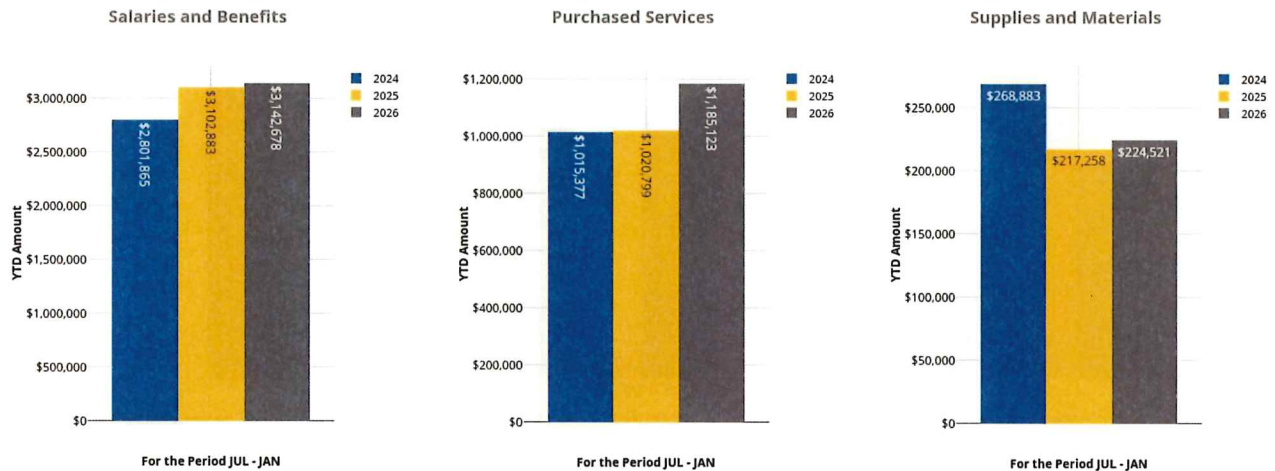
\$1,185,123

55.51% of Budget

YTD Supplies & Materials

\$224,521

71.57% of Budget



	FY 2024 YTD Amount	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2026 Annual Budget	FY 2026 % YTD Budget
Salaries					
Regular Salaries	\$1,626,871	\$1,792,910	\$1,804,220	\$4,315,305	41.81%
All Other Salaries	\$157,477	\$179,122	\$172,674	\$320,621	53.86%
Total Salaries	\$1,784,348	\$1,972,032	\$1,976,894	\$4,635,926	42.64%
Benefits					
Retirement	\$491,241	\$573,217	\$603,729	\$1,428,781	42.25%
Employee Insurance	\$348,870	\$355,950	\$370,988	\$765,658	48.45%
All Other Benefits	\$177,407	\$201,684	\$191,067	\$386,790	49.40%
Total Benefits	\$1,017,518	\$1,130,851	\$1,165,784	\$2,581,229	45.16%
Other Expenditures					
Purchased Services	\$1,015,377	\$1,020,799	\$1,185,123	\$2,134,985	55.51%
Supplies and Materials	\$268,883	\$217,258	\$224,521	\$313,710	71.57%
Capital Outlay	\$10,200	\$12,663	\$0	\$0	0.00%
Other Objects	\$162,793	\$173,570	\$205,315	\$199,350	102.99%
Transfers	\$0	\$0	\$0	\$220,000	0.00%
Total Operating Expenditures	\$4,259,118	\$4,527,172	\$4,757,636	\$10,085,200	47.17%
Contingencies	\$0	\$0	\$0	\$450,000	0.00%
Unappropriated Ending Fund Balance	\$0	\$0	\$0	\$100,000	0.00%
TOTAL REQUIREMENTS	\$4,259,118	\$4,527,172	\$4,757,636	\$10,635,200	44.73%

Expense Insights:

General Fund YTD expenses totaled \$4,757,636 through January 2026, which is \$230,464 or 4.8% more than the amount spent last year for this period. The YTD difference is driven by an increase in 300-399 Purchased Services of \$164,324, an increase in 200-299 Associated Payroll Costs of \$34,933, and an increase in 600-699 Other Objects of \$31,745.

Differences due to: Purchased services increase-ESD services paid with cash, not service credits Payroll costs: timing due to layoff payroll costs
Other objects-Increase in Liability Insurance cost for 25-26

Revenue - MTD



2025-2026 Vernonia SD 47J General Fund Month To Date Revenue Overview January 2026



MTD Local Sources

\$28,613

0.71% of Budget

MTD State Sources

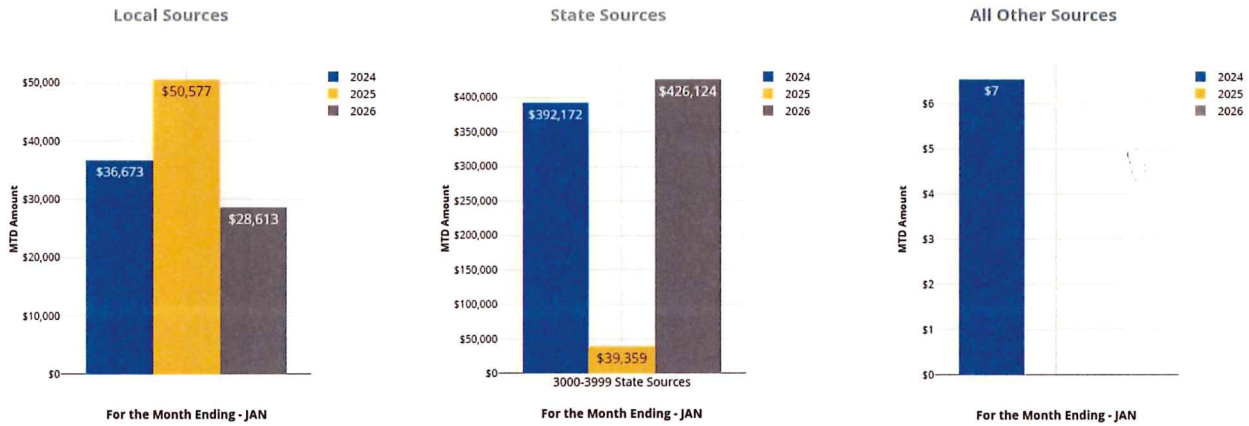
\$426,124

7.57% of Budget

MTD All Other Sources

\$0

0.00% of Budget



	FY 2024 MTD Amount	FY 2025 MTD Amount	FY 2026 MTD Amount	FY 2026 Annual Budget	FY 2026 % MTD Budget
Operating Revenues					
State School Fund Formula					
Local Revenue	\$18,007	\$31,605	\$22,016	\$3,472,500	0.63%
Intermediate Revenue	\$7	\$0	\$0	\$30,000	0.00%
State Revenue	\$392,172	\$39,359	\$426,124	\$5,530,000	7.71%
Total State School Fund Formula	\$410,185	\$39,359	\$448,140	\$9,032,500	4.96%
Local Revenue	\$18,667	\$18,972	\$6,597	\$535,700	1.23%
Intermediate Revenue	\$0	\$0	\$0	\$170,000	0.00%
State Revenue	\$0	\$18,972	\$0	\$97,000	0.00%
Federal Revenue	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$0	\$0	\$800,000	0.00%
Total Operating Revenues	\$428,852	\$89,936	\$454,737	\$9,835,200	4.62%
Beginning Fund Balance	\$0	\$0	\$0	\$800,000	0.00%
TOTAL RESOURCES	\$428,852	\$89,936	\$454,737	\$10,635,200	4.28%

Revenue Insight:

General Fund (Source 54XX Removed) revenues totaled \$454,737 in January 2026, which is \$364,801 or 405.6% more than the amount received last year for this month. The year over year difference is driven by an increase in 3000-3999 State Sources of \$386,765, a decrease in 1000-1999 Local Sources of -\$21,964, and an increase in 2000-2999 Intermediate Sources of \$0.

Differences due to: State Sources-SSF pymnts not delayed Local Sources decrease-timing of property tax payments.

	FY 2024 MTD Amount	FY 2025 MTD Amount	FY 2026 MTD Amount	FY 2026 Annual Budget	FY 2026 % YTD Budget
General Fund Revenues	\$428,852	\$89,936	\$454,737	\$10,635,200	4.28%
General Fund Expenses	\$730,783	\$819,651	\$829,460	\$10,635,200	7.80%
General Fund Balance	-\$301,931	-\$729,715	-\$374,723	\$0	

Expense - MTD



2025-2026 Vernonia SD 47J General Fund Month To Date Expense Overview January 2026



MTD Salaries and Benefits

\$527,635

7.31% of Budget

MTD Purchased Services

\$247,088

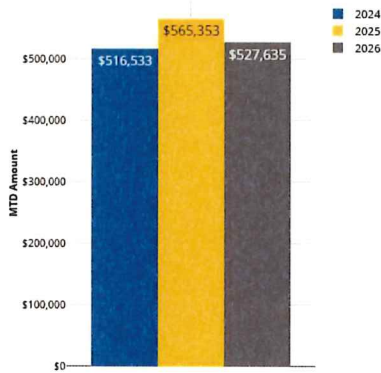
11.57% of Budget

MTD Supplies & Materials

\$50,989

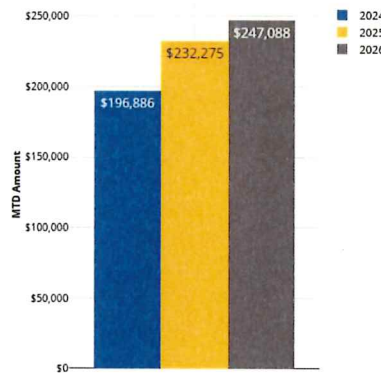
16.25% of Budget

Salaries and Benefits



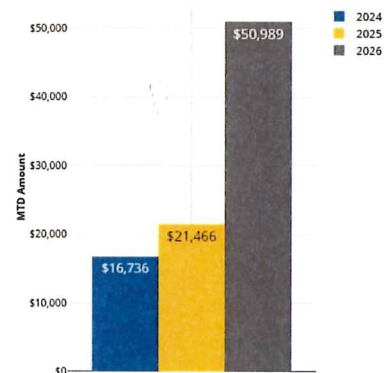
For the Month Ending - JAN

Purchased Services



For the Month Ending - JAN

Supplies and Materials



For the Month Ending - JAN

	FY 2024 MTD Amount	FY 2025 MTD Amount	FY 2026 MTD Amount	FY 2026 Annual Budget	FY 2026 % MTD Budget
Salaries					
Regular Salaries	\$299,237	\$331,921	\$303,677	\$4,315,305	7.04%
All Other Salaries	\$27,390	\$26,284	\$25,505	\$320,621	7.96%
Total Salaries	\$326,627	\$358,205	\$329,182	\$4,635,926	7.10%
Benefits					
Retirement	\$92,676	\$104,259	\$101,005	\$1,428,781	7.07%
Employee Insurance	\$64,746	\$67,665	\$69,552	\$765,658	9.08%
All Other Benefits	\$32,484	\$35,224	\$27,895	\$386,790	7.21%
Total Benefits	\$189,906	\$207,148	\$198,453	\$2,581,229	7.69%
Other Expenditures					
Purchased Services	\$196,886	\$232,275	\$247,088	\$2,134,985	11.57%
Supplies and Materials	\$16,736	\$21,466	\$50,989	\$313,710	16.25%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Other Objects	\$628	\$557	\$3,748	\$199,350	1.88%
Transfers	\$0	\$0	\$0	\$220,000	0.00%
Total Operating Expenditures	\$730,783	\$819,651	\$829,460	\$10,085,200	8.22%
Contingencies	\$0	\$0	\$0	\$450,000	0.00%
Unappropriated Ending Fund Balance	\$0	\$0	\$0	\$100,000	0.00%
TOTAL REQUIREMENTS	\$730,783	\$819,651	\$829,460	\$10,635,200	7.80%

Expense Insights:

General Fund expenses totaled \$829,460 in January 2026, which is \$9,808 or 1.2% more than the amount spent last year for this month. The year over year difference is driven by an increase in 400-499 Supplies and Materials of \$29,523, a decrease in 100-199 Salaries of -\$29,023, and an increase in 300-399 Purchased Services of \$14,813.

Difference due to: Supplies timing of payments for software Salaries: Staff reduction Purchases Services: timing of payments to auditors and for basketball referees.

January 2026 Maintenance Report

Alarm Related Calls:

14

Facility Use

Board meeting, after school program, stadium meetings, Wintersports ,Awards assemblies. Seattle Drum & Bugle Corp.

Projects/Work for the Month

- *Board report.
- *Mist: Monthly maintenance, daily delivery of lunches. Worked on doors, bathroom fixtures. quarterly water testing. Replaced battery in gym smoke detector.
- *Replaced classroom door lock cylinder in 147 & 244
- *changed out filters in Ahu1
- *More Lighting schedule adjustments.
- *Replaced two faucets in girls bathroom basement
- * A lot of extra time covering shortages in staff for custodial needs.
- *Interviewed candidates for open custodial positions.
- * Hired new custodian for upstairs run
- *training for new custodial
- *Researched and ordered new sinks for wood and metal shops
- *Replaced several light bulbs in parking lots
- *Pace annual inspection: Overall we are in good shape. There are a few smaller items I will address to resolve.
- *Working on repairing the threshold in the east side big gym doors. Orders new threshold, waiting on parts.
- *Repaired scoring table for games
- *Repaired broken vacuum
- *repaired/replaced worn parts in restroom flush valves.
- *repair clock in classroom and elementary classroom
- *Replaced battery in smoke at the house
- *replaced battery for motion sensor at the house
- *Meeting with CINTAS reps on potential services they could provide.
- *Repaired eyewash station for kitchen.
- *Kitchen walk in fridge not holding temps, had serviced.
- *ODE 2 hour zoom meeting for assessment
- *Begin working on budget items for next year.
- *Replace broken soap dispenser in red girls restroom
- *Repaired drinking fountain in 147
- *Campus grounds inspection.
- *work on items from the Pace report.

Weekly/Monthly

- *Fire/evac drills
- *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:

We have had two wall dividers in the restrooms torn off the wall. I had just installed them with new hardware at the start of the new year.

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

Vernonia School District 47J

Code: BBBB
Adopted: 9/11/86
Revised/Readopted: 2/10/00
Orig. Code(s): BBBB

Board Member Oath of Office

Any elected or appointed Board member 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. During my term, I will faithfully and impartially discharge the responsibilities of the Office of School Board Member to the best of my ability.

Signature

END OF POLICY

Legal Reference(s):

[ORS 332.005](#)

Vernonia School District 47J

Code: **BH/BHA**
Adopted: 02/10/2000
Revised/Readopted:
Orig. Code(s):

Orientation of New Board Members

The Board and designated staff will make every effort to assist the new member to become fully informed about the Board's functions, policies, procedures and issues. In the interim between election and assuming office or following an appointment, the new Board member will be assisted in the following ways:

1. The newly elected or appointed Board member will be given materials related to the role of a Board member;
2. The newly elected or appointed Board member will be invited to attend Board meetings to observe the operation of the Board until they assume office;
3. The newly elected or appointed Board member will be given a copy of Board policies, Board priorities, any long-range plans and the adopted district budget;
4. The members of the Board will serve as mentors to a newly elected or appointed Board member;
5. The superintendent will supply material pertinent to meetings and will explain its content;
6. The newly elected or appointed Board member will be invited to meet with the superintendent [or other administrative personnel, by arrangement with the superintendent,] to discuss services they perform for the district;
7. The newly elected or appointed Board member will be encouraged to attend the Summer Board Conference and the Board training conferences planned by the Oregon School Boards Association;
8. The newly elected or appointed Board member will receive all materials, reports and communications normally sent to Board members.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Vernonia School District 47J

Code: CBG
Adopted: 11/13/86
Revised/Readopted: 11/09/17
Orig. Code(s): CBG

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job performance **at least once each year**. The evaluation will be based on the superintendent's job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and their performance will be conducted in an executive session, unless the superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any district goal, objective or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\), \(8\)](#)
[ORS 332.107](#)
[ORS 332.505](#)

[OAR 581-022-2405](#)

Hanson v. Culver Sch. Dist. (FDAB 1975).

The superintendent's job performance will be evaluated once a year based on the administrative job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and his/her performance will be in executive session, unless the superintendent requests an open session; however, such an executive session will not include directives about or a general evaluation of any district goal, objective or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

[ORS 192.660 \(1\)\(i\)](#)
[ORS 332.505](#)

[ORS 342.513](#)
[ORS 342.815](#)

Hanson v. Culver School District No. 5 (FDAB 1975)

Cross Reference(s):

BDC - Executive Sessions
CBA - Qualifications and Duties of the Superintendent

Vernonia School District 47J

Code: CHCA
Adopted: 11/13/86
Revised/Readopted: 03/06/98
Orig. Code(s): CHCA

Handbooks

In order that pertinent Board policies, administrative regulations, school rules and procedures may be known by all staff members, patrons, students and parents affected; district administrators and principals are granted authority to issue staff and student/parent handbooks.

The contents of all handbooks must conform with districtwide board policies and administrative regulations. The publication shall bear the name of the district, or one of its schools, and be of a quality that reflects favorably on the district. The Board expects all handbooks to be approved by the superintendent or designee before publication.

The district will make all published handbooks available to the Board for informational purposes.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Vernonia School District 47J

Code: CI
Adopted: 11/13/86
Revised/Readopted: 02/10/00
Orig. Code(s): CI

Temporary Administrative Arrangements

When the superintendent is to be absent from the district, [the assistant superintendent] [an administrator] will be designated to serve in the superintendent's absence.

If the superintendent is unable to serve because the superintendent is disabled or for some other reason, the Board will assign the superintendent's duties, as appropriate.

END OF POLICY

Legal Reference(s):

[ORS 332.505](#)

Vernonia School District 47J

Code: DBD
Adopted: 04/1992
Revised/Readopted: 02/10/00
Orig. Code(s): DBD

Budget Priorities

The district staff will use a prioritizing system consistent with program needs as identified by staff and the Board. Priorities should be established to be used as a basis for budget additions or reductions.

The budget committee will review suggested priorities and will either accept, modify or reject them.

END OF POLICY

Legal Reference(s):

[ORS 294.305](#) to -294.565

Vernonia School District 47J

Code: DD
Adopted: 11/13/86
Revised/Readopted: .
Orig. Code(s): DD

Grant Funding Proposals and Applications

(Version 1)

The district shall pursue federal, state or private grants or other such funds that will assist the district in meeting adopted Board and district goals.

Proposals for external funds will be submitted to the Board for evaluation and approval.

In the event an opportunity arises to submit a grant proposal and there is insufficient time to place it before the Board, the superintendent is authorized to use their judgment in approving it for submission. The superintendent will review the proposal with the Board at its next regular meeting. The Board reserves the right to reject funds associated with any grant which has been approved.

The Board shall, before an acceptance of such funds, consider the district's obligations, expectations or encumbrances when the grant ceases.

END OF POLICY

Legal Reference(s):

[ORS 294.305 to -294.565](#)
[ORS 332.075](#)

Vernonia School District 47J

Code: DL
Adopted: 11/13/86
Revised/Readopted: 03/13/86
Orig. Code(s): DL

Payroll

Preparation of payroll, including time schedules and payroll periods, will be done in accordance with each employee's collective bargaining agreement/group agreement with the district. Employee health, accident, dental and other types of insurance may be purchased on behalf of district employees, subject to the terms of the employee's employment with the district. Mandatory payroll deductions will be withheld as required by state and federal law.

No other automatic deductions except those required by law will be made from an employee's pay without authorization of the Board.

Regular monthly payroll will be issued [on the last working day of each month]. A change to this schedule must be approved by the [superintendent][business manager].

END OF POLICY

Legal Reference(s):

[ORS 243.650\(10\), \(16\)](#)
[ORS 243.666](#)
[ORS 243.820 to -243.830](#)
[ORS 332.505](#)
[ORS 332.534](#)
[ORS 652.110](#)
[ORS 652.120](#)
[ORS 652.610](#)

Vernonia School District 47J

Code: FFA
Adopted: 02/10/00
Readopted:
Orig. Code(s): FFA

Memorials

The Board will consider the acceptance of memorial scholarships in honor of a person who has a special significance to the students, the district or the community. A room or item may be named for the person in whose honor the scholarship fund is created. A memorial plaque may be appropriately dedicated whenever a room or item is designated as a memorial in conjunction with a scholarship fund.

Offers of a memorial scholarship will be submitted to the superintendent together with information concerning the purpose of the memorial and administration of the scholarship fund.

A principal may receive items for their school as a memorial to a student or person having a special significance to the students of that school. An item received as a memorial becomes the property of the district. A principal must have the superintendent's approval to accept any item that may require additional maintenance cost to the district. The superintendent may establish guidelines for the acceptance of such a memorial.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.385](#)

Vernonia School District 47J

Code: **GB**
Adopted: 02/11/93
Readopted: 02/10/00
Orig. Code(s): GB

General Personnel Policies *

The quality of the professional and support staff is of primary importance in achieving the district's educational objectives. In filling any licensed or classified position, the district will seek out and appoint the best qualified person available for the position.

* Notice of all regular job openings will be available to current staff members. Vacant positions may also be advertised through professional and institutional placement agencies, appropriate employment agencies, and general and specialized media.

Applications or inquiries concerning job openings will be directed to the [District Office Secretary] office on standard district application forms. The selection process will be coordinated and supervised by the [Building Principal(s)], with the involvement of other appropriate administrators and supervisors.

Each candidate selected for a position with the district must possess or demonstrate eligibility for any license or permit required to fill the position. In addition, the individual must be insurable by the district's insurance carrier for any position requiring liability insurance coverage or bonding.

In accordance with Oregon law, the district may require any candidate, as a condition of employment, to hold a current, recognized first-aid card. A current employee required to hold a card will obtain it within 90 days from the date the district gives notification.

The superintendent will recommend candidates to fill licensed positions for Board approval. The [superintendent] will hire all classified employees, substitutes and part-time personnel as needed.

* Personnel selected for employment will be notified in writing following Board approval. This notification will specify the assignment, the job classification, the salary or hourly rate, the length of the workweek and the length of the assignment. Unsuccessful applicants [who were interviewed] will be notified.

Initial assignments of staff will be made by the superintendent or designee.

The superintendent will establish [rules] [guidelines] governing the recruitment, selection and employment of personnel in accordance with this policy.

END OF POLICY

Legal Reference(s):

[ORS 342.664](#)
[ORS 408.225](#)
[ORS 408.230](#)
[ORS 408.235](#)
[ORS 653.305 to -653.326](#)
[ORS 659A.309](#)

[OAR 581-022-2405](#)
[OAR 839-006-0435](#)
[OAR 839-006-0440](#)
[OAR 839-006-0450](#)
[OAR 839-006-0455](#)
[OAR 839-006-0460](#)

[OAR 839-006-0465](#)

Vernonia School District 47J

Code: **GBG**
Adopted: 03/12/87
Readopted: 02/10/00
Orig. Code(s): GBG

Staff Participation in Political Activities

Employees may exercise their right to participate fully in affairs of public interest on a local, county, state and national level on the same basis as any community member in a comparable position in public or private employment and within the law.

All district employees are privileged within the limitations imposed by state and federal laws and regulations to choose any side of a particular issue and to support their viewpoints as they desire by vote, discussion or persuading others. Such discussion and persuasion, however, will not be carried on during the performance of district duties, except in open discussion during classroom lessons that consider various candidates for a particular office or various sides of a particular political or civil issue.

On all controversial issues, employees must designate that the viewpoints they represent on the issues are personal and are not to be interpreted as the district's official viewpoint.

No employee will use district facilities, equipment or supplies in connection with political activities, nor will use any time during the work day for such political activities.

END OF POLICY

Legal Reference(s):

[ORS Chapter 244](#)
[ORS 260.432](#)

OR. CONST., art. XV, § 8.

Vernonia School District 47J

Code: **IFD**
Adopted: 05/14/87
Readopted: 02/10/00
Orig. Code(s): IFD

Curriculum Adoption **Course Approval**

A “course,” i.e., Latin America, is defined as a subject/class taught within a program (i.e., Social Studies).

The addition or deletion of courses shall require principal approval with review by **[the superintendent]** and shall be consistent with district and course goals.

Recommendations to add new courses **[or programs]** or to delete existing courses **[or programs]** must be approved by the **[Board]** **[superintendent]**.

END OF POLICY

Legal Reference(s):

[ORS 332.072](#)
[ORS 332.075](#)
[ORS 332.107](#)
[ORS 336.035](#)
[OAR 581-022-2000](#)
[OAR 581-022-2030](#)

Vernonia School District 47J

Code: **IGBHC-AR**
Adopted: 02/10/00
Readopted:
Orig. Code(s): IGBHC-AR

Notice for Alternative Education

Date: _____

[District]
[Address]

To the parent of: _____

Re: Notification of Alternative Education

Your student qualifies for alternative education as a result of the following student action: _____

Alternative education programs available for your student at this time consist of: _

The recommendation of district staff members for your student is: _

The procedures for enrolling your student in the recommended program are as follows: __

[Superintendent]

Date

Alternative Education Notification**

General notification of the alternative education program law and the availability of existing alternative education programs, shall be [included in the student/parent handbook] [noticed in the newspaper] [a letter to the parent or guardian] [and distributed] each year.

Individual notification to students and parents or guardians regarding the availability of alternative education programs will be given semiannually or when new programs become available under the following situations, as appropriate:

1. When two or more severe disciplinary problems occur within a three-year period (Severe disciplinary problems will be defined in the [code of conduct].);
2. When attendance is so erratic the student is not benefitting from the educational program (Erratic attendance will be defined on a case-by-case basis.);
3. When a student's parent or guardian or emancipated student applies for exemption from compulsory attendance on a semiannual basis;
4. When an expulsion is being considered [for reasons other than a weapons policy violation];
5. When a student is expelled [for reasons other than a weapons policy violation].

A written notification shall be **hand delivered** or sent by certified mail. Parents or guardians shall receive individual notification prior to an actual expulsion.

The written notification shall include, but is not limited to:

1. The student's action which is the basis for consideration of alternative education;
2. A list of the alternative education programs for this student;
3. The program recommendations for the student based on the student's learning styles and needs;
4. Procedures for enrolling the student in the recommended program.

The notice will be provided in a language the parents or guardians can understand.

The superintendent will develop notification procedures in accordance with Oregon Revised Statutes.

END OF POLICY

Legal Reference(s):

[ORS 332.072](#)
[ORS 336.175](#)
[ORS 336.615 to -336.665](#)
[ORS 339.250](#)

[OAR 581-021-0045](#)
[OAR 581-021-0065](#)
[OAR 581-021-0070](#)
[OAR 581-021-0071](#)
[OAR 581-021-0076](#)
[OAR 581-022-2320](#)
[OAR 581-022-2505](#)
[OAR 581-023-0006](#)
[OAR 581-023-0008](#)

Vernonia School District 47J

Code: **JFCA**
Adopted: 05/14/87
Readopted: 02/10/00
Orig. Code(s): JFCA

Student Dress and Grooming**

Responsibility for dress and grooming rests primarily with students and their parents; the district expects student dress and grooming to meet standards which ensure that the following conditions do not exist:

1. Disruption or interference with the classroom learning environment;
2. Threat to the health and/or safety of the student concerned or of other students.

Students who represent the school in a voluntary activity may be required to conform to dress and grooming standards and may be denied the opportunity to participate if those standards are not met.

END OF POLICY

Legal Reference(s):

[ORS 339.240](#)
[ORS 339.250](#)
[OAR 581-021-0026\(10\)](#)
[OAR 581-021-0050 - 0075](#)

Vernonia School District 47J

Code: **KBCA**
Adopted: 05/14/87
Readopted: 02/10/00
Orig. Code(s): KBCA

News Releases

Information about district activities and issues will be provided to the community in a way which will create and maintain a dignified and professionally responsible image for the district.

The procedures listed below will be followed in giving official information to the news media:

1. The Board chair will be the official spokesperson for the Board, unless this duty is delegated;
2. News releases that are of districtwide interest or that pertain to established district policy will be the responsibility of the superintendent;
3. The superintendent will establish procedures for the dissemination of news releases pertaining to the district.

END OF POLICY

Legal Reference(s):

[ORS 192.640](#)
[ORS 332.107](#)

Visitors to the Schools **Visitors to District Facilities****

The Board believes that a better understanding of its educational program and improved relationship between the schools and community can be developed through school and classroom visitations of parents and patrons. Such visitations should be encouraged, arranged and permitted within considerations of the requirements of the educational program, the orderly administration of the school, school grounds and classrooms and the safety and welfare of students and staff.

The district is responsible for the schools' supervision and administration. To ensure that school work is not disrupted and that visitors are properly directed to the areas in which they are interested, all visitors to district facilities must report to the school office upon entering school property.

1. Teachers' work must not be impeded by interruption of visitors or by unreasonable demands on their time.
2. Visitors must not contact individual students except as authorized by the principal and/or teachers.
3. When in the interest of orderly educational programs and the safety of students it is determined by the principal that some specific visitor or visitors shall not be permitted to enter the school facilities, the principal shall do the following:
 - a. Advise the person that admission is refused and give that person an explanation for the refusal;
 - b. If possible and appropriate, attempt to arrange alternative visitation of school facilities.
4. A visitor with permission to visit may be directed to leave when any teacher or administrator reasonably believes the visitor has engaged in physical violence, loud or disruptive speech or behavior, violation of a posted school rule or illegal conduct.

A visitor may also be directed to leave by the staff member administratively in charge of the building if the visit would be disruptive to the educational program or school order; would impede the work of teachers through visitor's interruptions or unreasonable demands on teacher time; or if the visitors' course of conduct would conflict with Board policies, district or building regulations or would violate the law.

5. A direction to leave revokes any permission to visit or license to enter. Whenever possible, the direction should be given in writing or followed by written notice which identifies the issuer and gives a brief statement of the reason for the direction to leave. The principal's office should be notified of any direction to leave and given a copy of any written notice.
6. Those who insist on remaining despite a principal's request to leave and who thereby create a disruption of the carrying on of school business are subject to citizen's arrest and a report made to law enforcement. Failure to leave will render a visitor liable for criminal trespass pursuant to Oregon law.

7. Any visitor who believes that they have had a visit unfairly limited, may request a meeting with the superintendent. The superintendent shall meet with the visitor, investigate the dispute and render a written decision. The superintendent's decision may be appealed to the Board.
8. Any visitor who commits a violent act or threatens to commit a violent act toward a student or staff member while on school grounds, at a school-sponsored event or on the way to and from school, shall be reported immediately to the principal and the superintendent. The superintendent shall immediately contact any student or staff member involved.

END OF POLICY

Legal Reference(s):

[ORS 164.245](#)
[ORS 164.255](#)
[ORS 166.025](#)
[ORS 166.155 to -166.165](#)
[ORS 332.107](#)
[ORS 339.327](#)

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – January 8, 2026 Vernonia Schools Building, 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 6:00 p.m. by Greg Kintz, Board Chair. MEETING CALLED TO ORDER
- Board Present:** Greg Kintz, Joanie Jones, Amy Cieloha, Lisa Curry and Alicia Mahoney
Board Absent: Tony Holmes and Javoss McGuire
Staff Present: Jim Helmen, Superintendent; Nate Underwood, Middle High School Principal; Michelle Eagleson, Elementary Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Brett Costley and Kendra Schlegel, Licensed Staff; and Camrin Eyrrick and Karen Roberts, Classified Staff. BOARD PRESENT
BOARD ABSENT
STAFF PRESENT
- Visitors Present:** Steve Whiteman, Greg Brody, Scott Laird, and Tiffany McTaggart VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 1.2 School Board Appreciation:** Jim Helmen offered his thanks and shared that he appreciates the work and time given by board members. He also acknowledged Greg Kintz for the work he does with OSBA and other agencies, all of which helps to put Vernonia on the map. Certificates and cards of thanks signed by staff were presented to board members. SCHOOL BOARD RECOGNITION MONTH
- 2.0 AGENDA REVIEW:** A couple changes were noted. The consent agenda motion to approve the minutes should be changed to “approve as amended”. There has been a small adjustment to the minutes. Under Other Issues, setting a date for a special meeting in February to hear the findings on complaints received has been added. AGENDA REVIEW
- Alicia Mahoney moved to approve the agenda as amended. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS:** PUBLIC COMMENT
- Chief Greg Brody, Vernonia Rural Fire Protection District shared that he has been meeting and getting to know all the community civic organizations and he wanted to introduce himself to the school board. He is a firm believer in building relationships and collaborating with community partners. He participates and partners with the VHS Fire Science program which is a great program and he and his department try to attend sporting and community events. He further shared that in May the Fire Department will be putting a measure on the ballot in support of operational expenses and necessary equipment upgrades.
- Steve Whiteman shared his compliments for the strong community connection with the school. He feels Spanish, America’s second language, should be taught in our schools and students need to be participating in academic competition such as Knowledge Bowls, etc.
- 4.0 SHOWCASING OF SCHOOLS**
- 4.1 Administrator Reports:** All Administrator reports were provided to the Board prior to the meeting. ADMINISTRATOR REPORTS
- Alicia Mahoney asked for an explanation regarding the few enrollment drops. Jim Helmen stated he would have to research this and get back to the Board.
- Nate Underwood shared that he and Pete Weisel, MS/HS Counselor, have been working with Youth Era. They hold meetings with 8th grade boys called “beyond the locker room” that focuses on self-esteem, getting along, and perseverance. Yesterday they held an assembly for all middle and high school students on mental health and it’s connection to physical activity.
- Winter Formal is scheduled for February 7, 2026.
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** The Superintendent report was provided to the Board prior to the SUPERINTENDENT

meeting.

REPORT

Mr. Helmen was asked if he felt the attendance incentives are working. Yes. It's not reflective of our "not chronically absent" percentages but huge engagement jumps are being seen. Attendance is now being taken twice a day and we have two staff members focusing on attendance. The plan to start doing home-checks and more intensive connection with families is in the works by working with the ESD attendance team.

Is there a point when parents are contacted? Yes, our attendance staff and building principals contact parents when needed to put a plan in place.

Are the budget staff surveys confidential? Yes.

5.1.1 Superintendent Goals Mid-Year Review: Mr. Helmen provided a written review updating the board on his work towards his annual goals. The report listed the goal, the objective of the goal, key strategies for achieving the goal, the success measure, and the alignment of the goal to the strategic plan. Each goal, supporting information and summarized status are as follows:

SUPERINTENDENT
GOALS MID-YEAR
REVIEW

Goal 1: Operate the District in a fiscally prudent manner while balancing education needs and opportunities: Status: At mid-year, the District is partially meeting Goal 1. Limited resources have been successfully aligned to high-priority attendance, instructional, and student support initiatives, despite significant fiscal challenges.

Goal 2: Ensure instruction utilizes culturally responsive practices with staff trained. Status: The District's intentional professional development, PLC structures, and intervention systems ensure culturally responsive and high-impact instructional practices are embedded across classrooms, with equitable access prioritized for all students.

Goal 3: Implement Structures to help hire and retain quality personnel. Status: Significant progress has been made toward Goal 3. Systems are actively supporting teacher growth, morale, and retention while reinforcing equitable access to professional development and high-impact instructional practices.

Goal 4: Increase K-12 students' social-emotional, mental, and behavioral health supports. Status: Mid-year progress demonstrates a comprehensive, data-driven approach to SEL, mental health, attendance, and student engagement, positioning the District to meet its success measure by the end of the 2025-26 school year.

Goal 5. Ensure effective District governance through positive board and community relations. Status: Mid-year progress demonstrates strong alignment with Goal 5, fostering effective governance, positive relationships and community trust while maintaining active advocacy for small district needs.

5.2 Financial Report: Marie Knight provided her financial reports and noted that they were run on January 2nd and at that point in time all the December transactions hadn't been entered. It is based on estimates instead of actual numbers. Overall the ending fund balance has increased slightly.

FINANCIAL REPORT

Marie shared that on the Expense Report Month to Date the large increase seen in purchased services and supplies and materials is due to the timing of payments to NWRES for our annual technology support and large expenses for our financial and education software.

A question was asked regarding the notation at the top of each section stating the percentage of budget. Is the percentage for accounts in that section only? Yes.

Jim Helmen asked the board if these reports are meeting what they wanted? The consensus was yes.

An updated Student Body Account balance progress report will be presented in February. A question was asked regarding checks submitted to the student body accounts. The amount has not changed from the last report. Marie directed them to contact Teresa Williams in the high

school office.

5.2.1 Budget Calendar: Marie Knight shared the budget calendar for this meeting to develop the 2026-27 budget. It is similar to the last few years, giving committee members adequate time to review the budget between the 1st and 2nd meeting.

DRAFT BUDGET
CALENDAR SHARED

5.3 Maintenance Report: Mark Brown's report was provided to the Board prior to the meeting. He continues to have issues with the wall dividers in the boys' restroom. The students are hanging on them.

MAINTENANCE REPORT

Discussion was held on the field nets by the baseball field. There are holes in the nets that need to be repaired and deer are getting hung up in the nets. Perhaps they would be raised up in the off season.

BASEBALL FIELD NETS

Mist has reported that they are blowing the breakers during lunch time with too much draw from microwaves, etc. Joanie Jones stated that this happened to her however she rearranged the room so that everything was not on the same wall and drawing from the same circuits.

MIST BREAKERS IN
LUNCHROOM

Jim Helmen shared that the *I Love You Guys* protocol for lock down and other safety procedures has been completed for Mist.

MIST SAFETY
PROTOCOLS
COMPLETED

Joanie Jones shared that during hunting season, someone in the community witnessed someone shooting an elk on school property. Mr. Helmen stated that no hunting signage will be purchased and installed.

NO HUNTING SIGNAGE
TO BE INSTALLED

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 Committee Reports:

COMMITTEE UPDATES
POLICY COMMITTEE

6.1.1 Policy Committee: The committee met and will have policies for first reading at the February meeting.

6.1.2 Safety Committee: Nothing reported.

SAFETY COMMITTEE

6.1.3 Scholarship Committee: Nothing reported.

SCHOLARSHIP
COMMITTEE

70 OTHER INFORMATION and DISCUSSION

7.1 Calendar Update: Due to power outages and school cancelled on Dec. 17 and 18, the first two potential snow make-up days on the calendar will now be school days. These dates are February 27 and April 10.

CALENDAR UPDATE

7.2 NWRESD Local Service Plan for 2026-27: It is required that each school board approve the ESD's service plan for the following year. Jim Helmen shared that the ESD provides services at a cost, mostly for special education, to small schools who don't need a full FTE person. These areas include an autism consultant, behavior and occupational therapists, deaf and hard of hearing, nursing and physical therapy services, etc. Other services we receive through the ESD are technology services, business payroll services, early childhood education services, and dual credit with Willamette Promise. Utilizing the ESD services helps to promote equity of available services to small districts.

NWRESD LOCAL
SERVICE PLAN 2026-27
SHARED

There are services provided to our District at no cost. These include attendance, CTE Revitalization, Early Learning Hub, Migrant Education, Oregon Math Project, Regional Educator Network, STEM Hub, and others.

Superintendent Helmen's recommendation is to approve the Local Service plan as presented.

8.0 ACTION ITEMS

8.1 Budget Calendar: Alicia Mahoney moved to approve the 2026 Budget Calendar as presented. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance.

BUDGET CALENDAR
APPROVED

8.2 NWRESD Local Service Plan: Amy Cieloha moved to approve the NWRESD's 2026-27 Local Service Plan as presented. Joanie Jones seconded the motion. Motion passed unanimously with those in attendance.

NWRESD LOCAL
SERVICE PLAN
APPROVED

9.0	MONITORING BOARD PERFORMANCE: Nothing discussed.	MONITORING BOARD PERFORMANCE
10.0	CONSENT AGENDA:	CONSENT AGENDA
	10.1 Minutes of 12/11/2025 Regular Meeting and the 12/15/2025 Special Meeting. Lisa Curry moved to approve the consent agenda as amended – 12/11/25 minutes item 6.1.3 adjusted typo. Alicia Mahoney seconded the motion. Motion passed unanimously with those in attendance.	CONSENT AGENDA APPROVED
11.0	OTHER ISSUES:	OTHER ISSUES
	Next Agenda Setting Meeting – Wednesday, February 4 th at 5:00 p.m. Lisa Curry volunteered to join Jim Helmen and Greg Kintz.	NEXT AGENDA SETTING MEETING
	Discussion was held to set a date for a Special Meeting to hear the findings of the investigation of complaints received. Two options were determined, Tuesday, February 17 th or Thursday, February 19 th at 5:00 p.m. Greg Kintz will share these dates with the District attorney and will let everyone know when the meeting date is confirmed.	SPECIAL MEETING DATE OPTIONS DETERMINED
	Amy Cieloha requested that something come out from the high school for senior parents regarding sports eligibility and credits.	SPORTS ELIGIBILITY INFO REQUESTED
12.0	UPCOMING DATES:	UPCOMING DATES
	January 19, 2026 – NO SCHOOL, Martin Luther King Holiday January 23, 2026 – NO SCHOOL, Teacher Work Day, End of 2 nd 9 weeks/1 st Semester February 12, 2026 – School Board Meeting, 6:00 p.m.	
13.0	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