

# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – December 12, 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 6:00 p.m. by Greg Kintz. MEETING CALLED TO ORDER
- Board Present:** Greg Kintz, Amy Cieloha, Joanie Jones, Tony Holmes, Javoss McGuire, and Stacey Pelster BOARD PRESENT
- Board Absent:** Susan Wagner BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle & High School Principal; Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director; Barb Carr, Administrative Assistant, and Camrin Eyrrick and Glenda Delemos, Classified Staff. STAFF PRESENT
- Visitors Present:** Freya Lewis and Scott Laird VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** There were no adjustments to the agenda. Stacey Pelster moved to approve as presented. Joanie Jones seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- 3.0 PUBLIC COMMENT:** Scott Laird spoke to the Board’s decision last month to not support a Pride Advisory Committee to the Oregon Schools Board Association’s request to amend their bylaws and make the Pride Advisory Committee a voting caucus. PUBLIC COMMENT
- 4.0 SHOWING CASING of SCHOOLS**
- 4.1 ADMINSTRATOR REPORTS:** The Board received all Administrator Reports prior to the meeting. ADMINISTRATOR REPORTS
- Nate Underwood read a note from Mrs. Safier regarding 9<sup>th</sup> Grade On-Track efforts. Mrs. Safier and Mrs. Schram are excited to begin interviewing freshman and get started. The NWRESA recognized VHS for the substantial increase in the percentage of students in 9<sup>th</sup> grade on track to graduate. Amy Cieloha stated she would enjoy having students come to the board meetings.
- Fall Sports Report: Information was provided within Mr. Underwood’s Principal Report.
- Stacey Pelster shared that she appreciated Scott Laird bringing forth his points and shared her perspective of why the Board voted the way they did.
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** The Superintendent’s Report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Jim Helmen shared that after presenting the District’s Report Card information to the Board it will go out to families. Overall report card takeaways include:
- Notable gains in English Language Arts and Science. The district showed consistent growth in reading and science, particularly in middle school grades.
  - Math gains in early grades: Early interventions have proven effective in grades 3 and 5. Additional focused intervention and increased proficiency in higher-level critical thinking are needed to sustain progress in the upper grades.
  - Targeted interventions needed: Declining or stagnant performance in specific grades (e.g. 11<sup>th</sup> grade ELA and Math) highlights areas for strategic focus, new math adoption, and strategic MTSS interventions needed in math. Math adoption for grades 6-12 is in process.
  - 9<sup>th</sup> grade on track: with a total denominator of 141 students over the three years, the 9<sup>th</sup> grade on track data reflects progress, particularly in the most recent year,

suggesting the effectiveness of interventions or program adjustments. Continued focus on maintaining and enhancing these gains is recommended.

- Attendance: while attendance has steadily improved, continued efforts are necessary to sustain and accelerate this upward trajectory.
- Graduation Rate: with a total cohort denominator of 135 student across the three years, this data reflects steady progress in graduation outcomes. Continued efforts are encouraged to sustain and build upon this positive trend.

Javoss McGuire suggested posting the data for kids to see.

The District's Fall Community Engagement Night was held November 21<sup>st</sup> and was again a huge success. The District is grateful for the generous sponsorships from local businesses towards Thanksgiving meal boxes and Bingo game prizes.

**5.2 Financial Report:** The Financial Report was shared with the Board prior to the meeting. There were no questions on this report. Included with the Financial report is a Plan of Action to address material weaknesses discovered in the audit. FINANCIAL REPORT

**5.2.1 Audit Presentation:** Tara Kamp, a partner with Pauly, Roger and Co. shared the purpose of the audit. AUDIT PRESENTATION

- Financial Audit – testing financials for accepted accounting principles and auditing standards
- Compliance Audit – testing various laws & regulations to ensure compliance
- Federal Single Audit – testing specific federal grants

The results of the Financial Audit issued an unmodified opinion. This is a clean opinion with no reservations. The results of the Compliance Audit found exceptions and those are noted on page 49 of the audit. The results of the Federal Audit stated one issue of non-compliance.

According to Ms. Kamp she and her agency encountered no issues with Vernonia School District staff. They were wonderful to work with. There were no disagreements with management about accounting and auditing requirements.

Jim Helmen stated that Marie Knight worked hard to have the audit done on time and this year the audit was actually finished ahead of time.

Stacey Pelster stated she would like to have further information and an explanation provided by Marie Knight when she returns.

**5.3 Maintenance Report:** Mark Brown's report was provided to the Board prior to the meeting. There were no questions on this report. MAINTENANCE REPORT

**6.0 BOARD REPORTS/ BOARD DEVELOPMENT:**

**6.1 COMMITTEE REPORTS**

COMMITTEE REPORTS

**6.1.1 Safety Committee** – No report

**6.1.2 Policy Committee** – The following policies were presented for a first reading.

GBN-JBA: Sexual Harassment

GCBDA/GDBDA: Family Medical Leave

GCBDC/GDBDC: Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave

GCBDC/GDBDC-AR: Request for Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave

GCBDF/GDBDF: Paid Family and medical leave Insurance

IIA: Instructional Materials

JHH: Student Suicide Prevention

**6.1.3 Scholarship Committee** – Nothing reported

**6.2 Board Member Items:**

BOARD MEMBER ITEMS

Amy Cieloha asked if there is a date that the remaining accounts in the student body account plan will be completed? She asked that page numbers be added to the document and a due date be added.

Greg Kintz stated that he receives regular communication from the Oregon Government Ethics Commission (OGEC). Public officials must go through mandatory training once per term. The training link is available on the OGEC website and also available on the OSBA site. Previously Board members completed an annual form however, starting this year training is required.

**7.0 OTHER INFORMATION and DISCUSSION**

- 7.1 **District At-A-Glance Report Cards** – Jim Helmen shared this information during his Superintendent’s report. DISTRICT REPORT CARD INFORMATION SHARED
- 7.2 **Integrated Guidance Report 2023-24:** Jim Helmen shared this information in his Superintendent’s report. INTEGRATED GUIDANCE REPORT
- 7.3 **Early Literacy Report 2023-24:** Jim Helmen shared this information in his Superintendent’s report. EARLY LITERACY REPORT
- 7.4 **Classified OSEA Memorandum of Agreement (MOA):** Jim Helmen explained that OSEA requested a Memorandum of Agreement to add the following to Article 9.17 F:  
*6. An employee who accepts a bilingual translation and interpretation assignment shall receive an additional one dollar and forty cents (\$1.40) per hour on their hourly wage per semester while assigned.* OSEA MOA PRESENTED

**8.0 ACTION ITEMS:**

- 8.1 **2023-24 Financial Plan of Action:** Stacey Pelster moved to approve the Vernonia School District Financial Plan of Action 2023-24 as presented. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. FINANCIAL PLAN OF ACTION APPROVED
- 8.2 **OSEA Classified Memorandum of Agreement:** Javoss McGuire moved to approve the OSEA Classified Memorandum of Agreement as presented and discussed. Joanie Jones seconded the motion. Motion passed unanimously with those in attendance. OSEA MEMORANDUM OF AGREEMENT APPROVED

**9.0 MONITORING BOARD PERFORMANCE:** Nothing discussed. MONITORING BOARD PERFORMANCE

**10.0 CONSENT AGENDA:** CONSENT AGENDA

**10.1** Minutes of 11/14/2024 Regular Meeting

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

**11.0 OTHER ISSUES:** OTHER ISSUES

**11.1 Next Agenda Setting Meeting:** The virtual meeting will take place at 4:00 p.m. on Thursday, January 2, 2025. NEXT AGENDA SETTING MEETING


**12.0 UPCOMING DATES:**

- Elementary Holiday Program - Wednesday, Dec. 18<sup>th</sup> at 6:00 p.m. Amy Cieloha and Tony Holmes volunteered to help serve refreshments.
- Staff Holiday Dessert Potluck: Monday, Dec. 16<sup>th</sup> at 2:00 p.m.
- Legislative Town Hall in Astoria, Wednesday, Dec. 18<sup>th</sup>.
- Winter Break Dec 23 – Jan 6, 2025
- Next Board meeting Jan 9, 2025

Amy Cieloha commented that all doors were locked during the basketball game last week.

**13.0 MEETING ADJOURNED** at 7:27 p.m. ADJOURNED

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

  
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Board Chair

  
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District Clerk