

**St Helens School District #502  
Board of Directors Organizational Meeting  
July 12, 2010**

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The District School Board of School District #502, Columbia County, Oregon convened a regular meeting at 6:30 p.m. in the Board Room of the administration office of the District, County and State on July 12, 2010.

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

**CALL TO ORDER**

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

**ELECTION OF BOARD CHAIR & VICE CHAIR**

Superintendent Adams thanked David Morrisson for the two years of service he served as Board Chair and opened nominations for Board Chair.

Benita Saatvedt entered a motion to nominate Nathan Helwig as Board Chair for the 2010-2011 school year. Alan King seconded. Following no additional nominations for Board Chair, nominations were closed. The motion carried unanimously.

Nominations for Board Vice-chair were opened by Board Chair Nathan Helwig.

David Morrisson entered a motion to nominate Benita Saatvedt as Board Vice Chair for the 2010-2011 school year. Bill Crist seconded. Following no additional nominations for Board Vice Chair, nominations were closed. The motion carried unanimously.

**REPORTS AND DISCUSSION**

Designation of Meeting Times, Dates and Place

Nathan Helwig recommended the Board continue to meet on the first and third Monday of the month.

David Morrisson entered a motion to continue Board Work Sessions and Regular Meetings as is. Benita Saatvedt seconded.

Superintendent Adams brought attention to only one meeting during the month of August. Benita Saatvedt requested the Board meet twice in the month of August. With no second to the request, no second meeting during the month of August was scheduled.

It was noted the Board meets on the second and fourth Monday of the month, not the first and third Monday as previously announced. Benita Saatvedt seconded David Morrisson's motion to continue Board Work Sessions and Regular Meetings the second and fourth Monday of the month. The motion carried unanimously.

### Designation of School District Attorney

Superintendent Adams reminded the Board of Attorney Harold Olsen's retirement. It was explained that David Williamson is replacing Mr. Olsen in Scappoose School District and input on filling the vacancy was requested. The Board briefly discussed the benefits of using the same attorney as neighboring school districts and David Morrisson entered a motion to appoint David Brian Williamson as the district's attorney of record. Alan King seconded.

Superintendent Adams added she has not met with Mr. Williamson yet on representing the district and would like to do so before the Board takes action appointing him as the district's attorney of record.

Alan King entered a motion to table the designation of Mr. Williamson as the school district's attorney of record to allow for Superintendent Adams to meet with Mr. Williamson. Mr. Morrisson seconded. The motion unanimously passed.

### Resolution 2009-10 #14 Updated to Resolution 2009-10 #15

Terri Burns explained she made a typing error on the original resolution and requested approval of Resolution 2009-10 #15 Adopting the Budget which will replace Resolution 2009-10 #14.

Alan King entered a motion to approve Resolution 2009-10 #15. Benita Saatvedt seconded. The motion carried unanimously.

### **ACTION ITEMS**

Resolution 2010-11 #1 - Authorizing the Chair and Vice Chair to sign any and all documents.

Alan King entered a motion to approve Resolution 2010-11 #1. David Morrisson seconded. The motion carried unanimously.

Bill Crist entered a motion to approve agenda items 5.3 through 5.21 as follows:

Resolution 2010-11 #2 - Designating Patricia Adams Chief Administrative Officer and School District Clerk.

Resolution 2010-11 #3 - Appointing Terri Burns Business Manager/Deputy Clerk and Custodian of funds and District Budget officer in accordance with ORS 328.441.

Resolution 2010-11 #4 - Designating the depositories for school funds.

Resolution 2010-11 #5 - To require fidelity bonds in the amount of \$100,000 for Clerk and \$200,000 for Deputy Clerk.

Resolution 2010-11 #6 - Approving student fees and school lunch prices.

Resolution 2010-11 #7 - Designating self-insurance option for workers compensation insurance.

Resolution 2010-11 #8 - Extension of workers' comp. insurance to volunteers.

Resolution 2010-11 #9 – Appropriation of Department of Energy Lighting Grant

Designation of Meeting Times, Dates and Location as the second and fourth Monday of the month in the District Office Board Room

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.

Authorize the Business Manager/Deputy Clerk to invest funds in the State Government Pool when interest rates are higher than can be found elsewhere.

Authorize Terri Burns, Business Manager/Deputy Clerk, to use a facsimile signature for District Clerk in accordance with ORS 328.445 (1).

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.

Authorize Jeri Deady as District's Administrative Representative in charge of the IDEA program.

Designate "The Chronicle" and "The Spotlight" as Newspapers of Record.  
Designate Insurance Services Northwest as Insurance Agent of Record.  
Designate the firm of Grove, Mueller and Swank as District Auditor.  
Designate Nathan Nash as District Asbestos LEA.  
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.

Benita Saatvedt seconded. The motion approved unanimously.

### **UPCOMING MEETING INPUT**

In addition to the list of items provided by Alan King for the July 27 Board Retreat, other items included: middle and high school athletic user fees and Superintendent Search.

### **EXECUTIVE SESSION**

The Board convened into an Executive Session at 6:45 p.m. in accordance with ORS 192.660 (2) (d) to discuss labor negotiations.

### **RECONVENING OF ORGANIZATIONAL MEETING**

The Organizational Meeting reconvened into public session at 7:05 p.m.

### **ADDITIONAL ACTION ITEMS**

#### **Memorandum of Understanding between SHSD and OSEA**

Benita Saatvedt entered a motion to approve the MOU pertaining to Article 20 Section 9 of the 2010-11 negotiated agreement and the MOU agreeing to hold steps in abeyance until ratification of the 2010-11 contract. David Morrisson seconded. The motion carried unanimously.

#### **Memorandum of Understanding between SHSD and SHEA**

Benita Saatvedt entered a motion to approve the MOU pertaining to Article 20 Section 12 of the 2010-11 negotiated agreement and the MOU agreeing to hold steps in abeyance until ratification of the 2010-11 contract. David Morrisson seconded. The motion carried unanimously.

### **SUPERINTENDENT SEARCH**

David Morrisson requested input on using Oregon School Boards Association or another organization for filling of the Superintendent vacancy.

Nathan Helwig recommended the Board fill the position on their own. The positives and negatives of doing this were discussed and Superintendent Adams offered to contact OSBA for input on their superintendent search services. The Board was in agreement to review OSBA's executive search services and will discuss further at the Board Retreat.

### **ADJOURNMENT**

The July 12, 2010 organizational meeting of the St. Helens School Board adjourned at 7:20 p.m.

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Board Chair

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Superintendent