

**St. Helens School District #502
Board of Directors Regular Meeting
February 24, 2016**

The St. Helens School District #502 Board of Directors convened in a Regular Meeting on February 24, 2016 at 6:30 p.m. at 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
Jeff Howell, Board Member
Melody Killens, Board Member
Scot Stockwell, Superintendent
Jessica Pickett, Business Manager
Kathi Gobel, Executive Assistant

Those absent were:

CALL TO ORDER

The Board Chair called the Regular Meeting to order at 6:30 p.m. followed by the Pledge of Allegiance. Chair Jarman asked for an adjustment to the agenda to add an item to discuss the Architect meeting on Feb. 25, 2016, Jeff Howell seconded the motion. Melody Killens moved to add Item 7.9 under New Business, Kellie Smith seconded the motion; the motion passed unanimously.

AGENDA APPROVAL

Kelly Smith moved to approve the adjusted agenda, Bill Amos seconded the motion; the agenda passed unanimously.

PRESENTATION BY SHHS DRAMA STUDENTS

- Ron Barnett introduced three students, two of whom were finalists at the Northwest Regional Acting Competition; Josh Farrell & Mackenzie Jerome who performed a very moving scene from their recent competition, and Roberto Navarro who performed two well done monologues.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

- None presented

CONSENT AGENDA

- **5.1 General Fund Revenue & Expenditures Projection**
- **5.2 Operating Disbursement Report**
- **5.3 Human Resources Report February 2016**
- **5.4 Licensed & Administrative Staff Renewals/Non-renewals**
- **5.5 Meeting Minutes Summary from January 27 & February 10, 2016**

Jeff Howell moved to approve the Consent Agenda, Melody Killens seconded the motion; the motion carried unanimously.

OLD BUSINESS

- 6.1 Policy Updates – Third Reading
 - 6.1.1 **DJFA Use of District Credit and Procurement Cards**
 - Clarification on procedures and standard practices requested; the Business Manager elaborated.
 - 6.1.2 **EB Safety Program**
 - 6.1.3 **EFA Local Wellness Program**
 - 6.1.4 **IGBAC Special Education – Personnel**
 - 6.1.5 **IGBAF Special Education – Individualized Education Program (IEP)**
 - Clarification on prior data and procedures provided.
 - 6.1.6 **IGBAL Special Education – Services for Home-Schooled Students with Disabilities**
 - 6.1.7 **JCFH Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/Domestic Violence – Student**
- 6.2 2015-16 District Calendar Make-up Days
 - Superintendent Stockwell presented a proposed revised 2015-16 Community Calendar to include the one make-up snow day.
- 6.3 Columbia City School
 - Superintendent Stockwell provided rationales for smaller school sizes, referred back to the strategic planning listening session feedback, spoke to declining enrollment trends and the lack of affordable housing, provided an update on the projected new biennium budget and ending fund balances, and potential staffing adjustments.
 - All things considered, the superintendent recommended opening the school for the 2017-18 academic year.
 - Discussion about preparing the facility during the 2016-17 year and addressing ways to disperse the financial costs prior to opening in 2017-18 took place. Further preparative steps were also discussed.
 - The superintendent advised ordering a new trending study by Portland State University (the prior one has expired) to help us better understand our targets.

NEW BUSINESS

- 7.1 SHHS ASB Public Relations Report:
 - John Chabala reported on the blood drive tomorrow, the 8th Grade Visitation taking place today, the successful play last week, Colton Beasley winning a wrestling title and the new Weekend Backpack Program that was started two weeks ago is positively progressing, also a toiletries room is being created for families to pick up needed items including some clothing items.
- 7.2 CCEC Student Public Relations Report:
 - Devon Ducre reported that 4 students have graduated to date, last quarter 5 students graduated from the Discovery Program, the program is growing and has a larger range of students enrolled, a student support group that is held every Thursday was started, and students made Valentine Day cards for Doernbecher children.
- 7.3 CRYC Student Public Relations Report:
 - None provided
- 7.4 Building Briefs:
 - McBride Elementary – Lisa Rawlings reported on the N.E.D. Assembly (**N**ever give up, **E**ncourage others, **D**o your best) and the one week of YoYo sale taking place, Tish Hora is leading a courtyard rebirthing project that is becoming a hands-on learning space, the new playground project is moving forward with a potential Spring Break installation, 8 parent &

- child book clubs have been formed, next week there will be a book fair and next week a celebration of Read Across America Week & Dr. Seuss' birthday.
- Middle School – Carol Dowsett reported on student transitions and the AVID program presentation (teachers already have a potential list of 40 feeder AVID students), tomorrow is forecasting all day for 8th grade, 6th grade transition talks are well underway, students visited the MODA Center last night, Feb. 12 students enjoyed dancing, Saturday students will visit Doernbecher Day and present a donation check to cancer research, district wrestling is taking place.
 - Lewis & Clark Elementary – Dustin Salisbury reported on Feb. 12 2nd quarter awards assembly where 243 students were recognized, last week the P.B.I.S. awards were given out to more than 300 student, after school programs started two weeks ago and include Mad Science - swim lessons – Young Rembrandt to come - Bricks for Kids lego group, next week is Dr. Seuss Week – Monday classroom reading day – Tuesday many colors day – Wednesday Cat In The Hat day – Thursday crazy socks day – Friday Who hair day. In two weeks the February attendance assembly, March 14 5th grade music program at 10:00am, preparing for SBAC testing. Molly Wheeldon, 6th grade student was recognized for a fundraiser she led to raise money for a local warming center.
 - High School – no report due to 8th Grade Visitation Night
- 7.5 SHSD 502 Business Report:
 - Budget Committee Candidate Interviews & Selection
 - Jessica Pickett reported there were no applicants and recommended the Board appoint members to the open seats and asked for suggested candidates. Discussion about temporary appointment for one year ensued; there is an option to appoint for one year. It was agreed to add an Action Item to the March meeting to appoint two members to the open seats.
 - Audit RFP Process
 - An overview of the upcoming review committee process was provided. A request for volunteers to sit on the committee resulted in Melody Killens & Kelly Smith volunteering.
 - 7.6 Superintendent Report:
 - Classified Employees Appreciation Week - March 7-11, 2016
 - Board Budget Priorities were explored and set
 - Establish Open Enrollments
 - Recommendation no restrictions on entry other than in 6th grade at McBride School
 - CCEC & CRYC will continue to be by application basis with specific program
 - 7.7 Policy Updates – First Reading
 - 7.7.1 GCDA/GDDA Criminal Records Checks/Fingerprinting
 - 7.7.2 IGAEB Drug, Alcohol and Tobacco Prevention, Health Education
 - 7.7.3 IKF Graduation Requirements
 - 7.7.4 JEBA Early Entrance
 - 7.7.5 DELETE – ILBA Assessment Exemption
 - Discussion on 7.7.1 & 7.7.5 ensued.
 - 7.8 CTE Remodel Home Purchase Authorization
 - Superintendent Stockwell provided an overview of the program and the need for the authorization. Discussion and clarification ensued.
 - 7.9 BLRB Architect Meeting on Feb. 25
 - A clarifying discussion about the prior Board-agreed-upon facilities improvements, and the need for a Long Range Facilities Plan took place.

PUBLIC COMMENTS ON AGENDA ITEMS

- None presented

ACTION ITEMS

9.1 RESOLUTION 2015-16 No. 22 Proclaiming Classified Employees Appreciation Week

- Bill Amos moved to revise the proclamation to include “St. Helens” at the predisposed insertion points, Kellie Smith seconded the motion.

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

9.2 Adopt Policy DJFA Use of District Credit and Procurement Cards

- Bill Amos moved to amend motion to accept Items 9.2 – 9.8 in one vote, Jeff Howell seconded the motion.

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

9.3 Adopt Policy EB Safety Program

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

9.4 Adopt Policy EFA Local Wellness Program

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

9.5 Adopt Policy IGBAC Special Education - Personnel

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

9.6 Adopt Policy IGBAF Special Education – Individualized Education Program (IEP)

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

9.7 Adopt Policy IGBAL Special Education – Services for Home-Schooled Students with Disabilities

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

**9.8 Adopt Policy JFCF Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/
Domestic Violence - Student**

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

9.9 Approve District Calendar Make-Up Day

- Discussion about potential subsequent make-up days took place, and an agreement to address additional days at the time they arise was reached.

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

9.10 Approve Open Enrollment Numbers

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

9.11 Approve CTE Home Purchase Authorization - RESOLUTION 2015-16 No. 23

- Bill Amos moved to read the Resolution prior to vote, Melody Killens seconded the motion; the motion passed unanimously.

Item#	Motion	Board Member	Yes	No	Notes
9.11	Moved to accept after reading of Resolution	William Amos	X		
9.11		Melody Killens	X		
9.11	Seconded the motion	Jeff Howell	X		
9.11		Gordon Jarman	X		
9.11		Kellie Smith	X		

9.12 Approve Columbia City School Opening

- Bill Amos moved to open the school for the year 2017-18, Jeff Howell seconded the motion. In depth discussion ensued.

Item#	Motion	Board Member	Yes	No	Notes
9.12	Moved to accept	William Amos	X		As amended
9.12		Melody Killens			Abstained
9.12	Seconded the motion	Jeff Howell	X		
9.12		Gordon Jarman	X		
9.12		Kellie Smith	X		

UPCOMING MEETING INPUT

March 16, 2016 – Regular Meeting at 6:30 p.m. at the District Office

- Policy Updates – Second Reading
 - GCDA/GDDA Criminal Records Checks/Fingerprinting
 - IGAEB Drug, Alcohol and Tobacco Prevention, Health Education
 - IKF Graduation Requirements
 - JEBA Early Entrance
 - DELETE – ILBA Assessment Exemption
- Budget Committee Vacancies

ADJOURNMENT

Chair Jarman adjourned the Board of Directors Regular Meeting at 8:30 p.m.



Gordon Jarman, Board Chair



Scot Stockwell, Superintendent

