

**St. Helens School District #502  
Board of Directors Meeting  
October 12, 2011**

Following adjournment of an Executive Session in accordance with ORS 192.660 (2) (d) regarding labor negotiations 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 October 12, 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 Salisury, Business Manager  
Amanda Stuber, Executive Assistant

**Call to Order**

The October 12, 2011 Board Work Session was called to order at 6:30 p.m.

**Agenda Approval**

Alan King entered a motion to approve the agenda as submitted. Nathan Helwig seconded.

The motion approving the agenda as presented unanimously carried.

**Board Applicant Interviews**

Interviews of board applicants Jana Mann, Jeff Howell and Sabrina Moore were conducted. Each interview began with the applicant providing an introduction of themselves then responding to a series of six questions that applicants William Crist and Matt Freeman answered at the September 28, 2011 Board Meeting.

**Action Items**

**Board Applicant Selection**

The selection process of the applicant to assume the upcoming board vacancy occurred through a ballot process. The first round of voting resulted in the elimination of applicants Sabrina Moore, Jeff Howell and William Crist. The favorable candidates included in the final poll of the board were Jana Mann and Matt Freeman with Matt Freeman being the candidate with the most votes.

The board agreed to appoint Mr. Freeman to board position one for the remainder of the term following the formal resignation of board Chair Benita Saatvedt.

**Board Member Resignation Vacancy Declaration**

Benita Saatvedt formally submitted her resignation from board position one effective 7:41 p.m. on October 12, 2011.

Nathan Helwig entered a motion to accept the resignation of Benita Saatvedt. Marshall Porter seconded. The motion unanimously carried.

Superintendent Davalos extended a thank you to resigned board member Benita Saatvedt and Board Vice Chair Alan King declared the position vacant.

Appointment of Board Applicant to Board Vacancy

Raymond Biggs entered a motion to appoint Matthew Freeman to the remainder of the term of vacant board position one. Marshall Porter seconded. The motion unanimously carried.

**Upcoming Meeting Agenda Input**

Agenda items for the October 26, 2011 meeting will included the swearing in of new board member Matthew Freeman and election of Board Chair and Board Vice Chair.

Alan King added agenda item analysis of district alignment and asked Superintendent Davalos to come prepare to discuss and move forward.

**Adjournment**

The meeting adjourned at 8:30 p.m.

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Board Chair

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Superintendent