

**St. Helens School District #502
Board of Directors Regular Meeting
September 25, 2013**

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 September 25, 2013.

- PRESENT** Those present were:
Marshall Porter, Board Chair
Gordon Jarman, Board Vice Chair
Kelly Smith, Board Member
Raymond Biggs, Board Member
Mark Davalos, Superintendent
Janine Salisbury, Business Manager
Amanda Stuber, Executive Assistant
- CALL TO ORDER** Marshall Porter called the Regular Board Meeting to order at 6:30 p.m. followed by the flag salute.
- AGENDA APPROVAL** Ray Biggs entered a motion to approve the agenda. Gordon Jarman seconded. The motion approving the agenda unanimously carried.
- VISITORS ADDRESS THE BOARD**
Visitors Address the Board
St. Helens School District parent Kimberly Brandt expressed concern with staff inability to properly record grades in the new online student system, Parent VUE. Mrs. Brandt's concern included the possible impact on athletic eligibility the improper grade recording will have and the frustration of staff, students and parents.
- CONSENT AGENDA**
Consent Agenda
Kellie Smith entered a report to approve the consent agenda with the exclusion of items 4.6 and 4.7. Ray Biggs seconded. The motion approving the consent agenda as modified unanimously carried.
- REPORTS & DISCUSSION**
Reports & Discussion
2013-14 Building Back to School Updates
BG Aguirre introduced SHHS assistant principals Cris Gwilliam and Bruce Carvalho, commented on the high level of school spirit, recognized SHHS band and choir, and reported on the teacher focus to align curriculum with Common Core and goal writing. Principal Aguirre introduced SHHS Leadership student Miles Perry who introduced all SHHS Leadership members present and reported on homecoming week, announced the SHHS homecoming court and Think Pink Week. Principal Aguirre also introduced SHHS counseling secretary Diana Peterson, SHHS counselor Kerry Marshall, and teacher John Lessard.
- Carol Dowsett introduced SHMS head custodian Steve Rethati and Dean of Students Mark Janke then reported on the Where Everyone Belong (WEB) event prior to the start of school; acknowledged the committed middle school staff and their PLC and Grade Level Team meetings work. September events at SHMS reported on included the first dance fundraiser for the Care Team, progress reports, and Synergy trainings. Principal

Dowsett also reported on upcoming events for the month of October that will include a strong emphasis on bullying and harassment.

Cathy Carson introduced Lewis & Clark School assistant principal Dustin Salisbury and acknowledged staff dedication to the many back to school events. Since the start of school L&C building events have included a variety of safety drills, kindergarten parent principal talks, attendance incentive events, site council meetings, universal screening of each student, and a heavy PBIS emphasis.

Karla Thompson introduced assistant principal Lisa Tyler; teachers Fran Clason, Betsy Penzoil, Heidi Green and Kristin Fastabend; and classified employee Cyndy Johnson. Principal Thompson announced a new lunch schedule that schedules students in the cafeteria after recess and reported the new schedule has resulted in less garbage since kids are eating more. The first spirit assembly was last week and the McBride Fun Run fundraiser is underway.

Use of District Facilities – Tom’s Driving Academy & SHYF

Superintendent Davalos brought attention to the facility use requests by St. Helens Youth Football and Tom’s Driving Academy and explained that both organizations provide a benefit to SHSD students but SHYFL is a non-profit organization and Tom’s Driving Academy is a for profit organization. However, a grant obtained by the County has assisted with reducing the student participation fee for the Tom’s Driving Academy benefit. Superintendent Davalos explained the Board has the option to waive or reduce the fees as presented and asked if the Board needed any additional information prior to taking action.

Marshall Porter requested enrollment information since the 10-day drop period has passed. Superintendent Davalos explained he has an enrollment report and provided an overview of the current class sizes and explained that, although the class sizes are not ideal, he did not see need to add teaching staff to either K-6 school.

Marshall Porter and Kellie Smith asked what the district could do to improve reading at the third grade level and asked if the District has reached out to the elderly help with reading. Superintendent Davalos explained the Grandparent Program is being resurrected and he is working with the organization to best utilize their service.

McBride School Playground Structure Grants

Karla Thompson introduced Tim Mosterdyke, McBride Elementary School parent, who approached McBride administration with an offer to apply for grant funding to replace the playground structures at McBride School. Mr. Mosterdyke provided a detailed presentation of the plan to replace the deteriorating and outdated equipment with ADA compliant structures that will maximize education on the playground. Concern with the safety of the current play structure was discussed in length and Board support to proceed was expressed.

SHHS Parking Lot RFP

As follow-up to Board interest to include bio-swales in the SHHS parking lot paving project that was expressed at the September 11th Work Session, Jared Plahn explained

That, as per the District's liability insurance, the inclusion of bio-swales on District property is not an option. Mr. Plahn also requested permission to gather information to have the SHHS parking lot speed bumps shaved down lower. Superintendent Davalos added that recently received written input from SHHS students on how their school could be improved and approximately 30% of the students commented on the speed bump height. No additional Board questions or input was provided.

Achievement Compact

Superintendent Davalos presented the 2012-13 Achievement Compact results for SHSD and the SHSD 2013-14 Achievement Compact for Board consideration. Although the 2012-13 results were not favorable, targets for 2013-14 are upward and the goals are within reach. School Improvement Plans will reflect the targets and SHSD staff is devoted to making improvements. School Improvement Plan presentation to the Board will occur in October.

2013-2014 Superintendent Goals

Superintendent Davalos presented a draft of his 2011-14 goals that addresses Improvement Opportunities for Students, Mission & Vision and Leadership Support. Marshall Porter thanked Superintendent Davalos for the goal clarity and format.

District Office Staffing Budget

Mr. Jarman requested budget cost of .25 to add back FTE to the district office human resources position and expressed concern with the Board and office ability to operate fully. Superintendent Davalos noted other district office staffing reductions and expressed appreciation for Board desire to see District Office staff reductions returned, and shared his preference to see staffing at the schools increased first.

Janine Salisbury provided various budget figures to increase the district office human resources position that ranged from \$36,860 to \$18,428, depending on what the FTE increase is. Superintendent Davalos requested permission to assign the additional FTE funding as he best sees needed or to evaluate the request during the next budget cycle.

Marshall Porter cautioned the Board about managing staffing and recommended Superintendent Davalos continue with assigning any additional staff as he sees necessary at this time. No additional Board input was provided.

Policy Updates – Second Reading

No additional revisions were made during the second reading of policies:

CBA – Qualifications and Duties of the Superintendent

DH – Bonded Employees

EGAC – Cell Phone

GBDA – Mother Friendly Workplace

IK – Academic Achievement

IKAB – Student Progress Reports to Parents

JEA – Compulsory Attendance

JECA – Admissions of Resident Students
JHCCA – Students – HIV, HBV and AIDS
JECCB – Students – HIV, AIDS (Deletion)
JHCCF – Pediculosis
JHFF – Reporting Requirements Regarding Sexual Conduct with Students
JOB – Personally Identifiable Information

Language to identify when grading will be conducted in policy IKA – Grading System is “nine-week”. The revision will be made prior to the third reading and adoption scheduled at the October 23rd Regular Board Meeting.

Policy Updates – First Reading

CCG – Licensed Evaluation – Administrators: Superintendent Davalos presented OSBA recommended revisions and his recommended revisions that align with the District’s SB290 evaluation handbook.

Board Member Requested Policy Review

DJ – District Purchasing: To support transparency in District spending and financial accountability Kellie Smith asked the Board to consider revising the purchasing amount that does not require Board approval. Mrs. Smith referenced other school districts that have a purchasing amount lower than \$100,000 or provide the Board with a monthly detailed accounts payable report.

Janine Salisbury commented that the current purchasing amount in Board policy is lower than legal purchasing amount as allowed by law.

Kellie Smith requested monthly bank reconciliation reports for Board review. Gordon Jarman referenced former District practice that included a monthly accounts payable report.

Janine Salisbury explained the current accounting software is unable to provide such reports without including payroll information. Superintendent Davalos added that, as his role as Superintendent, he receives and approves an accounts payable report prior to payment of bills.

GBJ – Weapons in Schools – Staff: Ray Biggs requested School Board reconsideration of adoption of Board policy GBJ. Mr. Biggs explained how the policy is a violation of Constitutional Rights and recommended Board consideration of the policy.

Kellie Smith referenced the OSBA summer conference where the OSBA presenter expressed concern about school district liability with the policy in place. Following lengthy Board discussion on Constitutional Rights and SHSD liability, the Board requested legal counsel input and clarification on liability before the next reading.

ACTION

Action

SHYF Facility Use

Gordon Jarman entered a motion to dismiss billing SHYFL for water use. Kellie Smith seconded. Budget information provided from SHYFL included an average cost of \$3,155

per year over a three-year period for fertilizer, seed and sod, aerating equipment, fill dirt and paint.

The motion dismissing billing SHYFL for water use unanimously carried.

Tom's Driving Academy Facility Use

Prior to a motion, Marshall Porter requested clarification of the request. Superintendent Davalos explained the request was to waive facility use fees for the SHHS driver's education program through Tom's Driving Academy and, given the student safety benefit the program offers, recommended waiving the fee.

Mr. Biggs entered a motion to waive the fees of Tom's Driving Academy Facility Use. Following no second, the motion died.

Mr. Jarman entered a motion to see figures that includes student fee reduction in lieu of the current fee. Kellie Smith seconded. The motion unanimously carried.

SHHS Parking Lot RFP

Kellie Smith entered a motion to approve the SHHS parking lot RFP. Ray Biggs seconded.

Mr. Biggs expressed concern with delaying maintenance projects of this magnitude. During Board discussion, inclusion of lowering the SHHS parking lot speed bumps was questioned.

Mr. Biggs amended the motion to include lowering of the SHHS parking lot speed bumps. Kellie Smith seconded.

Mr. Jarman questioned the total cost of project. Mr. Plahn explained the approximate cost is \$330,000.

The motion to approve the SHHS parking lot RFP with addition of shaving down the speed bumps carried as follows: Ray Biggs, yes; Marshall Porter, yes; Kellie Smith, yes; and Gordon Jarman, no.

Achievement Compact

Kellie Smith entered a motion to approve the SHSD 2013-14 Achievement Compact. Ray Biggs seconded. The motion approving the 2013-14 Achievement Compact unanimously carried.

2013-14 Superintendent Goals

Ray Biggs entered a motion to approve the 2013-14 Superintendent Goals. Kellie Smith seconded. The motion unanimously carried.

UPCOMING MEETING INPUT

Upcoming Meeting Input

October 9, 2013 Work Session agenda items will include:

- Board Policy Updates
- Achievement Compact
- SHMS Athletics

ADJOURN

Adjournment

The September 25, 2013 Regular Meeting adjourned at 9:30 p.m.

Board Chair

Superintendent