

**St. Helens School District #502  
Board of Directors Meeting  
October 13, 2008**

The District School Board of School District #502, Columbia County, Oregon convened a work session at 6:40 in the Administration Office of the District, County and State on October 13, 2008.

Those present were:

David Morrisson, Board Chair  
Rebecca Wallace, Board Vice Chair  
Benita Saatvedt, Board Member  
Bill Crist, Board Member  
Jana Mann, Board Member  
Patricia Adams, Superintendent  
Terri Burns, Director of Operations and Finance  
Amanda Stuber, Executive Assistant

Guests:

Cathy Carson	Judy Valpiani	Michelle Johnson
Michael Arthur	Rich Bailey	Ryan Winters
John Liljegren		

**Call to Order**

The meeting was called to order at 6:30 p.m. followed by the flag salute.

**Agenda Approval**

Rebecca Wallace requested agenda item 4.6 be revised to read District Communication Plan instead of Board Communication Plan. Bill Crist moved to approve the agenda as revised. Benita Saatvedt seconded. The motion carried unanimously.

**Special Recognition**

**St. Helens Boosters Club**

Mrs. Burns provided an update on the new weight room project at the St. Helens St. Helens High School and announced the Boosters recently donated an additional \$30,000 to the original donation of \$50,000. The goal is to have the project completed by the end of October.

Mrs. Burns presented Rich Bailey and the St. Helens Booster's Club with a certificate of appreciation for their continuous dedication to the students of the district.

**Reports and Discussions**

**Superintendent Report**

Superintendent Adams announced the newly developed student recognition program, The SCORE Award, and explained the award is a K-12 student recognition program that will be presented by the Superintendent. Nomination periods are scheduled three times per school year and are submitted by staff. Each recognition period will honor and recognize different categories. The first recognition venue will honor students who have demonstrated leadership, citizenship, or service to the school and/or community and the venue will occur during a recognition luncheon on November 20<sup>th</sup>. The second venue is scheduled in February to honor students who have excelled in their skill and/or commitment to the arts. The third venue will be in May to recognize student academic performance.

Superintendent Adams also announced she is in the beginning stages of planning Strategic Planning Sessions and reviewed the timelines. A group of participations will be compiled by

October 21<sup>st</sup> and invitations will be forwarded by November 6<sup>th</sup> with a RSVP deadline of November 14<sup>th</sup>. Electronic documents will be made available by November 20<sup>th</sup> for participant review prior to a December session. There will also be a half day session in January and a half day session in February with plan scheduled for finalization by the end of the school year.

#### Arthur Academy Status Report

Mrs. Burns presented preliminary results from lead testing done at Yankton Arthur Academy by PBS Engineering and Environmental. Areas tested for lead included outside soil, inside the building, and the water system.

Results from the soil were described as being more from the age of the building and weather related wear on the paint over a long period of time. It was recommended to lay 6 inches of bark mulch or to lay asphalt around the building.

The interior of the building reflected the tested areas coming in below the standards provided by HUD. It was recommended to continue with the wet wiping when cleaning and dusting.

The standard established for water testing is set at 15 parts per billion. Water fixture samples taken from the kitchen where the piping starts reflected a .8 parts per billion reading. The testing in the last fixture where the piping ends reflected a reading of 22 parts per billion. The recommendation is to continue bottled water use until the piping can be cleaned.

It was also noted there is not a standard for heating ducts; however, PBC does have a base standard that the school's ducts tested above. The school's ducts were cleaned on Saturday by a contractor.

Arthur Academy Chief Operating Officer John Liljgren also reported there was a parent meeting last Wednesday and Barbara Zeal from Public Health was available to answer questions. There were approximately 15 parents who attended. It was noted that Arthur Academy will continue to work under the recommendation of PBS and the academy's janitor will participate in training on what to watch for during day to day cleaning. A one year risk assessment will also be conducted and will most likely be done through PBS.

To address the concern of possible lead poisoning of students, Mr. Liljgren will work with Public Health on blood testing their students when parent initiated. Public Health will assist them with disclosures to the parents and assist the family with determining the source of the lead poisoning if it is not a recent item.

#### Lewis & Clark School Improvement Plan

Superintendent Adams explained the intent of school improvement plans, the development process of the plans, and noted that the plans include information already in place in the school.

Mrs. Carson presented the Lewis & Clark 2008-2009 School Improvement Plan. Goal one addresses Reading and includes an increase to the average RIT scores of the lowest 30% of all students in grades three, four and five by 5%. Goal two addresses Math and includes an increase in the average RIT scores of the lowest 30% of all students in grades three, four and five by 5%. The third goal addresses Writing and reflects an increase in the number of 4<sup>th</sup> grade writing scores that meet or exceed by 6%.

Mrs. Saatvedt commented that the plan felt too clinical and questioned parent inclusion, excitement of the student, meeting the needs of the top level students of the class, and how to determine which students are struggling.

Mrs. Carson explained the plan is a specific strategy that addresses areas needing improvement through the already aligned curriculum. Excitement in the learning is apparent when you enter the building and tour the classrooms and learning at Lewis & Clark always consists of parent involvement.

Superintendent Adams also explained that the plans include narrowed down information that is very targeted. As things become the culture of a school they drop off the plan; it does not mean they are not being done.

Mr. Crist requested creativity be added to the plan and asked for demonstrations or a display of work samples instead of percentages.

Mr. Morrisson commented on the individual goal setting of the student and congratulated Ms. Carson on a well compiled plan.

#### Columbia City School Improvement Plan

Mrs. Valpiani presented the board with non-cohort data that reflects a four year span of results and reviewed the 2008-2009 School Improvement Plan for Columbia City School. Goal one addresses Reading and includes an increase in the number of students who meet or exceed the sixth grade benchmark by 5%. Goal two addresses the area of Math and includes an increase in the number of students who meet or exceed the sixth grade state benchmark by 5%. The third goal in Columbia City's 2008-2009 SIP addresses the area of communication and is established to increase parent involvement through communication and by providing a variety of opportunities for participation. Strategies of how to meet the goals and the results indicators were also presented and reviewed.

#### High School Personal Finance Course

Mrs. Wallace reported that after learning the Oregon diploma no longer has a personal finance course requirement she researched personal finance educational materials and shared a summary of her findings. Although the subject has not been graduation requirement since 1997, it is being offered as an elective at the high school during the second trimester. Mrs. Wallace stressed the importance of educating young adults in this area and requested the board consider the information for future discussion as a possible required course at St. Helens High School.

Following discussion between the board it was also determined that a follow-up report on the course will be provided to the board in the spring.

#### District Communication Plan

Mrs. Wallace presented the 2008-2011 St. Helens School District Communication Plan and noted that it is a continuous work plan with a three year goal.

The board had no further revisions to the plan and expressed appreciation to Mrs. Wallace and Community Relations Secretary Marleen Zytniowski for a well compiled plan.

#### Policy Revisions, New Policy and Policy Deletions – Second Reading

Mr. Morrisson explained this is the second reading of the policies and other than a couple of minor typo's that will be forwarded to the board secretary for correction there was no discussion on the policies.

#### Action Items

September 22, 2008 Regular Meeting Minutes

Rebecca Wallace moved to approve the September 22, 2008 regular meeting minutes. Bill Crist seconded. The motion carried unanimously.

October 13, 2008 Human Resources Report

Jana Mann moved to approve the October 13, 2008 Human Resources Report. Bill Crist seconded. The motion carried unanimously.

Upcoming Meeting Agenda Input

Mr. Morrisson requested that agenda input be held off for the October 27<sup>th</sup> regular meeting to dedicate the time to grades 7-12 school improvement plans.

Adjournment

The meeting was adjourned at 8:45 p.m.

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Board Chair

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Superintendent