

**St. Helens School District #502
Board of Directors Work Session
September 11, 2013**

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 September 11, 2013.

- PRESENT** Those present were:
Marshall Porter, Board Chair
Gordon Jarman, Board Vice Chair
Kelly Smith, Board Member
Raymond Biggs, Board Member
Jeff Howell, Board Member
Mark Davalos, Superintendent
Janine Salisbury, Business Manager
Amanda Stuber, Executive Assistant
- CALL TO ORDER** Marshall Porter called the Work Session to order at 6:30 p.m. followed by the flag salute.
- AGENDA APPROVAL** Ray Biggs entered a motion to amend the agenda adding Executive Session decision pertaining to Superintendent Davalos' decision. Gordon Jarman seconded. The motion approving the agenda unanimously carried.
- VISITORS ADDRESS THE BOARD** On behalf of St. Helens Youth Football League, Marit Nelson addressed the Board regarding pending discussion about billing St. Helens Youth Football League for St. Helens Middle School football field water usage. Mrs. Nelson spoke on the League's estimated donation of \$20,000 for care and upkeep of the SHMS field football field, the number of volunteer hours for the youth program, scholarships of \$4,000-5,000 in user fees, and the recent District implementation of port-a-potty & garbage fees, and requested relief from the billing due to the League's small budget.
- Mr. Biggs questioned understanding of an agreement between the two organizations that billing of water use would occur.
- Kimberly Brandt, SHSD parent, addressed the board regarding the new grading policy and user fees at SHHS and increased liability because limited district nursing staff. Mrs. Brandt expressed concern with teaching staff lack of understanding and obvious frustration with the grading change and frustration with the number of user fees for courses.
- REPORTS & DISCUSSION** Superintendent Report
The Superintendent Report included an update on the first days of the 2013-14 school year and current enrollment numbers at each school. Continuous monitoring of class sizes is occurring and any large discrepancies will be addressed after the mandatory 10-day "no show" enrollment drop. Superintendent Davalos also announced the driver education program coming to SHHS and his recent participation in a Race-to-the-Top Grant webinar with various other Superintendents at NWRESA.

**REPORTS &
DISCUSSION
CONTINUED**

The Superintendent Report concluded with clarification about previously held STEM School funding discussion. Clarification included explanation that general fund dollar use for teaching staff, etc. would follow attending students and grant funds would support other areas.

Mr. Porter requested the number of intra-district transfers from the 2012-2013 and current school year.

Kellie Smith requested facility use information for the driver's education program at St. Helens High School.

St. Helens Student Foundation Annual Report

St. Helens Student Foundation Trustee Pat Fery provided the Board an overview of the SHSF role in the district which manages scholarships and currently offers classroom grants from the foundation's general fund. As required by the SHSF by-laws, Mrs. Fery invited a School Board Member to volunteer in one of the vacant foundation positions.

Kellie Smith and Jeff Howell both expressed interest and agreed to decide prior to the next SHSF meeting.

St. Helens Youth Football Subsidy

Janine Salisbury provided a two-year review of water use for watering the St. Helens Middle School football field that reflected an increased amount of \$1,492 in 2013. The minimal June/July 2012 rate was due to substantial rainfall in the area, but no explanation was available for the June/July 2013 and July/August 2013 billing difference since SHYF controlled when and how long the field is watered.

Gordon Jarman expressed concern with the district releasing control of water use on district property to non-district organizations, and after Board Member debate in support and not in support of the district absorbing the 2013 watering expense, financial information for non-monetary contributions from SYFL was requested for decision at the September 25, 2013 Regular Meeting.

SHSD Long Range Facilities Plan

Jared Plahn presented a five-year maintenance plan which included painting Columbia City School, repairing and painting SHMS portables, paving the SHHS A building parking lot and fixing the A building hot water line during the first two years. The Board questioned the order of the maintenance projects, grant opportunities, and volunteerism to assist with some of the projects. Mr. Plahn explained the order is by most necessary at this time, and limited district staff to oversee volunteer work hinders use of volunteers and seeking grant funding. The \$420,000 maintenance project total in 2014-2015 compared to the \$35,000 total in 2013-2014 was discussed and postponing projects to use the budgeted amounts elsewhere was mentioned but Mr. Plahn and Superintendent Davalos did not favor postponing the projects. A majority of the School Board was in favor of receiving a list of projects community members could assist with through volunteerism and a list of donations needed for the projects. Mr. Plahn agreed to provide the requested information.

SHHS Parking Lot RFP

The July 2013 Request for Proposal (RFP) for SHHS East Parking Lot Improvements was presented to the Board for review and action at the September 25th Regular Board Meeting. The Board reviewed the RFP and questioned use of bio-swales to assist with water runoff to preserve the pavement. Mr. Plahn agreed to look into the bio-swales and will provide the information at the September 25th Regular Board Meeting.

Land Use Decision Appeal

Superintendent Davalos provided a summarized review of a July 9th conditional use permit (CUP) application for cultivation of medical cannabis within 1,000 feet of Lewis & Clark Elementary School that was submitted to the City of St. Helens. Despite District, CRFR and SHPD opposition to the CUP in written and verbal form at a public hearing, City Council approved the CUP. Superintendent Davalos provided the Board a copy of an application to appeal the land use decision that names SHSD as one of the applicants and requested Board support. The Board was in favor of supporting the appeal.

2013-2014 Superintendent Goals

Marshall Porter provided explanation of intent of setting goals for the Superintendent. Superintendent Davalos reviewed the included materials which included policy on district, Board and Superintendent goals; Superintendent goals and evaluations from 2011-2012 and 2012-2013; the 360 survey; and goals from three other Oregon school districts.

Mr. Jarman and Mr. Howell were in agreement with seven goals being too excessive and with setting three goals. Mr. Jarman expressed preference with Parkrose SD's format and preferred to see Superintendent Goals in leadership, vision & opportunity. Following lengthy Board brainstorming areas of focus Superintendent Davalos requested permission to write goals for review and feedback at the September 25th Board Meeting. The Board was in favor of the request.

ACTION

Action

Ray Biggs entered a motion to approve the Superintendent decision to deny the transfer. Jeff Howell seconded.

During discussion, Ray Biggs and Marshall Porter both expressed support for the Superintendent decision but was not in-favor of the Superintendent decision to deny the transfer request.

Jeff Howell called for vote. The motion to approve the Superintendent decision to deny the transfer failed.

UPCOMING MEETING INPUT

Upcoming Meeting Input

September 25, 2013 Regular Meeting agenda items will include:

- Board Policy Updates
- Achievement Compact
- District Office Staffing Budget
- Superintendent Goals
- SHYF Subsidy
- SHHS Parking Lot RFP
- Volunteer Firearms Policy Review (requested by Ray Biggs)

ADJOURN

Adjournment

The September 11, 2013 Work Session adjourned at 9:10 p.m.

Board Chair

Superintendent