

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – April 10, 2025 Mist Elementary School, 69163 Hwy. 47, Mist, OR 97016

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:01 p.m. by Susan Wagner. MEETING CALLED TO ORDER
- Board Present:** Amy Cieloha, Tony Holmes, Susan Wagner, Joanie Jones, Javoss McGuire, Stacey Pelster, and Greg Kintz. BOARD PRESENT
- Board Absent:** None BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle & High School Principal; Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Glenda Delemos, and Silvia Stavreva, Classified Staff. STAFF PRESENT
- Visitors Present:** Scott Laird, Katie Busch, Jessie Padilla, and Shirley Kyser. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** AGENDA REVIEW
- Stacey Pelster moved to approve the agenda as amended. Renumber action items to be correct and add the introduction of Jessie Padilla. Javoss McGuire seconded the motion. Motion passed unanimously.
- 3.0 PUBLIC COMMENT:** None PUBLIC COMMENT
- 4.0 SHOWING CASING of SCHOOLS**
- 4.1 ADMINISTRATOR REPORTS:** The Board received all Administrator Reports prior to the meeting. ADMINISTRATOR REPORTS
- Jessie Padilla introduced herself. She is the new Principal of Early Learning based at NWRES D's Columbia Service Center in St. Helens.
- An update on the math opening at VHS was shared. The current teacher, who has resigned effective at the end of this year, is currently on Family Medical Leave and working 2 days each week. The other 3 days are being covered by Robin Murphy, retired middle school math teacher. The district is seeking to fill this position for next year.
- Jim Helmen introduced the 2025 Principal of Year for OSSA, Michelle Eagleson. Board members offered their congratulations.
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** The Superintendent's Report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- There were no questions from the Board on this report.
- 5.2 Financial Report:** The Financial Report was provided to the Board prior to the meeting. FINANCIAL REPORT
- Marie Knight highlighted that she is working on and finalizing the budget. The first meeting of the Budget Committee will be next week. She also has the interim audit next week. They are beginning to work on the current year.
- Comments of appreciation were shared regarding the work Marie has done in breaking down the student body fund accounts. The District's ending fund balance is up slightly which is also good to see.

5.2.1 Budget Committee Application: Discussion was held on an applicant for the Budget Committee. There was discussion about the Board holding a special meeting to appoint other applications that may come in prior to the first Budget committee meeting next week.

BUDGET COMMITTEE
APPLICATION
REVIEWED

5.3 Maintenance Report: Discussion was held on the current condition of the baseball field. It is not draining properly making it unable to play on during heavy rains. Jim Helmen shared that he has met with the Athletic Directors and Mark Brown. They tried to use an auger to add deep drain holes. Unfortunately, it will take a substantial amount of effort to fix.

MAINTENANCE REPORT

To address the clogging toilets, Jim Helmen shared that the District has purchased a heavy snake so these issues can be addressed in-house.

It was noted that the Fire Marshall inspection was at our request and used as a pre-requisite to when OSHA comes by. The Fire Marshall won't levy fines but OSHA will. The District wants to be prepared.

6.0 BOARD REPORTS/ BOARD DEVELOPMENT:

6.1 COMMITTEE REPORTS

6.1.1 Safety Committee – Susan Wagner shared that the safety committee had a great meeting last Tuesday. There were no reports of staff or adult accidents to review. The Committee is working hard to ensure that drills are in place and occur regularly.

6.1.2 Policy Committee –The following policies were presented for 1st and 2nd reading.

1st Reading:

IGDJ – Interscholastic Activities

IMB – District Improvement Program

IGBHE – Expanded Options Program

IKF – Graduation Requirements

IK – Academic Achievement

JEA – Compulsory Attendance

2nd Reading:

GBLA – Disclosure of Information

GCPA-AR – Reduction or Recall of Licensed Staff

GCQB – Research

GDA – Instructional Assistants

IFE – Curriculum Guides and Course Outlines

IGAC – Religion and Schools

IGBAG-AR – Special Education – Procedural Safeguards

IGBAF-AR – Special Education – Individualized Education Program (IEP)

IGBB – Talented and Gifted Program

6.1.3 Scholarship Committee –Scholarships are due on 4/17/25. The committee set a meeting to begin their work for Monday, April 28th at 5:00 p.m.

6.2 Board Member Items:

Susan Wagner shared that she is out of town for the May 8th board meeting. She plans to attend virtually but asked Vice Chair, Greg Kintz to run the meeting. Susan also asked the Board to try and limit conversations to ensure that the meeting continues to move forward and remain timely.

BOARD MEMBER ITEMS

7.0 OTHER INFORMATION and DISCUSSION

7.1 2025-26 Instructional Calendar Options: Jim Helmen shared that there are two options being presented. Option #2 does not contain a full day of professional development. This day has been traded for a second round of conferences in the Spring. Both Principals expressed their preference of this calendar option.

2025-26 INSTRUCTIONAL
CALENDAR OPTIONS

7.2 Staff Update – Retirement / Resignation: Jim Helmen shared that 5th Grade Teacher Ian Hunt is resigning at the end of the year. He is moving back to the East Coast. Debbie Taylor, VFA Teacher, is retiring at the end of the year.

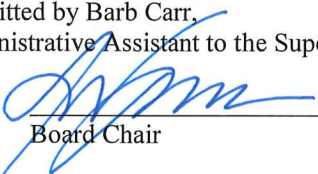
STAFFING UPDATE

7.3 Athletic CoOp Agreement: One VHS student is requesting to play soccer with Banks High School next year.

ATHLETIC COOP
SHARED

- 7.4 **Superintendent Contract Review:** Jim Helmen shared his contract with updated language. Susan Wagner shared that the notice of extension Jim Helmen received last year through an email from the previous board chair, has now been included and memorialized in the new contract. SUPERINTENDENT CONTRACT REVIEWED
- 8.0 **ACTION ITEMS:**
- 8.1 **Appoint Budget Committee Member:** Stacey Pelster moved to appoint Lisa Curry to a three-year term on the Budget Committee. Amy Cieloha seconded the motion. Motion passed unanimously. CURRY APPOINTED TO THE BUDGET COMMITTEE
- 8.2 **Policy Update:** Javoss McGuire moved to approve the policy updates as presented as 2nd reading in item 6.1.2. Joanie Jones seconded the motion. Motion passed unanimously. POLICIES UPDATED
- 8.3 **2025-26 Calendar Approval:** Amy Cieloha moved to approve the 2025-26 calendar option #2 with conferences as presented and discussed. Tony Holmes seconded the motion. Motion passed unanimously. 2025-26 CALENDAR APPROVED
- 8.4 **Staff Retirement / Resignation:** Joanie Jones moved to approve the retirement of Debbie Taylor, VFA Teacher, and the resignation of Ian Hunt, 5th grade teacher, effective June 13, 2025. Stacey Pelster seconded the motion. Motion passed unanimously. TAYLOR RETIRES and HUNT RESIGNS
- 8.5 **Athletic CoOp Agreement:** Stacey Pelster moved to approve the athletic CoOp agreement with Banks High School for boys' soccer for 2025-26. Amy Cieloha seconded the motion. Motion passed unanimously. ATHLETIC COOP WITH BANKS for BOYS SOCCER APPROVED
- 8.6 **Superintendent Contract:** Greg Kintz moved to approve the 2025-2028 Superintendent Contract as presented and discussed. Javoss McGuire seconded the motion. Motion passed unanimously. SUPERINTENDENT CONTRACT APPROVED
- 9.0 **MONITORING BOARD PERFORMANCE:** Nothing discussed. MONITORING BOARD PERFORMANCE
- 10.0 **CONSENT AGENDA:** CONSENT AGENDA
- 10.1 Minutes of 03/13/2025 Regular Meeting
- Stacey Pelster moved to approve the consent agenda as presented. Tony Holmes seconded the motion. Motion passed unanimously. CONSENT AGENDA APPROVED
- 11.0 **OTHER ISSUES:** OTHER ISSUES
- 14.1 **Next Agenda Setting Meeting:** Amy Cieloha volunteered to join Jim Helmen and Greg Kintz, sitting in for Susan Wagner, for this meeting. The virtual meeting will take place on April 30th at 5:00 p.m. NEXT AGENDA SETTING MEETING
- 14.0 **UPCOMING DATES:**
- April 17, 2025 – Budget Committee Meeting
 - May 8, 2025 – School Board Meeting 6:00 p.m.
- 15.0 **MEETING ADJOURNED** at 7:08 p.m. ADJOURNED

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


Board Chair


District Clerk