

**St. Helens School District #502**  
**Board of Directors**  
**Work Session**  
**June 6, 2012**

The St. Helens School District Board of School District #502 convened in a Work Session at 6:30 p.m. in the District Office Board Room of the District, County and State on June 6, 2012.

Those present were:

Alan King, Board Chair  
Marshal Porter, Board Vice Chair  
Matt Freeman, Board Member  
Nathan Helwig, Board Member  
Raymond Biggs, Board Member  
Mark Davalos, Superintendent  
Janine Salisbury, Business Manager  
Amanda Stuber, Executive Session

**CALL TO ORDER**

Alan King called the Work Session to order at 6:35 p.m. followed by the flag salute.

**AGENDA APPROVAL**

Nathan Helwig entered a motion to amend the agenda to include action item 7.4 Resolution 2011-12 No. 10 Making Additional Appropriations as a discussion and report item as agenda item 5.6. Marshall Porter seconded. The motion approving the agenda amendment unanimously carried.

Marshall Porter entered a motion to approve the agenda. Nathan Helwig seconded.

Matt Freeman requested addition of a discussion item to discuss budget committee action at the May 31<sup>st</sup> meeting and the possible overstepping of roles. Following discussion between Board Members on interpretation of the motion at the May 31<sup>st</sup> meeting, Budget Committee role and actions, and Budget Committee role and duty descriptions in St. Helens School District policy, the OSBA budget guide and Department of Revenue, Alan King denied the request.

The motion carried 4 – 1 as follows: Marshall Porter, yes; Nathan Helwig, yes; Alan King, yes; Ray Biggs, yes; and Matt Freeman, no.

**PUBLIC COMMENT**

No public comment on non-agenda items was provided.

## **RECOGNITION**

Superintendent Mark Davalos explained the foreign exchange student scheduled for introduction was unable to attend the June 6<sup>th</sup> meeting because of conflicting graduation activities.

## **REPORTS & DISCUSSION**

### Watershed Council Grant Project

Amber Horn and Alyson Charbonneau provided the Board a tour of the wetlands project in between St. Helens Middle School and the District Office and a review of the Oregon Watershed Council Grant. No questions on the project were provided but the Board questioned the District Cash Match fund in the amount of \$15,200 noted on the application.

It was explained that of the \$15,200, \$1,800 was satisfied through use of equipment purchased last school year and the bussing and substitute costs totaled \$900. The \$11,000 cash match amount was thought to be the teacher salary the district has budgeted to cover Mrs. Horns Science assignment so the salary amount as considered to technically be an in-kind match. Due to this not being clear, the Board was not in-favor of approving such grant with a cash match amount. Mrs. Horn and Mrs. Charbonneau agreed to look into the item further.

### Superintendent 2012-13 Goals & Focus

Superintendent Mark Davalos presented a draft of his 2012-13 goals and focal points established by the board at the May 12<sup>th</sup> Board Retreat as follows:

- 1) **Evaluation:** Superintendent, administration and staff - The Board encouraged (directed) Superintendent Davalos to use a 360° evaluation process that will begin fall 2012 with a results summary deliver by January, 2013. The same will be developed for all administrators. The district will begin to explore the negotiations and implementation of SB290 so that a new teacher evaluation process will be in place by July1 of 2013.
- 2) **Student Success:** Consistent & Longitudinal Data - SHSD has data systems in place that will provide detailed and historical information regarding student achievement. The data needs expanded and organized for the purpose of review, communication and data-driven decision making across all grades. The work will attach to the Achievement Compact targets and align SHSD instruction to assessment results in noticeable ways.
- 3) **Program Evaluation:** Exit Interview, Surveys and Questionnaires – The budget crisis makes it extremely important to evaluate and consider what programs and supports best meet the needs of our students and schools. Program evaluation information will help SHSD communicate and budget services and resources where they are most important and necessary.
- 4) **Property Evaluation:** Building Use and Surplus Property Evaluation –Declining enrollment and budget reductions call for a thorough examination of facility usage as the possibility of even more challenging budget scenarios are considered. There are also several properties that need to be considered in the District’s overall footprint.

- 5) **Safety:** Emergency Preparedness - The Board has asked for a thorough review of safety procedures and emergency preparedness next year. The review will include all schools and staff and will produce clear and communicated information across the district.
- 6) **Advanced Credit Opportunities:** Maintain Broad Programming and Expand College Opportunities - A goal set by the new Achievement Compact is that graduates will, by 2025, earn nine or more college credits. SHSD is a leader in how many credits are earned by our graduates. This goal will clearly define strategy and address the groups of students who are not always successful in this regard.
- 7) **Operations:** Evaluate to Find Cost Efficiencies - A major aspect of the district budgeting process is determining critical and appropriate levels of support services outside of the classroom. This goal will provide data and information necessary to overall budget planning.
- 8) **Overall Instructional Goal:** Instructional Leadership & Implementation of the Achievement Compact - Through this compact, SHSD will commit to ensuring:
  - (a) educator effectiveness,
  - (b) fiscal efficiency,
  - (c) cross-institutional collaboration,
  - (d) continuous learning and improvement, and
  - (e) allocation of resources to ensure equitable achievement for all students.

During discussion of the goal and focal point items presented, the Board requested:

- a monthly condensed student and staff accident report,
- advanced credit opportunities also be a SHHS goal, and
- exploration of sharing student program opportunities and resources between SSD and SHSD.

When discussion of sharing program opportunities goal occurred, Superintendent Davalos reminded the Board of recent discussion with PCC President, David Rule, where interest in the Scappoose area instead of St. Helens was expressed. However, after hour access for students and the community was favorably received.

Mr. Porter requested inclusion of a personal goal as he requested at the retreat. Superintendent Davalos explained he will be pursuing a doctorate degree and can include this in the final goal document prior to adoption.

#### K-12 Achievement Compact Requirements

Superintendent Mark Davalos presented 2012-13 K-12 Achievement Compact as follows:

- background information from the state,
- required targets from the state, and
- SHSD's K-12 Education Achievement Compact and recommendations (as attached) for setting the achievement compact targets that will be submitted to the state after Board approval.

During the review, makeup of the economically disadvantaged and early leaver student areas was requested. The response to the request explained the economically disadvantaged column includes limited English proficient, students with disabilities, black

(not of Hispanic origin), Hispanic origin, American Indian/Alaska native, Pacific Islander and Asian. The early leaver student area included students who do not complete school but does not include deceased students.

Superintendent Davalos also noted there will be a committee established for progress monitoring.

Mr. Freeman asked if classes are being budgeted to achieve the goals set in the compact. Superintendent Davalos expressed confidence that is being done and that it will continue.

Mr. King questioned Oregon not receiving the NCLB waiver. Superintendent Davalos explained the waiver is pending and under revision; state representatives are hopeful the waiver will be approved.

Approval of the Compact is scheduled for board action at the June 20<sup>th</sup> Regular Board Meeting.

#### Revised 2012-13 School Year Calendar

Superintendent Mark Davalos presented a revised 2012-2013 school year calendar as recommended by the St. Helens School District Calendar Committee. The proposed calendar includes a total of eight (8) budget reduced school days as follows:

- October 10<sup>th</sup> & 11<sup>th</sup> (these are backed up to 8 hour daytime conferences on October 8<sup>th</sup> & 9<sup>th</sup> conferences and the October 12<sup>th</sup> statewide in-service day which results in a full week of no school),
- November 19<sup>th</sup>, 20<sup>th</sup> & 21<sup>st</sup> (these fall in the same week of the Thanksgiving Holiday and results in a full week of no school),
- March 22<sup>nd</sup> & April 1<sup>st</sup> (these are at the start and end of Spring Break), and
- June 13<sup>th</sup>.

Due to daytime only conferences providing working families limited access to conferencing, Mr. King spoke against daytime only conferences on October 8<sup>th</sup> and 9<sup>th</sup> and Mr. Porter spoke against the full week off the week of October 8<sup>th</sup>. Superintendent Davalos added he will review the licensed contract and enter into discussion with SHEA about evening conferences if the Board wishes he do such and explained that attendance has historically been low the week of October 8<sup>th</sup> because of hunting season.

Mr. Biggs requested information on how inclement weather days impact the schedule. It was noted weather makeup days were not added to the calendar but explained that budget reduced days could be added back as school days if the Board took action to makeup inclement weather school closure days.

Mr. Porter questioned Calendar Committee discussion of using Wednesdays as budget reduction days and expressed strong concern for the lengthy amount of time students will

be out at a week or more at a time. Mr. Porter expressed concern with the daycare hardship on families and a large loss of educational time blocks with the weekly breaks.

Mr. Helwig questioned retention of weekly early release Wednesdays. Superintendent Davalos explained the committee was in favor of retaining all or none of the early release days. Because of the reconfiguration the first option was to keep each week. Mr. Helwig did not discredit the value of PLTs but saw more value in student/teacher time together. Options Mr. Helwig presented for consideration included no early release either at the beginning or end of the school year, every other week or once a month early release.

Superintendent Davalos was asked for a recommendation on the calendar but did not provide one. Mr. Helwig then requested a reduction of 14 early release days as scheduled by Superintendent Davalos. Mr. King did not agree with the 14 day early release reduction but did not provide a preferred number to reduce. Mr. King did extra PLC time in the fall, then maybe every other early release after the holidays. Mr. Porter did not agree with the long periods of time out of school because of the budget reduced days but did agree with the reduction in PLT time.

A revised 2012-13 calendar is scheduled for board action at the June 20<sup>th</sup> Board Meeting.

### Third Reading Revised Policy

During the third reading of revised policy JECBB – Intradistrict Transfer Students, no additional revisions were made.

### Resolution 2011-12 No. 10 – Making Additional Appropriations

Nathan Helwig requested clarification on the resolution contents. Janine Salisbury explained the resolution is intended for over budgeted appropriations, some of which were fault of the received NWRESA contracted finance services.

Nathan Helwig asked if the budgeting errors found in the 2011-12 budget have been corrected and if the concerns were addressed with the ESD. Superintendent Davalos confirmed that he has expressed his dissatisfaction with ESD personnel.

### **PUBLIC COMMENTS REGARDING AGENDA ITEMS**

Michelle Johnson, SHSD educator, spoke to the calendar approved by the Calendar Committee. Concern with the placement of days around testing windows and how families view don't feel the impact of reduced days when they are backed up to long weekends or breaks was noted by Ms. Johnson and Ms. Johnson recommended Take Your Kid to Work Day as one of the reduced days since Take Your Kid to Work Day has a low attendance rate.

Lisa Rawlings, Director of Curriculum and Instruction, added she received some calendar concerns prior to the meeting and requested steps on how to share with the Board. The Board asked to have the information emailed to them.

## **ACTION ITEMS**

### Policy Revision JECBB

Matt Freeman entered a motion to approve revised policy JECBB – Intradistrict Transfer Students. Nathan Helwig seconded. The motion unanimously carried.

### Meeting Minutes

Mr. Helwig entered a motion to approve the April 25<sup>th</sup> and May 23<sup>rd</sup> meeting minutes. Mr. Biggs seconded. The meeting minutes of the April 25<sup>th</sup> and May 23<sup>rd</sup> meeting minutes unanimously carried.

### Resolution 2011-12 No. 10 – Making Additional Appropriations

Nathan Helwig entered a motion to approve Resolution 2011-12 No. 10. Raymond Biggs seconded.

The motion carried as follows Nathan Helwig, yes; Alan King, yes; Ray Biggs, yes; Matt Freeman, yes; and Marshall Porter, no.

Nathan Helwig entered a motion to add the Watershed Council Grant to the agenda as action item 7.5. Raymond Biggs seconded. The motion unanimously carried.

### Watershed Council Grant

Nathan Helwig entered a motion to approve the Watershed Council Grant provided no district funds. Raymond Biggs seconded.

Matt Freeman entered a motion to amend the motion to approve with no district monies and removal of the district monies portion to eliminate appearance of cash resources the grant. Marshall Porter seconded.

Following discussion on the intent of Mr. Freeman's motion to amend Mr. Helwig's motion, Mr. Helwig's motion failed 4 to 1 as follows Raymond Biggs, no; Nathan Helwig, yes; Marshall Porter, no; Alan King, no; Matt Freeman, no.

Nathan Helwig entered a motion to revise his motion to approve the Watershed Council Grant provided grant does not require any non-budgeted district funds. Raymond Biggs seconded. The motion carried as follows: Raymond Biggs, yes; Nathan Helwig, yes; Marshall Porter, yes; Alan King, yes; and Matt Freeman, abstaining.

## **UPCOMING MEETING INPUT**

Upcoming agenda items for the June 20<sup>th</sup> Regular Board Meeting includes:

- Public Budget Hearing
- Superintendent Goals
- 2012-13 Budget Adoption
- Revised 2012-13 Calendar Adoption

- K-12 Achievement Compact Requirements Adoption
- Update on YAA Contract

**ADJOURNMENT**

Prior to adjournment Nathan Helwig provided a review of graduation events and the Board's role during the commencement.

The regular meeting adjourned at 9:09 p.m.

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Board Chair

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Superintendent