

St. Helens School District #502
Board of Directors
Regular Board Meeting
December 18, 2013

The St. Helens School District Board of School District #502 convened in a Regular Board Meeting at 6:30 p.m. in the District Office Board Room of the District, County and State on December 18, 2013.

PRESENT

Those present were:

Marshall Porter, Board Chair
Kelly Smith, Board Member
Ray 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 Regular Board Meeting to order at 6:30 p.m. followed by the flag salute.

AGENDA APPROVAL

Ray Biggs entered a motion to amend Report and Discussion agenda items as follows:

- 5.10 – Troy Leach offer to staff
- 5.11 – OSBA Annual Convention report
- 5.12 – STEM School update

Jeff Howell seconded. The motion approving the agenda as revised unanimously carried.

Superintendent Davalos requested a motion to add Facility Committee to the Action Items of the agenda.

Ray Biggs entered a motion to add Facility Committee to Action Items as item 7.4. Kelly Smith seconded. The motion unanimously carried.

VISITORS ADDRESS THE BOARD

Visitors Address the Board

Keith Meeuwsen addressed the Board regarding the recent notification of a proposed budget deficit of \$800,000 next school year. Mr. Meeuwsen expressed concern with SHSD operations when the District receives more funding than before but keeps cutting days, laying staff off, and freezing wages. Mr. Meeuwsen encouraged developing a long-term plan with a creative approach instead of a year-to-year plan.

CONSENT AGENDA

Consent Agenda

Ray Biggs entered a motion to approve the consent agenda as follows:

December 2013 Human Resources Report
Revenue & Expenditures Report
Revenue & Expenditures Projection
November Enrollment Report
Meeting Minutes – November 20, 2013 Regular Meeting

Kellie Smith seconded. The motion approving the consent agenda unanimously carried.

REPORTS & DISCUSSION

Reports and Discussion

Superintendent Report

Superintendent Davalos reported on the recent inclement weather conditions that resulted in three days of school closures and stressed the importance of student and staff safety as the driving factor in closure or delay decision-making. The District's instructional hours with emergency related closures and delays included are under review. The calculated hours and a recommendation, if necessary, will be an agenda item for a January meeting.

Superintendent Davalos also proposed a School Board appointed Facilities Committee that could include Board Members Kellie Smith and Jeff Howell. The committee could meet with Facilities Manager Jared Plan for updates on maintenance projects and maintenance funding in accordance with Board Policy BCF if established.

Backpack Program

Jodie Withers reported on the Backpack Program recently implemented at Lewis & Clark Elementary and McBride Elementary Schools. Retired SHHS educator, Cathy Barnett, spearheaded The Backpack Program for SHSD students and the program is now sponsored by The United Methodist Church. The Program provides bags of child-friendly, non-perishable, individually wrapped foods to free and reduced eligible students each weekend of the school year. Donation information and acceptable donation foods was shared with the Board and, Superintendent Davalos approved the request for the School Board and Superintendent's Executive Assistant to work with Jodie on developing an area of the SHSD webpage for program information and distributing information to staff.

Mr. Howell asked if there is a plan for Winter Break food bags. Jodie explained that, unfortunately, they do not but hope to expand on this option next year.

Superintendent Davalos pledged to support one child for a year.

NWRESA Annual Report

Columbia County Education Coordinator Cyndy Jaeger presented an overview of the NWRESA 2012-13 Annual Report. Mrs. Jaeger brought attention to the department overview of the NWRESA's key departments; general fund budget, expenditures by district, service credit allocations and core services; and the hours of ESD service to St. Helens School District.

SHSD Annual Data Report

A condensed version of the St. Helens School District Annual Data Report for 2012-2013 was presented by Superintendent Davalos. Information in the summary included data report synopsis for SHSD, K-6 elementary schools, SHMS and SHHS, and essential skill requirement data. The condensed and full version of the SHSD Annual Data Report is available on the SHSD website ([SHSD Annual Reports](#)).

Mr. Porter expressed concern with a lack of growth by students who exceed and asked how or if this is being addressed.

Principal Cathy Carson explained recent state level change in the limit of retesting students after they meet is the cause of this the lack of growth reporting.

Mr. Porter commented on constant reference to changing cut scores and asked if the district is planning for future score changes.

Superintendent Davalos and Lisa Rawlings both provided explanation of aggressive District measures in place and ongoing staff training with the NWRESA that led to lengthy School Board conversation with administration on the comments.

SHSD School Improvement Plans Status

Board Chair Marshall Porter requested Board Member questions on the previously presented School Improvement Plans for the 2013-14 school year. The Board did not present SIP follow-up questions.

2014-2015 Budget Calendar

Janine Salisbury presented a calendar of meetings for the 2014-2015 budget process for review and approval. The Board did not present budget calendar questions.

SHSD Budget Committee Vacancies

Marshall Porter announced two three-year vacancies on the SHSD Budget Committee and reviewed a proposed timeline for filling. The Board will declare the two positions vacant under Action Items.

2014-15 User Fees Schedule for SHHS

Superintendent Davalos brought attention to the proposed 2014-2014 user fees for SHHS and explained why there was a reduction or removal to some of the fees. The Board did not present SHHS 2014-15 user fee questions.

OSBA November 2013 Policy Updates – First Reading

The following policies were distributed for a first reading:

BBB: Board Elections

BBFA: Board Member Ethics & Conflicts of Interest

BBFB: Board Member Ethics & Nepotism

DJC: Bidding Requirements

EBBB: Injury/Illness Reports

EBCB: Emergency Drills

GBC: Staff Ethics

GCBDC/GDBDC: Domestic Violence/Harassment/Sexual Assault/Stalking Leave

They will be reviewed again at the January 8th Work Session with adoption at the January 22nd Regular Meeting.

Troy Leach Information Request

Ray Biggs requested Board support to use School District Staff and resources to distribute information about handgun safety training for Troy Leach.

Superintendent Davalos explained, in accordance with board policy, a review of the information would occur after receipt of distribution of information request.

Superintendent Davalos also added that he would waive board policy if the Board directs him to do so.

Kellie Smith asked if the person could access email addresses on the district website. Superintendent Davalos explained the policy agrees to restrict the amount of advertising to staff through the District.

OSBA Annual Convention Report

Ray Biggs provided a summary of sessions he attended and raved about the session on risk/safety and recommended applying the risk assessment to the budget.

STEM School

Marshall Porter explained that input from community members involved with STEM School work has requested School Board direction and clarity before work continues. Superintendent Davalos reported on meetings thus far and low meeting attendance rate and, to allow more time to research and establish a STEM School, entered preference to take the process slowly with an anticipated opening date of September 2015.

Kellie Smith and Marshall Porter asked for Board support input.

Mr. Howell explained he could not offer support without having more information on the grants.

VISITORS ADDRESS THE BOARD

Visitors Address the Board

The Board did not receive any visitor comments on action items.

ACTION ITEMS

Action Items

2014-2015 Budget Calendar

Ray Biggs entered a motion to approve the 2014-2015 Budget Calendar. Kellie Smith seconded. The motion unanimously carried.

Budget Committee Vacancies

Jeff Howell entered a motion declaring two SHSD Budget Committee Vacancies open for recruiting as recommended. Ray Biggs seconded. The motion unanimously carried.

Resolution 2013-2014 No. 7: SHHS 2014-2015 User Fees

Kellie Smith entered a motion to approve Resolution 2013-2014 No. 7. Ray Biggs seconded. The motion unanimously carried.

Facilities Committee

Kellie Smith entered a motion to establish a Facilities Committee. Ray Biggs seconded.

Following Kellie Smith and Jeff Howell agreement to represent the School Board on the Facilities Committee, committee make up will include two staff, two community members and focus on capital projects, facility use and facility recommendations for the School Board was set. Committee work will cease at the end of June.

UPCOMING MEETING INPUT

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Pre-scheduled January 8, 2013 Work Session agenda items are:

Superintendent Goal One Review

- Attendance support (1a)
- STEM plan (1c)

OSBA November 2013 Policy Updates – Second Reading

Proposed Grading Policy Updates – First Reading

School Board Recognition Month Proclamation
2013-2014 School Calendar & Instructional Hours

ADJOURN

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Adjournment of the December 18th Regular Board Meeting was at 9:30 p.m.

Marshall Porter, Board Chair

Mark Davalos, Superintendent