

MEETING MINUTES

VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Workshop Meeting – November 3, 2022 Vernonia Schools, 1000 Missouri Avenue, Vernonia

1. **CALL TO ORDER:** A Virtual Workshop of the Board of Directors of Vernonia School District 47J, Columbia County, Oregon was called to order at 6:02 by Stacey Pelster. MEETING CALLED TO ORDER
- Board Present:** Stacy Pelster, Susan Wagner, Amy Cieloha, Scott Rickard, Joanie Jones. Greg Kintz arrived at 6:06 p.m. BOARD PRESENT
- Board Absent:** Javoss McGuire BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent and Barb Carr, Administrative Assistant STAFF PRESENT
- Visitors Present:** Steve Kelly, OSBA VISITORS PRESENT
2. **Welcome:** A quick welcome was mentioned. WELCOME
3. **Board Goals vs. District Goals:** Steve Kelly, OSBA, shared briefly that Board and District goals are different. Board goals are specifically for the Board to set goals for themselves and the work they do. District goals are not for the Board to achieve. Steve Kelly suggested two check-ins annual for board goals. These can be done during a regular board meeting. BOARD GOALS VS DISTRICT GOALS
- In Reviewing the current Board Goals it was agreed that **Goal #2 – The Vernonia School Board will develop a superintendent and board operating agreement by July 1st, 2022** has been accomplished. Discussion continued on current goal #1 and #3. BOARD GOAL #2 ACCOMPLISHED
- Goal #1 – The Vernonia School board will continue to hold the school district accountable for meeting student learning expectations.**
- The primary way for the board to achieve this goal and hold the school district accountable is by receiving information from the Superintendent on a variety of topics such as:
- Strategic Plan (Sub Goal a): It was suggested that the Board have three opportunities throughout the year to receive updates from the Superintendent on the District’s Strategic Plan. Updates can be given during a regular board meeting.
 - Monitoring Sessions (Sub Goal b): The District Leadership Team (DLT) will meet with and alongside the board to look at the big picture of key data. These meetings are interactive, engaging with staff and much different than receiving a report on the Strategic Plan. The Board chooses the data they wish to dive into. The recommendation is three times per year. Monitoring sessions are separate meetings from regular school board meetings.
 - Superintendent Evaluation Check-In (Sub Goal c): The Board was encouraged to schedule two Superintendent evaluation check ins each year. The first needs to be scheduled in November or December. These meetings occur in executive session at a regular board meeting.
 - Superintendent Evaluation (Sub Goal d): The Board will have adequate information to evaluate the Superintendent annually by June 1st if the above three sub goals are achieved.
- Goal #3 – The Vernonia School Board will develop and execute a district leadership transition plan by July 1st, 2022.** This goal is meant to be more of a succession plan addressing what steps would be taken in the event the Superintendent is suddenly unable to fulfill their duties or is deceased. Ultimately the Board would go out for a Superintendent Search but the question of what needs to happen in the meantime was asked. Steve Kelly shared that current policy would be the place to look to see who an acting Superintendent would be. Often a District will contact their local E.S.D. for support should this event occur. BOARD GOAL #3 DISCUSSED

At the conclusion of the discussion of goals, moving forward the Board will retain Goal #1 and #3 and just amend the dates contained within each goal.

4. Monitoring Student Achievement – The Board’s Role

BOARD ROLE IN
MONITORING
STUDENT
ACHIEVEMENT

Jim Helmen gave the Board a brief update on the Strategic Plan. A draft of the plan was completed last week with the administrators and leadership team. Administrators and teachers have been working in their Professional Learning Communities (PLC) looking at strategic objectives and developing baselines for every objective. Assessment needs have been identified, Star assessment has been implemented and K-12 teachers have received training on how to evaluate where students are performing. Teachers and their data teams are beginning to review student data and identify areas of instructional improvement.

What is the Role of the Board? The Strategic Plan draft will be presented to the board, not for approval, but for review. The Board will determine if the Strategic Plan aligns to District Priorities and provide feedback if there is any feeling that something isn’t aligned. The Superintendent will then figure out how to align and bring back to the Board. Jim Helmen indicated that he plans to present the Strategic Plan at the November 10th Board meeting.

Steve Kelly shared that if data is being gleaned from monthly Board reports it is important that the information presented is obvious as to which District Priority is being supported.

Monitoring Student Achievement recapped:

1. Monitor Superintendent Evaluation Process
2. Make sure the Strategic Plan is aligned to District Priorities and being executed.
3. Periodically sit down and have in-depth monitoring sessions with staff leaders on chosen data. The Superintendent will bring the District Leadership Team, Administrators, teacher leaders, classified staff for you to build relationships with. Joanie Jones requested that a CTE teacher be in the mix.
4. At this work session, divide into 3 or 4 small groups. Each groups should have a cross section of all attendees (Board, Admin, teachers, classified, etc.) Data will be presented as a whole to the full group. Then discussion will take place on separate areas of data within the small groups. After discussion it should be known where we are, what is working, and what the challenges are.

Steve Kelly recommends taking one District Priority and look at the key data. He offered to facilitate the first meeting if the District felt the need to have him present. Jim Helmen stated he went through this process in his previous District and is comfortable with the process.

Steve Kelly shared that in his previous district he invited the Board to come in for learning walks in the building. Initially it made teachers very nervous but it was helpful when staff talked about things in the monitoring sessions, board members had actually seen in the building what they were talking about.

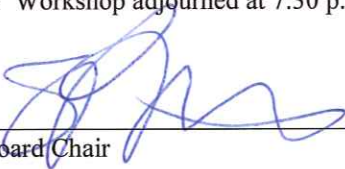
The Board consensus was to hold the first monitoring session on December 1st starting at 5:30 p.m. It was noted that at the end of the monitoring session, the Board will remain to discuss the data presented and where and with who the talking points will be shared. The communication is Board sanctioned but shared by individual board members. These board members report back to the full board at the next meeting where they shared the information and any feedback received.

Discussion at the December 1st meeting will focus on District Priority #1 – Student Learning. Social Emotion Learning is part of student learning. Students are currently doing Trauma Informed Care self-assessments and rate themselves in health and safety. 9th Grade on Track empathy interviews are also occurring, along with story circles which asks students if they feel safe, engaged, etc. These are being conducted by trained facilitators from the ESD staff.

Jim Helmen shared that he is currently part of a Superintendent group and he finds it very refreshing and fun to say that all is good in our district and with his relationship with the Board. Thank you.

ADJOURNED: Workshop adjourned at 7:30 p.m.

ADJOURNED


Board Chair


District Clerk

11-03-2022