

**St. Helens School District #502  
Board of Directors Regular Meeting Minutes  
October 26, 2016**

The St. Helens School District #502 Board of Directors convened in a Regular Meeting on August 24, 2016 at 6:30 p.m. in the District Office Board Room in Columbia County, Oregon.

**PRESENT**

Those present were:

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

**CALL TO ORDER**

The Board Chair called the Work Session to order at 6:30 p.m. followed by the Pledge of Allegiance. Chair Amos asked for adjustments to the agenda; none were requested. Gordon Jarman entered a motion to approve the agenda, Kellie Smith seconded. The motion to approve the agenda as presented carried unanimously.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

- Diana Peterson, on behalf of the OSEA, presented the Bond Campaign with a contribution of \$5,000.00.

**CONSENT AGENDA**

- General Fund Revenue & Expenditures Projection
- Operating Disbursement Report
- Human Resources Report
- Horizontal Moves Report 2016
- Work Session Minutes Summary from October 12, 2016

Melody Killens entered a motion to approve the consent agenda as presented, Jeff Howell seconded; the motion carried unanimously.

**OLD BUSINESS**

- The Board completed a third and final reading of policies:
  - JED- Student Absences and Excuses
  - GBMA-Whistleblower

Bill Amos suggested the addition of agenda item 6.9: information regarding Resolution #12: Authorizing Purchase of Property for the Oregon Department of Education CTE Revitalization Renovation and Remodeling Grant. Kellie Smith moved to add the item, Melody Killens seconded. The vote to add item 6.9 carried unanimously.

**NEW BUSINESS**

- Jessica Pickett updated the Board regarding the following business items:
  - Auditors completed the Federal Award Financial Statement audit, and the final report should become available at the end of November. We will then file the report with the state by December 31<sup>st</sup> and in turn will receive our state school fund check in January.
  - An RFP is out for Construction Management Services, the proposals are due on November 1<sup>st</sup>. Gordon Jarman and Bill Amos have volunteered to serve on the review committee.

- The SHHS construction class that is doing the renovation/remodeling grant would like to have an additional property, not to exceed \$70,000 that meets the criteria that the Board approved in the spring. This item is reflected by the amended agenda item: Resolution # 12.
- Superintendent Stockwell updated the Board:
  - The QAPP (Quality Assessment Professional Practices) teams are doing some great work.
  - As part of the QAPP efforts, the teams are identifying and aligning their instruction to state standards. We next need to look as a district at aligning our curricular resources, accordingly. Due to some attempts to do this in the past that did not result in acquisition, we need to be sure that we set aside money for this in our budget prior to beginning this important work.
  - We will be doing some work on our Strategic Plan by reporting back to the Board regarding some of our indicators on December 14<sup>th</sup>, March 15<sup>th</sup> and June 14<sup>th</sup>.
- Lydia Walters, ASB Public Relations Officer told the Board about many of the activities taking place at SHHS, including Homecoming Week activities and fund-raising efforts for Fran Clason and Stitches and Loops for Cancer.
- Isalah Sweet and Hannah Boeckel presented the Board with some information about the positive learning environment at CRYC, and some of their recent and current projects.
- Ron Hernley, Carol Dowsett, and Dustin Salisbury provided the Board with briefs about the activities and progress taking place at each of the schools. Lisa Tyler teamed up with a wonderful group of McBride students wearing their Alphabet Parade costumes to present some of the current recognitions and activities taking place in their building.
- Ron Hernley submitted an Application for Permission to Travel to the Board on behalf of the HS Student Leadership team. He explained that Tonya Arnold would like to take the students to Seaside for the OASC (Oregon Association of Student Councils) Fall Conference.
- The Board completed a first reading of policies:
  - JFC- Student Conduct (Version 1 and 2)
  - JG – Student Discipline
- Superintendent Stockwell provided the Board with an overview of OSBA's Legislative Priorities and Policies
- Chair Amos reviewed Resolution #12 and the parameters of the new property being considered for purchase by the HS with the CTE grant.

**VISITORS TO ADDRESS THE BOARD - AGENDA ITEMS**

- None presented

**ACTION ITEMS**

- Gordon Jarman entered a motion to approve policy JED – Student Absences and Excuses, Jeff Howell seconded. The motion as presented carried unanimously.

| Item# | Motion                      | Board Member   | Yes | No | Notes |
|-------|-----------------------------|----------------|-----|----|-------|
| 8.1   |                             | William Amos   | X   |    |       |
| 8.1   |                             | Melody Killens | X   |    |       |
| 8.1   | Seconded the motion         | Jeff Howell    | X   |    |       |
| 8.1   | Entered a motion to approve | Gordon Jarman  | X   |    |       |
| 8.1   |                             | Kellie Smith   | X   |    |       |

- Jeff Howell entered a motion to approve policy GBMA - Whistleblower, Melody Killens seconded. The motion as presented carried unanimously.

| Item# | Motion                      | Board Member   | Yes | No | Notes |
|-------|-----------------------------|----------------|-----|----|-------|
| 8.2   |                             | William Amos   | X   |    |       |
| 8.2   | Seconded the motion         | Melody Killens | X   |    |       |
| 8.2   | Entered a motion to approve | Jeff Howell    | X   |    |       |
| 8.2   |                             | Gordon Jarman  | X   |    |       |
| 8.2   |                             | Kellie Smith   | X   |    |       |

- Kellie Smith entered a motion to approve the Travel Application for HS Leadership Team to the OASC Conference in Seaside, Melody seconded. The motion as presented carried unanimously

| Item# | Motion                      | Board Member   | Yes | No | Notes |
|-------|-----------------------------|----------------|-----|----|-------|
| 8.3   |                             | William Amos   | X   |    |       |
| 8.3   | Seconded the motion         | Melody Killens | X   |    |       |
| 8.3   |                             | Jeff Howell    | X   |    |       |
| 8.3   |                             | Gordon Jarman  | X   |    |       |
| 8.3   | Entered a motion to approve | Kellie Smith   | X   |    |       |

- Gordon Jarman entered a motion to approve **RESOLUTION 2016-17 No. 11** – OSBA Board of Directors Position 14, Melody Killens seconded. The motion as presented carried unanimously.

| Item# | Motion                      | Board Member   | Yes | No | Notes |
|-------|-----------------------------|----------------|-----|----|-------|
| 8.4   |                             | William Amos   | X   |    |       |
| 8.4   | Seconded the motion         | Melody Killens | X   |    |       |
| 8.4   |                             | Jeff Howell    | X   |    |       |
| 8.4   | Entered a motion to approve | Gordon Jarman  | X   |    |       |
| 8.4   |                             | Kellie Smith   | X   |    |       |

- Melody Killens entered a motion to add action Item 8.5: Add 8.6 – **RESOLUTION 2016-17 No. 12** – Authorizing Purchase of Property for the ODE CTE Revitalization and Remodeling Grant, Gordon Jarman seconded. The motion as presented carried unanimously.

| Item# | Motion                      | Board Member   | Yes | No | Notes |
|-------|-----------------------------|----------------|-----|----|-------|
| 8.5   |                             | William Amos   | X   |    |       |
| 8.5   | Entered a motion to approve | Melody Killens | X   |    |       |
| 8.5   |                             | Jeff Howell    | X   |    |       |
| 8.5   | Seconded the motion         | Gordon Jarman  | X   |    |       |
| 8.5   |                             | Kellie Smith   | X   |    |       |

- Kellie Smith entered a motion to approve **RESOLUTION 2016-17 No. 12** – Authorizing Purchase of Property for the ODE CTE Revitalization and Remodeling Grant, Melody Killens seconded. The motion as presented carried unanimously.

| Item# | Motion                      | Board Member   | Yes | No | Notes |
|-------|-----------------------------|----------------|-----|----|-------|
| 8.6   |                             | William Amos   | X   |    |       |
| 8.6   | Seconded the motion         | Melody Killens | X   |    |       |
| 8.6   |                             | Jeff Howell    | X   |    |       |
| 8.6   |                             | Gordon Jarman  | X   |    |       |
| 8.6   | Entered a motion to approve | Kellie Smith   | X   |    |       |

**UPCOMING MEETING INPUT**

- November 16 - Regular Board Meeting 6:30 p.m.
  - JFC- Student Conduct (Version 1)
  - JG – Student Discipline

**ADJOURNMENT**

Gordon Jarman entered a motion to adjourn the meeting, Kellie Smith Seconded. The vote to adjourn was unanimous, and the meeting was adjourned at 7:58 p.m.

  
 Bill Amos, Board Chair

  
 Scot Stockwell, Superintendent