

**St. Helens School District #502  
Board of Directors Meeting  
September 28, 2009**

The District School Board of School District #502, Columbia County, Oregon convened in regular session at 6:40 p.m. in the Administration Office of the District, County and State on September 28, 2009.

Those present were:

David Morrisson, Board Chair  
Benita Saatvedt, Board Vice Chair  
Bill Crist, Board Member  
Alan King, Board Member  
Patricia Adams, Superintendent  
Terri Burns, Director of Operations and Finance  
Marleen Zytniowski, Interim Executive Assistant

Guests:

Aaron Fugere	Linda D’Amario
Casie Nash	James Sager, NWRES D
Laney Coulter, NWRES D	Kyle Boggs
Julie Mood	Jill Eidness
Kathryn Hugill	DiAnne Fentress-Rowe, NWRES D
Keith Meeuwsen	Steve Galovich
Christopher Mood	Bill Underwood
Steve Mood	Kathy Thomas
Lynette Gross	Cece Davis
Casandra Hylton	Maria Kilborn
Judy Wutzke	Lori Thompson
Lisa Rawlings	Karla Thompson
Jamie Meadows	Jamie Kingery
Cathy Carson	Kenny Kutz
Emily Monroe	Kirstie Yabut
Brooke Nolte	Amy Gainer
Ben Pardue	Zach Sweeney
Spencer Gordon	Tammy Beeler
Ken Beeler	John Lessard
Diana Peterson	Telka Peterson
Ken Bailey	Tom Halligan
Erica Ryberg, Spotlight	Nanette Hagen
Naomi Calkins	BG Aguirre
David Schmor	Troy Monson
Bruce Carvalho	

**Call to Order**

Mr. Morrisson called the regular session to order at 6:40 p.m. followed by the flag salute.

**Agenda Approval**

Superintendent Adams requested to add the Early Entrance policy JEBA first read to the agenda. Benita Saatvedt motioned to approve the agenda with the addition. Bill Crist seconded. The revised agenda was approved unanimously.

### **Public Comment on Non Agenda Items**

Tom Halligan, President of the St. Helens Booster Club, requested that the district hiring policy and in particular the interview process be reviewed. He explained his concern over the recent process followed for the hiring of the high school baseball coach. He also reviewed what the baseball program has meant to this community. Mr. Morrisson asked Superintendent Adams to review the hiring process for this position. Steve Mood also shared his own views about the interview process and echoed Mr. Halligan's request.

### **Consent Agenda**

Mr. Crist moved to approve the consent agenda as follows:

- Minutes of Work Session Meeting – September 14, 2009
- Human Resources Report – September 2009
- General Fund Revenue & Expenditure Report
- General Fund Revenue & Expenditure Projection
- Accident Report – August 2009

Mr. Saatvedt seconded the motion. The motion carried unanimously.

### **Special Recognition**

Lisa Rawlings recognized Kathryn Hugill for advocating for students at Columbia City. She has several roles and exemplifies them with great character.

Cathy Carson recognized Lynette Gross, Julie Longtain, Casandra Hylton, Cece Davis, Maria Kilborn, Judy Wutzke, and Kathy Thomas for helping with the playground supervision audit. The training time was completely voluntary and showed how much they truly care about kids. They went above and beyond in their commitment.

The recognition of Jared Plahn and Paul Connely did not take place due to the absence of Joanna Rau.

### **Reports and Discussions**

#### **Associated Student Body Introductions and Report**

John Lessard, St. Helens High School Activities Director, introduced Kirstie Yabut, the 2009-2010 Associated Student Body President, who then introduced the other 8 representatives, who were able to attend this meeting. Spencer Gordon, ASB Public Relations Representative, then reviewed some of the programs and events that are planned for this school year. He also mentioned that the student council has chosen the theme "On the Prowl" for this year's homecoming. The dress up days for homecoming week will be retro, twin, superhero, celebrity, lemon & black, with the dance being semi-formal.

#### **Non- League Travel Expenses**

Ken Bailey discussed travel expenses for athletics. These expenses are being examined carefully for cost saving opportunities. The proposal for next year is for St. Helens to go into a different league. This would increase league travel expenses by 43%. If we can keep our non-league games closer to home it would even out expenses. There is a 2 year commitment and we will know more after October 26<sup>th</sup>. Discussion occurred and it was requested to take a look at our contract with the bus company to see if they are meeting the commitment as far as

maintaining and updating equipment. Mr. Morrison asked Ms. Burns to research this. Ms. Saatvedt reminded Mr. Bailey that sports injuries need to be included in the monthly accident reports to the Board.

#### Secondary Math Plan

Linda D’Amario, Math Coach, presented the district math goals. She discussed past practices and what the new program looks like with the addition of the math workshops. She reviewed the data and where we expect our students to be. Ms. D’Amario explained that we will meet our goal if we stay on track. Ms. D’Amario then answered several questions. Ms. Saatvedt stated how imperative communication to parents is to assist in the success of this program. Ms. Adams also informed the Board about Ms. D’Amario’s pursuit to fund modernized calculators at the cost of \$11,000. Ms. D’Amario ensured that this plan addresses meeting all students math needs.

#### St. Helens High School Panel Discussion

Ms. Adams shared that this panel was formed to address questions from the Board brought up at the August School Board Retreat. Nanette Hagen introduced the panel, Aaron Fugere, Guidance Counselor; Naomi Calkins, ASPIRE Coordinator; BG Aguirre, Assistant Principal; David Schmor Language Arts and Senior Project Teacher; Troy Monson, Guidance Counselor; and Bruce Carvalho, Assistant Principal. The panel answered and explained the questions included in the School Board Members Packets and the handout from the high school and much discussion followed.

Superintendent Adams then took a moment to introduce James Sagar, Assistant Superintendent from the Governors Office, Diane Fentris Rowe, Representative from NWRESA, and Laney Coulter, Columbia County ESD Supervisor.

#### Brown Land Temporary Easement

Ms. Burns described the agreement and explained the section of the easement. This easement allows the city to put a sidewalk in for safety. The city will install the fence and pave the parking area. Ms. Burns stated that she would be careful that the fence will not cause a blind spot for vehicles. Ms. Burns stated that the city will assume liability for any issues that may arise from this project. Alan would like to see cleanup of hazardous materials named as a city responsibility in the contract. Ms. Burns asked that we give authority for Mr. Morrison to sign the amended contract.

#### Columbia Chorale Facility Use Agreement

Ms. Burns explained the letter of understanding in the School Board Members Packets is a short term agreement for 2 years. A long term contract will then be presented to the Board for approval allowing time to analyze the costs and come up with a fair agreement/contract. Ms. Saatvedt asked that the district have a long term agreement in place by June 30, 2011. Mr. King requests a draft policy by January 1, 2011, allowing time for revisions. Mr. King requested adding any use of facilities requiring additional school district staff outside of their regularly scheduled hours be paid for by the Columbia Chorale.

#### ShoeString Community Players Facility Use Agreement

Ms. Burns explained that the letter and agreement is the same as was discussed above with the Columbia Choral Facility Use Agreement.

#### McNulty Water PUD Waterline Easement

Ms. Burns discussed the Ross Rd. property the hospital needs to allow for a larger water line which will also provide us with enough water for a possible school in the future. Ms. Burns explained that McNulty PUD is responsible for maintaining this area. They are asking for a 15

foot easement. Ms. Burns also stated that the addition of this proposed water source would add value to the district owned property.

Policy Revision First Read JEBA - Early Entrance

Mr. Morrisson explains that this is a first read and asks the other board members to review this for the next meeting.

**Action Items**

Brown Land Temporary Easement

Mr. Crist moved to pass the amended easement as stated in tonight's reports and discussion with the addition of hazardous materials cleanup and liabilities. Ms. Saatvedt seconded.

The motion carried unanimously.

Columbia Chorale Facility Use Agreement

Mr. King moved to authorize Mr. Morrisson to approve the letter as amended to reflect the additional cost of district personnel outside of regularly scheduled work hours.

Mr. Crist seconded.

The motion carried unanimously.

ShoeString Community Players Facility Use Agreement

Mr. King moved to authorize Mr. Morrisson to approve the letter as amended to reflect the additional cost of district personnel outside of regularly scheduled work hours.

Ms. Saatvedt seconded.

The motion carried unanimously.

McNulty PUD Water Easement

Mr. King moved to add the McNulty PUD Water Easement to the action items. Mr. Morrisson seconded the motion.

The motion carried unanimously.

Mr. King moved to approve the McNulty Water PUD Waterline Easement.

Ms. Saatvedt seconded the motion

The motion carried unanimously

**Public Comments Regarding Agenda Items**

None

**Upcoming Meeting Input**

Athletic Injuries and Safety Program

After School Programs

K-12 Mathematics School Improvement

2<sup>nd</sup> Policy Read Early Entrance JEBA

Mr. King would like a review of the four year dropout rate and trends.

**Superintendent and Board Communication and Correspondence**

Site Council Minutes:

McBride Elementary – September 2009  
Lewis & Clark Intermediate – August & September 2009  
Columbia City – September 2009

School Newsletters:

Lewis & Clark Intermediate – September 2009  
Columbia City – September 2009  
St. Helens Middle School – September 2009

The meeting adjourned at 9:23 p.m.

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Board Chair

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Superintendent