

**St. Helens School District #502
Board of Directors Meeting
February 9, 2009**

The District School Board of School District #502, Columbia County, Oregon convened a work session at 6:30 p.m. in the Administration Office of the District, County and State on February 9, 2009.

Those present were:

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

Guests:

Telka Peterson	Diana Peterson	Emily Mann
Pat Brame	Michelle Johnson	
April Baumburg, Chronicle	Cecelia Haack, The Spotlight	

Call to Order

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

Agenda Approval

Rebecca Wallace moved to approve the agenda as presented. Benita Saatvedt seconded. The motion carried unanimously.

Reports and Discussions

St. Helens High School Ceramics

Pat Brame from the St. Helens High School ceramics department provided history on the development of the high school's ceramics program that dates back to 1983. Highlights through the growth of the program include the volunteerism from Mary Whalyer, participation in the Oregon Pottery Association Ceramics Showcase, and the OPA Empty Bowls project at the Portland Blues Festival and the Columbia County Food Bank.

Mr. Brame also showcased an unfinished piece of work from a former high school graduate and recognized Emily Mann for her current project that includes forming a ceramics club at the high school.

Mrs. Saatvedt showcased a coffee mug from the ceramics department and recommended the board purchase a mug for use during meetings. Mr. Brame will provide pricing information for board members who wish to purchase and the board secretary will order accordingly.

Superintendent Report

Superintendent Adams began the superintendent report by bringing the board's attention to an invitation to the March 5th Curriculum Tour. Each board member was provided five copies for distribution. The tour will start at McBride Elementary School and continue on to each school with lunch at the middle school then conclude at Lewis & Clark. Please contact Marleen Zytniowski at the district office to RSVP.

Nominations for the February SCORE Award are open and this award will recognize creativity with the theme *Imagine the Unimaginable*. Selection will occur next week with announcements going out on the 20th. The ceremony will include a tour of Michael Curry Studios in Scappoose followed by the award's ceremony and lunch.

Superintendent Adams shared information on the St. Helens Student Foundation Meeting she recently attended. She expressed her appreciation for the link between the foundation and student achievement and shared some various ways the foundation achieves this. A representative from the Foundation, the Band Patrons, and Sacagawea will be invited to the next board meeting for recognition of their true commitment to the success of our district.

The recent budget forecast was also reported on. The current forecast reflects a \$1.5 million deficit to the SHSD's 2009-10 budget. Following the February 20th forecast Superintendent Adams will begin the budgeting process and meet with each building principal and program director to determine budget reductions for their building without creating a direct impact on student achievement. Following these meetings Superintendent Adams will work with Mrs. Burns to collate a master list. Mrs. Burns will work on the dollar figures linked to the items then the administrative team will meet to review the list. The list will be a work in progress and will be presented to the budget committee on April 15. Superintendent Adams will meet with the association presidents the following Monday to review the list. The list will not go public until after it goes to the budget committee. Superintendent Adams stated that although the district will be faced with some challenges, she is remaining optimistic.

The superintendent report concluded with the announcement of the launching of the new blog available through the district website. The first discussion item is on budget and the discussion topics will be updated regularly. There is a Weighing In link on the front page of the district's website that takes interested individuals directly to the blog.

K-6 Neighborhood Schools

Mr. Morrisson reminded the board of the K-6 neighborhood schools item that was postponed last year because of budget restrictions and opened discussion on the item.

Mrs. Wallace questioned if updated figures were available and if portables would still be necessary with the decline in enrollment.

Superintendent Adams briefly reviewed the expenses associated with the transition. The expected increase was 5% for salaries due to the contractual salary increases. There would still be the need to add at least one more portable. That cost plus the additional work days was estimated at \$160,000. To get a more solid estimate the remaining figures would need to be recalculated.

Mrs. Saatvedt suggested information and the board's decision be added to the district website to eliminate circulating rumors on the topic.

Mrs. Mann stated that if the district couldn't afford it then, it can't afford it now. Mrs. Mann also explained the information was put out to the public on a continuous basis through a variety of ways.

Mrs. Wallace was pleased to know that the work that was done will remain available and can be easily accessed if the opportunity arises.

The board agreed to postpone the move to neighborhood schools until the financial picture for the district improves.

Mrs. Saatvedt suggested a statement be circulated to assist with getting accurate information out to the public.

May 2009 Bond

Mr. Morrisson opened discussion on bond for the May 2009 election. It was established that the need for a bond was obvious but the passing of a bond is not likely given the current economic situation. The board was in favor of postponing putting a bond package out to the voters during the May 2009 election.

Mrs. Saatvedt recommended starting a campaign now for a November election.

Board and Community Communication

Mrs. Saatvedt expressed a need for the district to advance in a more technologically advanced direction and provided examples of what she had in mind. Mrs. Saatvedt expressed her hope that the blog will allow for community input and positive feedback.

Mrs. Wallace recommended the blog be added to the next Communications Advisory Committee agenda for discussion.

Superintendent Adams shared some realities of community involvement with the district. The district is continually seeking community input through various avenues and some previous survey participation numbers were shared. It was also noted that, even though the blog and the district's webpage can be utilized a number of ways, the district does not have full time staff for managing these so she is sensitive to increasing already heavy workloads.

Board Meeting Room Arrangement

Mrs. Saatvedt began discussion on the board meeting room arrangement. Mrs. Saatvedt noted the board is a representation of the district and recommended the room be arranged in a U shape for better communication with the public, add student art work to the room, the board have a more professional appearance, and the board interact as a team in a more professional manner.

The other board members gave little response to Mrs. Saatvedt's recommendations. It was requested that the discussion be discussed in an alternate setting such as a board retreat.

SHSD TAG Program

Mrs. Saatvedt reported on the positive direction of the TAG program at the middle school and acknowledged the hard work of Trish Walker.

Third Reading Policy Revisions

Mr. Morrisson announced board policies BBAA, BG, BHD, CCB, GBD, IJ and JFG are on the agenda for a third reading.

Mrs. Wallace acknowledged the additional revision to policy JFG and thanked Superintendent Adams for clarification and input on her requests made at the last meeting.

Mr. Crist brought attention to policy BHD regarding board member reimbursement. Mr. Crist questioned the procedure in place and discussion occurred on the past practice. The board was in agreement of developing an administrative rule to establish an accounting procedure.

Action Items

Approval of January 12, 2009 Work Session Minutes

Bill Crist moved to approve the minutes of the January 12, 2009 work session.
Rebecca Wallace seconded. The motion carried unanimously.

Approval of January 26, 2009 Regular Meeting Minutes

Rebecca Wallace moved to approve the minutes of the January 26, 2009 regular meeting. Jana Mann seconded. The motion carried unanimously.

Approval of Revised Policies

Bill Crist moved to approve the following policy revisions:

- BBA – Individual Board Member’s Authority & Responsibility
- BG – Board-Staff Communications
- BHD – Board Member Compensation & Expense Reimbursement
- CCB – Line & Staff Relations
- GBD – Board Staff Communications
- IJ – Guidance Program
- JFG – Student Searches

Benita Saatvedt seconded. The motion carried unanimously.

Upcoming Meeting Input

Mrs. Saatvedt requested that uncomfortable agenda items be removed from the agenda before the start of a meeting and a report on the Reflections Journal be added to a future meeting.

Mr. Crist acknowledged the ongoing noise testing at the schools and thanked Mrs. Burns for monitoring this.

Superintendent Adams explained the board is required by law to renew teacher contracts each year by March 15th and this will need to be address before the March 30th meeting. Mr. Morrisson and Superintendent Adams will work on rescheduling the March 30th meeting and will contact the board regarding this when a date is established.

Adjournment

The meeting was adjourned at 8:05 p.m.

Board Chair

Superintendent