

**St. Helens School District #502
Board of Directors Organizational Meeting & Work Session
July 6, 2016**

The St. Helens School District Board of School District #502 convened in an Organizational Meeting at 6:30 p.m. in the District Office Board Room of the District, County and State on July 6, 2016.

PRESENT

Those present were:

Gordon Jarman, Board Chair
Bill Amos, Board Vice Chair
Kellie Smith, Board Member
Jeff Howell, Board Member
Melody Killens, Board Member
Scot Stockwell, Superintendent
Jessica Pickett, Business Manager
Kristi Ward, Interim Executive Assistant

1.0 CALL TO ORDER

Gordon Jarman called the Work Session Board Meeting to order at 6:30 p.m. followed by the flag salute.

2.0 AGENDA APPROVAL

3.0 VISITORS TO ADDRESS THE BOARD

None presented

4.0 CONSENT AGENDA

Melody Killens entered a motion to approve the consent agenda as presented. Bill Amos seconded; the motion to approve the consent agenda passed unanimously.

5.0 SCHOOL BOARD COMMENTS

None were made.

6.0 ORGANIZATIONAL/ANNUAL PROCEDURAL BUSINESS

6.1 Election of 2016-17 Board Chair ORS 332.005(2), 332.040

- Jeff Howell nominated Bill Amos, Kellie Smith seconded. No other nominations were made. All members voted in favor of the nomination.

- 6.2** Election of 2016-17 Board Vice Chair ORS 332.005(2), 332.040
- Kellie Smith nominated Jeff Howell, Bill Amos seconded. No other nominations were made. Kellie Smith, Bill Amos, Melody Killens and Gordon Jarman voted in favor of the nomination, Jeff Howell abstained. The nomination passed by a majority vote.
- 6.3** 2016-17 School Board Meeting Calendar
- Gordon Jarman entered a motion to amend the calendar to reflect one meeting date in March 2017, on the 15th, rather than the two listed. Melody Killens seconded; the motion to approve the calendar as amended passed unanimously.
- 6.4** Local Public Contract Review Board and rules ORS 279A.060 (currently School Board)
- Jeff Howell entered a motion to retain the School Board of Directors as the Local Public Contract Review Board, Gordon Jarman seconded. The motion passed unanimously.
- 6.5** District's Administrative Representative in charge of the IDEA program (currently Lori Thompson)
- Gordon Jarman entered a motion to retain Lori Thompson as the Administrative Representative of the IDEA program. Jeff Howell seconded; the motion passed unanimously.
- 6.6** Coordinator of Federal Programs (currently Lisa Rawlings)
- Jeff Howell entered a motion to retain Lisa Rawlings as Coordinator of Federal Programs. Melody Killens seconded; the motion passed unanimously.
- 6.7** District Asbestos LEA Representative (currently Jared Plahn)
- Gordon Jarman entered a motion to retain Jared Plahn as the District Asbestos LEA Representative. Jeff Howell seconded; the motion passed unanimously.
- 6.8** District Safety Officer (currently Jessica Pickett)
- Gordon Jarman entered a motion to retain Jessica Pickett as the District Safety Officer. Melody Killens seconded; the motion passed unanimously.

7.0 ACTION ITEMS

7.1 Adopt Resolution 2016-17 #1: Designating Scot Stockwell Chief Administrative Officer, School District Clerk and Budget Officer; ORS 332.515, 294.331:

Item#	Motion	Board Member	Yes	No	Notes
7.1		William Amos	X		
7.1		Melody Killens	X		
7.1		Jeff Howell	X		
7.1	Moved to approve	Gordon Jarman	X		
7.1	Seconded the motion	Kellie Smith	X		

7.2 Adopt Resolution 2016-17 #2 Designating Jessica Pickett Business Manager/Deputy Clerk and Custodian of Funds: ORS 332.515, 394.441

- Board members unanimously approved this motion with the following amendment: ORS 332.505 was changed to 332.515:

Item#	Motion	Board Member	Yes	No	Notes
7.2		William Amos	X		
7.2	Moved to approve	Melody Killens	X		
7.2		Jeff Howell	X		
7.2	Seconded the motion	Gordon Jarman	X		
7.2		Kellie Smith	X		

7.3 Adopt Resolution 2016-17 #3 authorizing the Board Chair and Board Vice Chair to sign any and all documents:

Item#	Motion	Board Member	Yes	No	Notes
7.3	Moved to approve	William Amos	X		
7.3		Melody Killens	X		
7.3	Seconded the motion	Jeff Howell	X		
7.3		Gordon Jarman	X		
7.3		Kellie Smith	X		

7.4 Adopt Resolution 2016-17 #4 designating Bank of the West, St. Helens Community Credit Union, and State of Local Government Investment Pool as Depositories for School Funds:

Item#	Motion	Board Member	Yes	No	Notes
7.4		William Amos	X		
7.4	Moved to approve	Melody Killens	X		
7.4	Seconded the motion	Jeff Howell	X		
7.4		Gordon Jarman	X		
7.4		Kellie Smith	X		

7.5 Adopt Resolution 2016-17 #5 designating self-insurance option for workers' compensation insurance; ORS 656 New Construction Excise Tax Rates:

Item#	Motion	Board Member	Yes	No	Notes
7.5		William Amos	X		
7.5	Seconded the motion	Melody Killens	X		
7.5		Jeff Howell	X		
7.5	Moved to approve	Gordon Jarman	X		
7.5		Kellie Smith	X		

7.6 Adopt Resolution 2016-17 #6 extension of workers' compensation insurance to volunteers; ORS 656.031:

Item#	Motion	Board Member	Yes	No	Notes
7.6		William Amos	X		
7.6	Seconded the motion	Melody Killens	X		
7.6	Moved to approve	Jeff Howell	X		
7.6		Gordon Jarman	X		
7.6		Kellie Smith	X		

8.0 WORK SESSION

8.1 BOND CAMPAIGN

- 8.1.1 Opinion Strategist/Consultant..... Patinkin Research
- 8.1.2 Architect.....Henry Fitzgibbon
- 8.1.3 Campaign Consultant.....Nicholas Federici

9.0 REPORTS & DISCUSSION ITEMS

9.1 Summer Board Planning Work Session Agenda Items

- None were chosen at this time

9.2 Other Board appointed committees

None were chosen at this time

9.3 Business Report was presented by Jessica Pickett, Business Manager

- 9.3.1 Municipal Lease InLand Finance Company MAX ST5000 VendNavation Controller

9.4 Budget Resolutions were presented by Jessica Pickett, Business Manager

- 9.4.1 Special Revenue Funds Appropriation Transfer Resolution
- 9.4.2 Capital Project Fund Appropriation Transfer Resolution

10.0 VISITORS TO ADDRESS THE BOARD-Agenda Items

None presented

11.0 ACTION ITEMS

11.1 Approve Municipal Lease InLand Finance Company:

Item#	Motion	Board Member	Yes	No	Notes
11.1		William Amos	X		
11.1		Melody Killens	X		
11.1	Moved to approve	Jeff Howell	X		
11.1	Seconded the motion	Gordon Jarman	X		
11.1		Kellie Smith	X		

11.2 Adopt Resolution 2016-17 #7 Special Revenue Funds Appropriation Transfer:

Item#	Motion	Board Member	Yes	No	Notes
11.2		William Amos	X		
11.2		Melody Killens	X		
11.2	Seconded the motion	Jeff Howell	X		
11.2	Moved to approve	Gordon Jarman	X		
11.2		Kellie Smith	X		

11.3 Adopt Resolution 2016-17 #8 Capital Project Fund Appropriation Transfer

Item#	Motion	Board Member	Yes	No	Notes
11.3		William Amos	X		
11.3		Melody Killens	X		
11.3		Jeff Howell	X		
11.3	Seconded the motion	Gordon Jarman	X		
11.3	Moved to approve	Kellie Smith	X		

12.0 UPCOMING MEETING INPUT

12.1 Bond Resolution

12.2 Submission for local contract review board: Discuss 5-Year lease district copier options

13.0 ADJOURNMENT

Chair Bill Amos adjourned the Board of Directors Organizational Meeting & Work Session at 8:54 p.m.

Bill Amos, Board Chair

Scot Stockwell, Superintendent