

**St Helens School District #502
Board of Directors Organizational Meeting
July 20, 2009**

The District School Board of School District #502, Columbia County, Oregon convened a regular meeting at 4:00 p.m. in the Board Room of the administration office of the District, County and State on July 20, 2009.

Those present were:

David Morrisson
Benita Saatvedt
Bill Crist
Alan King
Nathan Helwig
Patricia Adams, Superintendent
Terri Burns, Director Operations & Finance
Amanda Stuber, Executive Assistant

Others present were:

Marleen Zytrowski
Erica Ryberg, The Spotlight

Russell Vineyard, The Chronicle

CALL TO ORDER

Superintendent Adams called the meeting to order at 4:00 p.m. followed by the flag salute.

NEW BOARD MEMBERS OATH

Nathan Helwig and Alan King stood and recited the Oath to Office.

ELECTION OF BOARD CHAIR & VICE CHAIR

The nominations for board chair were opened by Superintendent Adams.

Benita Saatvedt moved to nominate David Morrisson as Board Chair for the 2009-2010 school year. Bill Crist seconded. Following no additional nominations for Board Chair, nominations were closed.

The motion carried unanimously.

The nominations for board vice-chair were opened by Board Chair David Morrisson.

Bill Crist moved to nominate Benita Saatvedt as Board Vice Chair for the 2009-2010 school year. David Morrisson seconded. Following no additional nominations for Board Vice Chair, nominations were closed.

The motion carried unanimously.

AGENDA APPROVAL

Nathan Helwig moved to approve the agenda as presented. Benita Saatvedt seconded. The motion carried unanimously.

APPROVAL OF MINUTES

Benita Saatvedt moved to approve the minutes of June 22, 2009 Budget Hearing and Regular Meeting and the June 29, 2009 Special Meeting. Bill Crist seconded.

The motion carried as follows: Benita Saatvedt, yes; David Morrisson, yes; Bill Crist, yes; Alan King, yes; and Nathan Helwig abstained due to him not being in attendance of the June 22 and June 29 meetings.

APPROVAL OF HUMAN RESOURCES REPORT

Nathan Helwig moved to approve the July 2009 Human Resources Report as presented. Bill Crist seconded.

Superintendent Adams reviewed the most current staff recall list that is tied to the recalled staff on the July 2009 human resources report and the appointment of Jerry Meadows as Interim Principal to McBride Elementary School during the 2009-10 school year.

The motion carried unanimously.

REPORTS AND DISCUSSION

Designation of Meeting Times, Dates and Place

Bill Crist moved to approve the meeting times, dates, and location as provided. Benita Saatvedt seconded.

The board discussed the proposed 2009-2010 meeting dates and, due to a board retreat on August 18, the board was in favor of eliminating the August 24th meeting.

Nathan Helwig moved to approve the 2009-2010 meeting schedule with the elimination of the August 24th meeting which changed the August 10th meeting to a regular meeting instead of work session. Benita Saatvedt seconded.

The motion carried unanimously.

ACTION ITEMS

Nathan Helwig moved to approve agenda items 9.1 through 9.21 as follows:

- 9.1 Resolution 2009-10 #1 - Authorizing the Chair and Vice Chair to sign any and all documents.
- 9.2 Resolution 2009-10 #2 - Designating Patricia Adams Chief Administrative Officer and School District Clerk.
- 9.3 Resolution 2009-10 #3 - Appointing Terri Burns Business Manager/Deputy Clerk and Custodian of funds and District Budget officer in accordance with ORS 328.441.
- 9.4 Resolution 2009-10 #4 - Designating the depositories for school funds.
- 9.5 Resolution 2009-10 #5 - To require fidelity bonds in the amount of \$100,000 for Clerk and \$200,000 for Deputy Clerk.
- 9.6 Resolution 2009-10 #6 - Approving student fees and school lunch prices.
- 9.7 Resolution 2009-10 #7 - Designating self-insurance option for workers compensation insurance.
- 9.8 Resolution 2009-10 #8 - Extension of workers' comp. insurance to volunteers.
- 9.9 Adoption of Budget Calendar
- 9.10 Designation of Meeting Times, Dates and Location
- 9.11 Authorize the Business Manager/Deputy Clerk to invest in securities consistent with the office of the State Treasurer, U.S. Government and Agency Securities for local Government Investment under ORS 294.035 and 294.040 provided pursuant to ORS 294.046.
- 9.12 Authorize the Business Manager/Deputy Clerk to invest funds in the State Government Pool when interest rates are higher than can be found elsewhere.
- 9.13 Authorize Terri Burns, Business Manager/Deputy Clerk, to use a facsimile signature for District Clerk in accordance with ORS 328.445 (1).

- 9.14 Authorize Jeri Deady as District's Administrative Representative in charge of federal programs including but not limited to: Title I, Title IC, Title ID, Title IIA, Title IID, Title III, Title IVA, Title V, Title VI, and IDEA.
- 9.15 Authorize Jeri Deady as District's Administrative Representative in charge of the IDEA program.
- 9.16 Designate Harold Olsen as School District attorney and the services are on an "on call" basis.
- 9.17 Designate "The Chronicle" and "The Spotlight" as Newspapers of Record.
- 9.18 Designate Insurance Services Northwest as Insurance Agent of Record.
- 9.19 Designate the firm of Grove, Mueller and Swank as District Auditor.
- 9.20 Designate Nathan Nash as District Asbestos LEA.
- 9.21 Adopt the High School Graduation Calendar as follows:

June 9, 2010	Last Day for Seniors	
	Senior Awards	6:30 p.m.
	Baccalaureate	
June 10, 2010	Senior Assembly	11:00 a.m.
June 11, 2010	Graduation	7:00 p.m.

Bill Crist seconded.

Benita Saatvedt requested to table agenda item 9.9 – Adoption of the Budget Calendar and explained she has a date conflict. Alan King seconded.

Nathan Helwig amended the approval of action items 9.1 through 9.21 with the tabling of item 9.9 – Approval of the Budget Calendar.

Alan King requested the budget calendar be discussed at the board's retreat.

The motion as amended by Mr. Helwig carried unanimously.

UPCOMING MEETING INPUT

There was no upcoming meeting input but Mrs. Saatvedt requested the board establish a protocol for board member attendance of conferences.

Mr. Morrisson agreed with the request and noted there would be guidelines developed during the 2009-10 school year.

Input was also given to Superintendent Adams on upcoming board retreat discussion items.

ADJOURMENT

The July 20, 2009 organizational meeting of the St. Helens School Board adjourned at 4:45 p.m.

Board Chair

Superintendent