

**St. Helens School District #502  
Board of Directors Work Session Minutes  
September 13, 2023**

The St. Helens School District Board of School District #502 convened in a Work Session at 6:30 p.m. in-person in the District Office board Room of the District, County and State, and via Zoom, on September 13, 2023. This public meeting was open to the public as well as observable at:

[https://us02web.zoom.us/webinar/register/WN\\_j8J56lS0QgaGmuRJ3VOkUw](https://us02web.zoom.us/webinar/register/WN_j8J56lS0QgaGmuRJ3VOkUw).

Members of the community interested in commenting on agenda items were invited to so during the portions of the meeting designated for comments by visitors, or, if they wished to address the Board via Zoom, by emailing the Board of Directors prior to 5:00 on Wednesday, September 13, 2023 at: [sb502@sthelens.k12.or.us](mailto:sb502@sthelens.k12.or.us) with their topic of discussion.

**PRESENT**

Those present were:

Melody Killens, Board Chair  
Bill Amos, Vice Chair  
Ryan Scholl, Board Member  
Trinity Monahan, Board Member  
Kellie Smith, Board Member  
Lucie Polvogt, Student Board Representative  
Scot Stockwell, Superintendent  
Kristi Ward, Executive Assistant

Not Present:

**CALL TO ORDER**

Chair Killens called the School Board Work Session to order at 6:30 p.m. followed by the flag salute.

**AGENDA APPROVAL**

Trinity Monahan entered a motion to approve the agenda. Ryan Scholl seconded; the motion to so amend the agenda carried unanimously.

**VISITORS TO ADDRESS THE BOARD**

- No requests to address the board were received.

**CONSENT AGENDA**

Kellie Smith entered a motion to approve the consent agenda as amended. Trinity Monahan seconded; the motion to approve the consent agenda carried unanimously.

### **NEW BUSINESS**

- Michelle Tullock demonstrated some Conscious Discipline teaching techniques. Lisa Tyler and Brooke Vilante provided members with an overview of the district-wide Response to Intervention (RTI) program. They reported that this educational strategy has been implemented in the district to provide effective and high-quality instruction to all students. They outlined the 5-year Professional Learning Community (PLC) Implementation Guide and described the way that the RTI work aligns with the District Strategic Plan. They reported that a number of teachers and administrators have received RTI training, and additional training is planned, including a national conference in November.
- Members reviewed a Board Operating Agreement used previously, and discussed items they would like to see on a new one for this academic year. That agreement is on the final page of these meeting minutes.
- Members reviewed a trip application submitted on behalf of the SHHS Marching Band and Color Guard to attend a competition in Grants Pass in October.
- Superintendent Stockwell reviewed student enrollment numbers for the start of the year, and noted that there was a small decrease in all of the schools but SHHS.
- Superintendent Stockwell presented charts reflecting student tardies and absences during the last several academic years.
- Superintendent Stockwell reviewed the language of commonly used motions.
- Members discussed protocols for allowing visitors to address the Board.
- Members discussed the way they would like to make Board agendas more readily available to the public. Consensus was to send it out prior to meetings via ParentSquare.
- Kellie Smith entered a motion to amend the agenda by adding Action Item 7.2: Approve Application for Permission to Travel for SHHS Band and Color Guard to Grants Pass, October 2023. Trinity Monahan seconded; the motion to so amend the agenda carried unanimously.
- Melody Killens requested that the school bell schedules be adjusted on the District web page to make them more easily accessible.
- Trinity Monahan requested that the items discussed under the "District Business" caption on the agenda be listed individually.
- Kellie Smith asked for information at the next meeting regarding tardies and attendance for students by grade, as well as the number of seniors currently on-track to graduate.
- Members discussed current bus routes and occupancy rates. Jessica Seay reported that adding a bus to the route comes with a cost of approximately \$95K per school year.

### **VISITORS TO ADDRESS THE BOARD**

No requests to address the board were received

### ACTION ITEMS

- Bill Amos entered a motion to approve the request of the parent that was discussed, pursuant to ORS 332.061(1), during Executive Session. Trinity Monahan seconded; the motion to approve carried unanimously.

| Item# | Motion              | Board Member    | Yes | No | Notes |
|-------|---------------------|-----------------|-----|----|-------|
| 7.1   | Entered a motion    | Bill Amos       | X   |    |       |
| 7.1   |                     | Melody Killens  | X   |    |       |
| 7.1   |                     | Ryan Scholl     | X   |    |       |
| 7.1   | Seconded the motion | Trinity Monahan | X   |    |       |
| 7.1   |                     | Kellie Smith    | X   |    |       |

- Ryan School entered a motion to approve the Application for Permission to Travel SHHS Band and Color Guard to Grants Pass, October 2023. Bill Amos seconded; the motion to approve carried unanimously.

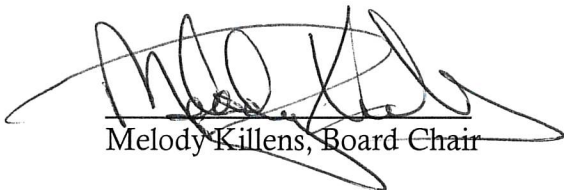
| Item# | Motion              | Board Member    | Yes | No | Notes |
|-------|---------------------|-----------------|-----|----|-------|
| 7.2   | Seconded the motion | Bill Amos       | X   |    |       |
| 7.2   |                     | Melody Killens  | X   |    |       |
| 7.2   | Entered a motion    | Ryan Scholl     | X   |    |       |
| 7.2   |                     | Trinity Monahan | X   |    |       |
| 7.2   |                     | Kellie Smith    | X   |    |       |

### UPCOMING MEETING INPUT

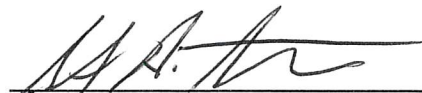
Regular Board Meeting, September 27, 6:30 p.m.

### ADJOURNMENT

Chair Killens adjourned the Board Work Session Meeting at 8:23 p.m.



Melody Killens, Board Chair



Scot Stockwell, Superintendent

## **Board Operating Agreement 2023-24**

1. Arrive on time to all meetings; notify the Executive Assistant if you're running late.
2. Read the packet prior to each meeting.
3. Communicate respectfully with one another.
4. The Board acknowledges they will operate according to policy KL when handling concerns raised by community members, and GBM when handling concerns raised by staff members.
5. The Board acknowledges they will follow the proper chain of command per policies KL and GBM.
6. The Board acknowledges they will operate according to policy BDDC when placing items on the agenda.
7. Members will respectfully ask questions and for information on issues prior to Board meetings, so that information can be prepared and made available to all board members.
8. The Board Chair (or designee) will restate the motion before it's time for members to vote, per policy BDD.
9. Once a Board decision is made, all Board members agree to support the decision regardless of how they voted.
10. Time will be allotted for discussion or additional questions the board may have in order for them to make an informed decision regarding future motions. Any further information needed will be provided to all board members by the Superintendent. Prior to a vote the board chair will confirm that all questions have been answered.

DATE: September 13, 2023