

**St. Helens School District #502  
Board of Directors Meeting  
November 28, 2012**

**Unofficial  
Meeting  
Minutes**

The St. Helens School District Board of School District #502 convened in a Regular Meeting at 6:30 p.m. in the District Office Board Room of the District, County and State on November 28, 2012.

Those present were:

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

**CALL TO ORDER**

Marshall Porter called the Regular Meeting to order at 6:30 p.m. followed by the flag salute.

**AGENDA APPROVAL**

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

The motion approving the agenda as presented unanimously carried.

**VISITORS TO ADDRESS THE BOARD**

No visitors addressed the Board.

**CONSENT AGENDA**

Alan King entered a motion to approve the consent agenda as follows:

Enrollment – November 2012  
Revenues & Expenditures Report – October 2012  
Year to Date Financial Report – October 2012  
Licensed Staff College Course Salary Schedule Advancements

Ray Biggs seconded. The motion approving the consent agenda unanimously carried.

**REPORTS & DISCUSSION**

SHHS ASB Leadership Introductions

Eliazar Lopez, SHHS ASB Public Relations Representative, reported on:

- SHHS leadership's recent attendance of the Oregon Leadership Association Conference in Seaside with other statewide leadership groups,

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- a variety of drives to support those in need of food, gifts, blankets and/or clothing, and
- Announced SHHS's Winter Festival Assembly on December 21<sup>st</sup> at SHHS at 1:50 p.m.

Mr. Lessard added more detailed information on some of SHHS's drives and reminded donators to provide only new blankets for the Amani Center Blanket Drive.

#### NWRES D 2011-12 Annual Report

NWRES D Chief Financial Officer Janice Essenberg and NWRES D Board Member Marilyn McGlasson attended and represented the NWRES D where an overview of NWRES D's 2011-12 Annual Report was provided. Mrs. Essenberg brought attention to the department overview of the NWRES D's key departments; the NWRES D's general fund budget, expenditures by district, service credit allocations and core services; and the hours of ESD service to St. Helens School District.

The ESD's financial stability that follows during the budgeting process and recent Local Service Planning discussion was questioned. Board Member McGlasson acknowledged the negativity and stressed the importance of some of the specialized ESD services, especially for the smaller districts. Mrs. Essenberg agreed with McGlasson's comments and reviewed some upcoming changes to the LSP that will be presented for Board adoption in January.

In closing of the NWRES D's annual report Ms. McGlasson thanked the Board for their time, brought attention to the NWRES D website, and encouraged attendance of the ESD's GAP Foundation annual fundraiser.

#### Facility Use Fee Waiver Request

Superintendent Davalos provided an overview of the facility use fee waiver request presented by St. Helens Oregon Youth Basketball representative Kevin White. Superintendent Davalos acknowledged the middle school support for middle school students but explained the other buildings were not able to do so.

Mr. King questioned if alternate options were provided to the representative and Mr. Helwig questioned weekend security. It was confirmed the options were provided and speaking with the Boosters was also provided as an option, and weekend security is no longer available to the district.

#### K-12 2012-13 School Improvement Plan Q & A Session

Superintendent Davalos opened Board discussion on SHSD's 2012-13 School Improvement Plans and the Data Report received at the November Work Session. Board Member Alan King commented on items missing to the plans.

SHMS Principal Joanna Tobin explained the SIP is just a snap shot of work and assured the Board there is much more going on. McBride Elementary School Principal Karla Thompson echoed Mrs. Tobin's comment. SHHS Principal Andy Croley and SHHS Assistant Principal

Bruce Carvalho acknowledged the SHHS Winter athletes and their outstanding GPA status in their league.

#### Key Club Out of State Travel Request

Superintendent Davalos brought attention to SHHS's Key Club out of state travel request for March 22 – March 24, 2013 to Seattle Washington for the Key Club District Convention. Superintendent Davalos explained the application is complete, has been approved by the principal and himself, and Superintendent Davalos recommended approval.

#### Policy Revision – Second Reading BDDC

During the second reading of the proposed policy revision, Superintendent Davalos provided recommended language to paragraph five of the policy. Mr. Helwig recommended removal of paragraph five and expressed concern with the language being in policy and with it being a “gotcha” item that is a staff management item of the Superintendent. Mr. Helwig's recommendation opened mixed discussion between the Board Members that concluded with the majority in favor of removing paragraph five of the policy. Paragraph five of the policy will be removed for the third reading. The other language added for the second reading will remain as is.

#### **PUBLIC COMMENT REGARDING ACTION ITEMS**

No public comment regarding agenda items was provided.

#### **ACTION ITEMS**

##### Facility Use Fee Waiver

Mr. Helwig entered a motion to uphold the facility use fee requirement in accordance with board policy KG and administrative rule KG-AR. Mr. King seconded.

Mr. Freeman spoke in favor of a one-year fee waiver with an established cleaning standard to allow Mr. White to continue with establishment of the program for SHSD youth.

Other board discussion held was on behalf of the facility use committee, the district's dwindling resources, and lack of an alternate plan in lieu of the fee which could be reconsidered if a plan was submitted. School staff impacted by building rentals addressed the Board about key issues, concerning behavior by siblings or other unsupervised students, and vandalism that has occurred to the buildings during unsupervised use.

Mr. Porter brought attention to the fee structure not being very different than the previous policy and was not in favor of a waiver.

The motion to uphold the facility use fee requirement unanimously carried.

### Key Club Out of State Travel Request

Mr. Freeman entered a motion to approve the Key Club out of state travel request. Mr. Helwig seconded.

Key Club Advisor and Board Member Alan King added that the number of students will be added after the fundraising has been completed.

The motion carried as follows: Ray Biggs, yes; Matt Freeman, yes; Nathan Helwig, yes; Marshall Porter, yes; and Alan King, abstaining.

### Decisions Pertaining to Executive Session

Mr. King entered a motion to uphold the Superintendent decision on the volunteer status. Ray Biggs seconded.

The motion unanimously carried.

### **UPCOMING MEETING INPUT**

December 19, 2012 meeting agenda items scheduled include:

- Consent agenda
- SHHS ASB report (optional)
- SHHS 2013-14 User Fees
- SHSD Emergency Safety Plan Review Report
- OSBA Contract for 2012-13 Bargaining Services

### **SUPERINTENDENT & SCHOOL BOARD CORRESPONDENCE**

The emails listed on the meeting agenda were acknowledged as received.

### **ADJOURNMENT**

The November 28, 2012 Regular Board Meeting adjourned at 7:53 p.m.

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Board Chair

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Superintendent