

St. Helens School District #502
Board of Directors
Work Session
February 19, 2014

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 February 19, 2014.

PRESENT

Those present were:

Marshall Porter, Board Chair
Gordon Jarman, Board Vice Chair
Kelly Smith, Board Member
Jeff Howell, Board Member
Ray Biggs, 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 approve the agenda. Gordon Jarman seconded.

The motion approving the agenda as presented unanimously carried.

VISITORS ADDRESS THE BOARD

Visitors Address the Board

No visitors provided public comment to the Board.

REPORTS & DISCUSSION

Superintendent Report

The superintendent report included overview of Columbia City School classroom makeup, information on the tax-exempt loan status and two recommendations on possible use of the school. The two recommendations to retain the current loan status included opening the school as a 6-8 middle school for the McBride attendance area or opening the school as a K-6 school for Deer Island, Columbia City and W/N of Pittsburg Road students.

Opening CC school as a 6-8 middle school would turn McBride and L&C into two K-5 schools and SHMS would be a 6-8 middle school for the Lewis & Clark attendance area. Opening CC school as a K-6 school would reduce the total enrollment at McBride and L&C. Neither proposal would affect (reduce) class size. Board Member support of the two recommendations was divided. The Board requested Superintendent Davalos to proceed with community communication and a survey.

Facilities Committee

The SHSD Facilities Committee report by Jeff Howell and Kellie Smith included announcement of the appointment of community members Erik Taulshaug and Melody Killens to the committee. Updates on upcoming maintenance projects included:

- SHHS parking lot paving project postponed,
- exterior of SHHS will be painted before parking lot is paved,
- CRYC will be painted through use of volunteers,
- SHMS football field and the field behind the MS, and
- Columbia City School painting.

2013-2014 Instructional Calendar

Superintendent Davalos presented the 2013-2014 instructional calendar with inclement weather related reductions and recommendation options to make up three of the five lost instructional days. Option one added three days to the end of the school year, which would end the school year on Monday, June 16. Option two added one day back to the end of the school year and extended the school day 10-13 minutes per day through the end of the school year.

2013-14 instructional calendar revisions will be on the February 26 Regular Board Meeting for discussion and action.

Superintendent Goals Review

Goal 1 B: Interventions to Mastery Learning (K-12) Proficiency-Based Reporting

Descriptor: The Superintendent will direct, guide and support the mandated reporting of K-12 student learning measured against standards via Report Cards and/or an Annual Achievement of Standards Proficiency Report.

Progress Summary: Schools will have completed a full implementation of the Common Core State Standards by June of the 2013-14 school year. Both HS and MS leadership and staff have plans in place to meet the required reporting. Final steps and policy recommendations are being prepared and scheduled for presentation. The current legislative session has a bill to suspend HB2220 but SHSD will continue preparing.

Marshall Porter asked when policy recommendations will be presented to the Board. Superintendent Davalos explained he needed time to review with SHSD Leadership but will have proposed policy updates at the Board's March meeting.

Goal 2 A: Communication & Community Engagement

Descriptor: District mission and vision will be communicated through four end-of-quarter newsletters.

Progress Summary: Fall completed, Winter will be distributed by next meeting.

Descriptor: A District Parent/Board Advisory Commission will be created and bi-monthly meetings will be held. The DPAC will address the District's vision & mission.

Progress Summary: STEM Committee meetings were community based, provided community input, but was limited to small numbers. A second request has been sent to eight individuals asking for DPAC membership and inviting them to a meeting at 6:00 p.m. on March 17.

Goal 2 B: Strategic Plan

Descriptor: The Superintendent will identify and enlist support in developing the next 5-year Strategic Plan.

Progress Summary: A timeline and process will be provided at the February 26th Regular School Board Meeting. An extension for plan conclusion in Fall of 2014 was suggested.

Goal 3 A: Professional Development/Conference Attendance

Descriptor: Administrators will be supported to attend one national conference every four years. Two administrators will attend a national conference by June 2014.

Progress Summary: On hold for budget consideration. Administration is supported in attending numerous state level conferences.

Goal 3 B: Evaluation Process and Feedback

Descriptor: Administrators will receive a calendared evaluation plan that includes a 360 survey, standards review schedule and SIP/Goals review.

Progress Summary: Every administrator submitted goals for the year. Mid-year reviews are scheduled for the next three weeks. 360 surveys will be conducted in the spring followed by final observations and evaluation.

Adjournment for Break & Re-Call to Order

Board Chair Marshall Porter called a short break at 8:15 p.m. and reconvened the meeting at 8:25 p.m.

HB3681 Open Enrollment

A summary of HB3681 regarding school choice was provided and Superintendent Davalos recommended declaring 20 openings across grades K-12 for the 2014-2014 school year with the exclusion of CCEC and CRYC. After minor board discussion on the open enrollment recommendation, Board Chair Marshall Porter announced the Board will take action at the February 26th Regular School Board Meeting.

Budget Committee Vacancies

Board Chair Marshall Porter announced the district has received one application for the three Budget Committee vacancies thus far, and explained the district could appoint the applicant or interview at the next meeting. The Board agreed to appoint the applicant at the February 26 Regular Board Meeting.

2014-25 Budget Priorities

Prior to review of the budget priorities for consideration Janine Salisbury explained current budget projections could result in resources amounting to the 2013-14 budget expenses. Revenue for building the 2014-15 budget will be received in March. Budget priorities for School Board Member consideration presented by Superintendent Davalos at the January 19 Special Session was displayed to assist with board discussion. Brainstormed budget priorities provided by Board Members included preserving or improving class sizes and preserving the instructional calendar and non-required programs. Items not up for consideration included deferring maintenance and loss in administration.

Should the district need to make 2014-15 budget reductions, Board Members favored reducing budget areas as follows:

Kellie Smith - administrative staff realignment

Ray Biggs – school calendar

Gordon Jarman - deferred maintenance and school calendar

Jeff Howell – administrative staff realignment, school calendar and maintain (not lower) class sizes.

Leach Material Distribution Request

In response to a request to distribute free concealed weapon training advertisement materials to SHSD staff Superintendent Davalos entered a recommendation to deny the request. Board policy KI/KJ – Commercial Advertising/Merchandise Sales restricts promotion of nonschool interest, commercial and profit-orientated business materials and requires protection of the learning environment by prohibiting such distribution.

Ray Biggs disagreed with Superintendent Davalos recommendation.

**UPCOMING
MEETING
INPUT**

Upcoming Meeting Input

Agenda items for the February 26th Regular Board Meeting will include:

- OSBA policy updates
- 2014-15 Instructional Calendar
- HB3681 Open Enrollment Action

**ADJOURN &
CALL TO
ORDER
EXECUTIVE
SESSION**

Adjournment of Work Session for Executive Session

The February 19 Work Session adjourned at 9:00 for a closed Executive Session in accordance with ORS 192.660 (2) (i) to review and evaluate the employment related performance of the superintendent.

**PUBLIC
MEETING
CALL BACK
TO ORDER &
ADJOURN**

Reconvening of Work Session

The February 19, 2014 Work Session was called back to order at 10:30 p.m. and adjourned.

Marshall Porter, Board Chair

Mark Davalos, Superintendent