

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – June 8, 2023 Vernonia Schools, 1000 Missouri Ave., Vernonia, OR 97064

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order 6:00 p.m. by Susan Wagner, Vice Chair. MEETING CALLED TO ORDER
- Board Present:** Susan Wagner, Greg Kintz, Amy Cieloha, Scott Rickard, Javoss McGuire, Joanie Jones BOARD PRESENT
- Board Absent:** Stacey Pelster BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Michelle Eagleson, Elementary Principal; Rachel Wilson, K-12 Vice Principal; Allison McLeod, Brittanie Roberts, Justin Benassi and Lee Costanzo, Licensed Staff, STAFF PRESENT
- Visitors Present:** Scott Laird, and 3rd Grade Students. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** The following items were added to the agenda: AGENDA REVIEW
- 8.2 New Hires
- 8.3 Fee Schedule for 2023-24
- 9.3 Action Item – additional names were added to the suggested motion language.
- 9.4 New Hire Action for approval
- 9.5 Fee Schedule Action for approval
- Scott Rickard moved to approve the agenda as amended. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance.
- 3.0 RECESS TO BUDGET HEARING** at 6:05 p.m. BUDGET HEARING
Jim Helmen asked if there were any remaining questions or comments from the Board. Amy Cieloha OPENED FOR
asked for clarification on preschool expenses. Mr. Helmen indicated these costs are part of the Early COMMENTS
Childhood program testing.
There were no comments from the audience. BUDGET HEARING
Budget Hearing closed at 6:09 p.m. CLOSED
- 4.0 PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS:** None PUBLIC COMMENT
- 5.0 SHOWCASING OF SCHOOLS:**
- 5.1 Administrator Reports:** The Board reviewed the administrative reports prior to the ADMINISTRATOR
meeting. Susan Wagner complimented the staff for the complete reports and including REPORTS
pictures.
- Brett Costley, representing the Project Based Learning class at Vernonia High School, gave a VHS P.B.L. CLASS
brief overview of the program he took over from Jim Krahn. Students learn how to solicit, AWARDS GRANTS
review, and award grants. This year the students selected two levels of criteria for their grant
dollars. Classroom and Career and Technical Education activities. The recipients of this
year's grants are:
1. Justin Benassi – Forestry Class. His \$3,000 grant will support the construction of a drying kiln to compliment the sawmill. Wood will be milled and dried and then available for use in the woodshop.
 2. Lee Costanzo – Welding Class. His \$1,000 grant will be used to purchase supplies, specifically air tools.
 3. Project Based Learning Class. The \$1,000 in grant funds were used to support a professor to come to VHS to teach sign language.

Scott Rickard asked about disciplinary reports. He was curious how the level of behavior, – aggressive, inappropriate, obscene – is determined. Is there a cheat sheet or is it a judgement call by who is entering the behavior incident? According to Rachel Wilson, ideally involved staff come together to determine the category which at times can be challenging. She is hoping that next year a more detailed explanation will be available. Staff did spend professional development time understanding what is required but more work needs to occur to understand each category.

5.2 Spring Sports Report: The Board reviewed the report prior to the meeting. Susan Wagner asked about the inclusion of OHSET. There was nothing noted about their efforts. SPRING SPORTS REPORT

Justin Benassi shared about the Clay Target Team, which is officially a Spring sport. They have the State shoot in the Spring as well as a Fall mini season for practice. This year he had 7 members on his team and they finished 4th out of 8 or 9 schools. They shoot at the Hillsboro Trap and Skeet Club.

6.0 BUSINESS REPORTS:

6.1 Superintendent Report: The Board reviewed the Superintendent report prior to the meeting. There were no questions. SUPERINTENDENT REPORT

6.2.2 Continuous Improvement Plan (CIP) Update: Jim Helmen shared his draft document with the Board. The work included in the document is around the District goal areas of: CIP DRAFT PRESENTATION

1. **Instruction**
 - a. Increase academic achievement and growth in ELA
 - b. Increase academic achievement and growth in Math
 - c. Implement the 5 Pillar Exceptional Teacher Evaluation System
 - d. Increase the availability of mentoring and instructional coaching throughout the district.
 - e. Develop a District Professional Development Plan
- Engagement**
 - a. Increase student attendance rates
 - b. Reduce off-task behavior incidents that impact engagement and achievement
2. **CTE programming** (in progress)
3. **Community**
 - a. Align for Student Success – Integrated Guidance ODE
 - b. Increase community participation in the school to support college and career readiness
 - c. Develop internships for high school students throughout community
4. **Wellness (SEL)**
 - a. Increase student mental health supports
 - b. Staff Wellness Program
 - c. Implement CPS (Collaborative Problem-Solving) strategies K-12

The finalized document will be presented in July.

6.2 Financial Report: Marie Knight’s report was provided to the Board prior to the meeting. Marie indicated that she is confident that the District is ending the year where needed. Greg Kintz shared that the District is currently in negotiations with OSEA and soon will start with the VEA. FINANCIAL REPORT

Marie went on to further explain that Resolution #2023-05 is required when money must be transferred between funds to accommodate under or over spending from what was originally budgeted within a specific fund. This can be due to unexpected expenditures or the receipt of donations or grants not expected when the budget was developed. Scott Rickard asked if the tax rate was the same as last year? Yes, according to Marie, that does not change. RESOLUTION #2023-05 EXPLAINED

With recent State School Fund increases, this equates to about \$150,000 for Vernonia School District. Any additional funds received will be earmarked for curriculum purchases next year. POTENTIAL SSF INCREASES EARMARKED FOR CURRICULUM

Jim Helmen shared that the District has applied for a grant in partnership with Camp Cedar Ridge and LinArt. If successful in receiving the grant the funds would support 5 years of an DISTRICT APPLIES FOR COMPETITIVE GRANT

after school and summer program.

6.3 Maintenance Report: Mark Brown’s report was provided to the Board prior to the meeting. MAINTENANCE REPORT

Jim Helmen shared that currently the District is dealing with an issue of not having any water at Mist Elementary. School was cancelled for today. There was a toilet that had continued to run, which can drain the holding tank for the well. Currently all areas are being considered; low water table, equipment failure, or if simply the running toilet. LACK OF WATER AT MIST

The district made the decision to hire a separate cleaning crew to do the floor waxing this summer which would free up the maintenance staff to do overdue maintenance issues. The cost is approximately \$15,000. DISTRICT LOOKS AT HIRING SEPARATE CLEANING CREW TO DO FLOORS

Jim Helmen gave a big shout out to Mark Brown and his custodial crew for getting the grounds ready for graduation as well as making our campus look good.

Amy Cieloha gave a shout out to a former student, Jake Handegard, for helping to spread bark.

7.0 BOARD REPORTS/ BOARD DEVELOPMENT:

7.1 Committee Reports: Nothing shared. BOARD REPORTS
COMMITTEE UPDATES

7.1.2 Policy Committee: Nothing shared.

7.1.3 Scholarship Committee: Last night two scholarships were awarded to two graduating seniors. This is first year the Board scholarship has been active. SCHOLARSHIP
COMMITTEE

8.0 OTHER INFORMATION and DISCUSSION

8.1 Staff Retirements and Resignations: Jim Helmen shared that Mark Brown and Glenda Delemos have asked to take advantage of PERS retirement and work back. Both will have to reapply for their positions. STAFF RETIREMENTS
AND RESIGNATIONS

Robin Murphy, MS Math teacher, Gordon Jarman, Athletic Director, and Sheril McWhirter, Instructional Assistant are all retiring, Sarah Clark, high school social studies teacher is resigning.

8.2 New Hires: James Helmen, currently the Tier 3 Classroom teacher has been hired for Elementary PE, replacing George Spaulding who is moving to the high school PE position. HELMEN HIRED FOR
ELEMENTARY PE

8.3 Fee Schedule for 2023-24: Fee increases are noted for student body, food service, and facility use. FEE SCHEDULE SHARED

Jim Helmen shared that he will work on making adjustments to the Facility Use process for next year.

9.0 ACTION ITEMS

9.1 Resolution #2023-04 – Adopting the Budget, Making Appropriations, Imposing and Categorizing the Tax: Greg Kintz moved to approve resolution #2023-24 as presented and read aloud the components of the resolution. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. RESOLUTION #2023-04
ADOPTING THE BUDGET
APPROVED

9.2 Resolution #2023-05 Transfer Appropriations within Funds of the 2022-23 Budget: Javoss McGuire moved to approve Resolution #2023-05 as presented. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. RESOLUTION #2023-24
TRANSFER OF APPROP-
RIATIONS APPROVED

9.3 Staff Retirements and Resignations: Scott Rickard moved to accept the retirement of Sheril McWhirter, Instructional Assistant, effective June 14, 2023; Robin Murphy, MS Math Teacher, effective July 1, 2023, Gordon Jarman, Athletic Director, effective June 30, 2023, Glenda Delemos, Media/Technology effective June 30, 2023, and Mark Brown, Maintenance Supervisor, effective June 30, 2023 and the resignation of Sarah Clark, HS Social Studies, effective June 30, 2023. Greg Kintz seconded the motion. Scott Rickard amended the motion to adjust the effective date to June 30, 2023 for Sheril McWhirter and Robin Murphy. Greg Kintz seconded the amendment. Motion passed unanimously with those in attendance. McWHIRTER, MURPHY,
JARMAN, DELEMOS and
BROWN RETIRE
CLARK RESIGNS

- 9.4 **New Hire:** Amy Cieloha moved to approve the Superintendent's recommendation to hire James Helmen for Elementary PE Teacher. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. HELMEN HIRED AS ELEMENTARY PE TEACHER
- 9.5 **2023-24 Fee Schedule:** Javoss McGuire moved to approve the 2023-24 Fee schedule as presented. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. 2023-24 FEE SCHEDULE APPROVED
- 10.0 **MONITORING BOARD PERFORMANCE:** Attendance at OSBA's Summer Conference was discussed briefly. Susan Wagner and Greg Kintz are attending. MONITORING BOARD PERFORMANCE
- 11.0 **CONSENT AGENDA:** CONSENT AGENDA
- 11.1 Minutes of 05/11/23 Regular Meeting MINUTES
- Javoss McGuire moved to approve the consent agenda as presented. Greg Kintz seconded the motion. Scott Rickard abstained from the vote. Yes votes: Susan Wagner, Amy Cieloha, Greg Kintz, and Javoss McGuire. Motion carried. CONSENT AGENDA APPROVED
- 12.0 **OTHER ISSUES** OTHER ISSUES
- 12.1 **Agenda Setting Meeting for Next Month:** Joanie Joanes will join Stacey Pelster and Jim Helmen to set the July meeting agenda.
- 13.0 **MEETING ADJOURNED** at 7:39 p.m. ADJOURNED

Submitted by Barb Carr, Administrative Assistant.



 Board Chair



 District Clerk