

**St. Helens School District #502
Board of Directors Work Session
September 9, 2015**

The St. Helens School District #502 Board of Directors convened in a Work Session on September 9, 2015 at 6:30 p.m. in the District Office Board Room in Columbia County, Oregon. A recording of the meeting is available on the District web-page.

PRESENT

Those present were:

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

Those absent were:

CALL TO ORDER

The Board Chair called the Work Session to order at 6:30 p.m. followed by the Pledge of Allegiance. Chair Jarman asked for adjustments to the agenda; none were presented.

AGENDA APPROVAL

Bill Amos moved to approve the agenda – Melody Killens seconded the motion; the motion to approve the agenda carried unanimously.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

- None presented

OLD BUSINESS

- Policy updates 2nd reading
 - Review practices were discussed
 - Policy JFG was discussed
 - Policy JHCD was discussed
 - Policy JHCDA was discussed
 - The Policy AR's were discussed
 - Policy LBEA was discussed

NEW BUSINESS

- Strategic Planning phone conversation with Jerry Colonna (44 years in public education)
 - 80% of all organizations; public & private, are not successful with strategic planning
 - #1 = Why & How - What is it that makes the 20% successful and the 80% not?
 - A successful plan will be a 3-5 yr plan
 - Procedures must align to that plan & all stakeholders must be included
 - Budget must align to policy, School Board agenda must align to plan
 - Strategic Plan should be a large part of superintendent evaluation and then in turn the principal's evaluations
 - Goals must be measureable – 3 month reports helpful
 - District and community wide ownership – typically takes 1 year
 - Why are they not successful?
 - A lack of time moving toward execution of plan
 - Turnover of School Board, superintendent & other administration

- Too many goals
 - Not sustaining leadership during planning stages
 - Failing to create a sense of community ownership
 - Key Elements:
 - Communication Strategy
 - Strategic Planning Team – can have board members or not
 - Mission Statement – brief but really good statement of what you currently are!
 - 5 Year Vision Statement – brief but really good statement of what you want to become; different from Mission Statement!
 - District Core Values & Beliefs & 3 Goals to Achieve
 - Objectives
 - Implementation Strategy
 - Monitoring The Plan – every 3 months
 - Focus Groups to gather information
 - Product Received:
 - Graphics Artist & Communications Specialist
 - 10-15 page document is preferable
 - Possible 12 Month Timeline:
 - October review key district documents & meet community
 - November
 - December group process & focus groups set
 - January focus group meetings
 - February compile focus group data
 - March data presented to board
 - April meet with admin team & strategic planning team to create draft
 - May present draft to board
 - June use approved information to set goals and how to measure progress
 - July meet with key community communicators and present draft
 - August present groomed draft to board
 - September present final document to community
 - Post periodic updates “Progress Report Card” on website & in newspaper
 - Conference ended and next step was discussed
 - Cost for this service approximately \$16K
- Data Review Training
 - Superintendent Stockwell suggested postponing training due to time constraints
 - Bill Amos moved to change the order of items 5.2 & 5.3, return to 5.2 if time allows, and take a 5 min recess. The motion carried unanimously.
 - 5 minute recess
- Safe Student Bus Transportation
 - Jessica Pickett provided overview of current district transportation model/policy & explained that the district currently does not have a supplemental plan and what one would entail
 - Clarification discussion ensued
 - Melody Killens provided historical transportation information and voiced concerns with current practices
 - Discussion of issues and potential solutions ensued including a need for before and after school care
 - Next step? Focus on mile & half radius bussing and developing supplemental transportation plan – also look at school start times
- Leadership Survey Results Reviewed
 - Superintendent Stockwell shared data from the recent staff survey exercise
 - The Data Review Training will be tabled

PUBLIC COMMENTS ON AGENDA ITEMS

- None presented

UPCOMING MEETING INPUT

September 23, 2015 - Regular Meeting at 6:30 p.m.

- Building Reports
- **Action Item:** Policy Updates – Third Reading..... Chair Jarman
 - **JFG & JFG-AR Student Searches**
 - **JHCD Nonprescription Medication**
 - **JHCDA Prescription Medication**
 - **JHCD/JHCDA-AR Nonprescription/Prescription Medication**
 - **LBEA Resident Student Denial for Virtual Public Charter School Attendance**
- Executive Session?

ADJOURNMENT

Chair Jarman adjourned the Board of Directors Work Session at 9:05 p.m.



Gordon Jarman, Board Chair



Scot Stockwell, Superintendent

