

**St. Helens School District #502**  
**Board of Directors Meeting**  
**April 11, 2011**

The District School Board of School District #502, Columbia County, Oregon convened in a Work Session at 6:30 p.m. in the Administration Office of the District, County and State on April 11, 2011.

Those present were:

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

**Call To Order**

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

**Agenda Approval**

Mr. Helwig amended the agenda moving items 4.1 to 4.2 and 4.2 to 4.1. Alan King entered a motion to approve the agenda as revised. David Morrisson seconded. The motion approving the agenda as presented unanimously carried.

**Special Recognition**

Superintendent Patricia Adams recognized Seanna Von Ins who was absent from the February SCORE ceremony. Seanna was awarded her SCORE award in the area of creativity through dance, art and acting.

**Reports and Discussion**

**Levy Update**

Keith Meeuwssen provided an update on Measure 5-213. The levy committee has established phone banks where volunteers are making calls to registered voters for support; to date a third of the voters have been phoned. The district has done an informational mailing and the committee will send a supportive mailing in mid April with each piece including a personal handwritten message. Committee members are also busy distributing flyers and have buttons on order. Upon the recommendation of parent supporter Arrow Norton there is a rally organization underway with a rally targeted date of May 5.

**2011-2013 Budget Reductions**

Superintendent Adams reported the state will approve the governor's budget within the next week which will give the district a confirmed figure to build the 2011-12 budget. A copy of the budget reduction proposal was again presented to the Board. Board input and recommendations were requested.

Mrs. Saatvedt requested the district eliminate early release time if the district negotiated a five day reduction to the school year. She expressed a concern with the loss of student instructional time with

both day and time loss and requested postponement of the scheduled 2011-12 school year calendar adoption.

Mr. King was not in favor of the early release elimination. Mr. King commented on student gains that could be associated with staff collaboration during the early release time.

Mr. Helwig recommended the district move forward with calendar adoption with the early release and adjust in May if needed.

A concern with the proposed licensed staff reduction of 9.0 FTE was raised by Mr. King.

Superintendent Adams agreed with Mr. King. It was noted that some of the FTE would be absorbed through attrition and voluntary part time reductions. The administrative team will start FTE assignment review at the April 12 administrative team meeting.

During the complete review of the 2011-2013 budget reduction proposal Superintendent Adams shared her thoughts on each reduction item.

Mr. Morrisson requested the music, library and PE reduction be divided out to allow the Board time to make a value based decision.

Superintendent Adams explained this had already been done but with the already small staff in each area it gives the impression those individuals are singled out. However, Superintendent Adams agreed to provide the information broken out if the entire Board was in favor of the request.

The Board wanted to look at each item more in-depth.

Mr. King recommended the 9.0 FTE licensed reduction be removed with the cost saving being absorbed by school day reductions or consolidation of the middle school into the high school.

Mrs. Saatvedt recommended staff benefit health care reductions to add money to the classroom.

Mr. King inquired on what insurance staff had and what insurance offerings they currently have.

Superintendent Adams reminded the Board insurance packages are offered through OEBB and school districts unfortunately do not have control of the packages. The rate OEBB charges are not in the districts control either. The district's contribution rate is however a negotiated item with each association.

Mrs. Saatvedt recommended high school athletic reductions move to the first year instead of the second.

Mr. Helwig encouraged conversation on school closures or reconfiguration to maximize building use sooner rather than later.

Superintendent Adams did not disagree with this and recommended the Board bring in a consultant who specializes in the area to conduct an audit for building efficiency and or consolidation.

### Superintendent Search Update

Mr. Helwig announced the Board interviewed five candidates in the second round of the superintendent search process. Of the five interviewed candidates, two finalists have been identified. Site visits to the finalist's district is scheduled on Wednesday and Thursday this week. To allow time for the finalists to inform their staff and Board, finalist names and a formal announcement will not be released until end of the day Tuesday.

### Renaming of St. Helens Middle School Petition

Mr. Helwig requested Board input on the petition to rename the middle school after former principal Don Hogan.

Mr. King supported the recognition of Mr. Hogan but requested this be done in another manner.

Mrs. Saatvedt questioned receipt of any alternative recognition recommendations from the committee.

Mr. Helwig noted no alternative recommendations have been received. Mr. Helwig then proposed retaining the middle school's name as is but rename the property the middle school, CCEC and district office are housed on to the Don Hogan Campus.

The Board was in favor of the recommendation. Mr. Helwig agreed to present the recommendation to the committee for action at the April 25 Board Meeting.

### Second Reading Policy Revision IICA – Field Trips and Special Events

Mr. Helwig reviewed the recommended language proposal requiring a return home plan in the event of medical or disruptive behavior.

The Board was in favor of the recommended language. Policy IICA will be added to the April 25 Board Meeting agenda for action.

### Out of State Travel Request Administrative Rule Review

The Board reviewed the sample out of state travel request administrative rule from Oregon School Board Association. Although the format was favored by the Board, Mr. King requested the student in private vehicles form be revised as well. Superintendent Adams agreed to work with high school administration for a first reading of the administrative rule at the April 25 Board Meeting.

### **Action Items**

#### 2011-12 School Year Calendar

Mr. King entered a motion to approve 2011-12 calendar option A with parent teacher conferences in October. Mr. Morrisson seconded.

Superintendent Adams noted as per contractual agreement, she sought and accepted association input where November conferences were preferred. The administrative team was favored the October conferences but was not opposed to November conferences.

The motion approving the 2011-12 calendar was approved as follows: David Morrisson, yes; Alan King, yes; Bill Crist, yes; Nathan Helwig, yes; and Benita Saatvedt, abstain.

**Upcoming Meeting Agenda Input**

Upcoming meeting agenda items includes a report on Professional Learning Teams; action on the renaming of St. Helens Middle School petition; transporting students in private vehicles and field trip request forms.

**Adjourn**

The meeting adjourned at 8:00 p.m.

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Board Chair

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Superintendent