

# AGENDA

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS

### Public Meeting

Thursday, June 12, 2025– 6:00 p.m.

Vernonia Schools Building, 1000 Missouri Ave., Vernonia, OR 97064

<https://us06web.zoom.us/j/89238159366?pwd=A9f9ZR2NBGUCe1oX0kb4ZlyEEmWYrf.1> Meeting ID: 892 3815 9366 Passcode: N9VRh6

**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 **RECESS to BUDGET HEARING**

##### 3.1 Open Public Hearing

##### 3.2 Budget Review

##### 3.2 Public Comment

##### 3.4 Close Hearing

#### 4.0 **RETURN to REGULAR MEETING**

#### 5.0 **PUBLIC COMMENT ON AGENDA & NON-AGENDA ITEMS**

This is a time for public comment. 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.

#### 6.0 **SHOWCASING OF SCHOOLS**

##### 6.1 Administrator Reports..... Administration

##### 6.1.2 Spring Sports Report

#### 7.0 **BUSINESS REPORTS**

##### 7.1 Superintendent ..... Jim Helmen

##### 7.1.1 Staffing Update

##### 7.2 Financial ..... Marie Knight

##### 7.2.1 Resolution 2025-04 – Adopting the 2025-26 Budget

##### 7.2.2 Resolution 2025-05 – Adopt to Transfer Appropriations within 2024-25 Budget.

##### 7.3 Maintenance ..... Mark Brown

- 8.0 BOARD REPORTS / BOARD DEVELOPMENT**..... Chair
- 8.1** Committee Reports
- 8.1.1** Safety Committee
- 8.1.2** Scholarship Committee
- 8.1.3** Policy Committee
- 9.0 OTHER INFORMATION and DISCUSSION**
- 9.1** Policy Updates - 1<sup>st</sup> Reading
- 9.1.1** EBBB – Illness or Injury Reports
- 9.1.2** GBNAA-JHFF – Suspected Sexual Conduct with Students and Reporting Requirements
- 9.1.3** IKJ – Artificial Intelligence
- 9.1.4** JHCD
- 9.2** Policy Updates – 2<sup>nd</sup> Reading
- 9.2.1** IGBHD – Program Exemptions
- 9.2.2** JGAB – Use of Restraint or Seclusion
- 9.2.3** JGE - Expulsion
- 9.2.4** JHC – Student Health Services & Requirements
- 9.2.5** KBA – Public Records
- 9.2.6** KBA-AR – Public records Request
- 9.2.7** KL – Public Complaints
- 9.3** 2025-26 Fee Schedule Draft
- 9.4** Supervisory/Confidential Memorandum of Agreement/Contract 2025-2028
- 10.0 ACTION ITEMS**..... Chair
- 10.1 Policy Approval**
- I move to approve policies updates presented as a second reading in item 9.2.*
- 10.2 Resolution # 2025-04 – Adopting the Budget, Making Appropriations, Imposing and Categorizing the Tax.**
- I move to approve the Vernonia School District Budget for the 2025-26 school year as follows:*
- |                                    |                      |
|------------------------------------|----------------------|
| <i>General Fund .....</i>          | <i>\$ 10,635,200</i> |
| <i>Special Revenue Fund .....</i>  | <i>\$ 3,686,034</i>  |
| <i>Debt Service Fund.....</i>      | <i>\$ 1,180,000</i>  |
| <i>Capital Projects Fund .....</i> | <i>\$ -</i>          |
| <i>Total, All Funds .....</i>      | <i>\$ 15,501,234</i> |
- As (presented or amended), with a tax rate of \$5.0121 per \$1,000 of assessed value to be assessed in support of the General Fund and in the amount of \$1,180,000 for debt service for general obligation bonds.*
- 10.3 Resolution # 2025-05 - Transfer Appropriations within Funds of the 2024-25 Budget**
- I move to approve Resolution # 2025-05 to transfer appropriations within funds of the 2024-25 budget.*
- 10.4 Staff Hire**
- I move to approve the Superintendent’s recommendation to hire Kristin Hansen, VHS Math Teacher; Sara Goodman, VES Kindergarten or 1<sup>st</sup> Grade Teacher; and Angela Ortiz, VES 5<sup>th</sup> Grade Teacher.*
- 10.5 Supervisory/Confidential Memorandum of Agreement/Contract**
- I move to approve the 2025-2028 Supervisory/Confidential Memorandum of Agreement/Contract as presented.*
- 11.0 MONITORING BOARD PERFORMANCE**..... Chair
- 11.1** OSBA Report (written report provided)

**12.0    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.

**12.1    Minutes of the 05/08/25 Regular Meeting**  
*I move to approve the consent agenda as presented.*

**13.0    OTHER ISSUES ..... Chair**  
**13.1    Agenda Setting Meeting for Next Month**

**14.0    ADJOURN.....Chair**

**UPCOMING DATES**  
July 10, 2025    School Board Meeting, 6:00 p.m.

*(Dates and times are subject to change. Please check the district web site at [www.vernoniak12.org](http://www.vernoniak12.org) for the most up-to-date information)*

**Vernonia School District 47j**  
**June 1, 2025**

	K	1	2	3	4	5	6	7	8	9	10	11	12	FE+T	Total	F&R	SpEd			
District																	1			
Mist Elementary	5	5	6	7	4	4									31	12	4			
																	39%	13%		
Vernonia Elem.	25	24	33	34	29	41									186	133	45			
																	62%	24%		
a Family Academy	2	8	4	5	3	5									27					
																		213		
Elementary Total	32	37	43	46	36	50									244	145	49			
																	60%	20%		

Vernonia MS											47	43	40											130	74	21
J. Family Academy											5	8	2											15		
																					145	51%	14%			
Vernonia HS											27	31	33	32	7	130	74	25								
											12	11	12	16	0	51										
																					181	41%	14%			
Total	32	37	43	46	36	50	52	51	42	39	42	45	48	7	570	293	96									
																						51%	17%			
(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	29	38	44	46	34	47	52	45	42	36	43	44	49	6	555		
December 1	28	38	43	46	36	46	52	46	43	36	43	44	48	6	555		
January 1	28	38	44	46	37	46	52	46	43	36	43	44	48	6	557		
February 1	30	38	43	45	35	45	52	47	42	38	42	44	48	5	554		
March 1	30	37	41	45	35	45	52	48	42	38	42	43	48	5	551		
April 1	31	37	41	46	36	46	51	48	42	37	40	45	48	6	554		
May 1	32	37	42	46	36	47	52	49	42	37	42	45	48	7	562		
June 1	32	37	43	46	36	50	52	51	42	39	42	45	48	7	570		



# VERNONIA AND MIST ELEMENTARY BOARD REPORT

June 12, 2025

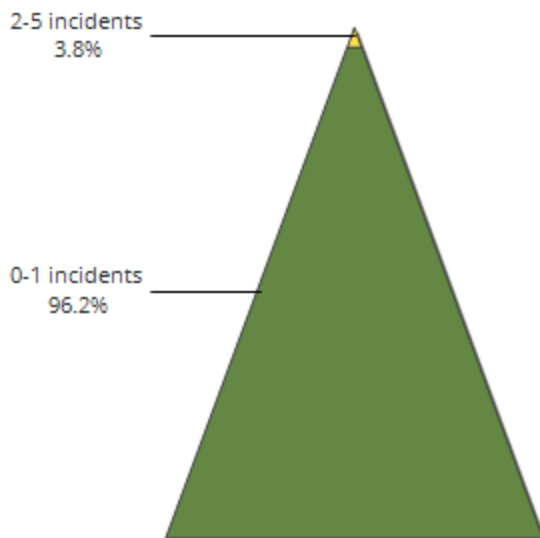


"Building Bridges, Clearing Paths"

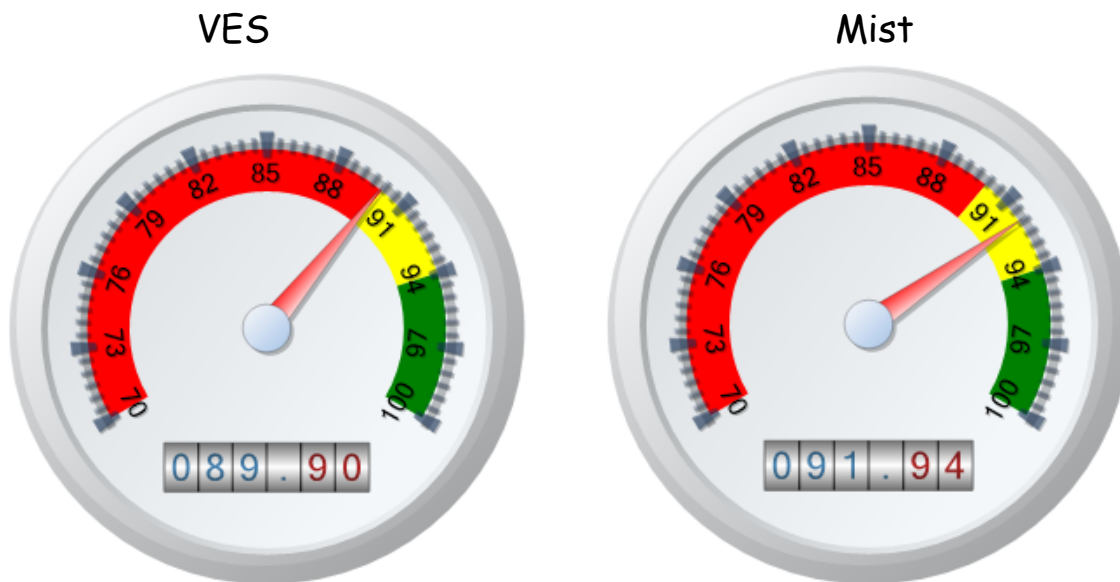
## Elementary Goals

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

## Behavior Referrals for the Month of May 2- June 4, 2025



### Average Attendance Percent: May 2-June 4, 2025



### Attendance reward

118 VES students earned a dance party on May 30 for having 90% or better attendance for the month of May.

### SBAC Scores

As of June 5, these are our percentages of students passing by grade level for ELA, Math and Science SBAC.

ELA			
	District	VES	Mist
3rd Grade	39%	31%	71%
4th Grade	34%	27%	100%
5th Grade	29%	30%	25%

Math			
	District	VES	Mist
3rd Grade	33%	23%	86%
4th Grade	19%	14%	67%
5th Grade	16%	13%	50%

Science			
	District	VES	Mist
5th Grade	31%	28%	50%

### Writing Professional Development

Shauna Pitts and Neilia Solberg, writing consultants, provided professional development on May 28-30th. Teachers reviewed and reflected on writing strategies utilized throughout the year, updated the writing scope and sequence and planned instruction for the first quarter of 2025-2026.

### ECRI Filming

Carol Dissen, Boston University and Master ECRI (Enhanced Core Reading Instruction) trainer, selected Vernonia Elementary to film whole group instruction on foundational reading skills as well as fluency. Our kindergarten, first grade and 2nd grade classes participated in showing off their skills. Our staff observed Carol delivering the routines and learned ways to refine their instruction. These videos will be used to train groups of teachers across the country to deliver high quality reading instruction.

Carol modeled exactly what we are striving to achieve across all classrooms at the VSD:

- preparation and organization of materials (materials at students seats prior to lesson)
- consistent routines (movement from carpet to tables, when to pick up pen)
- clear and concise language
- a perky pace
- clear signal
- efficient transitions
- high level of engagement for all students
- corrective feedback delivered in a neutral voice
- holding all students accountable to respond on the signal
- praise- thanking students who are modeling the expected behaviors
- individual turns (formative assessment)
- Fluency and decodable text
- high leverage instructional strategies (choral response with 2-3 sec think time)
- celebrating student success



### Last School Assembly

We recognized our 5th grade students, retiree (Tamorah Sook), 3rd-5th grade self managers, 4th& 5th grade safety patrol, 5th grade leadership, students passing ELA SBAC, June Student of the Month and Staff of the Month.



**June 2025**

**VHS/VMS Board Report–  
Greetings Board!  
Welcome to Logger Nation!**

**Lots Going On—(but did not have time to put much together), highlights:**

- **State Testing-(results pending)**
- **STAR Growth**

***8th Grade/50+ Growth***

- Max Damaton-Flores +66
- Cornin Ebberts +67
- Makenlee Espinoza +57
- Jack Nelson +67
- Sophia Zeigler +69
- Anthony Thomas +78
- Preslie Hartman +64
- Charlotte McIntyre +80

***100+ or Benchmark***

- Ayden Abbott +115
- Maika Borst Benchmark
- Harland Burch +106
- Rhowen Cutright Bench.
- David C. -Lopez + 94
- Liam Glenn +133
- Bella Granucci Benchmark
- Hayden Kofstad +102
- Afton McClellan +133
- Abby Morgan +119
- Shiloh Pike +286

- Caleb Schamburg +165
- Logan Doyle Benchmark
- Joshwa Ellis +93
- Iris Schram +121
- Renaud Smith +174
- Zach Thompson (math) +100
- Landon McCollum +176
- Mikey Wheelock +117

#### 7th Grade +50

- Emerson Abbott +88
- Emmy Dennis +80
- Ben Birk +68
- Peyton Hinckley +51
- Elsie Plummer +90
- Tristy Turner +81
- Alina Robinson +52
- Mario Espinoza +61
- Rylee McKereghan +77
- Daniel Weaver +80
- Hayzle Penney +99

#### 100+ or Benchmark

- Hunter Bartoo +372
- Tyler Bryson Benchmark
- Sawyer Beattie Benchmark
- Weston Dennis +114
- Orinthia O'Neill +119
- Awnesty Pham +100
- Jacob Thorton +257
- Alana Watts +118
- Nicole Renn +41
- Aiyana Randall-Gardee +133
- Zoey Randle +150
- David LaBelle +101
- Eli Martin +127
- Aries Martin +127

#### 6th Grade 50+

- Leilani Borst +73
- Kiney Busch +79
- Robert Cochran +53

- Pippa Forster +86
- Aliyah Frances +81
- David Gonzales +72
- Wyatt Haddox +52
- Kellen Koenig +74
- Emma Kofstad +56
- Sarah Kraus +64
- Emma LaBelle +69
- Lincoln Martin +54
- Anabelle Miller +63
- Jane Miller +85
- Bradley Ralls +66
- Joseph Weir +63
- Zack Wheelock +73
- Blair Wood+70
- Harlan Shadley +87

***100+ or Benchmark***

- Payson Carrick +105
- Jayden Cordray +123
- Avery Cota +137
- Sawyer Dewitt Benchmark
- Rosallie McTaggart Benchmark
- Jonathan Mulleda II Benchmark
- Nathan Owen +174
- Jack Romtvedt Benchmark
- Asylynn Tovey +100
- Makaylah Miller +206

**VHS Principal Awards**

**Class of 2028 Service Award**

**Mark Brown Citizenship Award**

**VFA Algebra I**

**Construction**

**Machinery**

**Forestry**

**Fire Science**

**Robotics and Drones**

*Charlotte Schlegel*

*Momi Leininger*

*Alek Jospehson*

*Cannon McLeod*

*Luke Simmons*

*Eli Wood*

*Ayla Best*

*Luke Simmons*

<b>Electrical Engineering</b>	<i>Kaiden Van Lomm</i>
<b>CAD</b>	<i>Beau Smith</i>
<b>Computer Science</b>	<i>Gavin Gonzales and Rydia Boyer</i>
<b>Yearbook</b>	<i>Jasmin Peterson and Kaylee Robinson</i>
<b>Art</b>	<i>Naomi Pelster</i>
<b>Art History</b>	<i>Ethan Martin</i>
<b>Digital Arts</b>	<i>Naomi Pelster and Ceirra Ezell</i>
<b>Theater Arts</b>	<i>Kate Nelson and Naomi Pelster</i>
<b>Play in Production</b>	<i>Pepper Briggs and Lillyen Pike</i>
<b>German I</b>	<i>Kate Nelson and Jasmin Peterson</i>
<b>German II</b>	<i>Heston Forster and Charlotte Schlegel</i>
<b>Choir</b>	<i>Madelynn Pelster</i>
<b>Band</b>	<i>Beau Smith</i>
<b>HS Choir Varsity Letter</b>	<i>Madelynn Pelster</i>
<b>John Philip Sousa Award</b>	<i>Momi Leininger</i>
<b>Advanced Conditioning</b>	<i>Ben Richey and Ethan Martin</i>
<b>American Literature</b>	<i>Ethan Martin and Morgan Dennis</i>
<b>AP Literature</b>	<i>Autumn-Soleil Baronas</i>
<b>Dystopian Literature</b>	<i>Beau Smith and Logan Morgan</i>
<b>Econ w/Personal Finance</b>	<i>Ella Schram and Kate Nelson</i>
<b>Global Studies</b>	<i>Naomi Pelster and Jasmin Peterson</i>
<b>Algebra I</b>	<i>Gavin Gonzales and Brandon Rosa Duque</i>
<b>Algebra II</b>	<i>Naomi Pelster</i>
<b>Pre-Calculus</b>	<i>Sabina Sadikhova</i>
<b>Financial Algebra</b>	<i>Emma Scheuerman</i>
<b>Geometry</b>	<i>Heston Forster and Ethan Martin</i>
<b>McEntire Math Award</b>	<i>Heston Forster</i>
<b>Leadership</b>	<i>Momi Leininger and Marley Ann Schwiegeraht</i>
<b>Intro to Literature</b>	<i>Naomi Pelster and Naomi Pike</i>
<b>Writing 121</b>	<i>Anicia Ruiz</i>
<b>Writing 121</b>	<i>Madelynn Pelster</i>
<b>Alvida Hearing English Award</b>	<i>Madelynn Pelster</i>
<b>Biology</b>	<i>Damian Tripp</i>
<b>Physics</b>	<i>Jasmin Peterson and Charlotte Schlegel</i>
<b>Astronomy</b>	<i>Addison Coburn</i>
<b>Earth Science</b>	<i>Payton Todd</i>
<b>NHS Inductee</b>	<i>Addilyn Draeger</i>
<b>Presidential Scholars</b>	<i>Anicia Ruiz, Madelynn Pelster, Ayla Best</i>
	<i>Kaiden Van Lomm, Cannon McLeod</i>
	<i>Momi Leininger, Beau Smith, Avery Wolf</i>



*Gage Erhardt, Ella Schram, Cody Buehrer*

**Honor Graduates (Top 5 GPA)**

*Momi Leininger, Anicia Ruiz, Madelynn Pelster  
Kaiden Van Lomm, Ayla Best*

**German**

**Theatre Arts**

**HAVE A GREAT MONTH LOGGER NATION!**



“Building Bridges, Clearing Paths”



## Recent Special Education Updates

### Intake of Incoming Kindergartners Identified for Special Education

Our elementary team has been diligently working to ensure a smooth transition for incoming kindergartners identified for special education. In collaboration with the Northwest Regional ESD, we have reviewed early childhood records and conducted file reviews for each student. This past April, we held a team meeting to evaluate the files and develop a plan for each student's transition. This included determining what additional information was needed to better understand each student's needs.

As part of our efforts to ensure a successful transition, our elementary staff visited preschools to observe the students and interview teachers. In addition, we have contacted parents to ensure that students are registered early and to address any questions or concerns regarding the transition to kindergarten. To further support these students, we scheduled Individualized Education Program (IEP) meetings for each child, which took place this past week. These meetings ensured that all documentation is in place, services are confirmed, and teachers are well-informed about the students' needs. We believe this comprehensive preparation will set the students up for success, providing them with consistency and continuity in their special education supports as they enter kindergarten.

### Graduating Seniors

We are proud of our seniors who will graduate this Saturday, marking the culmination of their hard work and dedication. Each senior has participated in an exit interview, which contributes to our data collection efforts for the Oregon Department of Education (ODE) related to post-school outcomes. This data helps us track students after graduation, allowing us to monitor their access to higher education, employment, and whether they are meeting the transition goals set during their high school years.

As part of their transition, seniors will also receive an exit packet containing information on accessing state-level adult services, as well as key documents such as their special education history and IEPs. Three of our seniors are expected to return for post-secondary transition services in the fall. We have already met with their families to discuss the types of services they may want to access. Students have expressed interest in electives that offer vocational experiences, as well as job preparation, developing work ethics, and gaining work-based experience. Possible placements for these students include working in our school's Logger coffee shop, supporting classrooms, or assisting with maintenance work. We are also focusing on helping students develop independent living skills, such as budgeting, grocery shopping,

## *VSD Special Education Report*

*June 2025*

cooking, doing household chores, and preparing for their driver's permits. These services will be complemented by the pre-employment transition services (pre-ETS) available through our collaboration with Vocational Rehabilitation (VR).

### Transition to Synergy for Special Education

Our district is transitioning to Synergy for Special Education alongside other districts within NWRESD. We have spent considerable time reviewing the system's settings and customizations to best meet the needs of our staff. These preferences will be sent to the ESD for implementation. The ESD will complete the transition of all our records into Synergy SE in July, ensuring that the system will be ready for use when staff return in August.

Earlier this spring, we conducted the first training session with the ESD, and a follow-up training will take place in August. During this training, staff will practice using the system and familiarize themselves with its features. The ESD will provide ongoing support throughout the year to answer any questions that arise. Additionally, we will create opportunities for our team to work together, share insights, and learn collaboratively as we navigate the new system.

### Unified Kickball Event

Our district recently held its pilot Unified Kickball event, which included approximately 10 middle and high school students who traveled to Clatskanie for a unified athletics competition. Unified sports are designed to provide opportunities for students with and without disabilities to compete together in genuine, inclusive events that foster connections and promote sportsmanship. These activities create a platform for students to try new activities, make friends, and have fun while promoting the acceptance of individuals of all abilities.

The success of this event has been highly positive, with feedback from participants, families, and staff highlighting the value of such opportunities. I am excited to explore future unified activities and am working to assess the interest and resources available to expand unified sports within the district. Moving forward, our staff will continue to foster a positive and inclusive school climate where all students can thrive.

## **Spring Sports Season Recap**

### **Boys Volleyball**

The boys' volleyball team made significant strides this season, demonstrating resilience, skill, and determination. Despite a small roster of just six players, they put forth a commendable effort, securing three wins—an impressive improvement from last season's record of zero victories.

Beyond the wins, the team showcased their competitive edge, taking multiple matches to five sets, proving they could hold their own against tough opponents. Their growth in performance highlights their dedication and progress, setting the foundation for even greater success in the future.

### **Softball**

This season, the VHS softball team made remarkable strides in their performance and team development. While the scores may not have fully reflected their progress, the growth was undeniable.

Katie Jo showed incredible dedication, working tirelessly to refine her pitching skills, and her perseverance paid off as the team tripled their win total from last year. She continuously pushed herself, giving her all for her teammates. Defensively, the team executed numerous double plays, demonstrating their improved coordination and field awareness.

On the offensive side, Chloe Schaumburg, Julia Busch, and Layla Abbott were reliable forces at the plate, consistently delivering solid performances. Behind the plate, Momi Leininger provided strong leadership, guiding her team through every game. Additionally, five players earned All-League honors, a testament to their hard work and dedication.

Beyond the field, the team took meaningful steps to build the future of VHS softball. They introduced a mentor program with the youth softball program, aiming to strengthen the program and foster growth for upcoming seasons. The goal is to continue this initiative through the winter and into the spring, ensuring lasting impact.

It was heartwarming to see so many supporters rally around the team throughout the spring sports season. With the progress made this year, the future of VHS softball looks bright!

### **VHS Track & Field**

This season was a standout year for VHS track and field, marked by impressive performances and exciting achievements. With a team of 30 boys and 12 girls, athletes pushed themselves to new heights.

Congratulations to all who competed and made the journey to Eugene for the state meet! The boys' team finished **6th overall**, coming just **9 points from 3rd place** and **5 points away from earning a trophy**—an incredible effort.

A special shout out to **Head Coach John Roady**, who was named **Boys Head Coach of the Year** in our league for his leadership and dedication.

### State Competitors & Results

- **Cannon McLeod** – 1st in the 800 meters in **1:56.96 (PR, school and state meet record)**, breaking the previous record held by Vernonia graduate **Nathan Fleck**.
- **Wyatt Miller** – 2nd in the 400 meters with a time of **50.74**.
- **Zach Franco** – 6th in the 400 meters with a time of **53.56**.
- **Cody Buehrer** – 6th in the 110-meter high hurdles (**16.49 PR**) and 7th in the 300-meter low hurdles (**43.78**).
- **Stone Williams** – 5th in the 300-meter low hurdles (**41.83 PR**).
- **Elam Cieloha** – Tied for 9th in high jump (**5' 9 ¼"**) and 12th in long jump (**18' 9"**).
- **Sam Hough** – 4th in javelin (**157' 6" PR**). Also competed in pole vault but did not clear opening height (**11' 5"**).
- **Brody Campo** – Competed in pole vault but did not clear opening height.
- **Matthew Taylor** – Competed in **800-meter prelims (2:09)** but did not advance to finals.
- **4 x 400 meter relay team** – 2nd place in **3:29.88 PR** (*Zach, Wyatt, Matthew Taylor, and Cannon*). Finished **one-tenth of a second from first place**—an incredible race!
- **Momi Leininger** – 3rd in javelin (**126' 5" school record**). Also competed in **300 low hurdles (51.41, 13th place)**.
- **Addilyn Draeger** – 5th in 3000 meters (**11:18.3 PR**). Also just missed the podium in the **1500 meters (5:13.83 PR)**.

This season was a testament to the commitment and hard work of every athlete.

## **Baseball**

As the season comes to a close, we look back on a journey marked not by the scoreboard, but by heart, perseverance, and the unshakable bond of a team that never gave up. Finishing with a 4-16 record, our team faced its share of challenges — from tough losses to unexpected hurdles — but what truly defined this group was their resilience.

A special shoutout goes to **Frank Cieloha** and **Jason Busch**, who stepped up in a big way when the team needed it most. Their determination, leadership, and clutch performances down the stretch were instrumental in rallying the squad to a hard-fought win in our final league matchup — a victory that symbolized so much more than just a number in the win column.

This season was a test of character, and every player on this roster rose to the occasion. While the record may not reflect the work and heart that went into every game, those who witnessed the season know the truth: this was a team of fighters, learners, and teammates who finished stronger than they started.

Here's to growth, grit, and a group of boys who never stopped playing with pride. The future is bright!

## **Middle School Track**

With a team of 20 determined athletes and a season full of sweat, spirit, and strength, our middle school track team closed out an incredible year at the District Track Meet, competing against 13 other schools and proving that hard work pays off.

From the very first practice to the final race, this group showed up — ready to improve, support one another, and compete with heart. Their efforts were rewarded with standout performances at districts:

- **Cohen McManus** delivered a strong finish in the 800 meters, placing **4th** and showing true grit down the stretch.
- **Orinthia O'Neil** powered through the long-distance events, taking **6th in the 1500** and a well-earned **3rd in the 3000**.
- In the high jump, **Avery Cota** soared to **2nd place**, while teammate **Maika Borst** jumped her way to **5th place**, showing the depth of talent and focus in our field events.

Helping lead that progress was our new assistant coach, **Ellie Wilson**, whose creative and challenging workouts added a whole new energy to the program. Her fresh approach helped push the athletes to new personal bests and brought out the best in the team.

We're proud of every runner, jumper, and thrower who gave their all this season. The growth we saw — physically and mentally — was remarkable. This season was about more than results; it was about commitment, resilience, and the kind of team spirit that carries far beyond the track.

We can't wait to see what the future holds for these athletes. The bar has been set high, and this team is just getting started!

# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
July, 2025  
**70 - 70 - 90**  
***Not Me, We***

## **Letter to Stacey and Susan:**

Dear Susan and Stacey

It is with deep gratitude and heartfelt appreciation that I write to thank you for your years of service on the Vernonia School Board. Your dedication, leadership, and unwavering commitment to our students, staff, and community have made a profound and lasting impact on the Vernonia School District.

Your time on the board was more than just service; it was an embodiment of care, courage, and conviction. You stood for what mattered most: students first, teachers empowered, and families supported. You gave your time, your voice, and your heart to a cause bigger than any one of us, helping build a stronger, more compassionate, and more successful school system for the children of Vernonia.

Through both challenging decisions and moments of celebration, your steady guidance and deep sense of purpose helped steer this district forward. You asked the hard questions, held high expectations, and never lost sight of what mattered: giving every student a chance to thrive and a choice in life. Because of your leadership, Vernonia students are better positioned for success, and our schools are a stronger, more inclusive, and more hopeful place.

You will be missed more than words can truly express. The library "Board room" will feel different without your insight, warmth, and passion for doing what's right. But your legacy is firmly rooted in the lives you've touched, the progress you've helped achieve, and the vision you've helped shape for our district's future.

Thank you for always being there for me when I needed your guidance and support in leading our district; it has meant more to me than you will ever know.

From all of us, thank you for everything. Your service will never be forgotten.

## **Staffing**

At this time, VSD is fully staffed and ready for the 25-26 school year!



# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
July, 2025  
**70 -70 - 90**  
*Not Me, We*

## **Oregon State School Fund Adopted for 2025–2027 Biennium**

The Oregon Legislature has officially adopted the State School Fund (SSF) at \$11.36 billion for the 2025–2027 biennium. This allocation represents a significant investment in Oregon’s K-12 public education system and an 11% increase over the previous biennium’s funding level of \$10.2 billion.

This funding level reflects the state’s recognition of rising operational costs, the expiration of federal pandemic relief dollars, and the need to maintain strong academic and support services for students across the state. The \$11.36 billion investment also incorporates formula modifications designed to improve funding accuracy and predictability, including a 49/51 payment split over the biennium and updated cost modeling projections.

For Vernonia School District, this outcome affirms the conservative planning approach reflected in our 2025–2027 budget. The district had budgeted to the \$11.36 billion level in presentations to the Budget Committee in April and May, allowing us to confidently maintain staffing and program levels for the coming biennium. This funding certainty ensures continued stability and high-quality educational opportunities for all VSD students.

While the proposed increase in the SSF is a positive step toward supporting Oregon’s K-12 public education system, school districts remain concerned about rising costs in areas such as special education. The Quality Education Model report suggests that an allocation of \$13.5 billion would be necessary to fully fund Oregon’s education system, highlighting the ongoing gap between current funding levels and the resources required to meet the needs of all students.

## **Current Grants supporting our 70-70-90 Initiatives**

### **Vernonia School District Awarded \$82,000 Oregon Summer Learning Grant**

On Tuesday, June 3, 2025, Vernonia School District (VSD) received official notification that it has been awarded an \$82,000 grant through the Oregon Department of Education’s Summer Learning Grant program. This funding is part of a statewide initiative to support districts in providing high-quality,

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in-person summer learning opportunities designed to accelerate academic growth and address student learning needs, particularly in the area of literacy.

VSD is currently developing its 2025 Summer Learning Plan, which is due to the Oregon Department of Education by June 23, 2025. The plan will outline how the district intends to use the grant funds to deliver a minimum of 80 hours of summer programming, equivalent to four weeks of instruction, five days per week, four hours per day—including transportation and meals.

The summer program will focus on literacy, mathematics, science enrichment, and targeted academic recovery support for students who need additional learning time. This funding will help ensure that Vernonia students stay connected to learning, receive support in key academic areas, and are well-prepared for the upcoming school year.

To support the planning process, VSD has reached out to staff for input on programming priorities as well as interest and availability to teach during the summer session.

## **Youth Development Oregon Grant Application - Check & Connect Program**

Vernonia School District has submitted an application for a \$250,000 grant through Youth Development Oregon (YDD) to continue and expand our Check & Connect program at the high school level. This grant would provide critical support for students who are struggling with attendance, academic performance, and progress toward graduation.

Check & Connect is an evidence-based intervention focused on building strong, consistent relationships between students and trained mentors. The program helps identify barriers to engagement and connects students with the support they need to stay on track for academic success. If awarded, this funding will allow VSD to continue this vital work and deepen our commitment to improving outcomes for students most at risk of disengagement.

This opportunity aligns with our district goals to support student achievement, increase graduation rates, and provide targeted interventions that promote long-term success.

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## **CPCCO 2025 Large Grant Application - Trauma-Informed Care and SEL at Vernonia Elementary**

Vernonia School District has applied for a 2025 Columbia Pacific Coordinated Care Organization (CPCCO) Large Grant in the amount of \$50,000 to continue and enhance our trauma-informed care and social-emotional learning (SEL) practices at Vernonia Elementary School.

This grant opportunity supports Columbia Pacific CCO's mission to invest in clinical and community capacity building that advances prevention, service integration, health equity, and community-identified health priorities, particularly for Oregon Health Plan members. VSD's application aligns with these goals by focusing on strengthening systems that support the emotional and behavioral well-being of students, families, and staff.

If awarded, the funding will enable Vernonia Elementary Schools to build on its existing trauma-informed framework, expand staff training, increase social-emotional learning (SEL) implementation across classrooms, and provide targeted support to students experiencing adversity. These efforts are critical in ensuring that all students, especially those impacted by trauma, can access a safe, supportive learning environment that fosters both academic and personal growth.

This grant reflects our district's ongoing commitment to whole-child education and equity-centered practices that promote long-term success for every student.

## **FY 2025 Small, Rural School Achievement (SRSA) Grant**

Vernonia School District has submitted its application for the fiscal year 2025 Small, Rural School Achievement (SRSA) grant through the U.S. Department of Education's Rural Education Achievement Program. The district anticipates receiving approximately \$42,471 in funding.

These funds will be dedicated to enhancing reading and math intervention supports across our schools. This targeted investment will provide additional resources to support students who require extra academic assistance, enabling more personalized instruction and guidance. By leveraging SRSA funding, Vernonia School District aims to improve student outcomes in foundational skills and ensure all students have access to the resources necessary for academic success.

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## **Oregon Comprehensive Literacy State Development (CLSD).**

Vernonia School District is preparing to apply for the Oregon Comprehensive Literacy State Development (CLSD) grant. If awarded, the district anticipates receiving a preliminary allocation of approximately \$450,000 over four years. Targeted Use of Funds: Grants must allocate funds across three key age bands: Birth to Pre-K: 16%, Grades K–5: 42%, Grades 6–12: 42%.

This funding will support a range of evidence-based literacy initiatives designed to enhance reading and writing outcomes for students. Specifically, Vernonia School District plans to use these funds to adopt and implement high-quality, research-based literacy curricula and instructional materials, expanding to Vernonia Preschools.

Additionally, the grant will provide resources for ongoing professional development and coaching, empowering teachers with the skills and strategies needed to strengthen literacy instruction. The district also intends to maintain literacy specialists, coaches, and interventionists who will deliver targeted support to students requiring additional assistance.

Overall, the goal of this funding is to enhance VSD's capacity to deliver effective literacy instruction and intervention, with a particular focus on supporting students who struggle with reading or writing, including emergent bilingual learners and those with disabilities.

## **Summer YTP program**

VSD will hire two(2) Youth Transition Programs ( YTP) crew leaders to support Vernonia High School YTP students in completing summer maintenance and custodial internships aimed at developing career-related postsecondary training.

## **SBAC Testing**

We are still receiving testing results. School principals will provide an update on our current performance. A full presentation will be given in July.

## **STAR Reading Growth Outcomes 2024–2025**

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The Vernonia School District is proud to share significant gains in student reading growth as measured by the STAR Reading assessment's Student Growth Percentile (SGP). This metric reflects each student's growth compared to academically similar peers nationwide, using their earliest score from the fall as a baseline and their most recent score as the ceiling.

A student scoring at or above the 35th percentile on the SGP is demonstrating typical or higher-than-expected growth. In the 2024–2025 school year, all Vernonia schools exceeded this benchmark, with strong evidence of academic progress in reading aligned with Common Core State Standards (CCSS).

- Mist Elementary School led with 81.5% of students meeting or exceeding expected growth.
- Vernonia Elementary School closely followed, with 77.5% of students demonstrating at least one year's worth of reading growth.
- Vernonia High School achieved a strong 77.4%, showing consistent literacy growth through secondary levels.
- Vernonia Middle School recorded a 71.8% success rate, affirming continued development during a critical transition period for students.

## **STAR Math Growth Outcomes 2024–2025**

### **2024–2025 STAR Math Outcomes and 2025–2026 Districtwide Math Focus**

The Vernonia School District is pleased to report gains in student math achievement based on the 2024–2025 STAR Math assessment data. STAR Math measures student growth in Common Core State Standards (CCSS) math skills, tracking progress from each student's fall baseline to their most recent performance. Students demonstrating one year or more of growth are considered to be on track or exceeding expectations.

- Vernonia High School led the district with 79.3% ( 9th grade) of students showing one year or more of growth.
- Vernonia Middle School closely followed with 75%, reflecting meaningful gains in foundational and applied math skills.

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- Mist Elementary School recorded 64.5%, demonstrating steady growth in early math development.
- Vernonia Elementary School showed 63.1%, indicating positive progress across early math domains.

## **2025–2026 Math Instruction Focus**

For the 2025–2026 school year, Vernonia School District is launching a comprehensive and intentional initiative to elevate math instruction across all grade levels. This initiative is rooted in proven, research-based instructional frameworks and is designed to support every student, from those needing intervention to those ready for enrichment.

The district's approach will be guided by:

- **The 5 Pillars Evaluation System** – to promote instructional clarity, student engagement, and data-driven practices.
- **Mike Schmoker's educational framework** is to ensure focus, simplicity, and high-leverage instructional routines.
- **John Hattie's Visible Learning research** – to implement the highest-impact strategies that accelerate student achievement.

## **Key ( But not new) Program Focus for 2025–2026**

- Small group math interventions will be provided during the school day for struggling learners.
- Advanced learners will benefit from in-class enrichment opportunities that challenge and extend their mathematical understanding.
- High school students will have access to dedicated math intervention classes to address foundational gaps in their math skills.

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The district will implement Freckle Math, aligned with STAR “Focus Skills,” providing students with targeted, adaptive intervention based on real-time data.

- At the elementary level, the “Walk to Math” programming will allow for flexible grouping, enabling students to receive instruction at their skill level and enhancing both remediation and acceleration opportunities.
- K–12 vertical alignment will be strengthened through a unified math scope and sequence, focused on shared benchmarks and increased Depth of Knowledge (DOK) expectations for both instruction and student work evaluated through PLC work.

## **Professional Support for Teachers**

To support staff in implementing these improvements, Vernonia School District will provide increased instructional coaching and mentoring. New teacher mentor Robin Murphy will also support this work, providing job-embedded support for effective math instruction and intervention strategies across classrooms.

By continuing to use SBAC Strand Outcomes and STAR assessment data to monitor progress and drive instructional decisions, Vernonia School District is committed to ensuring that every student is supported, challenged, and positioned for long-term success in mathematics.

This multi-tiered, research-aligned approach reflects our district’s mission to deliver high-quality instruction and academic growth for all students. We look forward to keeping the Board informed as we implement this critical work.

## **Confidential Supervisory Contract Update- 25-28**

The Vernonia School District (VSD) is committed to maintaining transparent and collaborative labor relations with all employee groups. As part of this commitment, VSD has completed the formal process of updating the employment agreement for the Confidential Supervisory team, which includes key staff who support district operations in essential, non-represented roles.

# VERNONIA SCHOOL DISTRICT 47J



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Beginning in spring 2025, the District engaged in a structured and respectful review with Confidential Supervisory members to discuss updates to the 2025- 2028 contract. This process included a thorough evaluation of compensation, benefits, working conditions, and other provisions to ensure alignment with district goals, budget realities, and evolving responsibilities.

The discussions were marked by open communication and mutual respect. Input from the team was carefully considered, and district leadership worked diligently to develop an agreement that reflects the value of these employees while ensuring financial sustainability.

Vernonia School District and the Confidential Supervisory team have reached a mutual agreement on a new contract effective July 1, 2025, through June 30, 2028. It includes annual cost-of-living adjustments, clarified work expectations, and updated language to reflect current law and best practices.

VSD appreciates the professionalism and dedication of the Confidential Supervisory staff and looks forward to continued collaboration and growth.



# memo

## **Vernonia School District 47J**

To: Vernonia School District Board of Directors, Superintendent Jim Helmen  
From: Marie Knight  
Date: 6/12/25  
Re: June 2025 financial information

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### Comments:

The financial report for this month includes May actuals and estimates for the remainder of the year. The estimated ending fund balance for the general fund 2024-25 is about \$525,000. In the business office we are working to spend and claim all grants by the end of June.

This packet includes a project outline detailing the ASB work in progress. In addition, I have included a Q&A document addressing questions from a board member. While sharing this level of detail is not required; it is being provided to be open about the process, build trust, and show that we are approaching the work with integrity.

Please remember that to maintain trust and follow board protocols, board business should be kept within meetings, and not discussed with community members outside of that setting.

Thanks!

-Marie

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

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	OVER (UNDER)
REVENUES	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	EST	EST		ACTUAL/EST.
1111 Current Year Taxes	-				2,731,223	456,492	26,378	12,325	43,357	12,969	15,000	175,000	3,472,743	3,225,000	247,743
1112 Prior Year Taxes	-		11,693	5,701	12,578	5,690	4,544	4,487	3,746	5,693	5,352	1	59,485	75,000	(15,515)
1190 Penalties&Interest Income	-		711	220	(403)	2,833	683	267	364	122	104		4,900	5,000	(100)
1500 Interest Income	3,992	7,311	7,651	5,451	8,377	19,376	16,240	14,258	15,204	12,421	10,026	5,000	125,307	90,000	35,307
1710 Revenue - Admissions	-											13,000	13,000	13,000	-
1740 Revenue - Fees	-				31,796	119						30,000	61,916	30,000	31,916
1910 Rentals	2,988	550	550	3,138	1,643	738	550	-	4,268	550	738	550	16,261	10,000	6,261
1920 Donations	351	600	500		1,080	1,978			1,850	1,275	-	50,000	57,634	110,700	(53,066)
1960 Prior Year Refunds	-	-	5,424		325	259					-	10,000	16,008	20,000	(3,992)
1961 Current Year Refunds	-			359	458	1,673	2,120	720	393	8		5,000	10,731	10,000	731
1980 Fees Charged to Grants	-								33,626	0		-	33,626	-	33,626
1990 Miscellaneous	4,480	540	928	536	1,132	2,715	62	442	2,047	160	180	75,000	88,223	85,000	3,223
1994 Medicaid Admin Claim	3,823				3,068					3,070		60,000	69,961	70,000	(39)
1995 E-Rate	-											15,000	15,000	15,000	-
2101 County School Fund	-				49				16	-		20,000	20,065	20,000	65
2102 General Ed.Service Dist		4,972	810							-	6,818	160,000	172,600	165,000	7,600
2105 Natural Gas and Minerals	-											5,000	5,000	20,000	(15,000)
2201 NW ESD Credits	-												-	-	-
3101 State School Fund Grant	785,903	392,716	392,716	392,716	392,716	392,716	392,716	392,716	280,928	280,927	-	-	4,096,770	4,840,000	(743,230)
3103 Common School Fund	-						39,359					39,359	78,718	75,352	3,366
3104 State Timber Revenue	-				115,640			236,744				96,913	200,704	650,000	-
3199 Other Un-Restricted Grants-in-ai	-										56,957	-	56,957	35,000	21,957
3299 Other Restricted Grants-in-aid	-											-	-	50,000	(50,000)
5200 Transfer of Funds	-											-	-	-	-
5400 Beginning Fund Balance	874,257	-	-	-			-					-	874,257	800,000	74,257

<b>TOTAL REVENUE</b>	<b>1,675,793</b>	<b>406,689</b>	<b>420,983</b>	<b>408,120</b>	<b>3,299,681</b>	<b>884,589</b>	<b>482,652</b>	<b>661,958</b>	<b>385,799</b>	<b>317,195</b>	<b>192,087</b>	<b>863,614</b>	<b>9,999,161</b>	<b>10,414,052</b>	<b>(414,891)</b>
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EXPENDITURES															
100-Salaries	56,916	91,106	380,222	362,776	362,641	360,165	358,205	359,372	353,100	358,291	365,778	895,000	4,303,572	4,393,716	90,144
200-Payroll Costs	27,374	50,462	207,914	218,449	211,427	208,076	207,148	208,718	210,933	213,813	220,549	544,000	2,528,865	2,613,839	84,975
300-Contracted Services	34,817	95,509	77,525	164,017	225,843	190,813	232,275	193,642	160,174	162,420	245,449	250,000	2,032,484	2,160,687	128,202
400-Supplies	32,777	15,897	68,625	22,894	21,283	28,561	21,275	20,698	16,907	19,020	29,996	6,400	304,333	300,210	(4,123)
500-Equipment	12,663					-						-	12,663	60,000	47,337
600-Other (ins., fees)	159,598	4,518	6,444	1,356	784	311	557	1,606	730	748	500	500	177,654	160,600	(17,054)
700-Transfers	-	-							115,000			-	115,000	190,000	75,000
contingency/unappropriated	-	-										-	-	550,000	

<b>TOTAL EXPENDITURES</b>	<b>324,145</b>	<b>257,492</b>	<b>740,731</b>	<b>769,492</b>	<b>821,978</b>	<b>787,928</b>	<b>819,461</b>	<b>784,036</b>	<b>856,845</b>	<b>754,293</b>	<b>862,272</b>	<b>1,695,900</b>	<b>9,474,571</b>	<b>10,429,052</b>	
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<b>PROFIT/LOSS</b>	<b>1,351,648</b>	<b>149,197</b>	<b>(319,748)</b>	<b>(361,372)</b>	<b>2,477,703</b>	<b>96,662</b>	<b>(336,809)</b>	<b>(122,077)</b>	<b>(471,045)</b>	<b>(437,098)</b>	<b>(670,184)</b>	<b>(832,286)</b>	<b>524,590</b>		
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<b>RUNNING TOTAL</b>	<b>1,500,845</b>	<b>1,181,098</b>	<b>819,725</b>	<b>3,297,428</b>	<b>3,394,090</b>	<b>3,057,281</b>	<b>2,935,204</b>	<b>2,464,159</b>	<b>2,027,061</b>	<b>1,356,877</b>	<b>524,590</b>				
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 **projected ending fund balance**

	EST	ACTUAL	% of BUDGET	MORE(LESS)
ADMr	540	559	1	19
ADMw	769.08	769	1	-

## Vernonia High School

### Associated Student Body Project 2024-25 / 2025-26

#### **Timeline:**

- Began work summer of 2024, goal is to complete by 9/30/2025, though much of the work involving staff and students will be ongoing. This timeline allows for training to be implemented with the start of the 2025-26 school year.

#### **Project Goals:**

- Procedures will be developed for adjustments to bring accounts current and to provide direction to staff and students for work in future years.
- Create ASB Manual. This will be a living document, with information added on an ongoing basis to keep up with current needs. The ASB Manual creates clear procedures and guidelines for students and staff. This will allow for a better use of all ASB Funds.
- Develop a report to be shared with the board on a regular basis.
- Work with the VHS Student Council, graduating classes, Leadership, and other student groups to involve them in the process of fundraising and spending funds through ASB.
- Provide training and guidance to staff who lead student groups, coaches, volunteers, and others who utilize ASB funds. This training will include information regarding correct procedures, required forms, and will include sharing the ASB manual. Additionally, this training will include a discussion about the risk of fraud and how our processes are in place to help prevent it.
- This training began in the 24-25 school year with the training of some coaches.

6/12/2025

The questions below are from Amy Cieloha, school board member. This information is for the board only, as part of the transparency efforts for this project. You will see both questions and responses.

**Page 1 Athletic Fund \$5,672.85**

**Can you expand on this account as each sport group already has an account listed?**

- I am providing the same breakdown information that was provided at the April board meeting. This balance is as of 6/30/2024.

**Page 1 & 2 Class accounts**

**2021 is -455.82, 2022 & 2023 still have funds.**

- These balances are as of 6/30/24
- VHS Leadership voted to transfer all funds in older classes to the Alumni Scholarship Fund. This will be completed by 6/30/25. We now have a process for each class to decide how any remaining funds will be spent.

**Page 3 Memolog**

**\$4,247**

- This is the balance as of 6/30/2024.
- Memolog is the account for VHS and VMS Yearbooks. The amount in this account fluctuates throughout the year as funds are collected from students, deposits are paid to the company, and the final payment for the year is completed near the end of the school year.

**Page 3 Middle school student body**

**\$19,218**

**I would like info on what these funds can be spent on as I have inquired about this years ago and seemed to get a very different response.**

- I am providing the same breakdown information that was provided at the April board meeting. This balance is as of 6/30/2024.
- Spending purposes for each sub-account are outlined on the attached document. This may be different than what happened in past years. One reason we are working on this project, including the documentation, is to provide clear direction for now and in the future.
- The intent is to provide great experiences for our students, both in and outside of the classroom.

**Page 3 Student Body. What exactly is this? And why is it negative \$-8,435.10**

- I am providing a breakdown of this account. Similar to others it consists of sub-accounts. The main student body account is used for general student body

activities. Funds are raised through student body fees charged to students annually.

- The negative balance is due to changes in banking fee structure a few years ago, we are working with US Bank to get this resolved. This is an important piece of the overall project and will be resolved within our timeline.

**Page 4 Unclassified. What is this exactly? It is negative \$-649.72 and it has a note that says look at bank record 12/23.**

- Unclassified transactions are items that have not been assigned to a specific "class." We are using class accounting in QuickBooks to track revenue and expenses. All of the items that are unclassified are being looked at as part of this project.

Vernonia High School												
Profit and Loss by Class												
June 30, 2011 - June 30, 2024												
ATHLETICS FUND												
	ATHLETICS FUND-Other	Ben SoeJima Memorial Fund	ED KAMHOLZ MEMORIAL FUND	Hall of Fame	Let Em Play	Logger Gear	Mike Grady Memorial	MS Athletics	MS TRACK	Ralph Sturdevant Memorial Fund	Snack Shack / Advertising	Total ATHLETIC S FUND
Net Income	\$ 451.25	\$ 320.00	\$ 125.00	-\$ 301.47	\$ 80.00	\$ 3,165.99	\$ 575.00	-\$ 53.00	\$ 160.00	\$ 400.00	\$ 750.08	\$ 5,672.85
NOTE: General athletics large purchase planned-Custom upgrated banners for gym (3-5K cost)	Athletic Department general expenses	Athletic Department general expenses	Hall of Fame	Hall of Fame	Help with student pay to play fees	Profits us for general athletic expenses	Athletic Department general expenses			Hall of Fame	Athletic Department general expenses	

Vernonia High School					
Profit and Loss by Class					
June 30, 2011 - June 30, 2024					
MIDDLE SCHOOL SB					
	8th Grade Trip	Leadership	MS Student Body	OUTDOOR SCHOOL	Total MIDDLE SCHOOL SB
Net Income	\$ 1,993.51	\$ 3,697.41	\$ 10,048.09	\$ 3,479.12	\$ 19,218.13
	Annual trip, fees have been collected in past years. Moving forward funds in this account will be used the the trip with no student fundraisers or money collected.	Fundraised money, large amount generated before 2013. Principal Underwood and MS Leadership will discuss spending plans.	Student Body Fees collected annually. Used for student planners, 8th grade promotion, will discuss with Principal Underwood other uses.	Past year funds collected prior to Outdoor School grant funding available. To be paid to VSD.	

Vernonia High/Middle School											
Profit Loss by Class											
June 30, 2011 - June 30, 2024											
STUDENT BODY FUND											
	STUDENT BODY	Action Against Hunger	BARBEE PRESIDENTIAL CHALLENGE	Calendar Sales	Doernbecher	OASC Conference	ODFL	Pop Machine	Rooter Bus	Winter Formal	Total STUDENT BODY
Net Income	-\$ 10,398.99	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 831.82	-\$ 2.05	\$ 0.00	\$ 0.00	\$ 1,134.12	-\$ 8,435.10
	Funds from student fees collected annually. Used for general student body activities. Negative balance is due to changes in banking fee strucure a few years ago, we are working with US Bank to get this resolved. This is an important piece of the overall project.	Old fundraiser	Old fundraiser	Old fundraiser	Old fundraiser	Annual Leacership Conference	Old account, will be cleared			Annual Event	



**VERNONIA SCHOOL DISTRICT  
RESOLUTION # 2025-04**

**ADOPTING THE BUDGET**

**BE IT RESOLVED** that the Board of Directors of the Vernonia School District hereby adopts the budget for the fiscal year 2025-2026 in the total of \$15,501,234 now on file at the Administrative Office located at 1000 Missouri Avenue, Vernonia, Oregon 97064

**MAKING APPROPRIATIONS**

**BE IT RESOLVED** that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2025 for the following purposes:

**GENERAL FUND**

Instruction	5,553,603
Support Services	4,309,597
Community Services	2,000
Transfers	220,000
Contingency	450,000
<b>Total General Fund</b>	<b>\$ 10,535,200</b>

**SPECIAL REVENUE FUNDS**

Instruction	2,269,004
Support Services	753,530
Facilities Acquisition & Const.	-
Community Services	663,500
<b>Total Special Revenue Funds</b>	<b>\$ 3,686,034</b>

**DEBT SERVICE FUNDS**

Support Services	-
Debt Service	1,180,000
<b>Total Debt Service Funds</b>	<b>\$ 1,180,000</b>

**CAPITAL PROJECTS FUND**

Support Services	-
Facilities Acquisition & Const.	-
	<b>\$ -</b>

<b>TOTAL APPROPRIATIONS, All Funds</b>	<b>\$ 15,401,234</b>
Total Unappropriated Amounts (GF)	100,000
<b>TOTAL ADOPTED BUDGET</b>	<b>\$ 15,501,234</b>

**IMPOSING THE TAX**

**BE IT RESOLVED** that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2025-2026:

- (1) At the rate of \$5.0121 per \$1000 of assessed value for permanent rate tax
- (2) In the amount of \$1,180,000 for debt service for general obligation bonds

**CATEGORIZING THE TAX**

**BE IT RESOLVED** that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

<b><u>Subject to the Education Limitation</u></b>	\$5.0121/ per \$1000
Permanent Rate Tax	
<b><u>Excluded from Limitation</u></b>	\$1,180,000
General Obligation Bond Debt Service	

The above resolution statements were approved and declared adopted on the 12th day of June 2025

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Susan Wagner, Board Chair

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Jim Helmen, Superintendent/Clerk

**VERNONIA SCHOOL DISTRICT 47J**  
**RESOLUTION TO TRANSFER APPROPRIATIONS WITHIN FUNDS # 2025-05**  
**2024-25 BUDGET**

**Appropriation Transfer Details**

General Fund:

1. To provide additional budget authority for expenditures related to Instruction functions. Unanticipated increase in Instruction expenditures during the 2024-25 budget process is attributed to increased cost of salary & benefits. Some staff hired were placed at a higher salary than budgeted; IA positions were added.
2. To provide additional budget authority for expenditures related to the Community Service function. Increased costs were due to the expense of programming supplies for the Summer Meals program that are outside of the Summer Food Service approved expense categories.
3. Budget savings in the Support Services function are due to staff positions and contracted service provider expenses being charged to grants. The transfer amount needed to balance the Food Service fund in the Transfers function is reduced. These changes allow for transfers of budget appropriations to the Instruction and Community Services functions.

General Fund			
Expenditure Function	Adopted Budget	Budget Adjustments	Adjusted Budget
Instruction	\$ 5,327,822	\$ 150,000	\$ 5,477,822
Support Services	4,361,230	(125,300)	4,235,930
Community Services	-	300	300
Facilities Acquisition & Construction	-	-	-
Transfers	190,000	(25,000)	165,000
Contingency	450,000		450,000
Unappropriated	100,000	-	100,000
Total	<u>\$ 10,429,052</u>	<u>\$ -</u>	<u>\$ 10,429,052</u>

BE IT RESOLVED, that for the fiscal year beginning July 1, 2024, the budget transfers shown above, to provide proper budget authority as described above, are hereby appropriated as indicated within the funds as listed.

ADOPTED by the Board of Directors of Vernonia School District #47J this 12<sup>th</sup> day of June 2025.

ATTEST:

\_\_\_\_\_  
Susan Wagner, Board Chair

\_\_\_\_\_  
Jim Helmen, Superintendent

## **May 2025 Maintenance Report**

### **Alarm Related Calls:**

9

### **Facility Use:**

Board meeting, spring sports training, P.D. assemblies, community events, Boosters, stadium committee. Drum and Bugle corp, Steam night, community engagement. Spring concert, Drama performance, graduation week.

### **Projects/Work for the Month**

\*Board report.

We have been down one staff member for several weeks now. This has required me to cover more actual custodial duties over this period of time.

\*Mist: Normal maintenance. We had another water level issue, but it appears to be resolved. I left this on because it happened again. We will address the longer term solution over that time. summer break.

\*Grounds: lots of ground work, Getting ready for graduation.

\*Repaired toilet: Had a company come out again to run a line with cameras and a loner snake. They are cleared as of that date.

\*Remove broken girls blue hall

\* Working on items from Fire Marshals: Only thing left is to build a deck or wall at the house. to prevent someone from breaking through the sliding glass door. It is secured shut, but in the event of a fire at night a first responder could be in danger, not knowing.

\* Front inner door swing: Parts have been ordered, we will wait at this point until after school is out to repair.

\*Repair classroom door lock 145 & 131

\*Biomass inspection clean out.

\*Continue planning for summer cleaning schedules, product needs and support staff.

\*Repair middle school hall maglock.

\*Clean out Auger in silo

\*Replace t.p. dispenser in snack shack.

\*Repair bleachers in small gym

\*Annual safety inspection of bleachers and drop down baskets in both gyms.

\*Assemble items for SLC

\*Adjust lighting and hvac schedules

\*worked on the gate at the softball field.

\*Annual biomass service and state inspection.

\* Deep clean gym, set up and tear down for graduation

\*Working with staff on end of year process

\*Powerwash sidewalk for senior handprints.

\*Seed football field

\*Begin the dugout for leaking sprinkler line on the football field.

.

**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:**

Clogged toilets, graffiti on stall walls, broken bathroom fixtures & stalls.

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403

## Injury or Illness Reports

{This policy was originally released with the April 2024 Policy Update. Following that release, OSBA determined that a correction was necessary. This correction was made in May 2024 and this policy was re-released. This version includes the correction. Required policy. ORS 339.309 requires a district school board establish policy for reporting incidents, e.g., injury.}

All injuries<sup>1</sup> or illnesses<sup>1</sup>, sustained by the employee while in the actual performance of the duty of the employee, occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business will be reported immediately to a supervisor. [Staff members will report self-administered first-aid<sup>2</sup> treatment to an immediate supervisor.] All accidents involving employees, students, visiting public or district property will be reported immediately to a supervisor.

A written report will be submitted within 24 hours to the district's safety officer. Reports will cover property damage as well as personal injury.

In the event of a work-related<sup>3</sup> illness or injury to an employee resulting in overnight in-patient hospitalization for medical treatment<sup>4</sup> other than first aid, loss of an eye, amputation or avulsion<sup>5</sup>, the district safety officer shall report the incident to the Oregon Occupational Safety and Health Division (OR-OSHA). This report will be made within 24 hours after notification to the district of an illness or injury. Fatalities or catastrophes<sup>6</sup> shall be reported<sup>7</sup> to OSHA within eight hours.

<sup>1</sup> The Oregon Occupational Safety and Health Division provides: "Injury or illness" means an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illnesses include both acute and chronic illnesses, such as, but not limited to, skin disease, respiratory disorder, or poisoning (record injuries and illnesses only if they are new, work-related cases that meet one or more of the recording criteria). (OAR 437-001-0015(39))

<sup>2</sup> For employees, "first aid" means any one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, or similar injuries that do not ordinarily require medical care. Such one-time treatment and subsequent observation is considered first aid even though it is provided by a physician or registered professional personnel. (OAR 437-001-0015(34))

<sup>3</sup> An injury or illness is work related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting condition injury or illness. (OAR 437-001-0700(6))

<sup>4</sup> "Medical treatment" includes managing or caring for the management or care of a patient for the purpose of combatting disease or disorder. The following are not considered medical treatment: visits to a doctor physician or other licensed health care professional solely for observation or counseling; diagnostic procedures, such as x-rays and blood tests, including administering prescription medications used solely for diagnostic purposes; and or any procedure that can be labeled first aid according to OAR 437-001-0700(8)(d)(A)(iii).

<sup>5</sup> Amputations and avulsions are only required to be reported if they result in bone loss. (OAR 437-001-0704(4))

<sup>6</sup> A "Catastrophe" is an accident in which two or more employees are fatally injured, or three or more employees are admitted to a hospital or an equivalent medical facility. (OAR 437-001-0015(11))

<sup>7</sup> Reporting must be done in person or by telephone. (OAR 437-001-0704(3))

ALL injuries or illnesses sustained by an employee, while in the actual performance of the duty of the employee or by a student or visiting public and accidents involving district property, employees, students or visiting public will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

The district safety officer will maintain records and ~~reports on serious~~ on injuries, illnesses, including and accidents involving district property, or employees, students or visiting public~~s~~, and periodic statistical reports on the number and types of injuries/illnesses occurring in the district, as well as on the measures being taken to prevent such injuries/illnesses in the future.

~~The records will include monthly reporting information and an analysis of the data and trends will be conducted at least annually.~~ These records will include prevention measures taken, reporting information, periodic statistical reports on the number and types of injuries, illnesses and accidents occurring in the district, and monthly and annual analyses of accident data. Such reports will be submitted to the [superintendent] [Board] ~~for review [annually<sup>8</sup>]~~.

END OF POLICY

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**Legal Reference(s):**  
[ORS 339.309](#)

[OAR 437-001-0015](#)  
[OAR 437-001-0700](#)  
[OAR 437-001-0704](#)  
[OAR 437-001-0760](#)  
[OAR 437-002-0360](#)  
[OAR 437-002-0377](#)  
[OAR 581-022-2225](#)

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<sup>8</sup> ~~[Annual reporting is required, but may occur more often.]~~



# Vernonia School District 47J

Code: GBNAA/JHFF  
Adopted: 09/10/20  
Readopted: 02/09/23  
Orig. Code(s): GBNAA/JHFF

## **Suspected Sexual Conduct with Students and Reporting Requirements \***

{Required policy. ORS 339.372 establishes the requirement for boards to adopt policy on suspected sexual conduct.}

Sexual conduct by district employees, contractors<sup>1</sup>, agents<sup>2</sup>, and volunteers<sup>3</sup> is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers, and students<sup>4</sup> are subject to this policy. ~~Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.~~

<sup>5</sup>“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within ~~90 days~~ one calendar year prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee **[<sup>6</sup>, contractor, agent or volunteer]** who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer,

<sup>1</sup> “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

<sup>2</sup> “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>3</sup> “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>4</sup> Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

<sup>5</sup> This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

<sup>6</sup> {The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and



or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the <sup>[7]</sup>designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the <sup>[8]</sup>designated licensed administrator who shall report the suspected sexual conduct to the Board chair.

[If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.]

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation GBNAA/JHFF-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district

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their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

<sup>7</sup> {ORS 339.372 requires the district to have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

<sup>8</sup> {A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}



employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is **[[strongly] [discouraged] [prohibited]]**.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

~~[House Bill 2136 \(2021\).](#)~~

~~[Senate Bill 51 \(2021\).](#)~~

[House Bill 4160 \(2024\).](#)



# Vernonia School District 47J

Code: IKJ  
Adopted:  
Readopted:  
Orig. Code(s): IKJ

## Artificial Intelligence

{The purpose of this policy is to facilitate actions regarding artificial intelligence. Many OSBA members have developed statements, policies, or positions, or have responsible use agreement language that includes related content; this policy is not intended to replace that language.}

The Board believes that artificial intelligence (including generative artificial intelligence) is a useful tool. The Board also recognizes that generative artificial intelligence involves risk, including input and output bias, inaccuracies, and hallucinations. As such, it is critical that staff and student use is conducted responsibly.

### Independent Student Use

Specific rules for the independent use of generative artificial intelligence for assigned student work may be developed by the teacher and communicated to students. Teachers should consider the following in establishing these rules:

1. Accessibility of programs and technology for all students outside of school;<sup>1</sup>
2. Student awareness of bias and inaccuracies and student ability to responsibly address those concerns; and
3. The teacher's ability to detect usage accurately and consistently.

Failure to follow these rules may result in incomplete credit or disciplinary action.

### Student Use as Part of Class

Teachers may use generative artificial intelligence as part of instruction to further course objectives. Only applications approved by the district's [IT Department] will be allowed to be used as part of the class. All Terms of Use will be followed, along with any additional rules established by the [IT Department] or the teacher. Students are not allowed to share logins or passwords.

[Prior to allowing students to use generative artificial intelligence as part of a class the teacher will provide notice to parents with an explanation of its use.] [The [district] [school] will provide notice to parents regarding student use of generative artificial intelligence as part of classes.]

### Staff Use

District staff are authorized to use generative artificial intelligence to perform various work functions. Staff are responsible for ensuring their use complies with all laws, including, but not limited to copyright and privacy laws.

### Staff Professional Development

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<sup>1</sup> For example, do all students have access to computers and internet away from school; does the age of the students affect their ability to access generative artificial intelligence?

The district will seek out professional development opportunities for staff to learn how to use generative artificial intelligence for various work functions.

### **FERPA and Confidentiality**

All laws regarding student records, confidentiality, privacy, and student internet use will be followed at all times. District staff are prohibited from sharing personally identifiable information (PII)<sup>2</sup> with any generative artificial intelligence application.

### **Violations**

Students and staff in violation of policy or related rules may be subject to discipline and may be referred to law enforcement.

END OF POLICY

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### **Legal Reference(s):**

#### **ORS 332.107**

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133.

Children's Internet Protection Act (CIPA), 47 U.S.C. §§ 254(h) and (l); 47 C.F.R. § 54.520.

Children's Online Privacy Protection Act of 1998, 15 U.S.C. §§ 6501–6505

Family Educational Rights and Privacy Act (FERPA) of 1974, 20 U.S.C. § 1232g; 34 C.F.R. § 99.

Protection of Pupil Rights, 20 U.S.C. § 1232h.

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<sup>2</sup> See Board policy JOB – Personally Identifiable Information for additional information.



# Vernonia School District 47J

Code: **JHCD**  
Adopted: 05/14/87  
Readopted: 09/10/15  
Orig. Code(s): JHCD

## **Medications\*\*/\***

{Required policy. The requirement for policy comes from ORS 339.866 (2).}

The district recognizes administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary to allow the student to attend school. Therefore, the district allows medication, including injectable medications, to be administered to a student by designated personnel and the administration of medication by a student to themselves without assistance from designated personnel, subject to criteria established by the district and in accordance with Oregon law.

The district shall designate personnel authorized to administer medications to students. Medications, including injectable medications, may be administered by designated district personnel as part of a formal delegation by a registered nurse. Annual training shall be provided to designated personnel in accordance with law. The training will align with the ODE Medication Administration Training and include discussion of this policy, procedures and materials, including but not limited to, procedures outlined in administrative regulation JHCD-AR - Medications.

When a licensed health care professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon, treatment for adrenal insufficiency, or another medication to a student as prescribed and/or as otherwise allowed by Oregon law.

A current first-aid/CPR/AED card is required for designated personnel.

The district reserves the right to reject a request for administration of medication at school, either by district personnel or student self-administration, if the medication is not necessary for the student to remain in school.

The district may revoke permission given to a student to self-administer medication if the student does not responsibly self-administer the medication or abuses the use of the medication, as determined by district personnel.

Medications will be handled, stored, monitored, disposed of and records maintained in accordance with law and established district procedures governing the administration of prescription or nonprescription medications to students, including procedures for the disposal of sharps and glass.

A process shall be established by which, upon parent or guardian written request, a backup medication is kept at a reasonably, secure location in the student's classroom as provided by state law.

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on district premises who the person believes in good faith is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

[<sup>1</sup>] A non-injectable short-acting opioid antagonist may be administered to any student or other individual by district personnel (whether or not they have received training on administering medications) on district premises who the individual administering the short-acting opioid antagonist believes in good faith is experiencing an opioid overdose.

A school administrator, teacher or other school employee, may administer a short-acting opioid antagonist to a student who experienced or is experiencing an opioid overdose without written permission and instructions of the student's parents or guardian.]

This policy shall not prohibit, in any way, the administration of recognized first aid to a student by district employees in accordance with established state law, Board policy and administrative regulation.

The superintendent shall develop administrative regulations to meet the requirements of law and the implementation of this policy.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)  
[ORS 339.866 - 339.871](#)  
[ORS 433.800 - 433.830](#)  
[ORS 689.800](#)  
[OAR 166-400-0010\(17\)](#)  
[OAR 166-400-0060\(29\)](#)  
[OAR 333-055-0000 - 0035](#)  
[OAR 581-021-0037](#)  
[OAR 581-022-2220](#)  
[OAR 851-047-0000 - 0030](#)

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<sup>1</sup> {The district is not required to provide or administer this medication. If the district is going to provide for, and administer this medication, this policy language is required. If the district does not intend to provide or administer this medication, there is no requirement to include this language in this policy.}

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration: A Manual for School Personnel*.

House Bill 1552 (2024).

# Vernonia School District 47J

Code: **IGBHD**  
Adopted: 04/12/90  
Readopted: 06/12/25  
Orig. Code(s): IGBHD

## Program Exemptions

The district may excuse students from a state-required program or learning activity for reasons of religion, disability or other reasons deemed appropriate by the district. Requests for excusal or accommodation must be in writing and must include the reasons for the request and a proposed alternative for an individualized learning activity, which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course being exempt. Requests may be filed by the student's parent or guardian, or by a student who is 18 years of age or older or who is an emancipated minor. Requests must be submitted to the principal.

The district will determine if credit will be granted for any alternative activity.

END OF POLICY

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### Legal Reference(s):

[ORS 336.035\(2\)](#)  
[ORS 336.465](#)  
[ORS 336.615](#)  
[ORS 336.625](#)  
[ORS 336.635](#)

[OAR 581-002-0035](#)  
[OAR 581-021-0009](#)  
[OAR 581-021-0071](#)  
[OAR 581-022-2050](#)  
[OAR 581-022-2110](#)  
[OAR 581-022-2505](#)





## Use of Restraint and Seclusion

The Board is dedicated to the development and application of best practices within the district's public educational/behavioral programs. The Board establishes this policy and its administrative regulation to define the circumstances that must exist and the requirements that must be met prior to, during, and after the use of restraint or seclusion as an intervention with district students.

The use of the following types of restraint on a student in the district is prohibited:

1. Chemical restraint.
2. Mechanical restraint.
3. Prone restraint.
4. Supine restraint.
5. Any restraint that involves the intentional and nonincidental use of a solid object<sup>1</sup>, including a wall or the floor, to impede a student's movement, unless the restraint is necessary to prevent an imminent life-threatening injury or to gain control of a weapon.
6. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, neck or throat.
7. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, unless the restraint is necessary for the purpose of extracting a body part from a bite.
8. Any restraint that impedes, or creates a risk of impeding, breathing.
9. Any restraint that involves the intentional placement of the hands, feet, elbow, knee or any object on a student's neck, throat, genitals or other intimate parts.
10. Any restraint that causes pressure to be placed, or creates a risk of causing pressure to be placed, on the stomach or back by a knee, foot or elbow bone.
11. Any action designed for the primary purpose of inflicting pain.

The use of a seclusion cell is prohibited.

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors or volunteers of the district.

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<sup>1</sup> The use of a solid object, including furniture, a wall, or the floor, by district staff performing a restraint is not prohibited if the object is used for the staff's own stability or support while performing the restraint and not as a mechanism to apply pressure directly to the student's body.

Restraint may be imposed on a student in the district only under the following circumstances:

1. The student's behavior imposes a reasonable risk of imminent and substantial physical or bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

Seclusion may be used on a student in the district only under the following circumstances:

1. The student's behavior imposes a reasonable risk of imminent and serious bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

If restraint or seclusion is used on a student, by trained staff or other staff available in the case of an emergency when trained staff are not immediately available due to the unforeseeable nature of the emergency, e.g., teacher, administrator, or volunteer, it will be used only for as long as the student's behavior poses a reasonable risk of imminent and substantial physical or bodily injury to the student or others and less restrictive interventions would not be effective. Students will be continuously monitored by staff for the duration of the restraint or seclusion.

### **Definitions**

1. "Restraint" means the restriction of a student's actions or movements by holding the student or using pressure or other means.

"Restraint" does not include:

- a. Holding a student's hand or arm to escort the student safely and without the use of force from one area to another;
- b. Assisting a student to complete a task if the student does not resist the physical contact; or
- c. Providing reasonable intervention with the minimal exertion of force necessary if the intervention does not include a restraint prohibited under Oregon Revised Statute (ORS) 339.288 and the intervention is necessary to:

- (1) Break up a physical fight;
- (2) Interrupt a student's impulsive behavior that threatens the student's immediate safety, including running in front of a vehicle or climbing on unsafe structures or objects; or
- (3) Effectively protect oneself or another from an assault, injury or sexual contact with the minimum physical contact necessary for protection.

2. "Seclusion" means the involuntary confinement of a student alone in a room from which the student is physically prevented from leaving. Seclusion includes, but is not limited to, the involuntary confinement of a student alone in a room with a closed door, whether the door is locked or unlocked.

"Seclusion" does not include the removal of a student for a short period of time to provide the student with an opportunity to regain self-control if the student is in a setting from which the student is not physically prevented from leaving, or a student being left alone in a room with a closed door for a brief period of time if the student is left alone for a purpose that is

unrelated to the student's behavior.

3. "Seclusion cell" means a freestanding, self-contained unit that is used to isolate the student from other students or physically prevent a student from leaving the unit or cause the student to believe that the student is physically prevented from leaving the unit.
4. "Serious bodily injury" means any significant impairment of the physical condition of a person, as determined by qualified medical personnel, whether self-inflicted or inflicted by someone else.
5. "Substantial physical or bodily injury" means any impairment of the physical condition of a person that requires some form of medical treatment.
6. "Mechanical restraint" means a device used to restrict the movement of a student or the movement or normal function of a portion of the body of a student.

"Mechanical restraint" does not include:

- a. A protective or stabilizing device ordered by a licensed physician; or
  - b. A vehicle safety restraint when used as intended during the transport of a student in a moving vehicle.
7. "Chemical restraint" means a drug or medication that is used on a student to control behavior or restrict freedom of movement that is not prescribed by a licensed physician or other qualified health professional acting under the professional's scope of practice for standard treatment of the student's medical or psychiatric condition; and administered as prescribed by a licensed physician or other qualified health professional acting under the professional's scope of practice.
  8. "Prone restraint" means a restraint in which a student is held face down on the floor.
  9. "Supine restraint" means a restraint in which a student is held face up on the floor.

Any student being restrained or secluded within the district whether in an emergency or as a part of a plan shall be constantly monitored by staff for the duration of the intervention. Any room used for seclusion of a student must meet the standards as outlined in Oregon Administrative Rule (OAR) 581-021-0568.

The district shall utilize the Safety Care training program of restraint or seclusion for use in the district. As required by state regulation, the selected program shall be one approved by the Oregon Department of Education (ODE) and include, but not limited to, positive behavior support, conflict prevention, de-escalation and crisis response techniques. Any program selected by the district must be in compliance with state and federal law with respect to the use of restraint and seclusion.

An annual review of the use of restraint and seclusion during the preceding school year shall be completed and submitted to ODE to ensure compliance with district policies and procedures.

The results of the review and annual report shall be documented and shall include at a minimum:

1. The total number of incidents involving restraint;

2. The total number of incidents involving seclusion;
3. The total number of seclusions in a locked room;
4. The total number of students placed in restraint;
5. The total number of students placed in seclusion;
6. The total number of incidents that resulted in injuries or death to students or staff as a result of the use of restraint or seclusion;
7. The total number of students placed in restraint or seclusion more than 10 times in a school year and an explanation of what steps have been taken by the district to decrease the use of restraint and seclusion for each student;
8. The total number of restraint or seclusion incidents carried out by untrained individuals;
9. The demographic characteristics<sup>2</sup> of all students upon whom restraint or seclusion was imposed;
10. The total number of rooms available for use by the district for seclusion of a student and a description of the dimensions and design of the rooms.

This annual report shall be made available to the public at the district's main office and on the district's website, and to the Board.

At least once each school year the parents and guardians of students of the district shall be notified about how to access the report.

The district shall investigate all complaints regarding the use of restraint and/or seclusion practices according to the procedures outlined in Board policy KL - Public Complaints and KL-AR - Public Complaint Procedure. The complaint procedure is available at the district's administrative office and is available on the home page of the district's website.

The complainant, whether an organization or an individual, may appeal a district's final decision to the Oregon Department of Education pursuant to OAR 581-002-0001 - 581-002-0023. This appeal process is identified in administrative regulation KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction.

The superintendent shall develop administrative regulations to carry out the requirements set forth in this policy and to meet any additional requirements established by law related to the use, reporting, and written documentation of the use of restraint or seclusion by district staff.

END OF POLICY

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**Legal Reference(s):**

[ORS 161.205](#)

[ORS 339.250](#)

[ORS 339.285](#)

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<sup>2</sup> Including race, ethnicity, gender, disability status, migrant status, English proficiency and status as economically disadvantaged, unless the demographic information would reveal personally identifiable information about an individual student.

[ORS 339.288](#)  
[ORS 339.291](#)  
[ORS 339.294](#)  
[ORS 339.297](#)  
[ORS 339.300](#)  
[ORS 339.303](#)

[OAR 581-021-0061](#)  
[OAR 581-021-0550](#)  
[OAR 581-021-0553](#)  
[OAR 581-021-0556](#)  
[OAR 581-021-0563](#)  
[OAR 581-021-0566](#)  
[OAR 581-021-0568](#)  
[OAR 581-021-0569](#)  
[OAR 581-021-0570](#)  
[OAR 581-022-2267](#)  
[OAR 581-022-2370](#)



## **Expulsion\*\***

A principal, after reviewing available information, may recommend to the superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

A student may only be expelled for the following circumstances:

When a student's conduct poses a threat to the health or safety of students or employees;  
When other strategies to change the student's conduct have been ineffective, except that expulsion may not be used to address truancy; or  
When required by law.  
The use of expulsion for discipline of a student in fifth grade or lower is limited to:

Nonaccidental conduct causing serious physical harm to a student or employee;  
When a school administrator determines, based on the administrator's observations or upon a report from an employee, the student's conduct poses a direct threat to the health or safety of students or employees; or  
When the expulsion is required by law.  
The age of the student and the past pattern of behavior will be considered prior to imposing the expulsion.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing.

The Board delegates the authority to decide on an expulsion to the superintendent. The superintendent may designate another person to handle the potential expulsion, and the superintendent, a designee or another individual may act as the hearings officer. The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer will not be associated with the initial actions of the building administrators. The hearings officer will conduct the hearing and make a final decision regarding the expulsion. A decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review.

If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the Board, the student and the student's parents at the same time. At a future meeting, the Board will review the hearings officer's decision and will affirm, modify or reverse the decision.

When a recommendation for an expulsion is made and a hearing is not waived, the following procedure is required:

- a. Notice will be given to the student and the parent by personal service<sup>1</sup> or by certified mail<sup>2</sup> at least five days prior to the scheduled hearing. Notice shall include:
- b. The specific charge or charges and the specific facts that support the charge or charges;
- c. A statement of intent to consider the charges as reason for expulsion;

<sup>1</sup> The person serving the notice shall file a return of service. (OAR 581-021-0070)

<sup>2</sup> When "certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing." (OAR 581-021-0070)



- d. The student's right to a hearing;
  - e. When and where the hearing will take place; and
  - f. The student may be represented by counsel or other persons.
2. If the parent or student does not understand the English language, the district will provide an interpreter during the hearing. All communications will be in a manner that is understandable to the parents and student;
  3. The student shall be permitted to have representation present at the hearing to advise and to present arguments. The representation may be an attorney, parent or other person. The district's attorney may be present;
  4. The student shall be afforded the right to present their version of the events underlying the expulsion recommendation and to introduce evidence by testimony, writings or other exhibits;
  5. The student shall be permitted to be present and to hear the evidence presented by the district;
  6. The hearings officer or the student may record the hearing;
  7. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing;
  8. A Board-conducted hearing or a Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing held by the hearings officer, the following will not be made public:
    - a. The name of the minor student;
    - b. The issues involved, including a student's confidential records;
    - c. The discussion;
    - d. The vote of Board members, which may be taken in executive session when considering an expulsion.

Prior to expulsion for reasons other than a weapons violation, the district must notify the student and parents of alternative programs of instruction or instruction combined with counseling and document this notification.

END OF POLICY

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**Legal Reference(s):**

[ORS 192.660](#)

[ORS 332.061](#)

[ORS 336.615 - 336.665](#)

[ORS 339.115](#)

[ORS 339.240](#)

[ORS 339.250](#)

[OAR 581-021-0050 - 021-0075](#)

# Vernonia School District 47J

Code: JHC  
Adopted: 01/26/04  
Readopted: 06/12/25  
Orig. Code(s): JHC

## Student Health Services and Requirements

Although the district's primary responsibility is to educate students, the students' health and general welfare is also a important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices.

The district shall staff nursing services appropriate for students with medical needs and prevention-oriented health services per applicable requirements of Oregon Revised Statutes (ORS) 336.201 and Oregon Administrative Rule (OAR) 581-022-2220.

The district shall provide:

1. One registered nurse or school nurse for every 125 medically fragile students;
2. One registered nurse or school nurse or one licensed practical nurse under the supervision of a registered nurse or school nurse for each nursing-dependent student; and
3. One registered nurse or school nurse for every 225 medically complex students.

The district may use the most cost effective means available to meet the above requirements.

The nurse(s) employed by the district shall be licensed to practice as a registered nurse or nurse practitioner in Oregon and will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

Any nurse(s) providing services on behalf of the district shall follow all applicable requirements of ORS Chapter 678 and OAR Chapter 851. This includes, but is not limited to, delegation in accordance with OAR 851-047, which includes performing a nursing assessment of the patient prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.<sup>1</sup>

The district shall maintain a prevention-oriented health services program which provides:

1. Pertinent health information on the students, as required by Oregon statutes or rules;
2. Health appraisal to include screening for possible vision or hearing problems
3. Health counseling for students and parents, when appropriate;

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<sup>1</sup> For additional delegation requirements, see OAR 851-047-0030.

4. Health care and first-aid assistance that are appropriately supervised and isolate the sick or injured child from the student body;
5. Control and prevention of communicable diseases as required by Oregon Health Authority, Public Health Division, and the county health department;
6. Assistance for students in taking prescription and/or nonprescription medication according to established district procedures;
7. Services for students who are medically fragile or have special health care needs;
8. Integration of school health services with school health education programs.

The Board directs its district health staff to coordinate with health personnel from other public agencies in matters pertaining to health instruction or the general health of students and employees.

In accordance with the requirements of federal law, the district recognizes its responsibility to notify parents in advance of any nonemergency, invasive physical examination<sup>2</sup> or screening that is required as condition of attendance; administered and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student, or of other students. Notification will be provided at least annually at the beginning of the school year or when enrolling students for the first time in school and will include the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

Procedures shall be developed and implemented to carry out this policy. All district employees will be apprised of their responsibilities in this area. Parents shall have the opportunity to request their students be exempt from participation in vision or hearing screening. The district will abide by those requests.

END OF POLICY

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**Legal Reference(s):**

[ORS 329.025](#)

[ORS 336.201](#)

[ORS 336.211](#)

[OAR 581-022-2050](#)

[OAR 581-022-2220](#)

[OAR 581-022-2225](#)

Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2022).

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

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<sup>2</sup> The term “invasive physical examination,” as defined by law, means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening. The term does not include any physical examination or screening that is permitted or required by state law, including physical examinations or screenings that are permitted without parental notification.

# Vernonia School District 47J

Code: **KBA**  
Adopted: 05/14/87  
Readopted: 06/12/25  
Orig. Code(s): KBA

## **Public Records\*\***

A request to inspect or receive a copy of a public record shall be in writing and will be presented to the district office.

A “public record” includes any writing that contains information relating to the conduct of the public’s business, prepared, owned, used or retained by the district regardless of physical form or characteristics, unless otherwise exempted by law. a “Writing” means handwriting, typewriting, printing, photographing and every means of recording, including letters, words, pictures, sounds, or symbols or combination thereof and all papers, maps, files, facsimiles or electronic recordings. Public record does not include any writing that does not relate to the conduct of the public’s business and that is contained on a privately owned.

All such information will be made available to individuals with disabilities in an accessible format, upon request and with appropriate advanced notice. Auxiliary aids and services available to ensure equally effective communications to qualified persons with disabilities may include large print, Braille, audio recordings, readers, assistance in locating materials or other equally effective accommodations.

The Board supports the right of the people to know about programs and services of their schools and will make reasonable efforts to disseminate information. Each principal is authorized to use available means to keep parents and others in the particular school’s community informed about the school’s program and activities.

The Board reserves the right to establish a fee schedule which will reasonably reimburse the district for the actual cost of making public records available pursuant to law. The district will not be obligated to complete a request for which the requester has not paid the fee as permitted by state law. There will be no additional charge for auxiliary aids and services provided for persons with disabilities.

Employee and volunteer personal residential addresses, personal electronic mail addresses, social security numbers, dates of birth and personal telephone or cellular numbers, and other information listed in Oregon Revised Statute (ORS) 192.355 as exempt, contained in personnel records maintained by the district are exempt from public disclosure pursuant to ORS 192.363 - 368 and ORS 192.355(3). District electronic mail addresses assigned by the district to district employees are not exempt. This exemption does not apply to a substitute teacher, as defined in ORS 342.815, when requested by a professional education association of which the substitute teacher may be a member.

The district will not disclose the identification badge or card of an employee without the employee’s written consent if the badge or card contains the employee’s photograph and the badge or card was prepared solely for internal use by the district to identify district employees. A duplicate of the photograph used on the badge or card shall not be disclosed.

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a There are multiple definitions for “public record” in ORS 192. This definition comes from ORS 192.311 and applies to the inspection of records.

The district shall not, in accordance with state law, disclose personal information for the purpose of enforcement of federal immigration laws.

The district shall retain and maintain its public records in accordance with Oregon Administrative Rule (OAR) 166-005-0010 and Chapter 166, Division 400 and ORS Chapter 192.

END OF POLICY

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**Legal Reference(s):**

[ORS 180.805](#)

[ORS Chapter 192](#)

[OAR 137-004-0800\(1\)](#)

[OAR 166-005-0010](#)

[OAR 166-400](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2021); 28 C.F.R. Part 35 (2021).

Oregon Dep't of Justice, Oregon Attorney General, Public Records and Meetings Manual

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Bialostosky v. Cummings, 319 Or. App. 352 (2022).

## Public Records Request

In compliance with Oregon law the following guidelines apply to the dissemination, inspection and examination of the public records of the district:

1. A public records request shall be submitted in writing through the district office at 1201 Texas Avenue Vernonia, OR 97064.
2. Upon receipt of a written request, the district shall respond within five business days<sup>a</sup> acknowledging receipt of the request or completing<sup>b</sup> the district's response to the request.

If the district provides an acknowledgment of the request, it must:

- a. Confirm that the district is the custodian of the requested record;
  - b. Inform the requester that the district is not the custodian of the requested record; or
  - c. Notify the requester that the district is uncertain whether the district is the custodian of the requested record.
3. If the district is the custodian of the requested record, as soon as reasonably possible but not later than 10 business days after the date the district is required to acknowledge receipt of the request as described above, the district shall:
    - a. Complete its response to the public records request in accordance with ORS 192.329(2). If the district determines that a record is exempt from public disclosure, the district will include a statement to that effect and that the requester may appeal the decision pursuant to state law; or
    - b. Provide a written statement that the district is still processing the request and a reasonable estimated date by which the district expects to complete its response based on the information currently available.
  4. The time periods, established by Oregon law and identified above in Section 2 or 3, will not apply to the district if compliance would be impracticable because:
    - a. The staff or volunteers<sup>c</sup> necessary to complete a response to the public records request are unavailable;
    - b. Compliance would demonstrably impede the district's ability to perform other necessary services; or
    - c. Of the volume of the public records request being simultaneously processed by the district.

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<sup>a</sup> "Business day" means a day other than Saturday, Sunday or a legal holiday, and on which at least one paid employee of the district is scheduled to and does report to work. Business day does not include any day on which the central administration offices of the district are closed.

<sup>b</sup> The district response to a public records request will be considered complete when it complies with criteria in Oregon law (ORS 192.329).

<sup>c</sup> Staff member or volunteers who are on leave or are not scheduled to work are considered to be unavailable.



5. In these situations, the district shall, as soon as practicable and without unreasonable delay, acknowledge a public records request and complete the response to the request.
6. The district may request additional information or clarification from the requester for the purpose of expediting the district's response to the request as permitted by law. If the district requests additional information or clarification, in good faith, the obligation to complete the request is suspended until the requester provides the requested information or clarification or affirmatively declines to provide the information or clarification. If the requester fails to respond within 60 days to a good faith request from the district for information or clarification, the district shall close the request.
7. If a copy of a public record is requested, the district will provide a single copy. If a request to inspect a public record is made and the record is maintained in a machine readable or electronic form, the custodian shall provide the record in the form requested, if available. If the public record is not available in the form requested, it will be made available in the form the record is maintained.
8. If a person who is a party to a civil judicial proceeding to which the district is a party or who has filed notice under Oregon Revised Statute (ORS) 30.275(5)(a) asks to inspect or to receive a copy of a public record that the person knows relates to the proceeding or notice, the individual must submit the request in writing to the designated custodian of district records and at the same time to the district's attorney.
9. Information will be made available to individuals with disabilities in an accessible format upon request and advance notice. Auxiliary aids and services available to qualified persons with disabilities may include large print, Braille, audio recordings, readers, assistance in locating materials or other equally effective accommodations.
10. Where the labor effort exceeds 30 minutes, labor, material and out-of-pocket charges will be reimbursed to the district. Labor will be calculated at the hourly rate of the employee affected. Materials and out-of-pocket charges will be reimbursed at the established rate of \$.25 per page. Auxiliary aids and services for qualified persons with disabilities will be available at no additional charge.
11. If the district has informed the requester of a permitted fee, the obligation of the district to complete its response to the request is suspended until the fee has been received by the district. If the requester fails to pay the fee within 60 days of the date they were informed of the fee or fails to pay the fee within 60 days of the date on which the district informed them of the denial of the fee waiver, the district shall close the request.

# Vernonia School District 47J

Code: KL  
Adopted: 12/14/00  
Readopted: 06/12/25  
Orig. Code(s): KL

## Public Complaints

Board members recognize that complaints about schools may be voiced by employees, students, parents of students who attend a school in the district, and persons who reside in the district. When such complaints are made to a Board member, the Board member shall refer the person making the complaint to the superintendent or designee. A Board member shall not attempt to respond, review, handle or resolve such complaints as the individual board member has no authority to do so.

A complaint of retaliation against a student who in good faith reported information that the student believes is evidence of a violation of state or federal law, rule or regulation, should be made to the superintendent.

A person may initiate a complaint by discussing the matter with the administrator. That administrator shall attempt to resolve the complaint within 10 working days of initiation of the complaint with the administrator. If the complainant is dissatisfied, the complainant may file a written complaint with the superintendent within 10 working days of the decision from the administrator. The superintendent will attempt to resolve the complaint. If the complaint remains unresolved after 10 working days of receipt of the complaint by the superintendent, the complainant may appeal to the Board. A written complaint referred to the Board may be considered at the next regularly scheduled or special Board meeting. A final written decision regarding the complaint shall be made by the Board within 20 days from receipt of the complaint. The written decision of the Board will be final and will address each allegation in the complaint and reasons for the district's decision. If the Board chooses not to hear the complaint, the superintendent's decision is final. The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law.

The timelines may be extended upon written agreement between the district the complainant.<sup>1</sup>

Complaints against the principal should be filed with the superintendent. The superintendent will attempt to resolve the complaint. If the complaint remains unresolved within 10 working days of receipt by the superintendent, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled or special Board meeting. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the request to place the complaint on a Board meeting agenda. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board in a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of

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<sup>1</sup> For district information. The district's timeline established by each step of the district's complaint procedure for alleging a violation found in OAR 581-002-0003 must be within 30 days of the submission of the complaint at any step, unless the district and complainant have agreed in writing to a longer time period for that step. However, the district's complaint procedure should not exceed a total of 90 days from the initial filing of the complaint, regardless of the number of steps involved, unless the district and the complainant have agreed in writing to a longer time period. (OAR 581-002-0005)



receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the Board as a whole or against an individual Board member should be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board in a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the Board chair should be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the complaint to the Board in a Board meeting. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within 30 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

The district's final decision for a complaint processed under this Board policy that alleges a violation of Oregon Administrative Rule (OAR) Chapter 581, Division 22 (Division 22 Standards), ORS 339.285 - 339.303 or OAR 581-021-0550 - 581-021-0570 (Restraint and Seclusion), or ORS 659.852 (Retaliation), will be issued in writing or electronic form. The final decision will address each allegation in the complaint and contain reasons for the district's decision. If the complainant is a student, parent or guardian of a student attending school in the district or a person that resides in the district, and the complaint is not resolved through the complaint process above, the complainant may file an appeal<sup>2</sup> to the Deputy Superintendent of Public Instruction under OAR 581-002-0001 – 581-002-0023 [(See KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction)].

**Charter Schools of which the District Board is a Sponsor**

END OF POLICY

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**Legal Reference(s):**

[ORS 192.660](#)

[ORS 332.107](#)

[ORS 659.852](#)

[OAR 581-002-0001 - 002-0005](#)

[OAR 581-022-2370](#)

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<sup>2</sup> An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

# Vernonia School District 47J

## Fee Schedule 2025-26

### Building Fees – Student

**ADOPTED: DRAFT**

Vernonia Elem. School	Vernonia Middle School	Vernonia High School
Instrument Rental \$50.00	Locker Maint. Fee \$5.00	Locker Maint. Fee \$5.00
	Student Body Fee \$20.00	Student Body Fee \$30.00
	Yearbook (optional) \$25.00	Yearbook (optional) \$50.00
	Shop/Construction \$10.00	Shop/Construction \$20.00
	Class	Class
	Art Class \$10.00	Art Class \$20.00
	Band (7 <sup>th</sup> & 8 <sup>th</sup> grade) \$50.00	Welding \$20.00
	Free/Red. Band Fee \$10.00	HS Band \$75.00
	Instrument Rental \$50.00	Free/Red. Band \$20.00
		Fee
		Instrument Rental \$50.00
		Band Family Max \$150.00
		Parking Permit \$5.00

### Sports Fees (Pay to Play) - Student

Vernonia Elem. School	Vernonia Middle School	Vernonia High School
None	Each Sport \$75.00	Each Sport 100.00
	Free/Red. Sport Fee \$50.00	Free/Red. Sport Fee \$50.00
	Lost Uniform Fee \$75.00	Lost Uniform Fee \$100.00
	Family Max \$450.00	Family Max \$600.00

### Family Sports Pass

Individual Yearly Sports Pass	\$50.00
Couple Yearly Sports Pass	\$85.00
Family Yearly Sports Pass (4 people)	\$125.00
Senior Adult Yearly Sports Pass	\$25.00

### Food Service Fees – Student

Vernonia Elem. School	Vernonia Middle School	Vernonia High School
Breakfast \$2.75	Breakfast <del>\$2.75</del> <b>\$3.00</b>	Breakfast <del>\$2.75</del> <b>\$3.00</b>
Lunch \$3.50	Lunch <del>\$3.80</del> <b>\$4.05</b>	Lunch <del>\$4.00</del> <b>\$4.25</b>
Milk \$ .60	Milk \$ .60	Lunch Entrée <del>\$2.00</del> <b>\$2.25</b>
		Milk \$ .60

### Food Service Fees - Adult

Adult		
Breakfast <del>\$3.50</del> <b>\$4.00</b>	Lunch <del>\$5.00</del> <b>\$5.50</b>	Salad <del>\$4.75</del> <b>\$5.00</b>
Breakfast Entrée <del>\$2.25</del> <b>\$2.50</b>	Lunch Entrée <del>\$4.00</del> <b>\$4.25</b>	Milk \$ .60
		Water \$ .75

**Non-Enrolled Student Tuition**

All K-12 Non-Enrolled Students	
Each Semester Course	\$450.00

**Facility Use Fees**

For Profit Organizations		Non-Profit Organizations		District Student Clubs and/or Groups	
Gymnasium	\$50/hr.	Gymnasium	\$25/hr.	Gymnasium	\$0
Commons	\$50/hr.	Commons	\$25/hr.	Commons	\$0
Kitchen	\$120/hr.	Kitchen	\$60/hr.	Kitchen	\$0
Library	\$40/hr.	Library	\$20/hr.	Library	\$0
Classroom	\$40/hr.	Classroom	\$20/hr.	Classroom	\$0
Lobby	\$40/hr.	Lobby	\$20/hr.	Lobby	\$0
Athletic Fields*	\$50/hr.	Athletic Fields*	\$25/hr.	Athletic Fields	\$0
Logger	\$100/hr.	Logger Concession	\$50/hr.	Logger	\$0
Concession Shack		Shack		Concession Shack (Boosters)	
Parking Lot	\$40/hr.	Parking Lot	\$20/hr.	Parking Lot	\$0
Custodial Fees**	\$57/hr.	Custodial Fees**	\$57/hr.	Custodial Fees	\$0
Tech. Equipment Fee	\$90/hr.	Tech. Equipment Fee	\$45/hr.	Tech. Equipment Fee	\$0
Technology Support	\$57/hr.	Technology Support	\$57/hr.	Technology Support	\$0

\*Additional charges will be assessed if field lights are required.

\*\* \$57.00 / hour is during regularly scheduled custodial workday only.

\$228.00 minimum charge for custodial services outside of regularly scheduled workday – based on 4 hour minimum

**NOTE:** Additional custodial and or maintenance fees are assessed at the going rate to cover any damages or excessive cleaning needs.

OSBA REPORT from Greg Kintz  
June 12, 2025

Our dues increase will begin this next school year 2025-2026. The OSBA's budget will increase this year by only 1-1/2% over last year. Revenue for Policy Services has increased by 19%, primarily due to an increased demand for Policies and Rewrites and reviews of Policies for a number of Districts. All of OSBA's fees for services will increase by 3-1/2%. Bonds and Ballots Conference will be back this year and will be held annually from now forward.

PACE NEWS: Districts will need to apply for a Sexual Misconduct Liability Coverage Endorsement to be properly covered. PACE Day will be April 23, 2026. One person from each District will have housing and attendance fees paid. Regional PACE Training will occur same-day with our Regional OSBA/LPC meeting tentatively scheduled for September 29, 2025 at the NWRES D facility in Astoria.

State School Fund will be \$11.36 Billion for the next biennium. SB 849 passed. PERS buydown of \$168M for liability amounts to an average of 1.68% for Districts this biennium. Lots of bills are trying to get finished up before the end of June. Bills to help out the SpEd cap and the Cell Phone issue are dead for this session. Be sure to check OSBA's Website for more information, training opportunities, and sign up to be a Member of the Oregon Rural School Board Member Caucus.

# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – May 08, 2025 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 pm by Greg Kintz. MEETING CALLED TO ORDER
- Board Present:** Greg Kintz, Amy Cieloha, Joanie Jones, Stacey Pelster, Tony Holmes, and Javoss McGuire. BOARD PRESENT
- Board Absent:** Susan Wagner BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle/High School Principal; Michelle Eagleson, Elementary School Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Kendra Schlegel, Licensed Staff. STAFF PRESENT
- Visitors Present:** Alicia Normand, Scott Laird, Billi Kohler, and Lisa Curry VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** Stacey Pelster moved to approve the agenda as presented. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- 3.0 RECESS to BUDGET MEETING** at: 6:01 p.m. MEETING RECESSED
- 4.0 RETURN TO BOARD MEETING:** at 6:43 p.m. MEETING RECONVENED
- 5.0 PUBLIC COMMENT:** Stacey Pelster stated she was happy to see all the names on the ballots. PUBLIC COMMENT
- 6.0 SHOWING CASING of SCHOOLS**
- 6.1 Administrative Reports:** Administrator reports were provided to the Board prior to the meeting. ADMINISTRATOR REPORTS
- Joanie Jones thanked Michelle Eagleson for the Kindergarten registration event.
- Greg Kintz shared that board members can hand out certificates to special students they know at graduation. Barb Carr shared that board members do not need to attend practice on Friday, June 6<sup>th</sup>. Please arrive at 11:00 a.m. on the day of graduation. Board members will be given direction from Mrs. Ward upon arrival.
- 6.1.1 Out of State Travel:** Jim Helmen shared that Nate Underwood is out ill and may join the meeting virtually. In the meantime, Mr. Helmen shared information with the Board about student out of state travel, which is on the agenda for approval. OUT OF STATE TRAVEL INFORMATION SHARED
- 7.0 BUSINESS REPORTS:**
- 7.1 Superintendent Report:** The superintendent report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Jim Helmen recognized our certified staff and shared the activities this week in their honor. There were not questions from the Board on his report.
- 7.1.1 Staffing Update:** Jim Helmen shared that Tamorah Sook, Instructional Assistant is retiring and 4<sup>th</sup> grade teacher, Amanda Stonier, is resigning. Both are effective at the end of the year. STAFFING UPDATE
- 7.2 Financial Report:** Marie Knight shared the financial report prior to the meeting. There were no questions from the Board. FINANCIAL REPORT
- 7.3 Maintenance Report:** Mark Brown's report was provided to the Board prior to the meeting. A comment was made to ensure the restrooms of the snack shack are supplied prior to events. MAINTENANCE REPORT

## 8.0 BOARD REPORTS/ BOARD DEVELOPMENT:

### 8.1 COMMITTEE REPORTS

**8.1.1 Safety Committee:** No report

**8.1.2 Policy Committee:** Updated policies both 1<sup>st</sup> reading and 2<sup>nd</sup> reading

**8.1.3 Scholarship Committee:** Javoss McGuire reported that the committee met and made their selection. The committee plans to meet again to review current documents. A question was asked if the low number of applicants was across the board this year? Nate Underwood stated that staff have mentioned students are not motivated to complete work even when opportunities are been provided.

COMMITTEE REPORTS  
SAFETY COMMITTEE  
POLICY COMMITTEE  
SCHOLARSHIP  
COMMITTEE

**8.2 NWRESD Zone 4 Board of Directors Election:** Jim Helmen shared that our board must endorse candidates per the ESD policy BBE. The one candidate seeking election to the NWRESD's board is Michelle Graham from Scappoose.

NWRESD BOARD OF  
DIRECTORS CANDIDATE

**8.3 OSBA Update:** Greg Kintz reported to the Board on the bills currently in legislation.

OSBA UPDATE

## 9.0 OTHER INFORMATION and DISCUSSION

OTHER INFORMATION

**9.1 Integrated Guidance Plan:** Jim Helmen shared the final Integrated Guidance document with the board. The following items were reviewed:

INTEGRATED GUIDANCE  
PLAN PRESENTED

- Aligned Programs & Common Goals
- Planning Processes
- Equity Lens, Tools and Decision Making
- Community Engagement Highlights
- Needs Assessment Highlights
- Needs Assessment Outcomes
- Priorities & Strategies to Achieve Outcomes
- Key Investments & Budget

The Board appreciated the amount of work put into the Integrated Guidance Plan. The Board is being asked to approve the document which is a requirement of the State.

**9.2 Policy Updates:** The following policies were presented as a first reading.

POLICY UPDATES – 1<sup>st</sup>  
READING

IGBHD – Program Exemptions

JGAB – Use of Restraint or Seclusion

JGE – Expulsion

JHC – Student Health Services & Requirements

KBA – Public Records

KBA-AR – Public Health Services & Requirements

KL – Public Complaints

The board was asked to review the policies and bring any questions to the next meeting.

**9.3 Policy Updates:** The following policies were presented as a second reading.

POLICY UPDATES – 2<sup>nd</sup>  
READING

IGDJ – Interscholastic Activities

IMB – District Improvement Program

IGBHE – Expanded Options Program

IKF – Graduation Requirements

IK – Academic Achievement

JEA – Compulsory Attendance

## 10.0 ACTION ITEMS:

**10.1 Out of State Travel:** Stacey Pelster moved to approve out of state travel in 2025-26 for Senior Disneyland Trip (Spring Break 2026), Germany High School Trip (Spring Break 2026), and the 8<sup>th</sup> Grade Close-Up Trip to DC (April 2026). Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance.

OUT OF STATE TRAVEL  
APPROVED

**10.2 Retirement & Resignation:** Amy Cieloha moved to accept the retirement of classified staff member Tamorah Sook effective June 11, 2025 and the resignation of Amanda Stonier effective June 13, 2025. Joanie Jones seconded the motion. Motion passed unanimously with those in attendance.

SOOK RETIREMENT &  
STONIER RESIGNATION  
APPROVED

- |      |   |                                      |
|------|---|--------------------------------------|
| 10.3 | <b>NWRESD Zone 4 Board of Directors:</b> Joanie Jones moved to endorse candidate Michelle Graham as presented, to fulfill the vacancy of NWRESD Zone 4 from July 1, 2025 through June 30, 2029. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance. | NWRESD BOARD<br>CANDIDATE ENDORSED   |
| 10.4 | <b>Integrated Guidance Plan Approval:</b> Stacey Pelster moved to approve the 2025-2027 Integrated Guidance Plan as presented and reviewed. Joanie Jones seconded the motion. Motion passed unanimously with those in attendance.   | INTEGRATED GUIDANCE<br>PLAN APPROVED |
| 10.5 | <b>Policy Approval:</b> Javoss McGuire moved to approve the policies presented as 2 <sup>nd</sup> reading in item 9.3. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance.  | POLICIES APPROVED                    |
| 11.0 | <b>MONITORING BOARD PERFORMANCE:</b> Nothing discussed.   | BOARD PERFORMANCE                    |
| 12.0 | <b>CONSENT AGENDA:</b>  | CONSENT AGENDA                       |
| 12.1 | Minutes of 04/10/25 Regular Meeting, the 04/17/25 Special Meeting, and the 04/28/25 Scholarship Committee Meeting.  |                                      |
|      | Stacey Pelster moved to approve the consent agenda as presented. Javoss McGuire seconded the motion. Motion passed unanimously with those in attendance.  | CONSENT AGENDA<br>APPROVED           |
| 13.0 | <b>OTHER ISSUES:</b>  | OTHER ISSUES                         |
|      | 13.1 Joanie Jones volunteered to join the next agenda setting meeting. This will take place on Wednesday, June 4 <sup>th</sup> 5:00 p.m.  |                                      |
| 14.0 | <b>MEETING ADJOURNED</b> at 7:38 p.m.   | ADJOURNED                            |
- Submitted by Barb Carr, Administrative Assistant

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Board Chair

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District Clerk