

St. Helens School District #502
Board of Directors Regular Meeting
January 25, 2017

The St. Helens School District #502 Board of Directors convened in a Regular Meeting on January 25, 2017 at 6:30 p.m. in the District Office Board Room in Columbia County, Oregon.

PRESENT

Those present were:

Not present:

Bill Amos, Board Chair
Kellie Smith, Board Member
Melody Killens, Board Member
Jeff Howell, Board Vice Chair
Gordon Jarman, 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 suggested adjustments to the agenda to include the omission of agenda item 6.1. Due to a scheduling conflict, the SHHS Choir chose to reschedule their visit to a future board meeting. Jeff Howell entered a motion to approve the agenda as amended, Melody Killens seconded. The motion to approve the agenda as amended carried unanimously.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

- None presented

CONSENT AGENDA

- General Fund Revenue & Expenditures Projection
- Operating Disbursement Report
- Human Resources Report

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

OLD BUSINESS

- Chair Amos inquired about any recommendations or changes to the policies being read by the Board for the second time:
 - DBDB – Fund Balance
 - DFAA – Short Form Investment Policy – Bond Proceeds Only
 - DJ – District Purchasing

There were no additions or changes submitted.

NEW BUSINESS

- Neil Ford and the SHREC (St. Helens Robotics and Engineering Club) members submitted applications for permission to travel to three destinations this spring to participate in competitions. They demonstrated the capability of one of the robots they are currently building, and provided members with information regarding their program.
- Lydia Walters summarized the activities taking place at St. Helens High School, to include Winter Festival Week, Cocoa and Cram, an upcoming blood drive, and several community projects.
- Isaiah Sweet, Student Representative from CRYC, reported to the Board that students are working hard to make up the time missed due to snow days, and are currently prioritizing math. Students recently met with a group of surveyors that taught them about their job, and will soon visit the Chinese Gardens to study non-native plant species. He expressed his thanks to Kellie Smith for her gift to CRYC students.
- Dustin Salisbury, Michael Scott, BG Aguirre, Lisa Rawlings and Carol Dowsett provided the Board with briefs about the activities and progress taking place at each of the schools. Additionally, in light of Board Appreciation Month, an administrator from each school provided one Board of Directors member with gifts to express their gratitude for their voluntary service. Coleen Grogan presented for CCEC.
- Jessica Pickett updated the Board regarding:
 - The Budget Committee selection process and the current applicants. The Board interviewed Kelly Niles in person and Destinee Ryder via a conference call. At the conclusion of the interviews, members voted unanimously to select both applicants to serve on the Budget Committee for their preferred number of years. Kellie Smith moved to select Kelly Niles for a three-year term and Destinee Ryder for a two-year term. Melody Killens seconded; the motion carried unanimously. Ms. Pickett noted that after these committee members were chosen, there was still a vacancy on the committee. She requested names of community members that might be interested in serving for the current budget cycle.

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

- The 2015-16 SHSD Audit results as reported by Grove, Mueller & Swank, PC (GMSPC). This is the first of a three year contract to audit the District's financial statements of governmental activities and each major fund. Ms. Pickett noted that the District's Business Office will enhance periodic review of budget projections to ensure that necessary appropriations are approved by the Board prior to expenditures being encumbered and/or paid.
- The Healthy & Safe Schools Plan Overview. This is a required plan for all Oregon school districts for the purpose of establishing procedures for testing for natural elements to include radon, lead and pests. Links to each plan and subsequent test results will be provided on the district website.
- An amendment to Durham Student Services Contract. The current contract will come to its end at the conclusion of the 2016-17 school year, however allows for an extension, per contractual terms. She recommends that the district extend the contract in accordance with those terms and in agreement with the rate increases proposed by Durham and provided to members.
- **2016-17 RESOLUTION #15 – APPROVING AND AUTHORIZING THE DISTRICT TO ENTER INTO A CONTRACT WITH THE STATE OF OREGON ACTING BY AND THROUGH ITS DEPARTMENT OF EDUCATION; AND RELATED MATTERS.** Ms. Pickett reported that this resolution is required to execute our grant agreement with ODE, specifically to allow the district to approve the final form of the \$4,000,000 OSCIM Grant Agreement and other documents necessary to carry out its intents and purposes.
- Superintendent Stockwell reported the following:
 - The “Kick-Off” meeting with staff and Soderstrom Architects took place earlier today. He noted that there will be several other planning meetings at St. Helens Middle School and CCEC over the next several months, and it is the hope of the district and planning team that staff and community members will attend and provide their ideas and suggestions for the building projects.
 - The District will re-open Columbia City School in the fall of 2017. Lisa Rawlings has been appointed to serve as a planning principal in the transition period while supplies are audited and staffing assignments and boundaries assessed. Lisa Tyler will serve as the Principal at McBride Elementary, and Cindy Miller as Dean of Students.
 - January is Board Appreciation Month. He read a proclamation, accordingly, and thanked the Board for their dedication and service.
 - Proposed District calendar amendments. He recommended the district: use the two emergency closure days already built into the calendar (June 19th and 20th), add fifteen minutes to every school day in the second semester, change four of the early-release Wednesdays to full days, and utilize the minutes being waived by the state department due to the inclement weather conditions in Oregon this winter. If one more snow day occurs, he suggested they use the Teacher Work Day in April, and if more than one; to add it to the end of the calendar (in June).

PUBLIC COMMENTS ON AGENDA ITEMS

- None presented

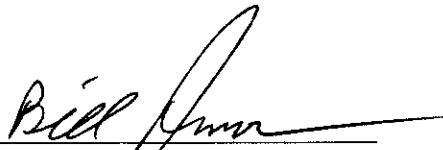
ACTION ITEMS

- *Approve all of the action items on the agenda at once. The items are the following:*
 - *Approve Policy DFAA – Short Form Investment Policy – Bond Proceeds Only*
 - Approve Applications for Permission to Travel – Robotics
 - Approve Healthy & Safe Schools Plan Overview
 - Approve Amendment to Durham Student Services Contract
 - **2016-17 RESOLUTION #15 – APPROVING AND AUTHORIZING THE DISTRICT TO ENTER INTO A CONTRACT WITH THE STATE OF OREGON ACTING BY AND THROUGH ITS DEPARTMENT OF EDUCATION; AND RELATED MATTERS.**
 - Approve Calendar Amendments

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

ADJOURNMENT

Chair Amos adjourned the meeting at 8:05 p.m.


Bill Amos, Board Chair


Scot Stockwell, Superintendent