

# AGENDA

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS

### Public Meeting

Thursday, October 17, 2024 – 6:00 p.m.

Mist Elementary, 69163 Hwy. 47, Mist, OR 97016

**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](mailto:bcarr@vernoniak12.org) 24 hours before the meeting. **Individual comments are limited to 3 minutes. Group comments are limited to 5 minutes.**

At 8:00 p.m., the Board may take a five-minute recess, and the chair will review the agenda for possible rescheduling of agenda items. For special accommodations call 429-5891 at least 48 hours prior to the meeting.

### REGULAR SESSION

**1.0 CALL TO ORDER .....Chair**

1.1 Flag Salute

**2.0 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 Reports

4.2 VSD Citizen of the Month

**5.0 BUSINESS REPORTS**

5.1 Superintendent .....Jim Helmen

5.2 Financial .....Marie Knight

5.3 Maintenance .....Mark Brown

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

6.1 Committee Reports

6.1.1 Safety Committee

6.1.2 Policy Committee

6.1.3 Scholarship Committee

6.2 Board Member Items

**7.0 OTHER INFORMATION and DISCUSSION**

7.1 Division 22 Standards Report

7.2 Class Size / Enrollment Report

**8.0 ACTION ITEMS**

8.1

**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 09/12/2024 Regular Meeting and 08/29/24 Workshop**

*I move to approve the consent agenda as presented.*

**11.0 OTHER ISSUES ..... Chair**

**11.1 Next Agenda Setting**

**12.0 UPCOMING DATES**

- November 7-9, 2024 OSBA Annual Convention
- November 14, 2024 Board Meeting - 6:00 p.m.
- November 21, 2024 Community Engagement Event 5-7 p.m.

*(Dates and times are subject to change. Please check the district web site at [www.veroniak12.org](http://www.veroniak12.org) for the most up-to-date information)*

**13.0 ADJOURN..... Chair**

Vernonia School District 47J  
Oct. 1, 2024

	K	1	2	3	4	5	6	7	8	9	10	11	12	FE+	Total	F&R	SpEd	
District																2		
Mist Elementary	7	5	6	7	4	4										33	13	6
																	39%	18%
Vernonia Elem.	19	24	33	33	28	38										175	118	35
																	67%	
a Family Academy	3	8	5	6	3	6										31		
Elementary Total	29	37	44	46	35	48										239	131	41
																	55%	17%

Vernonia MS							48	38	38						124	72	21		
f. Family Academy							5	6	2						13				
																	137	53%	15%
Vernonia HS										27	33	34	34	6	134	81	22		
										10	11	11	16	0	48				
																	182		
																		45%	12%
Total	29	37	44	46	35	48	53	44	40	37	44	45	50	6	558	284	86		
																		51%	15%

(as of 6/1/24) 547

October 1	29	37	44	46	35	48	53	44	40	37	44	45	50	6	558		
November 1	0																
December 1	0																
January 1	0																
February 1	0																
March 1	0																
April 1	0																
May 1	0																
June 1	0																





**October 2024  
VHS/VMS  
Board Report–**

**Greetings Board!**

**Welcome to Logger Nation!**

**School Priorities/Focus 24-25**

***9th on Track***

9th on Track Team, including Jenn Schram, Juan Munoz, and Juliet Safier attended the first 9th Success Network @ the NWRESA on October 8. This is a time to collaborate with other schools of varying sizes to share ideas on successful strategies

**Academic Growth**

IXL Intervention Plan tied to STAR Outcomes

3 Tiers of Learning

1. UNFINISHED LEARNING
2. SUPPORT IN THE CLASSROOM
3. TEST PREP

All students will have a Personalized Learning Plan based on previous STAR data outcomes. Logger Power Hour and parts of Advisory will be used for each student to access their plan. Mastering 2 Skills (20 minutes 2X per week) will demonstrate proficiency.

**STAR**

By the end of the Week of October 7-11, all students grades 6-11 should have completed the first round of STAR Reading and Math assessments. This will give both students and teachers some baseline data to:

- Give students and idea of their current achievement level
- Allow for teachers to plan and set student learning goals
- Plan for some supplemental enrichment and/or interventions on academic priority standards.

### ***Tier II Middle School Reading Intervention***

2 piggy back on effective intervention at the elementary level, 6th and 7th graders will be identified to receive small group reading interventions on a regular, weekly basis. They have also been placed in an Enrichment class (where they will receive pull-out) so they will not miss CORE instruction, yet be able to access IXL and other enrichment activities.

**Update:** 19 MS students have been identified as needing additional support. After much planning and scheduling maneuvers, small groups to benign **Tuesday October 8**. Groups will run 20 minutes, 4 days per week (Tuesday-Friday). Thanks to awesome staff members that helped to make this happen: **Susanne Myers, Michelle Eagleson, Kendra Schlegel, Liz Woosley, Gienah Cheney, Brianna Warren, Angie Budge, Crystal Smith, Tamorah Sook, Camrin Eyrrick, Bret Bunke, and Brett Costley.**

### **Professional Development and Focus:**

The past 4 Professional Development Sessions focused on:

- **Wellness**-Group and Self Wellness time to recharge and reboot. Staff took walks, talked and laughed, went for a run, worked on a school project. at cookies, and/or simply enjoyed camaraderie together as Logger Nation. It is important to take a step back at times to appreciate all that is good!
- **Writing**-Universal Rubrics for non ELA (English and Language Arts Classes). This continues the focus on Writing and how all subjects can support Writing Across the Curriculum, especially Informative Writing Pieces
- **Depth of Knowledge (DOK)** Depth of Knowledge focuses on the level of questioning we are asking of our students when applying learning. With 4 Levels, the goal is to get students to be assessed at Level 3 and 4.
  - **Characteristics of Level 3**
    - Requires reasoning, planning, or using evidence.
    - Involves abstract thinking or going beyond surface-level understanding
    - Often requires explaining “how” or “why” something works
    - Involves making connections between ideas or concepts

- May include multiple steps and approaches, with a need for justification
- **Characteristics of Level 4**
  - Involves complex reasoning, planning, and thinking over an extended period
  - Requires students to synthesize information from multiple sources, engage in in-depth research, develop and test hypotheses, and critically evaluate solutions or conclusions.
  - This level goes beyond merely following a process—it involves original thought, high-level analysis, and justification of decisions based on evidence.

### **SEL (Social and Emotional Learning)**

This year, Vernonia MS and HS will use Wayfinder, a research-backed Core Skills SEL Curriculum. Unlike most SEL curriculums, this was designed with Secondary in mind, and has lessons and activities tailored for grade level. The 6 Core Skills for Future-Ready Students will focus on:

- Purpose
- Self-Awareness
- Adaptability
- Empathy
- Collaboration
- Agency

**Update:** Wayfinder is being used 1X per week in Advisory. Lessons are focused on grade-level content.

### **Effective Teaching**

We have reviewed what data shows to be key elements of effective teaching

- Positive Relationship
- High Expectations
- Quality Curriculum
- Engaging Instruction
- Meaningful Assessments

### **Tier III Support**

We are starting a new Secondary Tier III program. This program will provide support and teach students skills needed to be successful in the classroom. We are excited about continuing with the success downstairs.

**Update:** Currently we have 8 students that have been accessing this program so far this year. Successes include regular attendance, community building, and de-escalation strategies.

### **Criminal Justice**

In partnership with VHS's Criminal Justice Class, the Vernonia Police Department will be on site (10/8) to run simulations of realistic scenarios and activities.

### **Oregon Symphony**

On October 8, grades 4-12 were treated to an outstanding **Portland Opera to Go Performance**. Thank you to Debbie Taylor for setting this up for our students.

### **Theatre Arts**

Theater Arts will be attending "**Wicked**" through Broadway in Portland.

**Knitting/Crochet Club** is happening on Tuesdays...student learning Crochet from club President **Naomi Pelster**.

**Improv Club** started this week...headed by **Maddie Pelster** and **Robyn Naron**. Good turn out.

### **Homecoming 2024**

I encourage all students to get involved in the fun. Homecoming is the age old tradition of football, food, fun, friendly competitions, Coronation of King and Queen, and dancing!! Get involved and show some school spirit, have some fun, and participate in good natured dress up days.

To streamline some communication, a VFA/VHS Google Classroom has been created and shared with all VFA students. Ms. Safier, Mrs. Ferguson, Mrs. Taylor, and Mr. Underwood are co-teachers and can update information here, answer questions, etc..

All VFA students have been invited to the class titled simply **VFA/VHS Communication**. Please reach out if you have any questions.

This year, **Juliet Safier** is the Activities Director

Senior Class Advisor-**Ashley Ward**

Junior Class Advisor-**Glenda Delemos**

Sophomore Class Advisor-**Karen Roberts**

Freshmen Class Advisor-**Victoria Leonetti**

We also have many parents that are actively involved in planning, fundraising, chaperoning, etc.. Thank you! If you would like to get involved, please contact one of the Advisors or Ms. Safier



**A bit of a timeline:**

- 10/7 -(Monday)–Tickets for the Dance go on sale
- 10/9- (Wed)Homecoming official kicks off with a student Assembly during Logger Power Hour
- 10/10-(Thurs) **Vernonia Invitational Cross Country Meet**
- 10/14-(Mon) Dress Up Day–**PJs or Western**
- 10/14-(Mon) **HS Volleyball vs Gaston—PINK OUT**
- 10/15-(Tue) Dress Up Day–**Class Colors**–Games during Advisory and Logger Power Hour
- 10/15-(Tue) **Coronation and Air Jams**–Commons
- 10/16-(Wed) Dress Up Day–**Rhyme w/o Reason or Twin**–Games during Logger Power Hour
- 10/17-(Thur) Dress Up Day–**Sport or Club**
- 10/18-(Fri) Dress Up Day–**Logger Gear (Blue & Gold)**
- 10/18-(Fri) **Homecoming Football Game vs Corbett**
- 10/19-(Sat) Homecoming Dance 8-11 PM, Wrestling Room

Homecoming Court was announced last Friday (10/4). Congratulations to:

**Homecoming Court 2024**

- |                                 |                             |
|---------------------------------|-----------------------------|
| <b><i>Ella Schram</i></b>       | <b><i>Cody Buehrer</i></b>  |
| <b><i>Kaydence Roberson</i></b> | <b><i>Cannon McLeod</i></b> |
| <b><i>Anicia Ruiz</i></b>       | <b><i>James Busch</i></b>   |

2 pictures needed to capture all six!!!





Picture of a few of our High School boys “refereeing” Little Guy Football! **Go Loggers!**

**HAVE A GREAT MONTH LOGGER NATION!**



“Building Bridges, Clearing Paths”

# VERNONIA AND MIST ELEMENTARY BOARD REPORT

October 17, 2024



"Building Bridges, Clearing Paths"

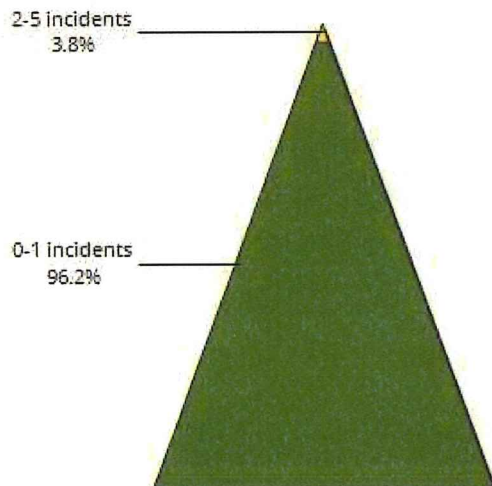
## Elementary Goals

- Continue Implementation of PLCs (Professional Learning Communities)
- Implement Consistent Instructional Strategies/Rigor in Math and Writing
- 

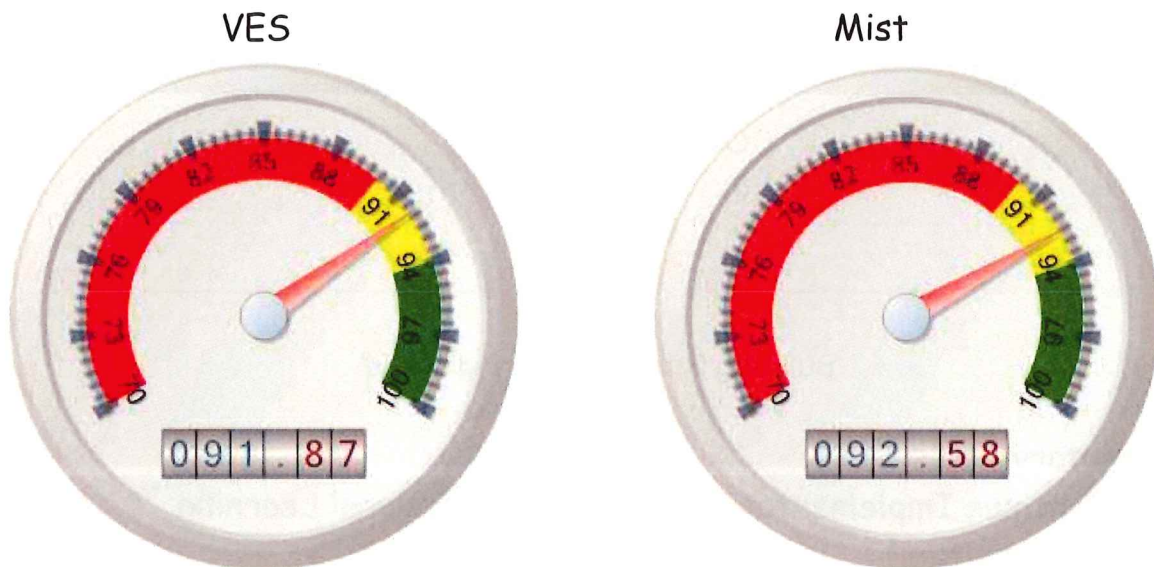
## Welcome New Staff

Welcome to Arcadia Dyer (IA), Ryan Cripe (IA) and Brooke Massey (IA). We are excited they have joined Logger Nation and are already making a huge impact on the students they are working with!

## Behavior Referrals for the Month of September 3- October 7, 2024



Average Attendance Percent: September 3- October 7, 2024



54% of our elementary students had 90% attendance for the month of September and received the monthly award: a Krispy Kreme doughnut.

Professional Development

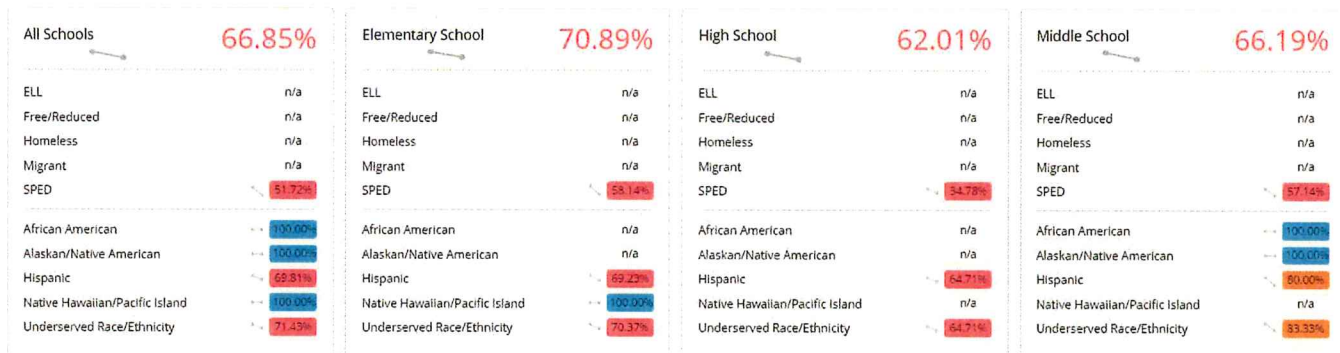
Elementary Staff were engaged in 2 sessions of Depth of Knowledge (DOK) to better understand how to increase the level of rigor of questions, assignments and assessments. Teachers looked at their own assessments and evaluated the questions for level of rigor.

On September 30 and October 1, Neilia Solberg and Shauna Pitts modeled informational brief write lessons on annotation for 3rd-5th grade, observed writing instruction in K-5 classrooms, provided feedback and led writing professional development for our teachers. K-1 is currently focusing on handwriting practice for automaticity and accuracy. 2-5 is focusing on 2 column notes, color-coding, verbal rehearsal and reading aloud.

VSD Special Education Priorities 2024-2025

Priority 1: Attendance & Engagement for Students with Disabilities (Special Education)

- Regular attenders, cohort trends at 30 days & 60 days (90 day trend not yet available)  
*Regular attenders are students with an attendance rate greater than 90%. Chronically absent students are those with an attendance rate of 90% or less.*



- Next steps
  - **Early Identification and Monitoring:** We will use the data above to identify students with high absenteeism rates as early as possible. We will regularly track attendance patterns to intervene before absences become chronic.
  - **Family Engagement:** Involve families by providing them with information about the importance of attendance and offering support. Some parents may not realize how quickly absences can add up. Once we identify individual students who already fall into the Level 1-3 categories, the special education team will reach out to parents and begin by informing them of the number of days their child has missed.

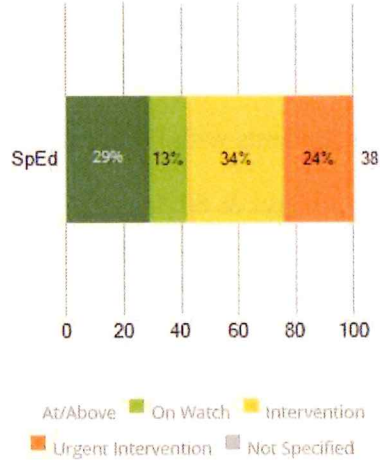
Priority 2: Academic Progress for Students with Disabilities (Special Education)

- Fall 2024 STAR early literacy, reading & math scores for special education students K-12

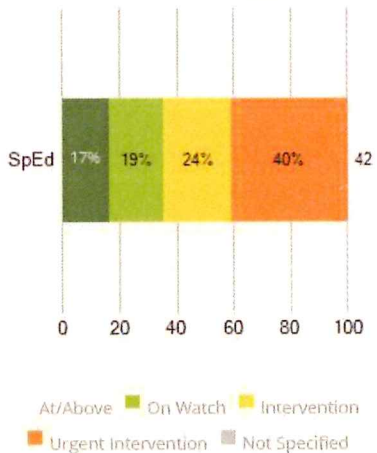
☰ 2024-2025 Early Literacy Composite:  
 Total STAR By Focal Group



☰ 2024-2025 Reading Composite: Total  
 STAR By Focal Group



☰ 2024-2025 Mathematics Composite:  
 Total STAR By Focal Group



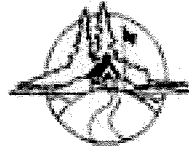
● Next steps

- **Individualized Education Plans (IEPs):** Special education teachers will ensure that each student's IEP includes specific goals related to the STAR assessment, with tailored instruction and accommodations. Teacher will use the focus skills identified in each student's individual STAR score report to develop IEP goals that target these foundational skills.
- **Differentiated Instruction & Universal Design For Learning (UDL) :** Upcoming professional development for general education teachers will include strategies to use varied teaching methods to meet diverse learning styles. UDL strategies may include visual aids, explicit instruction, and hands-on activities.

Priority 3: Implement Tier II Interventions at VMS

- Interventions launch Monday! This is exciting news! Information on initial roll out & progress will be provided in my report next month.

# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
October, 2024  
*70 -70 - 90*  
*We, Not Me*

**Vernonia Division 22 Standards have been completed and will be submitted to ODE for approval by November 1, 2024.**

- Division 22 standards have been completed, and I am pleased to announce that Vernonia School District fully complies with them.
- The Division 22 compliance standards are found in Chapter 581, Division 22 of the Oregon Administrative Rules (OARs). These standards are the educational benchmarks that the Oregon Legislature or the State Board has established as necessary for a school district to meet to be considered standard. Adhering to the Division 22 Standards ensures that every student in Oregon public schools receives a baseline level of service.

## **Anticipated State School Fund**

- It is still too early in the legislative session to determine our State School Fund (SSF) for the 25-27 biennium. However, early projections from the Coalition of Oregon School Administrators indicate an SSF of 11.3 billion, approximately 1.1 billion more than our allocation for the 23-25 biennium. Our general fund has unforeseen financial impacts due to unemployment insurance benefits from Senate Bill 489, inflationary costs for running the district, and changes in district enrollment. Additionally, our district's collective bargaining agreement will be in its third and final year in 25-26, leading to a 6% COLA increase for all staff, a salary "Step" based on experience increase, and an increase in insurance benefits. These factors will be assessed in relation to the SSF and aligned with the district's instructional programming and service expansion needs.
- We have seen an increase in student enrollment since the end of the 23-24 school year and optimistically anticipate this trend continuing.

## **24-25 Enrollment**

- The current district enrollment is 561. At the end of the 23-24 school year, our enrollment was at 548.
  - The current enrollment at VFA is 92 students, down from 107 at the end of the 23-24 school year. A number of students transferred back to the building full time from last year.
  - The Current Enrollment at Mist Elementary is 31 students, and the same number of students were registered during the 23-24 school year.

# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
October, 2024  
*70 -70 - 90*  
*We, Not Me*

**Goal 1: Operate the school district in a fiscally prudent manner while balancing educational needs and opportunities:**

- **Align resources to identified district goals ( Staffing, Academic Achievement, career technical education, social-emotional learning.)**
  - VSD remains fully staffed, and we have been fortunate to hire some exceptional new staff members.
  - Resources added 24-25:
    - Music, STEAM, and ART programming: The investment and development of this program have been integral to developing a well-rounded elementary education focused on nurturing diverse skill sets and supporting students' overall cognitive and social development.
    - Middle High School Tier III Program: This program has provided our Alternative programs to cater to students with varying academic, social, and emotional needs. These may include students who are at risk of dropping out, have special needs, or require a non-traditional learning environment to succeed.
    - By offering personalized instruction, small class sizes, and tailored learning plans, Tier III helps ensure that every student in the program can engage with the curriculum to meet their learning style and social-emotional needs. Since the beginning of the school year, the Tier III students program have
    - Tier III and Special Education Programming, K-5: We have expanded staffing by (2) new Instructional Assistants to support increased student special education needs at K-2 levels.

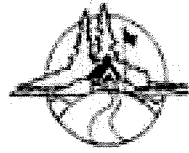
**Goal 2: Ensure instruction throughout the district utilizes culturally responsive practices and that all staff are trained.**

**Standards: 1,2,4**

- In September, we completed Depth of Knowledge (DOK) and Writing training for all K-12 staff. Depth of Knowledge (DOK) has four specific rigor levels (1-4) and helps students engage in critical thinking by structuring tasks and questions in all formative assessments and classroom discussions to progressively challenge students' critical thinking and critical engagement with the content. Our goal is to support teachers in recognizing and designing instructional lessons that meet the rigor required for our students to access any grade level content through SAT, SBAC, ASVAB, Junior College Technical School/Union entrance and licensure exams, etc. The Oregon Smarter Balanced Assessment question at each grade level presents 60% of assessment questions at DOK level 3.



# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
October, 2024  
*70 -70 - 90*  
*We, Not Me*

- Professional Learning Community Training for all Certified Staff: We will continue our PLC training in October. Ken Pashall from Oregon Rural Schools Network will train our K-12 staff on continued PLC facilitation in all content areas.

## Why are PLCs important to student engagement and learning?

- Professional Learning Communities (PLCs) are essential for improving student engagement and learning. They provide structured opportunities for educators to collaborate, share effective strategies, and continuously enhance their teaching practices. PLCs analyze student academic, behavior, and attendance data to identify areas of need, enabling teachers to adjust instruction and school-wide strategies based on real-time insights. Educators share and implement best practices during PLC meetings, leading to more effective teaching strategies that enhance student engagement.
- The 6-8 team has developed and is implementing our multi-tiered support system (MTSS) for reading and math instruction.

## **Goal 3: Implement structures to help hire and retain quality personnel in all positions**

### **Standards: 1,2,3,6,8**

- This year, five teachers are assigned directly to our **Tier III Mentor Program** Facilitator and Coach, Robin Murphy. This year's focus with our 1st year teachers is to support staff in developing classroom management strategies, lesson design, instructional strategies, and managing school systems. Our second year staff are focusing on improving all year one skills as well as learning how to differentiate lessons to meet student academic levels, remedial to enrichment. Both groups are developing skills and strategic approaches to help build confidence as a teacher.
- We are also implementing our **Tier I & II Mentor Program**, which provides our new teachers to the District coming with instructional experience, with a **Peer Teacher Mentor** to support the navigation of new systems and programs unique to the Vernonia School District as well as a built in thought partner.
  - Our VSD mentor programs aim to support the success and retention of our newly hired teachers. We recognize that teacher experience and skills directly impact student success and engagement in their school community.

## VSD 24-25 Grants in Action

### Check and Connect Program Grant

# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent

Board Report

October, 2024

*70 -70 - 90*

*We, Not Me*

- The Check and Connect (C&C) Mentor Program is currently in progress. Dr. Jen Cooper, C&C Facilitator, is recruiting C&C Mentors for this school year. We anticipate having 70-90 students in the program this year. The C&C program has been proven effective in preventing school dropout and increasing student engagement in at-risk youth populations. Check & Connect Mentors, often teachers, counselors, dedicated staff members, or community members, are assigned to each participating student. The mentor's role is to build a trusting relationship, monitor the student's academic performance and behavior, and intervene as needed. Students aged 14-21 qualify for the program if they are not on track to graduate and/or have a poor attendance history, which has been shown to impact educational progress toward graduation negatively.

## **21st Century Community Learning Centers (21st CCLC) program ( VSD After School program)**

- We are in our 2nd year of our 23-28 ODE 21st Century CCLC Grant, worth \$426,000 annually for five years. We have again chose to hire Camp Cedar Ridge to run our programming for the 24-25 school year as they did a phenomenal job in the 1st year of the program.
- The program has expanded this year to offer tutoring and mentoring to middle and high schools students as well as SEL and activity based programming designed to enrich students in STEAM, Music and Art.
- Our K-5 program continues to provie afterschool activities that promote literacy, STEAM, Music, and arts/crafts.
- Our programs provide a safe and healthy space after school, reducing the time they are unsupervised and thus improving overall safety and academic and social success.
- We are very proud of our afterschool programming and are appreciative of the Camp Cedar Ridge staff that work tirelessly to delivery an amazing program to our K-12 students.

## **VSD Vernonia Citizen of the Month**

On 10/7/24, VSD was honored by the Vernonia City Council as Citizens of the Month. VSD is appreciative of the honor and will continue to strive to be a positive part of the community.

# memo

## Vernonia School District 47J

To: Vernonia School District Board of Directors, Superintendent Jim Helmen  
From: Marie Knight  
Date: 10/17/2024  
Re: October 2024 financial information

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### Comments:

The financial report for this month includes September actuals and estimates for the remainder of the year. As the audit is almost done I have updated the estimate for the beginning fund balance accordingly to be \$775,000. This is a bit lower than budgeted, but a very good place to be.

The estimated ending fund balance for the general fund 2024-25 is around \$400,000.

Our annual financial audit work with the auditors started September 23, 2024 and should be finished up by mid October.

Teresa Williams and I have continued work on the Student Body accounting project. I will provide a sheet with some of the adjustments done so far at the meeting. We have been able to identify immediate changes to make as we move forward with creating policies needed.

Thanks!

-Marie Knight

Business Manager, Vernonia School District 47J

VERNONIA SCHOOL DISTRICT 47J  
FUND 100 (GENERAL FUND) 2024-2025

OVER  
(UNDER)

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	ACTUAL/EST.
<b>REVENUES</b>															
1111 Current Year Taxes					3,000,000	75,000	65,000	50,000	10,000	10,000	15,000	3,225,000	3,225,000	3,225,000	-
1112 Prior Year Taxes			11,693	10,000	20,000	5,000	5,000	5,000	5,000	5,000	5,000	3,307	75,000	75,000	(0)
1190 Penalties&Interest Income			711	1,000	1,000	1,000	1,000					3,500	4,711	5,000	(289)
1500 Interest Income	3,992	5,000	5,000	3,508	3,500	20,000	20,000	15,000	3,500	3,500	3,500	13,000	90,000	90,000	0
1710 Revenue - Admissions												30,000	13,000	13,000	-
1740 Revenue - Fees												30,000	30,000	30,000	-
1910 Rentals	2,988	550	550	550	550	550	550	550	563	610	1,000	1,000	10,001	10,000	1
1920 Donations	351	600	500								50,000	59,790	111,201	110,700	501
1960 Prior Year Refunds			5,424								5,000	15,000	25,424	20,000	5,424
1980 Current Year Refunds												10,000	10,000	10,000	-
1990 Fees Charged to Grants															-
1994 Miscellaneous	4,480	540	928									79,980	85,928	85,000	928
1994 Medicaid Admin Claim	3,823											66,177	70,000	70,000	0
1995 E-Rate												15,000	15,000	15,000	-
2101 County School Fund												20,000	20,000	20,000	-
2102 General Ed. Service Dist												165,000	165,000	165,000	-
2105 Natural Gas and Minerals												20,000	20,000	20,000	-
2201 NW ESD Credits															-
3101 State School Fund Grant	785,903	392,716	392,716	392,873	392,873	392,873	392,873	392,873	392,873	392,873	392,873		4,714,319	4,840,000	(125,681)
3103 Common School Fund												75,563	75,563	75,352	211
3104 State Timber Revenue												650,000	650,000	650,000	-
3199 Other Un-Restricted Grants-in-aid												35,000	35,000	35,000	-
3299 Other Restricted Grants-in-aid												50,000	50,000	50,000	-
5200 Transfer of Funds															-
5400 Beginning Fund Balance				775,000									775,000	800,000	(25,000)
<b>TOTAL REVENUE</b>	<b>801,537</b>	<b>399,406</b>	<b>417,522</b>	<b>1,182,931</b>	<b>3,417,923</b>	<b>494,423</b>	<b>484,423</b>	<b>463,423</b>	<b>411,926</b>	<b>411,983</b>	<b>472,373</b>	<b>1,312,277</b>	<b>10,270,147</b>	<b>10,414,052</b>	<b>(143,905)</b>

<b>EXPENDITURES</b>															
100-Salaries	56,916	91,106	380,222	380,000	380,000	380,000	380,000	380,000	380,000	380,000	380,000	880,000	4,448,245	4,393,716	(54,529)
200-Payroll Costs	27,374	50,462	207,914	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	600,000	2,565,750	2,613,839	48,089
300-Contracted Services	34,817	95,509	77,525	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	2,097,851	2,160,687	62,836
400-Supplies	32,777	15,897	73,463	30,000	30,000	30,000	30,000	30,000	30,000	30,000	6,000	5,537	343,674	300,210	(43,464)
500-Equipment	12,663											47,337	60,000	60,000	-
600-Other (ins., fees)	159,598	4,518	5,992									190,000	170,109	190,600	(9,509)
700-Transfers												190,000	190,000	190,000	-
contingency/unappropriated														550,000	550,000
<b>TOTAL EXPENDITURES</b>	<b>324,145</b>	<b>257,492</b>	<b>745,117</b>	<b>830,000</b>	<b>830,000</b>	<b>830,000</b>	<b>830,000</b>	<b>830,000</b>	<b>830,000</b>	<b>830,000</b>	<b>806,000</b>	<b>1,932,874</b>	<b>9,875,628</b>	<b>10,429,062</b>	<b>(553,434)</b>

<b>PROFIT/LOSS</b>	<b>477,392</b>	<b>141,914</b>	<b>(327,594)</b>	<b>352,931</b>	<b>2,587,923</b>	<b>(335,577)</b>	<b>(345,577)</b>	<b>(366,577)</b>	<b>(418,074)</b>	<b>(418,017)</b>	<b>(333,627)</b>	<b>(620,597)</b>	<b>394,519</b>		
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<b>RUNNING TOTAL</b>	<b>619,306</b>	<b>291,711</b>	<b>644,642</b>	<b>3,232,565</b>	<b>2,896,988</b>	<b>2,551,411</b>	<b>2,184,834</b>	<b>1,766,760</b>	<b>1,348,743</b>	<b>1,015,116</b>	<b>394,519</b>				
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projected ending fund balance



	EST	ACTUAL	% of	BUDGET MORE(LESS)
ADMir	540	561.00	1	21.00
ADMW	740.95	772	1.04187867	31

## September 2024 Maintenance Report

### Alarm Related Calls:

12

### Facility Use:

Board meeting, fall sports

### Projects/Work for the Month

- \*Board report.
- \*Snack Shack: Done! yeah...
- \*Program new employee cards and keys, more this month.
- \* Lost of grounds work
- \*Vector training.
- \*fuel delivery for Biomass
- \*Mist: Final cleanup for the start of the year, hung cork boards in the hall and gym. Water testing.
- \*Revamping SDS files for the district, ongoing.
- \*Replaced locks in D.O.
- \*In service week
- \*Staff support to support day one and two, and we're off and running..
- \*Get snack shack supplied and ready for fall sports
- \*Reset floor layout in metal shop.
- \*Moved and adjusted cameras in the metal shop.
- \*Build duty schedule for new school year/ staff x 2.
- \*adjust lighting and door schedules
- \*work on gate at kinder play area
- \*spread lots of playground chips here and at Mist
- \*Seed fields. lots of mowing, trimming and grounds work. Focus on the football field.
- \*Took one weeks vacation
- \*Change deadbolt on house front door
- \*Fired gas boiler, switched over to heat.
- \*Observation of new staff operations to help refine some training lessons
- \*Repair door locks in band room/stage
- \*inspection on generator, fuel fluids etc.
- \*facility use meeting
- \*work on ig gym door closure
- \*homecoming support
- \*Inspect roofs
- \*Freezer repairs on main walk in and milk cooler
- \*work on radios
- \*begin winterization of fields

**Weekly/Monthly**

- \*Equipment repair: regular maintenance weekly
- \*AED inspections and testing
- \*Generator quarterly maintenance and testing.
- \*The lighting and security schedule changed about once a month as times change
- \*Shop work
- \*Custodial meetings
- \*Deliver lunches to mist daily & custodial work. (2 employees, two hours a day)
- \*IPM inspections
- \*Inspect roof units (weekly)
- \*Fire extinguisher inspection (Monthly)
- \*Generator testing (monthly)
- \*Playground inspections (Monthly)
- \*Paperwork (weekly)
- \*weekly biomass maintenance during winter months

**Miscellaneous:**

I check facilities/systems, check emails and handle miscellaneous or minor repairs. The remainder of the day I try to get caught up on any maintenance/grounds items and or assist staff, students and admin with day to day needs that arise. Along with ordering, reports and follow ups with customers and suppliers. Weekly/monthly /facility inspections. Cover custodial while we deliver lunch to Mist and do our daily custodial duties.

**Vandalism:**

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – September 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 Susan Wagner. MEETING CALLED TO ORDER
- Board Present:** Javoss McGuire, Joanie Jones, Amy Cieloha, Susan Wagner, Greg Kintz, and Stacey Pelster. BOARD PRESENT
- Board Absent:** Position #7 which is currently vacant BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle/High School Principal; Michelle Eagleson, Elementary Principal; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Lee Costanzo and Kendra Schlegel, Licensed Staff. STAFF PRESENT
- Visitors Present:** Colton DeWitt, Lisa Curry, Tony Holmes, and Alicia Mahoney (virtual) VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Amy Cieloha moved to approve the agenda as amended – numbering adjustment. Stacey Pelster seconded the motion. Motion passed unanimously. AGENDA REVIEW
- 3.0 BOARD VACANCY APPOINTMENT:** BOARD VACANCY APPOINTMENT
- 3.1 Discussion of Selection Process:** Jim Helmen shared the process for selecting the person to fill the vacancy on the Board. It is important that there is transparency in the process. Round 1 voting – the Board selected their choice. Barb Carr collected the ballots, tallied and announced. Round 1 Results: Lisa Curry - 1 vote; Janice Cockrell - 1 vote; Tony Holmes - 2 votes; and Alicia Normand - 2 votes. SELECTION PROCESS EXPLAINED
- Board members were given the opportunity to share why they voted the way that they did. Stacey Pelster and Greg Kintz shared their impression of Tony Holmes for his involvement and his attendance and board meetings. Amy Cieloha read a statement supporting Alicia Mahoney. Javoss McGuire also stated his support of Alicia stating her involvement on the Budget Committee.
- Round 2 voting – Board members were asked to vote again to break the tie for the number 1 choice and to vote for either Tony Holmes or Alicia Mahoney. Round 2 results were Tony Holmes – 4 votes and Alicia Normand – 2 votes.
- Round 3 voting – Board members were asked to vote for their number 2 choice. Round 3 results – Colton DeWitt – 1 vote; Alicia Mahoney – 5 votes.
- Round 4 voting – final vote between the #1 and the #2 choice Tony Holmes and Alicia Norman. Round 4 results: Tony Holmes - 4 votes and Alicia Normand - 2 votes.
- 3.2 Selection of Appointee:** Stacey Pelster moved to appoint Tony Holmes to fill position #7 until June 30, 2025. Greg Kintz seconded the motion. Motion passed unanimously. HOLMES APPOINTED TO VACANT POSITION #7
- 4.0 OATH OF OFFICE:** Jim Helmen administered the Oath of Office to Tony Holmes. Following the Oath of Office, Tony was seated at the Board table for the remainder of the board meeting. OATH OF OFFICE ADMINISTERED
- 5.0 PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS:** None. PUBLIC COMMENT
- 6.0 SHOWCASING of SCHOOLS** SHOWCASING OF SCHOOLS
- 6.1 Administrator Reports:** All administrative reports were provided to the Board members prior to the meeting for their review. ADMINISTRATOR REPORTS
- Joanie Jones commented on all the new electives at the high school. Nate Underwood shared that at the end of the year last year they offered an elective assembly to the students. Students

signed up for their favorites and the classes that rose to the top were offered up to teachers to see who was willing to teach them. Mr. Underwood shared that there is a lot of positive energy with staff and students and gave a shout out to Pete Weisel for the work he did on the scheduling.

Tony Holmes asked Nate Underwood about the CAD program. Computer Automated Design – can take something from design to production on the 3D printers.

A question was asked about Outdoor School. According to Mr. Underwood, is it going well. He hasn't had a chance to get out there yet but the reports coming in are that students are having a great time.

Joanie Jones asked Michelle Eagleson about the PAX Assembly. Michelle Eagleson shared that the key is consistency with all staff. Teachers use the same signal to quiet students down which is the harmonica. All the work with PAX ties into the PBIS program. It's been a great first couple weeks of school according to Mrs. Eagleson.

New staff at the high school – Doug Bilodeau, Nick Console, Luke McCallum, Juan Munoz, Rachel Plummer are all doing great. The new elementary PE teacher is also a great addition. The new placement of Dawn Jay into the elementary Enrichment Class is a success, kids are loving the class.

Jim Helmen shared that the admin team is working very hard and he is proud of what they are accomplishing.

## 7.0 BUSINESS REPORTS:

7.1 **Superintendent Report:** Jim Helmen's report was provided to the Board prior to the meeting for their review.

SUPERINTENDENT  
REPORT

Board members thanked Mr. Helmen for his communication through messaging.

As a highlight to his report, Mr. Helmen gave a shout out to his staff as the District met all longitudinal goals set last year. Almost all targets were hit as well.

Continuous Improvement Plan (CIP) document was shared with the Board. The work during year one consisted of looking at data and deciding where we as a District want to be in regards to high achievement, CTE program, and SEL programs. The CIP document also contains a review of the District goals. Mr. Helmen reviewed the goals and related instructional practices and explained their importance. All goals and instruction is geared towards achievement the 70-70-90 goal of the District.

The CIP is adding a section titled "Portrait of a Professional". This outlines the characteristics that everyone should have. This includes every person interviewed and hired, as well as all current staff. Currently, staff are completing a survey. The top results will be incorporated in the plan and implemented. This is in the works for next year.

An important goal at the high school this year is to increase their 9<sup>th</sup> grade on track percentage. 9<sup>th</sup> Grade on Track directly impacts graduation rates. Currently the high school is at 62% with the goal of being at 67% at the end of the school year.

Mr. Helmen shared that the highlighted areas in the document are the priorities of the District. It is also a living document and things will change. It's collective and everyone has buy in. Bottom line, we are making adequate progress in all areas. Greg Kintz commented that he appreciates that Mr. Helmen is data driven.

Amy Cieloha asked what happens when some students are ready to move on to another standard and others aren't ready to move. It was explained that teachers move to the next standard when 80% have grasped the standard. Those that aren't ready will get intervention groups and extra help.

Stacey Pelster asked how students are chosen for the CTE courses at middle and high school? None of her students were selected to take a CTE course after asking to be scheduled into a



class. Discussion was held and Mr. Underwood offered to look into the matter. Amy Cieloha shared she would like to see that when families come to registration that there is an opportunity to meet with the counselor.

**7.1.1 Staffing Update:** There are two new hires on the agenda for approval.

STAFFING UPDATE

**7.2 Financial Report:** Marie Knight shared that her report contains only a couple months of actuals. At this early stage she is able to estimate a healthy ending fund balance. After September and the first payroll, all positions will be encumbered and numbers in her future reports will be more accurate.

FINANCIAL REPORT

She is working with high school secretary and bookkeeper, Teresa Williams on the student body accounts. They have started their work by creating a Student Body Manual to assist and provide processes in regards to managing student body funds.

The District has moved over to Quick Books online. This allows the use of credit cards for registration and eventually for concessions and athletic gate entrance fees. The Software is different and they are learning how to run reports. They intend to take training to reduce the risk of fraud and mishandling of funds. This training information will be shared at a winter coaches meeting and to all staff including advisors that fundraise.

At the October board meeting an updated student body account list will be provided although Marie is unable to attend the meeting. In November, Marie is hoping to present training to the Board. The overall process will take time and she appreciates the questions coming from the Board.

**7.3 Maintenance Report:** Mark Brown's report was provided to the Board prior to the meeting for board member review. A highlight in his report is that the concession stand is up and running. Joanie Jones asked for a status update on the Mist gym floor. According to Mr. Helmen, it was repaired but did not get completely redone. This will be looked at for next year.

MAINTENANCE REPORT

## 8.0 BOARD REPORTS/ BOARD DEVELOPMENT:

### 8.1 Committee Reports:

COMMITTEE UPDATE

**8.1.1 Policy Committee:** A meeting is planned for next Monday.

**8.1.2 Safety Committee:** Susan Wagner shared that the committee learned a lot in a recently attended training. It was determined that they have been reporting on things that should not have been reported in their committee meetings. She will provide an update next month.

**8.1.3 Scholarship Committee:** Nothing reported.

**8.2 Board Member Items:** Greg Kintz is heading out to Salishan for the OSBA Retreat. A new Executive Director of OSBA has been hired. Additional updates from OSBA was shared.

BOARD MEMBER ITEMS

**8.3 NWRESD Board Vacancy:** When filling a vacancy on the NWRESD board, a required component is that District Boards in that zone cast a ballot in support or against the candidate. Currently one individual from Scappoose is seeking to be appointed to the vacant zone 4 position.

NWRESD BOARD  
VACANCY

## 9.0 OTHER INFORMATION and DISCUSSION

**9.1 Athletic Co-op w/Jewell:** Jewell School District has submitted a Co-Op Agreement with Vernonia to OSAA for the 2025 Baseball and Softball season, allowing their athletes to come play with Vernonia. Jewell is so small they are unable to field a team.

ATHLETIC COOP  
DISCUSSED

## 10.0 ACTION ITEMS

**10.1 New Hires:** Stacey Pelster moved to approve the Superintendent's recommendation to hire Luke McCallum., MS/HS Health/PE Teacher and Juan Munoz-Sandoval, HS Math Teacher. Joanie Jones seconded the motion. Motion passed unanimously.

McCALLUM and MUNOZ  
HIRED

**10.2 NWRESD Board Vacancy:** Greg Kintz moved to endorse candidate Michelle Graham as presented to fulfill the vacancy of NWRESD Zone 4 to begin October 9, 2024 through June 30, 2025. Javoss McGuire seconded the motion. Motion passed with all voting yay with the exception of Amy Cieloha who abstained from voting. A reason for the abstention was not provided.

NWRESD BOARD  
CANDIDATE ENDORSED

- 10.3 Athletic Co-Op Agreement with Jewell:** Joanie Jones moved to approve the Athletic Co-op Agreement with Jewell as presented. Amy Cieloha seconded the motion. Motion passed unanimously. **ATHLETIC CO-OP WITH JEWELL APPROVED**
- 11.0 MONITORING BOARD PERFORMANCE:** Chair Wagner asked board members to be cautious in comments made during board meetings when it blurs the line between a parent advocating for their child and a board member elected to serve all students in the District. **MONITORING BOARD PERFORMANCE**
- 12.0 CONSENT AGENDA:** **CONSENT AGENDA**  
**12.1** Minutes of 08/08/2024 Regular Meeting and 08/29/24 Workshop.  
 Amy Cieloha moved to approve the consent agenda as presented. Stacey Pelster seconded the motion. Motion passed unanimously. **CONSENT AGENDA APPROVED**
- 13.0 OTHER ISSUES:** **OTHER ISSUES**  
**13.1** Next Agenda Setting Meeting will be held Oct 2<sup>nd</sup> at 5:00 p.m. virtually. Amy Cieloha will join Susan Wagner and Jim Helmen.  
 Joanie Jones shared how uplifting things were at the beginning of the meeting. The administrators deserve a round of applause.
- 14.0 UPCOMING DATES:**  
 October 10, 2024 – School Board Meeting – 6:00 p.m. at Mist Elementary.  
 Jim Helmen shared he is unable to attend as he will be in Kansas City. Joanie Jones also stated she is unable to attend the October meeting.
- 13.0 MEETING ADJOURNED** at 8:00 p.m. **ADJOURNED**  
 Submitted by Barb Carr,  
 Administrative Assistant to the Superintendent and Board of Directors

\_\_\_\_\_  
 Board Chair

\_\_\_\_\_  
 District Clerk