

**St. Helens School District #502
Board of Directors Meeting
October 26, 2009**

The District School Board of School District #502, Columbia County, Oregon convened in regular session at 6:30 p.m. in the Administration Office of the District, County and State on October 26, 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:

R.J. Brown	Joanna Tobin
Lisa Rawlings	Cathy Carson
Jerry Meadows	Joan Steiner
Paul Connelly	Ryan Viken
Barbara Gordon	Ken Bailey
Spencer Gordon	Tonya Arnold
Ken Gates	Tim Parnell
Heather Myrick	Lori Thompson
Karla Thompson	Bruce Carvalho
Erica Ryberg, Spotlight	Keith Meeuwsen
Jose Lujano	Jose Lujano Sr.
Amy Gainer	Veston Tanner Sr.

Call to Order

Mr. Morrisson called the regular session to order at 6:30 p.m. followed by the flag salute.

Agenda Approval

Bill Crist motioned to approve the agenda. Benita Saatvedt seconded. The agenda was approved unanimously.

Public Comment on Non Agenda Items

RJ (Bob) Brown, Representative of the Historical Society of Columbia County discussed the upcoming Veteran's Day, Living History Recognition at St. Helens High School. This event will take place on November 5th. Mr. Brown commended Ms. Adams, Ms. Hagen and all the staff that have helped to pull this event together. The Historical Society feels extremely welcomed and supported and would like to see this every year in St. Helens.

Ken Gates, Chamber Chairperson shared another event, Living History Day which is planned for the first weekend in June in combination with the arrival of the Tall Ships. Mr. Gates explained, "We want to make their visit as positive and memorable as possible. We plan to have educational programs and will be turning downtown St. Helens into the year 1850. We'd

like kids to learn dances, arts and crafts and music of the era. This would be great for the schools to get involved teaching these things and maybe even taking field trips to the event.” Ms. Saatvedt mentioned the 4th graders normally study covered wagons. Mr. Gates also mentioned the Halloween Town event taking place this weekend with a spook parade and safe trick or treating to the store merchants.

Ryan Viken requested to be heard in an executive session regarding personnel issues. Mr. Morrisson reminded Mr. Viken that this is not the proper forum and encouraged him to follow the complaint policy.

Consent Agenda

Ms. Saatvedt moved to approve the consent agenda as follows:

- Minutes of Work Session Meeting – October 12, 2009
- Human Resources Report – October 2009
- General Fund Revenue & Expenditure Report
- General Fund Revenue & Expenditure Projection
- Student Enrollment/Attendance Report – September 2009
- Accident Report – September 2009

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

Ms. Saatvedt voiced concern that High School sports injuries are continually not being reported.

Special Recognition

Ms Tobin recognized Jared Plahn, St. Helens School District Maintenance Department in absence and Paul Connelly, St. Helens Middle School Head Custodian for having a unique blend of experiences and passion for making the best environment possible for students to learn. They both did an enormous amount of summer work overseeing many of the improvement projects. The Board also commended these gentlemen for their expertise and efforts.

Cathy Carson recognized Jennie Klein, Director of Lower Columbia River Estuary Partnership for the organizations collaboration with the applied learning programs, field experiences and service learning projects on the lower 146 miles of the Columbia River. All of these programs are offered free and build on science curriculum. This program serves thousands of students throughout Oregon and Washington. This year four 4th grade classrooms from Lewis & Clark participated in a service learning project that involved a classroom lesson followed a week later by a field trip experience where students involved in community service within the lower river coastal estuary, which is in our own community, canoed to Sand Island and helped with invasive plant removal. Ms. Carson shared some pictures of the event and expressed what a great experience this was.

Reports and Discussions

Associated Student Body Report

Spencer Gordon, Public Relations Officer for St. Helens St. Helens High School, discussed last week’s homecoming and the increased student participation. He then introduced this year’s Homecoming Queen, Amy Gainer. St. Helens High School is planning to have Halloween festivities this year to increase school spirit. Mr. Gordon also mentioned the St. Helens High School Volleyball and Cross Country teams may be going to state and asked for support.

ASB will be attending a Statewide Leadership Retreat in Seaside on November 6 and 7 where they will be able to meet other leaders and get ideas for making our school even better.

Athletic Injuries and Safety Program

Barbara Gordon presented the Athletic Injuries and Safety Program. Ms. Gordon explained what led up to this mission. The IMPACT program monitors any cognitive changes caused by a concussion or injury to the head. Ms. Gordon feels that this program is so important that she would pay for the cost for one year at approximately \$400.00 and hopes the district or other organizations would find a way to continue the program. This would measure a student's baseline at the beginning of the season then, if hurt, they could remeasure to see if the brain has been affected to ensure proper treatment for injured students. Barbara would like to see this as a tool to add to our arsenal. Concussions don't go away. It takes 2-3 times as long with each concussion to heal from it. Barbara requests that St. Helens School District purchase this program and implement its use.

Mr. Bailey shared the league's policy for handling injuries. The coaches are trained on the RRR (recognize, remove, and refer) for monitoring injuries with our students. He also added that several districts in our league are using this IMPACT program. This generated many questions including; who will administer the testing, when will the testing be administered, who will monitor results, what sports will be included in the testing, what will be done with the results, how would the policy read, and who will have the final say whether the athlete should return?

K-12 Literacy Plan

Mr. Morrisson asked the District Principals and District Literacy Coach, Tonya Arnold forward. Ms. Hagen was absent.

McBride Elementary Principal, Jerry Meadows discussed the challenges to defining what will be used for measuring achievement for the 5% growth plan for literacy. McBride Elementary School teachers designed reading CBM's to use for first and second grades and are working on graphing the data. The average reading fluency for McBride Elementary School 2nd grade students is 47 words per minute. The average, considered acceptable, is 40 words per minute. 90 words per minute is our goal by the end of the year. Comprehension measurements are noted in our SIP. Comprehension is difficult to measure at this grade. McBride Elementary will be working closely with Lewis & Clark Intermediate to see where our students should be beginning the 3rd grade.

Lewis & Clark Intermediate's Principal, Cathy Carson presented the Mastery in Motion data management system. All teachers have the information needed on every student entering into the school year. We balance classes with the data and monitoring. Lewis & Clark also uses a common assessment developed to assess the needs of each student. We use this for grades 3,4, & 5. State test scores and Cohort scores of different student populations have been examined and we are now targeting the populations needed through a special reading group in the morning prior to regularly scheduled classes. These students are excited about the program and we are hopeful that this will help improve scores and success. Several other initiatives are being used as listed in the School Improvement Plan.

Columbia City's Principal, Lisa Rawlings explained the extension of instructional time for Language Arts. The Literacy Specialist, Tonya Arnold and Ms. Rawlings have worked with staff on strategies and professional development. Several teachers are participating in "Write to Learn" training including several Social Studies and Science teachers which will help embed

writing into these subjects. The Read 180 program is continuing and professional development for Read 180 has been provided recently. This program helps students who struggle in reading. Ms. Saatvedt asks how the transferring of information works from Lewis & Clark Intermediate to Columbia City. MIM scores allow a means to share student scores.

St. Helens Middle School Principal, Joanna Tobin shared the concerns of waiting for the 7th grade testing which doesn't happen until January. St. Helens Middle School is not where it needs to be in writing. The initiatives that have already been implemented for this school year include, "Spruce Up Your Writing Night" which concentrates on editing; and Ms. Sanford, Media Specialist's "Open Mike" program. Along with these programs the Language Arts department is concerned about doing something new to focus on this problem. Ms. Tobin described the need to adopt a writing curriculum. She will be identifying and presenting a writing adoption curriculum to present to the School Board if funds allow. This year the Middle School will be looking at materials needed in classrooms, focusing primarily on writing, and integrating writing goals in other subject areas.

St. Helens School District's Secondary Literacy Coach, Tonya Arnold reviewed the St. Helens High School's School Improvement Plan and also handed out copies and reviewed the Literacy Coaching Goals and how those will be achieved.

Literacy Coaching Goals:

- Provide ongoing staff development
- Provide program support for Secondary School Improvement Plans

Ms. Arnold described the ongoing differentiated instruction strategies at St. Helens High School. She also explained the newly adopted Reading & Literature Workshop Class and how successful this has been. In addition a professional development program through a Book Group Study will start in February. Professional Learning Communities will be established throughout departments.

Ms. Rawlings addressed questions regarding the needs of each media center throughout the district by explaining the Media Task Force's work analyzing the strengths and weaknesses. This will allow strong media centers district-wide and the District should know where it stands with this by next spring.

Mr. Morrisson shared his observations of the excitement and generation of data and analysis. He commended the team for this.

Columbia County RC Flyers use of Yankton Property

Ms. Burns shared the summary of the current agreement. The agreement does not have an ending date for the usage. The Board decided that the agreement is fine as long as there is a hold harmless clause and liability insurance requirement added. Mr. King would also like the organization to keep the lawn mowed. Ms. Saatvedt would also like the Columbia County RC Flyers to agree to fly no earlier than 9:00 a.m. as a courtesy to the neighbors. This will be an action item at the next meeting. The courtesy flying time and the maintenance of the lawn does not need to be in writing.

Resolution # 9, 2009-2010 Grant Funds

Ms. Burns discussed a new grant opportunity which was not included in the original budget requiring this resolution.

Policy Revisions

Policy Revisions Second Reading

AD – Educational Philosophy

AE – District Goals

BBF – Board Member Standards of Conduct

BD/BDA – Board Meetings/Regular Board Meetings

GCDA/GDDA – Criminal Records Check/Fingerprinting

GCPB/GDPB – Resignation of Staff

IA – Instructional Goals

IGAI – Human Sexuality, AIDS/HIV Sexually Transmitted Diseases, Health Education

IKF – Graduation Requirements

IKFB – Graduation Exercises

JAA – Student Policy Objectives

JFCB – Personal Communication Devices and Social Media

JFCF/GBNA – Hazing/Harassment/Intimidation/ Bullying/ Menacing

JHC – Student Health Services and Requirements

New Policy – Second Reading

JHFF – Reporting Requirements Regarding Sexual Conduct with Students

GCAB – Personal Communication Devices

Policy Revisions Third Reading

JEBA – Early Entrance

Action Items

Strategic Plan Document, *Blueprint for Success*

Ms. Saatvedt moved to approve the Strategic Plan Document, Blueprint for Success. Mr. King seconded.

The motion carried unanimously.

Resolution # 9, 2009-2010 Grant Funds

Mr. King moved to approve Resolution # 9, 2009-2010 Grant funds. Mr. Crist seconded.

The motion carried unanimously.

Public Comments Regarding Agenda Items

Upcoming Meeting Input

Mr. Morrisson reminded the Board about the Special Work Session on November 4, 2009 from 11:00 a.m. to 1:00 p.m. to review policies. This is an open session. There will be a break from 12:00 – 12:30 p.m. for lunch.

Superintendent and Board Communication and Correspondence

Site Council Minutes:

McBride Elementary School – October 2009

Lewis & Clark Intermediate – October 2009

Columbia City – October 2009

St. Helens Middle School – September & October 2009

School Newsletters:

McBride Elementary School – September 2009

Lewis & Clark Intermediate – October 2009

Lewis & Clark Intermediate Reading Connection – October 2009
Columbia City – October 2009
St. Helens Middle School – October 2009
St. Helens High School – September/October 2009
Literacy Tips and Tricks
Letter from St. Helens Education Association Council

The meeting adjourned at 8:25 p.m.

Board Chair

Superintendent