

St. Helens School District #502
Board of Directors Meeting
November 22, 2010

Following the adjournment of an Executive Session in accordance with ORS 192.660 (2) (d) regarding negotiations, the District School Board of School District #502, Columbia County, Oregon convened in a Regular Meeting at 6:30 p.m. in the Administration Office of the District, County on November 22, 2010.

Those present were:

Nathan Helwig, Board Chair
Benita Saatvedt, Board Vice Chair
David Morrisson, Board Member
Bill Crist, Board Member
Alan King, Board Member
Patricia Adams, Superintendent
Amanda Stuber, Executive Assistant

Guests:

Jeri Deady	Chuck Bugge	Lori Thompson
Kathie Hupp	Brad Hogan	Loraine Hogan
Sandy Watts	Shirley Mann	Karla Thompson
Patty Rismoen	Kacy Helwig	

Call to Order

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

Agenda Approval

Due to inclement weather Mr. Helwig revised the November 22, 2010 agenda to include recognitions, superintendent search discussion and action items. David Morrisson entered a motion to approve the agenda as revised. Bill Crist seconded. The motion unanimously carried.

Special Recognition

Shirley Mann, Kathy Hupp, Linda McCoy and Sandy Watts from Delta Kappa Gamma were recognized by Lewis & Clark Intermediate Principal Cathy Carson for the organizing and implementation of The Dictionary Project. Jay Tappan and Bill Eagle from The Kiwanis were also recognized for their contribution of dictionaries through The Dictionary Project. The Dictionary Project provides each 3rd grade student at Lewis & Clark Intermediate a dictionary for their personal and classroom use.

Consent Agenda

Bill Crist entered a motion to approve the consent agenda as follows:

Minutes of Work Session Meeting – October 25, 2010
Human Resources Report – November 2010
Enrollment Report – October 2010
General Fund Revenue & Expenditure Report
General Fund Revenue & Expenditure Projection

Benita Saatvedt seconded.

David Morrisson questioned the District School (Program Students) tally on the October enrollment report. The answer to this question will be researched and provided to the Board via e-mail.

The motion approving the consent agenda unanimously carried.

Reports and Discussion

Superintendent Search

Chuck Bugge reported OSBA is in the process of developing the brochure for the superintendent search then provided salary information comparative to districts with similar enrollment and requested input from the board on the salary portion of the brochure.

Mr. Morrisson recommended language specifying a competitive salary dependent on qualifications be included.

Mr. King recommended the inclusion of a minimum salary as a starting point. Following discussion on what to include as a starting salary Mr. Bugge recommended including the current superintendent salary.

Mr. Bugge questioned how the Board wished to handle local or in-district candidates and provided examples of how other districts have handled them. The Board expressed encouragement for in-district candidates to apply and noted all candidates would be treated the same.

Mr. Bugge then reminded the Board of the need to take action on the appointment of a Screening Committee at the December meeting. The Board requested a recommendation for committee makeup. Mr. Bugge provided a recommendation that included, in addition to the Board, representation from each employee group, the community and district office personnel.

Mr. Helwig recommended a union officer and member from the classified and certified association, two administrators, one confidential district office staff, and a high school leadership student.

The final superintendent search discussion item included a review of the recruitment brochure development timeline. With a very tight timeline between editing and printing Mr. Bugge requested permission to allow Superintendent Adams and the board's executive assistant to proof the brochure. The Board was in favor of the request and Mr. Morrisson also agreed to proof.

Mrs. Saatvedt questioned how many Oregon school districts are conducting superintendent searches.

Mr. Bugge noted approximately 15 searches are underway and the Board was reminded that St. Helens School District will attract a different pool than Beaverton School District.

Mr. Helwig requested the Board review OSBA's recommended interview questions in the search manual and e-mail questions they would like added for compiling and sharing with Mr. Bugge.

Action Items

Superintendent Qualifications Summary

David Morrisson entered a motion to approve the superintendent qualifications as amended. Bill Crist seconded. The motion carried unanimously.

Licensed Staff Salary Schedule Advancements

David Morrisson entered a motion to approve the 2010-11 licensed staff salary schedule advancements. Alan King seconded. The motion carried unanimously.

2010-11 Agreement Between St. Helens School District #502 and Oregon School Employees Association Chapter 31

Alan King entered a motion to approve the 2010-11 Agreement Between St. Helens School District #502 and Oregon School Employees Association Chapter 31. Benita Saatvedt seconded. The motion carried unanimously.

Policy Updates, New Policies and Rescinded Policies

David Morrisson entered a motion to approve the revised, new and rescinded Board policies as follows:

AC – Nondiscrimination

ACA – American with Disabilities Act

BBFA – Board Member Ethics and Conflicts of Interest

BBFB – Board Member Ethics and Nepotism

DBK – Budget Transfer Authority

GAB – Job Descriptions

GB – General Personnel Policies

GBA – Equal Employment Opportunity

GBC – Staff Ethics

GDCA – Posting of Vacancies

JHCD – Administering Noninjectable Medications to Students

New

GC – Licensed Staff Positions

GCC – Recruitment of Licensed Staff

GD - Classified Staff/Classified Staff Positions

GDA – Educational Assistants

GDC – Recruitment of Classified Staff

JHCDA – Administering Injectable Medications to Students

Rescinded Policy & Administrative Rule

EBBCC – Use of Automated External Defibrillator (AED)

EBBCC AR – Use of Automated External Defibrillator (AED)

Alan King second. The motion carried unanimously.

Upcoming Meeting Input

Input on the November 8, 2010 meeting agenda included operating levy and instructional improvement initiative discussion.

Superintendent and Board Communication and Correspondence

The received site council meeting minutes and emails were acknowledged as received.

Adjournment

The meeting adjourned at 8:00 p.m.

Board Chair

Superintendent