

# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – March 13, 2025 Vernonia Schools Library, 1000 Missouri Avenue, Vernonia

- 1.0 CALL TO ORDER:** A Regular Meeting of the Directors of Administrative School District 47J, Columbia County, Oregon was called to order at 6:00 p.m. by Susan Wagner. MEETING CALLED TO ORDER
- Board Present:** Amy Cieloha, Joanie Jones, Tony Holmes, Javoss McGuire, Susan Wagner, Stacey Pelster, and Greg Kintz BOARD PRESENT
- Board Absent:** None BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Nate Underwood, Middle & High School Principal; Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; Mark Brown, Maintenance Supervisor; and Kendra Schlegel, Juliet Safier, Rachel Brown, Brett Costley, Jennifer Schram, and Tabetha Groshong, licensed staff; and Karen Roberts, Glenda Delemos, and Silvia Stavreva, classified staff. STAFF PRESENT
- Visitors Present:** Scott Laird, and high school students Charlotte Schlegel and Nova Gleason. VISITORS PRESENT
- 1.1** The Pledge of Allegiance was recited. PLEDGE OF ALLEGIANCE
- 2.0 AGENDA REVIEW:** An adjustment to the agenda was made by adding under item 6.1.2 Rescind Policy AC-AR and also item 7.1 add under 6.1.2 AC-AR rescind and remove item 7. 1 Calendar Options discussion. AGENDA REVIEW
- Stacy moved to approve as correct. Joanie seconded the motion. Motion passed unanimously.
- 3.0 PUBLIC COMMENT:** Juliet Safier introduced herself as the VEA President. PUBLIC COMMENT
- 4.0 SHOWING CASING of SCHOOLS**
- 4.1 ADMINISTRATOR REPORTS:** The Board received all Administrator Reports prior to the meeting. ADMINISTRATOR REPORTS
- Nate Underwood added the Vernonia travel brochures made by Mrs. Campbell's class have been placed on the table for the Board to review. Also, there is currently three new math curriculum on display in the library. Please feel free to stop by and take a look at the materials before the end of next week. As this month is Music in Schools Celebration Month, the high school choir was in attendance to sing the National Anthem.
- High school leadership representatives, Nova Gleason and Charlotte Schlegel, updated the Board on student activities and the focus of the Leadership class.
- The Board was also treated to a demonstration by students in Mr. Costley's robotics class
- Amy Cieloha acknowledged Cannon McLeod, Noah Bateman, Ethan Martin, and Hansom Forster for competing at State Wrestling.
- There were no questions from the Board on Administrator reports.
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** The Superintendent's Report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Amy Cieloha asked when information will be received back regarding the Health Center grant. Mr. Helmen stated 6-12 weeks.
- Greg Kintz asked where the Health Center would be housed if the grant application is successful. Mr. Helmen stated on the side the building at the end of the 3-5 red hall wing. Greg also reminded all that the name of the former health center was Spencer Health and Wellness, recognizing that the school campus is on the former site of Spencer Park.

5.2	<b>Financial Report:</b> The Financial Report was provided to the Board prior to the meeting. Susan Wagner asked if the District will be impacted at all by timber lands being opened up? Marie Knight stated she did not believe it would.	FINANCIAL REPORT
5.3	<b>Maintenance Report:</b> Mark Brown's report was provided to the Board prior to the meeting. Amy Cieloha asked if the small roof leaks were repaired? Mark Brown reported yes. He also shared that the front door A.D.A. opener is in process of being repaired. Switches have been ordered. Snack shack right now is looking good. Mark feels confident the issues from last year have been resolved but they have yet to be completely tested during Spring time rains.  Amy also noted that there are issues with facility use events. Last Saturday, the lights were off in the restroom and having to enter from the side was an issue for some guests having to use stairs.	MAINTENANCE REPORT
6.0	<b>BOARD REPORTS/ BOARD DEVELOPMENT:</b>	
6.1	<b>6.1 COMMITTEE REPORTS</b> <b>6.1.1 Safety Committee</b> – Susan Wagner shared that the safety committee continues to meet. They address issues and are very diligent to paying attention to all things that could put the school at risk. Greg Kintz shared concern that lock down protocols are different at Mist.  Jim Helmen shared that the Saferwatch representative gave training to all staff this week. This program is an added element and doesn't replace our current processes for emergency response. It's an option for staff, allowing more flexibility to contact 911 immediately, even if on the baseball or softball field.  <b>6.1.2 Policy Committee</b> – 1 <sup>st</sup> Reading on the following policies GBLA – Disclosure of Information GCPA-AR – Reduction or Recall of Licensed Staff GCQB – Research GDA – Instructional Assistants IFE – Curriculum Guides and Course Outlines IGAC – Religion and Schools IGBAG-AR – Special Education – Procedural Safeguards IGBAF-AR – Special Education – Individualized Education Program (IEP) IGBB – Talented and Gifted Program Policy Rescind: AC-AR – Discrimination Complaint Procedure – as requested by OSBA after the changes with DEI laws that came down recently from the Federal Government  <b>6.1.3 Scholarship Committee</b> – Nothing reported	COMMITTEE REPORTS
6.2	<b>Board Member Items:</b> Amy Cieloha shared that she recently met with Marie Knight to go over some of the questions she had with the student body accounts review. She appreciates the work being done on this.  Greg Kintz stated that he attended the Coordinated Care Organization meeting this afternoon and shared the slide deck from that presentation to board members email.  Stacey Pelster commented on the high amounts of sugar contained in school meals and would like to see more homemade meals being served by the Food Service Department.	BOARD MEMBER ITEMS
7.0	<b>OTHER INFORMATION and DISCUSSION</b> <b>7.1 2025-26 Instructional Calendar Options:</b> This item of discussion was removed during the agenda review. It will be on next month's agenda.  <b>7.2 Integrated Planning Presentation-1<sup>st</sup> Reading:</b> Jim Helmen shared his 1 <sup>st</sup> reading of the District's Integrated Guidance Plan. Sharing the information is one of the required steps for the District to be able to access the funding used to support programs during the next biennium beginning with the 2025-26 school year. The plan must meet all the requirements of ODE before access to the grant dollars are possible.	2025-26 INSTRUCTIONAL CALENDAR OPTIONS  INTEGRATED PLANNING PRESENTATION 1 <sup>st</sup> Reading

The aligned programs and common goals being supported were highlighted and include:

- Continuous Improvement Planning
- Every Day Matters
- Career Connected Learning
- High School Success
- Student Investment Account
- Early Indicator and Intervention Systems
- Early Literacy success School District Grants
- Career and Technical Education
- Federal School Improvement for Comprehensive / Targeted Supports

The District, through a survey, obtained information from students, staff and community to help guide district planning and budgeting priorities. The following priorities emerged from the Needs Assessment:

- Raising Academic Expectations
- CTE & College/Career Readiness
- Mental Health & SEL Support
- Family-School Communication & Community Engagement
- Classroom Management & Behavioral Support
- Math & ELA Curriculum Updates

Mr. Helmen shared key investments and budgeting within the plan. This is how the District plans to spend grant dollars to achieve the intended outcomes. Performance growth targets were reviewed, as well as how the Oregon Department of Education and the District understand and monitor success.

The initial Integrated Planning Guidance Plan has been submitted to ODE for their review. Once approved, grant agreements will be sent out. There will be a final presentation to the Board and public review opportunity followed by final approval.

**8.0 ACTION ITEMS:** At this time in the meeting there were no items needing action.

**9.0 MONITORING BOARD PERFORMANCE:** Greg Kintz shared staff updates at OSBA.

MONITORING BOARD  
PERFORMANCE

**10.0 CONSENT AGENDA:**

CONSENT AGENDA

**10.1** Minutes of 02/13/2025 Regular Meeting

Stacey Pelster moved to approve the consent agenda as amended (names of those present was adjusted). Amy Cieloha seconded the motion. Motion passed unanimously.

CONSENT AGENDA  
APPROVED

**11.0 RECESS to EXECUTIVE SESSION** under O.R.S. 192.660 (2) (i) "To review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member..." at 7:57 p.m.

RECESS to EXECUTIVE  
SESSION

The Board discussed the annual evaluation of Superintendent Jim Helmen.

**ADJOURNED the EXECUTIVE SESSION** at 8:26 p.m.

ADJOURNED EXECUTIVE  
SESSION

**12.0 RETURN to REGULAR SESSION** at 8:27 p.m.

**13.0 ACTION ITEMS:**

**13.1 Licensed and Administrative Staff Contract Renewal:** Greg Kintz moved to approve Administrative Contract Extension resolution #2025-02 and Licensed Staff Extension resolution #2025-03 as presented. Stacey Pelster seconded the motion. Motion passed unanimously.

LICENSED &  
ADMINISTRATIVE STAFF  
CONTRACT EXTENSIONS  
APPROVED

**13.2 Superintendent Annual Evaluation:** Javoss McGuire moved to approve the 2024-25 annual evaluation of Superintendent Jim Helmen. Amy Cieloha seconded the motion. Motion passed unanimously.

SUPT. HELMEN ANNUAL  
EVALUATION  
APPROVED

**13.3 Superintendent Contract Negotiations Board Appointee:** Stacey Pelster moved to appoint Susan Wagner to negotiate Superintendent Jim Helmen's contract on behalf of the Board. Javoss McGuire seconded the motion. Motion passed unanimously.

WAGNER APPOINTED  
TO NEGOTIATE SUPT.  
HELMEN'S CONTRACT

**14.0 OTHER ISSUES:**

OTHER ISSUES

**14.1 Next Agenda Setting Meeting:** Stacey Pelster volunteered to join Jim Helmen and Susan Wagner for this meeting. The virtual meeting will take place on April 2nd at 5:00 p.m.

NEXT AGENDA SETTING  
MEETING

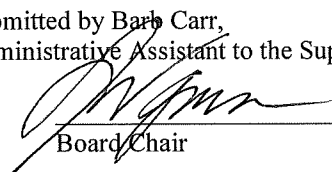
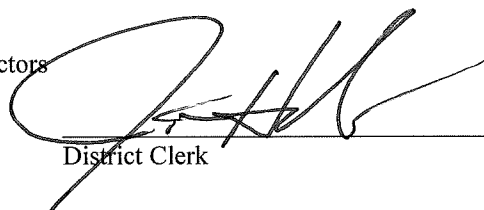
**14.0 UPCOMING DATES:**

- Spring Break March 24-28, 2025
- School Board Meeting 6:00 p.m. – April 10, 2025 at Mist Elementary
- OSBA Summer Board Conference will be held August 8-10, 2025.

**15.0 MEETING ADJOURNED at 8:33 p.m.**

ADJOURNED

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

  
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Board Chair  
\_\_\_\_\_  
District Clerk