

**St Helens School District #502
Board of Directors Organizational Meeting
July 13, 2011**

The District School Board of School District #502, Columbia County, Oregon convened for an Organizational Meeting at 6:30 p.m. in the Board Room of the administration office of the District, County and State on July 13, 2011.

Those present were:

Benita Saatvedt, Board Chair
Alan King, Board Vice Chair
Nathan Helwig, Board Member
Marshall Porter, Board Member
Raymond Biggs, Board Member
Mark Davalos, Superintendent
Janine Salisbury, Business Manager
Amanda Stuber, Executive Assistant

CALL TO ORDER

Superintendent Mark Davalos called the meeting to order at 6:40 p.m. followed by the flag salute.

NEW BOARD MEMBERS OATH

Prior to the administering of new board member oath to office, Board Member introductions were made. Raymond Biggs and Marshall Porter then stood and recited the Oath to Office.

ELECTION OF BOARD CHAIR & VICE CHAIR

Nominations for board chair were opened by Superintendent Davalos.

Nathan Helwig entered a motion to nominate Alan King as 2011-2012 Board Chair. With no second to the motion, the motion nominating Mr. King as Board Chair failed.

Alan King entered a motion to nominate Nathan Helwig as 2011-2012 Board Chair. With no second to the motion, the motion nominating Mr. Helwig as Board Chair failed.

Raymond Biggs entered a motion to nominate Benita Saatvedt as 2011-2012 Board Chair. Marshall Porter seconded.

With no additional nominations for Board Chair, nominations were closed by Superintendent Davalos.

Mr. Biggs then noted he heard rumor that Mrs. Saatvedt would be resigning from her Board position and explained how successful nomination of Mrs. Saatvedt to the Board Chair position would allow for the entire new Board to vote on the Board Chair replacement.

Mr. King expressed a desire to see an experienced Board Member serve as Board Chair when Mrs. Saatvedt's position becomes vacant.

Mr. Porter expressed agreement with Mr. Biggs' recommendation.

Mrs. Saatvedt noted the Board could not make a determination that an inexperienced Board Member would fill the vacancy. It was explained that if an experienced Board

Member were selected as her replacement they would be qualified to accept a vote to serve as the Board Chair.

The Board Chair discussion closed with the motion nominating Benita Saatvedt as 2011-2012 Board Chair carrying as follows: Raymond Biggs, yes; Marshall Porter, yes; Benita Saatvedt, yes; Alan King, no; and Nathan Helwig, no.

Mrs. Saatvedt assumed the position of Board Chair and opened nominations for 2011-2012 Board Vice Chair.

Marshall Porter nominated Raymond Biggs as 2011-2012 Board Vice Chair. With no second to the motion, the motion nominating Mr. Biggs as 2011-2012 Board Vice Chair failed.

Nathan Helwig nominated Alan King as board vice chair. Raymond Biggs seconded. With no further nominations the motion nominating Mr. King as 2011-2012 Board Vice Chair carried as follows: Mr. Helwig, yes; Mrs. Saatvedt, yes; Mr. Biggs, yes; Mr. King, yes; and Mr. Porter; no.

ACTION ITEMS

Resolution 2011-12 #1 - Authorizing the Chair and Vice Chair to sign any and all documents
Nathan Helwig entered a motion approving resolution 2011-12 #1. Marshal Porter seconded. The motion approving resolution 2011-12 #1 unanimously carried.

Resolution 2011-12 #2 - Designating Mark Davalos Chief Administrative Officer and School District Clerk
Marshal Porter entered a motion approving resolution 2011-12 #2. Nathan Helwig seconded. The motion approving resolution 2011-12 #2 unanimously carried.

Resolution 2011-12 #3 - Appointing Janine Salisbury Business Manager/Deputy Clerk and Custodian of funds and District Budget officer in accordance with ORS 328.441
Nathan Helwig entered a motion approving resolution 2011-12 #3. Marshall Porter seconded. The motion approving resolution 2011-12 #3 unanimously carried.

Resolution 2011-12 #4 - Designating the depositories for school funds
Raymond Biggs entered a motion approving resolution 2011-12 #4. Alan King seconded. The motion approving resolution 2011-12 #24 unanimously carried.

Alan King entered a motion to approve resolutions 2011-12 #5, 2011-12 #6 and 2011-12 #7 as listed:

Resolution 2011-12 #5 - To require fidelity bonds in the amount of \$100,000 for Clerk and \$200,000 for Deputy Clerk

Resolution 2011-12 #6 - Designating self-insurance option for workers compensation insurance

Resolution 2011-12 #7 - Extension of workers' comp. insurance to volunteers.

Nathan Helwig seconded. The motion approving resolutions 2011-12 #5, 2011-12 #6 and 2011-12 #7 unanimously carried.

Designation of Meeting Times, Dates and Location

Nathan Helwig entered a motion to move board meetings from the second and fourth Monday of the month to the second and fourth Wednesday of the month. Alan King seconded.

After short discussion on the movement of meetings and Board member availability the motion unanimously carried.

Nathan Helwig entered a motion to approve agenda items 5.9 through 5.18 as listed under one motion:

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 Janine Salisbury, 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 David B. Williamson as School District attorney with services on an "on call" basis.

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.

Alan King seconded. The motion approving agenda items 5.9 through 5.18 unanimously carried.

Nathan Helwig entered a motion approving the St. Helens High School 2011-12 graduation calendar as follows:

June 6, 2012	Last Day for Seniors	
	Senior Awards	6:30 p.m.
	Baccalaureate	8:00 p.m.
June 7, 2012	Senior Assembly	TBD
June 8, 2012	Graduation	7:00 p.m.

Raymond Biggs seconded. The motion approving the St. Helens High School's 2011-12 graduation calendar as provided from the high school unanimously carried.

Prior to meeting adjournment Benita Saatvedt verbally provided her resignation from the Board but did not specify a resignation date. Mrs. Saatvedt explained her wish is to remain in the position to assist with the application process and selection.

Mrs. Saatvedt requested district office personnel to proceed with posting and application collection as outlined in Board policy or as was done in the past.

ADJOURNMENT

The July 20, 2011 organizational meeting of the St. Helens School Board adjourned at 7:45 p.m.

Board Chair

Superintendent