

# AGENDA

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS

### Public Meeting

Thursday, September 12, 2024 – 6:00 p.m.

Vernonia Schools, 1000 Missouri Avenue, Vernonia, OR 97064

**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 **BOARD VACANCY APPOINTMENT**
  - 3.1 Discussion of selection process
  - 3.2 Selection of appointee - *I move to appoint (insert name) to fill position #7 until June 30, 2025.*
- 4.0 **OATH of OFFICE** .....Jim Helmen
- 5.0 **PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS**

This is a time for public comment on items on and not on the agenda. 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
- 7.0 **BUSINESS REPORTS**
  - 7.1 Superintendent .....Jim Helmen
    - 5.1.2 Staffing Update (new hires)
  - 7.2 Financial .....Marie Knight
  - 7.3 Maintenance .....Mark Brown
- 8.0 **BOARD REPORTS / BOARD DEVELOPMENT** .....Chair
  - 8.1 Committee Reports
    - 6.1.1 Safety Committee
    - 6.1.2 Policy Committee
    - 6.1.3 Scholarship Committee
  - 8.2 Board Member Items
  - 8.3 NWRES D Board Vacancy

**9.0 OTHER INFORMATION and DISCUSSION**

**9.1 Athletic Co-Op Agreement w/Jewell School District**

**10.0 ACTION ITEMS**

**10.1 New Hires**

*I move to approve the Superintendent’s recommendation to hire Luke McCallum, MS/HS Health/PE Teacher and Juan Munoz-Sandoval, HS Math Teacher.*

**10.2 NWRESD Board Vacancy**

*I move to endorse candidate (insert name) as presented, to fulfill the vacancy of NWRESD Zone 4 to begin October 9, 2024 through June 30, 2025.*

**10.3 Athletic Co-Op Agreement**

*I move to approve the athletic co-op agreement with Jewell School District for Baseball and Softball in the Spring of 2025.*

**11.0 MONITORING BOARD PERFORMANCE .....Chair**

**11.1**

**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 08/08/2024 Regular Meeting and 08/29/24 Workshop**

*I move to approve the consent agenda as presented.*

**13.0 OTHER ISSUES ..... Chair**

**13.1 Next Agenda Setting**

**14.0 UPCOMING DATES**

October 10, 2024 Board Meeting - 6:00 p.m. – Mist Elementary

*(Dates and times are subject to change. Please check the district web site at [www.veroniak12.org](http://www.veroniak12.org) for the most up-to-date information)*

**15.0 ADJOURN ..... Chair**



**September 2024**

**VHS/VMS**

**Board Report–**

**Greetings Board!**

**Welcome to Logger Nation!**

**New Staff/New Assignments**

*Doug Bilodeau*-Middle School Math, Head Varsity Football Coach

*Nick Console*-Middle School Science

*Luke McCallum*-Middle and High School Health and Physical Education

*Juan Munoz*-High School Math

*Satori Albee*-Assistant Middle School Volleyball Coach

*Rachel Plummer*-Secondary Tier III

*Hillary Jensen*-Secondary Tier III Instructional Assistant

*Summer Gonzales*-Secondary Structured Learning Center Instructional Assistant

*Tiffany Little*-Secondary Instructional Assistant

**New Electives this Year**

- Astronomy
- CAD 1/AP Engineering
- 6th Success
- Enrichment-Reading Intervention
- Art History
- Community Based Art
- Dystopian Literature
- Puppet Making

**School Priorities/Focus 24-25**

*9th on Track*

Staff participated in a 9th on Track activity at the beginning of the year to help us continue to establish positive relationships with students and to understand the different needs of each student. It was fun and we had a few laughs, but it made us remember that students need teachers that take the time to establish a connections

- What hair were you sporting your freshman year?
- What music were you listening to?
- How were you listening to it?
- What is one thing that you wish your teachers knew about you?

## **Academic Growth**

IXL Intervention Plan tied to STAR Outcomes

3 Tiers of Learning

1. UNFINISHED LEARNING
2. SUPPORT IN THE CLASSROOM
3. TEST PREP

All students will have a Personalized Learning Plan based on previous STAR data outcomes. Logger Power Hour and parts of Advisory will be used for each student to access their plan. Mastering 2 Skills (20 minutes 2X per week) will demonstrate proficiency.

### *Tier II Middle School Reading Intervention*

2 piggy back on effective intervention at the elementary level, 6th and 7th graders will be identified to receive small group reading interventions on a regular, weekly basis. They have also been placed in an Enrichment class (where they will receive pull-out) so they will not miss CORE instruction, yet be able to access IXL and other enrichment activities.

## **Professional Development and Focus:**

Early focus in September and October will focus on:

- IXL Intervention and Personalized Learning Plans
- DOK (Depth of Knowledge) with regards to classroom rigor and assessments
- Writing (6+1) Traits review and calibration
  - Writing Across The Curriculum in all content areas
- PLC (Professional Learning Communities) and use of student data.

### **SEL (Social and Emotional Learning)**

This year, Vernonia MS and HS will use Wayfinder, a research-backed Core Skills SEL Curriculum. Unlike most SEL curriculums, this was designed with Secondary in mind, and has lessons and activities tailored for grade level. The 6 Core Skills for Future-Ready Students will focus on:

- Purpose
- Self-Awareness
- Adaptability
- Empathy
- Collaboration
- Agency

### **Effective Teaching**

We have reviewed what data shows to be key elements of effective teaching

- Positive Relationship
- High Expectations
- Quality Curriculum
- Engaging Instruction
- Meaningful Assessments

### Tier III Support

We are starting a new Secondary Tier III program. This program will provide support and teach students skills needed to be successful in the classroom. We are excited about continuing with the success downstairs.

Attendance—90%

Cell Phones—**OFF**and **AWAY**

**HAVE A GREAT MONTH LOGGER NATION!**



“Building Bridges, Clearing Paths”



# VERNONIA AND MIST ELEMENTARY BOARD REPORT

September 12, 2024



"Building Bridges, Clearing Paths"

We are busy preparing for the 2024-2025 school year and excited for a great school year with our students. The goals we will be focused on for the 2024-2025 school year:

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

## New Staff and Staff Changes

Welcome to our new staff members:

- Mike Lowry- PE
- Denise Rowland- K-5 Behavior Specialist
- Dakota Jackson- SLC teacher
- Ashli Ray- Tier 3 Instructional Assistant
- Chasity Smith- SLC Instructional Assistant

Congratulations to the following staff members moving into different positions this year:

- Dawn Jay- K-5 Enrichment Teacher

We are excited to have these individuals join Logger Nation!

## Kindercamp

We had 18 incoming kindergarten students attend Kindercamp during the weeks of August 12-16 and 19-23. The emphasis of kindercamp was

to prepare our students for kindergarten. Our kindergarteners had a great time building relationships with staff and classmates, learning school routines, developing social emotional learning skills and learning and growing together. Thank you to our families for sending their amazing children to kindercamp! Thank you to Ms. Wall, Mrs. Groshong, Ms. Crystal, Miss Sarah, Ms. Myers, Ms. Jackson, Mrs. Schlegel, Daphne and Damian for making kindercamp a wonderful experience for our kindergarten students!

### Professional Development

During inservice, Vernonia Elementary Staff received training on PAX, the Good Behavior Game. This program will enhance our PBIS (Positive Behavior and Intervention Supports) system. It utilizes proven strategies derived from neuroscience, behaviorism and cultural wisdom to spread Peace, Productivity, Health and Happiness for students and staff. Implementing PAX strategies will improve students' skills such as:

- Paying attention and listening to directions
- Focusing on the task at hand
- Taking turns and waiting patiently
- Cooperating with peers and adults
- Transitioning from one area to another
- Working as part of a team
- Recognizing and celebrating a job well done for others and themselves

Our staff is committed to consistently implementing the 10 kernels of this program.

- PAX Vision
- PAX Leader
- PAX Quiet
- Granny's Wacky Prizes
- Beat the Timer
- PAX stix
- Tootle Notes
- PAX Voices



- PAX Hands and Feet
- PAX ok/Not ok

Teachers began implementing these strategies on the first day of school and our students are responding well to the strategies and are being successful at school.

We have had an incredible first week of school!



VSD Special Education Goals 2024-2025

- Attendance & Engagement for Students with Disabilities (Special Education & 504)
  - The rate of special education students who were chronically absent during the 2023-2024 school year was slightly higher than the rate among all students:
    - General education students K-12: 34%
    - Special education students K-12: 41%
  - Throughout this school year, I look forward to learning about the barriers to regular attendance that our students with disabilities encounter. Our efforts to improve in this area may include outreach to specific students and families, listening to their perspectives on what has been difficult at school, and finding creative ways to remove stumbling blocks or adjust services.
  
- Academic Progress for Students with Disabilities (Special Education & 504)
  - We want to see all students making progress in all academic areas, which means staying focused and intentional on all student groups. Many students in special education made impressive growth on the Star reading and math assessments last year. Our special education team will continue to monitor the progress of these students, and work to support students who are not making the same growth.
  
- Implement Tier II Interventions at VMS
  - The VMS MTSS team has reconvened to continue and scale up the interventions piloted last year. We are expanding interventions to grades 6-8, and have identified an initial list of students in need of reading support. Over the next week, middle school students will complete a fall screening assessment, and interventions are anticipated to begin in the following weeks.
  - Pete Weisel deserves a special shout out for his work to resolve the logistical details of the Tier II interventions. Mr. Weisel went the extra mile to find a way to create a VMS schedule that allows for the reading interventions to happen. I know it took him several extra hours to find a way to schedule students so that all students who need reading support can get it, so we can draw on extra staff support from VES, and so students are not losing critical courses and instruction in other academic areas. I'm excited for the positive impact that Pete's work, and the collaboration of our team, will have for our middle school students!



# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
September, 2024  
*"Not Me, We"*

## **District Improvement Planning (CIP and SIP) ( CIP sent in a separate attachment)**

- The Strategic Investment Program (SIP) and Continuous Improvement Plan (CIP) for the September Board Review are complete. The CIP will be presented to the school board as part of the Superintendent's board report. We will submit our plan to ODE after the presentation.
- Principals have reviewed CIPs and School-Specific SIPs with K-12 staff. Priority goals for 24-25 school years have been established, and professional development has been developed and scheduled, aligned with the CIP/SIP plan.

## **Our district Longitudinal Goals, set by ODE, for the 24-25 school year.**

- Our state-expected graduation rate is 78.52%; our district goal is 90%
- The state expected 9th Grade On Track rate is 71%; our district goal is 90%
- The state expected 3rd grade ELA proficiency rate is 29.40%; our district goal is 40%
- The state expected "Regular Attender" rate is 64.15%; our district goal is 68%

## **New Staff**

- I am excited to share the incredible energy and passion our new teachers bring to the district this school year. We have welcomed a group of highly skilled and passionate educators who are deeply committed to fostering student engagement and academic success across all grade levels.
- The feedback from students and staff is overwhelmingly positive, as students are excited about learning.
- Our development of the NEW Teacher Mentor Model, facilitated by Robin Murphy, continues to prove to be a valuable investment in meeting our district goals related to Academic Growth, CTE programming, and a healthy school culture.
  - Our new staff are expressing their gratitude for the support they receive as this year begins.
- The school board will approve two new staff members: Luke McCallum, a 6-12 Health and PE teacher, and Juan Carlos Munoz, a 9-12 Math Teacher. We are excited to have these two new teachers in our district, as they bring a new sense of energy to our students.

# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
September, 2024  
*"Not Me, We"*

## **NEW Programs to the District**

- K-5 enrichment program ( Art, STEAM, Music)—Our enrichment program is a huge hit in observation and conversations with elementary students. Research ( and common sense) shows that Art, music, and STEAM programs are essential to a well-rounded education, especially at the elementary level. These subjects nurture creativity, enhance cognitive development, improve motor skills, and provide students with avenues for self-expression. Our new teacher, Dawn Jay, integrates these disciplines to build confidence, improve communication, and develop problem-solving skills in our youngest learners.

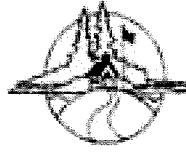
We look forward to seeing this program's continued positive impact on our students as we work together to prepare our students for a bright future.

- 6-12 Tier 3 Program- I want to emphasize the already positive impact of our Tier 3 behavior classroom in middle and high schools. In conversations with the Tier 3 students, they are already experiencing confidence and excitement in their new setting and their academic abilities, leading to increased attendance and success in a classroom setting, which is the primary focus of this specialized classroom.

The Tier 3 program model is a testament to our collaborative spirit. It offers support for students with challenges and helps them manage their behaviors, thereby reducing disruptions in the general classroom. Through individualized plans and the dedicated collaboration of counselors and teachers, students learn to regulate their emotions and make positive decisions. This improves attendance, reduces disciplinary incidents, increases student confidence, and strengthens our sense of community and shared mission. Our Tier 3 classroom demonstrates our commitment to supporting every student and addressing the root causes of academic challenges.

I want to acknowledge Rachel Plummer, 6-12 Tier 3 Teacher; Jen Cooper, SEL Director; Raynett Mann, Tier 3 K-5 Teacher; and all other staff who collaborated in developing this program to support our struggling students.

# VERNONIA SCHOOL DISTRICT 47J



Jim Helmen-Superintendent  
Board Report  
September, 2024  
*"Not Me, We"*

## **State Report Cards**

- The final Oregon State Assessment Report Cards are still under embargo, so we cannot send a final message to the community. We anticipate presenting them to the school board and community in October.

## **Title IX and Section 504 compliance officer(s) has been designated 24-25**

- Title IX Coordinator- Jim Helmen- Superintendent
- 504 Compliance Officer - Susanne Myers- Special Education Director

## **District In-Service Planning**

- School District in-service planning was beneficial for all staff, as shared by our new and continuing staff.
- We invited our district bussing company to the district breakfast and keynote, as they are a significant component in increasing engagement among our students.

## **Safety Planning**

- Emergency drill procedures (fire and earthquake drill requirements and duties are all reviewed and updated as required.
- District-wide safety training has been provided to all staff at In-Service.
- The local police department provided a review and Q&A school shooter review for staff during In-Service.





# memo

## **Vernonia School District 47J**

To: Vernonia School District Board of Directors, Superintendent Jim Helmen  
From: Marie Knight  
Date: 9/12/2024  
Re: September 2024 financial information

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### Comments:

The financial report for this month shows actual numbers for July & August but is based mainly on estimates. Work on the audit for 2023-2024 is underway with our audit scheduled for the week of September 23-27.

I have been working on an Associated Student Body Manual for Vernonia High School. I will have a copy of the draft document for you at the meeting. I will also be providing an update regarding update of accounts.

In July Teresa and I migrated to Quick books Online and also got the high school set up to take credit card payments in the office. Next steps include getting set up for taking card payments for concessions and possibly game entry fees.

Thanks!

-Marie Knight

Business Manager, Vernonia School District 47J



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

OVER  
(UNDER)

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	BUDGET	ACTUAL/EST.
<b>REVENUES</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>	<b>EST</b>		
1111 Current Year Taxes	-	-	10,000	10,000	3,000,000	75,000	65,000	50,000	10,000	10,000	15,000	5,000	3,225,000	3,225,000	-
1112 Prior Year Taxes	-	-	1,000	1,000	20,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	75,000	75,000	-
1190 Penalties&Interest Income	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	5,000	5,000	-
1500 Interest Income	3,992	5,000	5,000	3,508	3,500	20,000	20,000	15,000	3,500	3,500	3,500	3,500	90,000	90,000	0
1710 Revenue - Admissions	-	-	-	-	-	-	-	-	-	-	-	13,000	13,000	13,000	-
1740 Revenue - Fees	-	-	-	-	-	-	-	-	-	-	-	30,000	30,000	30,000	-
1910 Rentals	2,988	550	550	550	550	550	550	550	610	1,000	1,000	10,001	10,001	10,000	1
1920 Donations	351	600	-	-	-	-	-	-	-	50,000	50,000	59,750	110,701	110,700	1
1960 Prior Year Refunds	-	-	-	-	-	-	-	-	-	5,000	5,000	10,000	20,000	20,000	-
1961 Current Year Refunds	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	10,000	-
1980 Fees Charged to Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1990 Miscellaneous	4,480	540	-	-	-	-	-	-	-	-	-	79,980	85,000	85,000	(0)
1994 Medicaid Admin Claim	3,823	-	-	-	-	-	-	-	-	-	-	66,177	70,000	70,000	0
1995 E-Rate	-	-	-	-	-	-	-	-	-	-	-	15,000	15,000	15,000	-
2101 County School Fund	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	20,000	-
2102 General Ed.Service Dist	-	-	-	-	-	-	-	-	-	-	-	165,000	165,000	165,000	-
2105 Natural Gas and Minerals	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	20,000	-
2201 NW ESD Credits	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000	20,000	-
3101 State School Fund Grant	785,903	392,716	392,873	392,873	392,873	392,873	392,873	392,873	392,873	392,873	392,873	-	4,714,476	4,840,000	(125,524)
3103 Common School Fund	-	-	-	-	-	-	-	-	-	-	-	75,563	75,563	75,563	211
3104 State Timber Revenue	-	-	-	-	-	-	-	-	-	-	-	650,000	650,000	650,000	-
3199 Other Un-Restricted Grants-in-aid	-	-	-	-	-	-	-	-	-	-	-	35,000	35,000	35,000	-
3299 Other Restricted Grants-in-aid	-	-	-	-	-	-	-	-	-	-	-	50,000	50,000	50,000	-
5200 Transfer of Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5400 Beginning Fund Balance	-	-	800,000	-	-	-	-	-	-	-	-	-	800,000	800,000	-
<b>TOTAL REVENUE</b>	<b>801,537</b>	<b>399,406</b>	<b>1,209,423</b>	<b>407,931</b>	<b>3,417,923</b>	<b>494,423</b>	<b>484,423</b>	<b>463,423</b>	<b>411,926</b>	<b>411,983</b>	<b>472,373</b>	<b>1,313,970</b>	<b>10,288,741</b>	<b>10,414,052</b>	<b>(125,311)</b>
<b>EXPENDITURES</b>															
100-Salaries	56,916	91,106	360,000	360,000	360,000	360,000	360,000	360,000	360,000	360,000	360,000	1,005,694	4,393,716	4,393,716	(0)
200-Payroll Costs	27,374	50,462	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	511,004	2,613,840	2,613,839	(0)
300-Contracted Services	34,817	95,509	210,000	210,000	210,000	200,361	200,000	200,000	200,000	200,000	200,000	200,000	2,160,687	2,160,687	(0)
400-Supplies	32,777	15,897	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	6,000	5,537	300,210	300,210	(0)
500-Equipment	12,663	-	-	-	-	-	-	-	-	-	-	47,337	60,000	60,000	-
600-Other (ins., fees)	159,598	4,399	-	-	-	-	-	-	-	-	-	190,000	163,998	160,600	(3,398)
700-Transfers	-	-	-	-	-	-	-	-	-	-	-	-	190,000	190,000	-
contingency/unappropriated	-	-	-	-	-	-	-	-	-	-	-	-	-	550,000	550,000
<b>TOTAL EXPENDITURES</b>	<b>324,145</b>	<b>257,373</b>	<b>825,000</b>	<b>825,000</b>	<b>825,000</b>	<b>815,361</b>	<b>815,000</b>	<b>815,000</b>	<b>815,000</b>	<b>815,000</b>	<b>791,000</b>	<b>1,959,572</b>	<b>9,882,451</b>	<b>10,429,052</b>	
<b>PROFIT/LOSS</b>	<b>477,392</b>	<b>142,033</b>	<b>384,423</b>	<b>(417,069)</b>	<b>2,592,923</b>	<b>(320,938)</b>	<b>(330,577)</b>	<b>(351,577)</b>	<b>(403,074)</b>	<b>(403,017)</b>	<b>(318,627)</b>	<b>(645,602)</b>	<b>406,290</b>		
<b>RUNNING TOTAL</b>	<b>619,425</b>	<b>1,003,848</b>	<b>586,779</b>	<b>586,779</b>	<b>3,179,702</b>	<b>2,858,764</b>	<b>2,528,187</b>	<b>2,176,610</b>	<b>1,773,536</b>	<b>1,370,519</b>	<b>1,051,892</b>	<b>406,290</b>			

projected ending fund balance

% of  
ADM# BUDGET MORE(LESS)  
ADM# DIV#01  
ADM# DIV#01



## **August 2024 Maintenance Report**

### **Alarm Related Calls:**

18

### **Facility Use:**

Board meeting, fall sports, woec,

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

- \*Board report.
- \*Snack Shack: We are told they have found the issue, a bad pump. The part has been ordered and in. FiveStar installed it yesterday. Hopefully that puts this issue to rest.
- \*This summer has been a challenge to get things ready at the level we wanted but our team has worked extremely hard. With the exception of some minor items the school looks better than the year before in my opinion. We will try to take a deep breath and then move into our routines now that the students and staff are back in district.
- \*Program new employee cards and keys, more this month.
- \* Lost of grounds work
- \*return all classrooms of furniture, clean..
- \*Help with zone testing for the new alarm company. Carried over to this month.
- \*Replaced several floor tiles throughout the building.
- \*Biomass fuels pricing and delivery schedules
- \*Training of new custodial staff for the start of the school year, safety and responsibilities.
- \*Build scaffolding for football games to video games
- \*Worked on a potential camera set up like we have in the gym for football. Looks like a nex year project.
- \*Mist deep clean inside and out. Four days with a full staff.
- \*Annual testing of fire safety and extinguishers
- \*Revamping SDS files for the district, ongoing.
- \*Replaced locks in snack shack to match district locks
- \*Fix water leak under sidewalk going out to the football field
- \*Prep for in service week
- \*Staff support to support final needs for the start of the school year.
- \*Get snack shack supplied and ready for fall sports
- \*Had small gym floor refinished and repaired, also had wood benches tacked and a new coat of finish applied
- \*Repaired door on food shed in parking lot.
- \*Enclosed and rebuilt sprinkler manifold on softball 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:**

Thank you

Mark Brown

Facility/Maintenance/Grounds Supervisor/IPM Coordinator

Vernonia School District

971-297-6403



Northwest Regional  
Education Service District

# **BOARD OF DIRECTORS ELECTION PACKET**

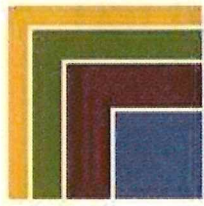
**ZONE 4: VERNONIA SCHOOL DISTRICT**

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CANDIDATE MATERIALS ATTACHED

**PLEASE CAST YOUR BALLOT BY  
SEPTEMBER 13, 2024**

**CONTACT/QUESTIONS**  
NWRESD Board Secretary - [vwhite@nwresd.org](mailto:vwhite@nwresd.org)



# Northwest Regional Education Service District

August 21, 2024

TO: Board of Directors

FR: Dan Goldman, Superintendent RE: NWRESD Board Vacancy - Zone 4

## EXPLANATION:

NWRESD board Zone 4 position has been vacated with one year remaining of a four year term. The position is up for election to begin October 9, 2024. NWRESD has completed the application process for candidates and received the following application, included in this packet.

As per NWRESD board policy BBE, any vacancy on the NWRESD Board of an elected member from any numbered zone position shall be filled through election by the component district boards from within that zone. Each school board within Zone 4 will receive one vote for their candidate of choice.

Qualified and interested persons were allowed to submit applications online to the NWRESD Board. For this election cycle, one candidate applied:

- Michelle Graham

In this agenda item, Zone 4 School Boards will have the opportunity to review the candidate for NWRESD Board vacancy for Zone 4 to begin October 9, 2024 with term ending June 30, 2025.

PRESENTER(S):

Board Chair, Board Secretary or Superintendent

SUPPLEMENTARY MATERIALS:

Application Info: [Michelle Graham](#)  
[Policy BBE: Vacancies on the Board](#)  
[Zone 4 Ballot](#)

PROPOSED MOTION:

"I move to endorse candidate, Michelle Graham, as presented, to fulfill the vacancy of NWRESD Zone 4 to begin October 9, 2024 through June 30, 2025."





# Northwest Regional Education Service District

## *Zone 4 Candidate Application Materials:*

# **MICHELLE GRAHAM**

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*Michelle shared the following in their application:*

### **EMPLOYMENT**

*Employed by Providence Health and Services for 44 years where she started as an Intensive Care Nurse and retired as an Executive of Quality and Medical Staff Services.*

### **EDUCATION**

*Received a Bachelor of Science in Nursing from University of Portland.*

### **EXPERIENCE**

*Director on the board of Scappoose School District, retiring after 16 years. Served 4 years each as chair and vice chair.*

### **COMMENTS**

*Retired from the Scappoose School Board 2 years ago. Since then, has been looking for an opportunity to serve, not only her community, but a broader one as well. This role will build on the partnerships developed in previous roles while continuing to be passionately involved in public education.*



 You have already signed this coop application.

### Instructions

You've been given access to this online Cooperative Sponsorship Application form in order to indicate your approval by adding your digital signature. If you have any questions, please reach out to your school administrator who sent you the link to this form or contact OSAA Associate Director Kelly Foster, [kellyf@osaa.org](mailto:kellyf@osaa.org) or (503) 882-8722 x233.

### Next Steps

1. Review the information on this form.
2. Input your digital signature near the bottom of the page.

## Coop Information - Vernonia / Jewell

**Activity:** Softball      **Duration:** 1 years      **School Years:** 2024-25 through 2024-25

**Reason:** *This is the reason for creating this cooperative sponsorship.*  
Jewell School does not have the numbers to field our own team.

**Practice Location:** Vernonia High School      **Contest Location:** Vernonia High School  
*This is where practices will be held.*      *This is where home contests will be held.*

### Placement

**Combined ADM:** 140      **Coop Division:** 2A/1A      **Coop League:** 2A/1A-SDN (2022-2025) Special District Not Yet Assigned  
*Sum of both schools' ADM numbers from the selected starting school year.*      *Based on the combined ADM, this coop would compete in this division.*      *The selected league in which this coop will join and compete.*

**Host School**      **School 2**  
**Vernonia**      **Jewell**  
**Classification:** 2A, ADM: 122      **Classification:** 1A, ADM: 18  
**League:** 2A-1 Northwest League      **League:** 1A-2 Casco League

### League Approval

Cooperative sponsorship applications must obtain approval from the regular league or special district in which the proposed cooperative team will participate.

### League/Special District Representative for 2A/1A-SDN Special District Not Yet Assigned

**Name:**      **School:**  
**Email:**      **Role:**  
**Signature:** *Not Yet Signed*      **Date Decided:** --  
**Approved?:** *Awaiting League Approval*  
**Comments:** --

## Host School Information - Vernonia

### Activity Participation - Softball - Vernonia

Vernonia Softball participants, by school year and grade

Participation Last Year	12th Grade	11th Grade	10th Grade	9th Grade
Current Year				

### School Enrollment - Vernonia

Students enrolled at Vernonia, by school year and grade

Enrollment Last Year	12th Grade	11th Grade	10th Grade	9th Grade
Current Year				



This is where home contacts will be held

**Placement**

**Combined ADM: 140** **Coop Division: 2A/1A** **Coop League: 2A/1A-SDN (2022-2025) Special District Not Yet Assigned**  
 Sum of both school's ADM numbers from Based on the combined ADM, this coop would compete in this division

**Host School**

**Vernonia** **School 2**  
 Classification: 2A, ADM: 122 **Jewell**  
 League: 2A-1 Northwest League **Classification: 1A, ADM: 18**  
 League: 1A-2 Casco League

**League Approval**

Cooperative sponsorship applications must obtain approval from the regular league or special district in which the proposed cooperative team will participate.

**League/Special District Representative for 2A/1A-SDN Special District Not Yet Assigned**

**Name:** **School:**  
**Email:** **Role:**  
**Signature:** **Not Yet Signed** **Date Decided:** --  
**Approved?:** **Awaiting League Approval**  
**Comments:** --

**Host School Information - Vernonia**

**Activity Participation - Baseball - Vernonia**

Vernonia Baseball participants, by school year and grade

Participation Last Year	12th Grade	11th Grade	10th Grade	9th Grade
0	1	1	0	0
0	1	0	0	0
1	0	0	0	0

**Superintendent Approval**

**Superintendent Name:**  \*  
 Please type in your name

**Signature:**  \*  
 Indicate your approval and digitally sign this form by typing in your full legal name.  
 Confirm your signature by clicking outside of the text box.

**Date Signed:** 8/28/2024

**School 2 Information - Jewell**

**Activity Participation - Baseball - Jewell**

Jewell Baseball participants, by school year and grade

Participation Last Year	12th Grade	11th Grade	10th Grade	9th Grade
0	1	1	0	0
0	1	0	0	0
1	0	0	0	0

**Superintendent Approval**

**School Enrollment - Jewell**

Students enrolled at Jewell, by school year and grade

Enrollment Last Year	12th Grade	11th Grade	10th Grade	9th Grade
9	10	6	6	0
10	6	6	6	6
8	6	6	6	7

**School Board Approval - Jewell School District 8**

**School Enrollment - Vernonia**

Students enrolled at Vernonia, by school year and grade

Enrollment Last Year	12th Grade	11th Grade	10th Grade	9th Grade
9	10	6	6	0
10	6	6	6	6
8	6	6	6	7

**School Board Approval - Vernonia School District 47J**

**Date School Board Approved:**  \*  
 This is the date that the school board for Vernonia approved this cooperative sponsorship.  
 A copy of your school board's approval must be available at the request of the OSAA.

The school can input this date or you as Superintendent can enter this date



# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Regular Meeting – August 08, 2024 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:** Susan Wagner, Amy Cieloha, Greg Kintz, Stacey Pelster, and Javoss McGuire (Virtual) BOARD PRESENT
- Board Absent:** Joanie Jones and position #7 which is currently vacant BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Michelle Eagleson, Elementary Principal; Susanne Myers, Special Education Director; Marie Knight, Business Manager; Barb Carr, Administrative Assistant; and Camrin Eyrrick, Classified Staff (virtual). STAFF PRESENT
- Visitors Present:** Scott Laird 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. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. AGENDA REVIEW
- 4.0 PUBLIC COMMENT ON AGENDA and NON-AGENDA ITEMS:** None. PUBLIC COMMENT
- 5.0 BUSINESS REPORTS:**
- 5.1 Superintendent Report:** Jim Helmen’s report was provided to the Board prior to the meeting. SUPERINTENDENT REPORT
- Last week Administrative staff presented at the COSA Conference with Renaissance Learning. Last year, Vernonia School District’s reading growth was one of the highest in the State and our Administrators were asked to present with Renaissance Learning. They will present again to other schools at the Multnomah E.S.D. in November.
- Amy Cieloha asked about online registration. Mr. Helmen explained that the online process is replacing the hard copy packet that is normally mailed home to all families over the summer. During registration days for the middle and high school, computers will be available for those that need help. The question in the online registration process regarding the requested use of pronouns was discussed.
- Susan Wagner commented that she likes the District focus this year of “*Not Me, We*”.
- 5.1.1 2024-25 Superintendent Goals:** Mr. Helmen’s goals were shared with the board prior to the meeting. His goals are tied to the District’s Continuous Improvement Plan. Each goal is intended to be able to check a box on systems in place. There were no comments on the goals. Susan Wagner shared that she is continuing to hear great things about Mr. Helmen and the District as well as the work that the Board is doing. SUPT. GOALS
- 5.1.2 Staffing Update:** There are a couple hires on the agenda. Nick Console, new VMS Science Teacher and Denise Rowland, new K-5 Behavior Specialist. Three positions are still open - VHS Math, VMS/VHS Health and PE, and the new Secondary Tier 3 teacher. Mr. Helmen shared that he received a letter of resignation from VMS Health and PE teacher Ian Rogers. He offered an exit interview but received no response. STAFFING UPDATE
- 5.2 Financial Report:** Marie Knight provided a financial memo but not a report this month. There will be an update on Student Body Accounts at the September board meeting. There were no questions or comments from the Board. FINANCIAL REPORT
- 5.3 Maintenance Report:** Mark Brown’s report was provided to the Board prior to the meeting. Jim Helmen provided an update on the Logger Concession Stand. Mark Brown met with the MAINTENANCE REPORT

Stadium Committee and obtained a list of all contractors on the project. He has met with some of these individuals and will provide another follow-up when this is done. Work on the door has been completed.

- 6.0 BOARD REPORTS/ BOARD DEVELOPMENT:**
- 6.1 Committee Reports:** COMMITTEE UPDATE
- 6.1.1 Policy Committee:** Members Javoss McGuire, Greg Kintz and Joanie Jones will meet the 3<sup>rd</sup> Monday of each month.
- 6.1.2 Safety Committee:** Nothing reported
- 6.1.3 Scholarship Committee:** Nothing reported.
- 6.2 Board Member Items:** Greg Kintz shared that he is looking forward to the presentation tomorrow on Engagement at the OSBA summer conference. BOARD MEMBER ITEMS
- 7.0 OTHER INFORMATION and DISCUSSION**
- 7.1 Superintendent and Board Operating Agreement:** There were no changes made to the existing document with the exception of updating dates. It will be sent out for signature. SUPT. – BOARD OPERATING AGRMT.
- 7.2 Superintendent Evaluation Process and Timeline for 2024-25:** A draft document with updated dates was shared with the board. SUPT EVALUATION PROCESS and TIMELINE REVIEWED
- Discussion was held regarding the Board’s self-evaluation. It was decided that this will be discussed at the August 29<sup>th</sup> workshop. A condensed option was suggested. The remainder of the workshop will be dedicated to interviewing applicants for the vacant board position. BOARD SELF-EVALUATION VISITED
- 7.3 Athletic Co-op w/Jewell:** Jewell School District has submitted a Co-Op Agreement with Vernonia to OSAA for the 2024 football season. ATHLETIC COOP DISCUSSED
- 8.0 ACTION ITEMS**
- 8.1 Superintendent Goals 2024-25:** Stacey Pelster moved to approve Superintendent Jim Helmen’s goals for 2024-25 as presented. Greg Kintz seconded the motion. Motion passed unanimously with those in attendance. SUPT. GOALS APPROVED
- 8.2 Superintendent and Board Operating Agreement:** Amy Cieloha moved to approve the Superintendent and Board Operating Agreement for 2024-25 as presented with updates as discussed. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance. SUPT & BOARD OPERATING AGREEMENT APPROVED
- 8.3 Superintendent Evaluation Process and Timeline for 2024-25:** Stacey Pelster moved to approve the Superintendent evaluation process and timeline for 2024-25 as discussed. Amy Cieloha seconded the motion. Motion passed unanimously with those in attendance. SUPT EVALUATION PROCESS & TIMELINE APPROVED
- 8.4 Staff Resignation:** Amy Cieloha moved to accept the resignation of Ian Rogers, VMS Health/PE Teacher effective July 29, 2024. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance. IAN ROGERS RESIGNS
- 8.5 New Hires:** Greg Kintz moved to approve the Superintendent’s recommendation to hire Nicholas Console, VMS Science Teacher and Denise Rowland, VES K-5 Behavior Specialist. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance. CONSOLE & ROWLAND HIRED
- 8.6 Athletic Co-Op Agreement with Jewell:** Amy Cieloha moved to approve the Athletic Co-op Agreement with Jewell as presented. Greg Kintz seconded the motion. Amy stated that she is thankful the board is willing to do what is right for kids and make this work. Motion passed unanimously with those in attendance. ATHLETIC CO-OP WITH JEWELL APPROVED
- 9.0 MONITORING BOARD PERFORMANCE:** None
- 10.0 CONSENT AGENDA:** CONSENT AGENDA
- 10.1 Minutes of 07/11/2024 Regular Meeting.**
- Amy Cieloha moved to approve the consent agenda as presented. Stacey Pelster seconded the motion. Motion passed unanimously with those in attendance. CONSENT AGENDA APPROVED



**11.0 OTHER ISSUES:**

OTHER ISSUES

**11.1** Next Agenda Setting Meeting will be held 9/4/24 at 5:00 pm. Stacey Pelster will join Susan Wagner and Jim Helmen.

**11.2** Board members are invited to help serve at the August 29<sup>th</sup> Meet the Families Night. Let Barb Carr know if you are available.

**12.0 UPCOMING DATES:**

August 27, 2024 – Staff Welcome Back Breakfast 7:45 a.m.

August 29, 2024 – Meet the Family Night 5:00 – 7:00 p.m.

August 29, 2024 – School Board Workshop – 7:00 p.m.

September 12, 2024 – School Board Meeting – 6:00 p.m.

**13.0 MEETING ADJOURNED** at 7:00 p.m.

ADJOURNED

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

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Board Chair

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District Clerk



# MEETING MINUTES

## VERNONIA SCHOOL DISTRICT BOARD of DIRECTORS Workshop Meeting – August 29, 2024 Vernonia Schools, 1000 Missouri Avenue, Vernonia

- 1. CALL TO ORDER:** A Workshop of the Board of Directors of Vernonia School District 47J, Columbia County, Oregon was called to order at 7:00 p.m. by Susan Wagner, Board Chair. MEETING CALLED TO ORDER
- Board Present:** Susan Wagner, Joanie Jones, Stacey Pelster, Amy Cieloha, Greg Kintz and Javoss McGuire BOARD PRESENT
- Board Absent:** Position #7, currently vacant. BOARD ABSENT
- Staff Present:** Jim Helmen, Superintendent; Barb Carr, Administrative Assistant; and Brett Costley, Licensed Staff. STAFF PRESENT
- Visitors Present:** Lisa Curry, Colton DeWitt, Alicia Mahoney, Tony Holmes and Janice Cockrell (virtual). VISITORS PRESENT
- Vacant Director Interviews:** The Board received copies of all applications/questionnaire responses for the vacant director position #7 prior to the meeting. The original term for this position expires June 30, 2027. However, the individual appointed will served until June 30, 2025 and then seek to be elected for the remaining two years of the original term. VACANT DIRECTOR INTERVIEWS

Board members and applicants introduced themselves. Submitting an application for consideration were Janice Cockrell, Lisa Curry, Colton Dewitt, Tony Holmes, and Alicia Mahoney.

The board asked for additional information or had questions for the applicants:

1. Share what your strengths are to be of assistance during the budget process.
2. There are a minimum of 12 meetings and a couple budget meetings as well as an occasional extra meeting. Are you willing and able to participate fully?
3. What would you like to see the board accomplish this year? What have you appreciated that has already been accomplished by the board and what would you like to see the board focus on going forward?
4. In the past the District has gone through some politically charged years. The Board has come together, despite the laws, for the benefit of the schools. How do you feel your personal beliefs or persuasions would impact your time on the board?
5. What is your comfort level on asking questions or opening yourself up to discuss items?
6. How will you separate advocating for your child and advocating for all the children in the district?
7. How many school board meetings have you attended?

The Board all felt that receiving five qualified applicants interested in serving on the board is exciting. Unsuccessful applicants were encouraged to be involved and continue to attend the board meetings. They were also encouraged to run in the May 2025 election if not appointed.

Jim Helmen thanked all the applicants. He further stated that the District has an unbelievable board of directors, focused on giving every student a chance. There is a lot of technical work behind the scenes that is often not seen. The selected person will be privy to a lot of information and will always be considered a board member by the public. The people will hold you to a higher standard. It is a serious investment to our community and in each other. He is passionate about this work and wants whoever is selected to be just as passionate.

The Board will make their selection and appoint to fill the vacancy at the September 12, 2024 regular board meeting. Applicants were asked to attend as the appointee will be given the oath of office and will be seated at the table as an active member of the board for the remainder of that meeting.

**School Board Evaluation:** Tabled for another time.

**ADJOURNED:** Workshop adjourned at 7:49 p.m.

ADJOURNED

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Board Chair

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District Clerk

08/29/2024

