

**St. Helens School District #502  
Board of Directors Work Session Minutes  
October 11, 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 October 11, 2023. This public meeting was open to the public as well as observable at:

[https://us02web.zoom.us/webinar/register/WN\\_pu8StRJRTjS5LqafRXrY5A](https://us02web.zoom.us/webinar/register/WN_pu8StRJRTjS5LqafRXrY5A).

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, October 11, 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  
Jessica Seay, Director of Fiscal Services  
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**

Kellie Smith entered a motion to approve the agenda. Ryan Scholl seconded; the motion to so amend the agenda carried unanimously with members in attendance; Trinity Monahan had not yet joined the meeting.

**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 presented. Ryan Scholl seconded; the motion to approve the consent agenda carried unanimously with members in attendance; Trinity Monahan had not yet joined the meeting

## NEW BUSINESS

- Nicole Edwards, Coordinator of the SHSD Gear Up program, presented the Board with information about the benefits and goals of the program, and how it is being implemented in the district. She reported that ensuring Oregon's low-income middle and high school students are prepared for, pursue and success in any postsecondary education, to include college, apprenticeship, military, or trade school. She listed current program highlights:
  - Building a "Middle School Matters" culture
  - Increasing awareness of and opportunities for help with financial aid options
  - Increasing student and parent awareness of post-secondary education opportunities
  - Increasing staff and community buy-in for a college-going culture
- Eric Stearns, SHHS Choir Director, reviewed a trip application he submitted on behalf of the SHHS Chor Leonis and to travel to Alaska on a cruise ship in May. He reviewed the itinerary, and noted that the students would have several opportunities to perform, as well as observe Broadway shows and take part in talk-back workshop with the actors. Trinity Monahan reported that if members approve the trip, he will volunteer to chaperone, so will choose to abstain from voting regarding this matter later.
- Bill Amos entered a motion to amend the agenda by adding 7.1 in the Action Items section: Approve Application for Permission to Travel SHHS Choir to Alaska. Trinity Monahan seconded; the motion to so amend the agenda carried unanimously.
- Members reviewed the 2023-24 Board Operating Agreement, and the Board policies included in it:
  - BDD – Board Meeting Procedures
  - BDDC Board Meeting Agenda
  - GBM Staff Complaints
  - KL Public ComplaintsThere were no edits or updates requested.
- Members discussed the role of the Student Board Representative and the process they would like to use to select representatives, going forward. Lucie Polvogt suggested that the process not resemble the Student Leadership elections with a campaign to peers. She suggested selecting more than one student, the second coming from PHS or the SHVA may provide the Board with a more balanced student perspective. Members discussed many options, and it was decided that Ms. Polvogt and Superintendent Stockwell will meet to talk about creating a document that reflects the wishes of members in terms of roles and responsibilities.
- Superintendent Stockwell let members know that the HR Department would soon be sending three training videos for completion to comply with Oregon law and insurance guidance:

- BD/BDA – Board Meetings
- BDC – Executive Sessions
- EFA – Local Wellness Program
- GCBDA/GDBDA – Family Medical Leave/Military Family Leave
- GCBDF/GDV BDF – Paid Family Medical Leave Insurance
- GCPC/GDPC – Retirement of Staff
- LBE – Public Charter Schools

### ADJOURNMENT

Superintendent Stockwell wished the Scappoose School District and community success with their bond campaign.

Chair Killens adjourned the Board Work Session Meeting at 8:31 p.m.



Melody Killens, Board Chair



Scot Stockwell, Superintendent



- Abuse, Sexual Conduct and Appropriate Communications in Oregon
- Recognizing and Responding to Neglect and Abuse in Oregon
- Cybersecurity Awareness
- Superintendent Stockwell reviewed current enrollment data and noted a very small decline in overall enrollment, with the exception of an uptick at SHHS.
- Superintendent presented the Board with SHHS absence and tardy data, as it compares to years past.
- Superintendent Stockwell presented some options for placement of the new turf fields at SHHS, and the costs that correspond with those options as well as add-ons like new dugouts.
- Superintendent Stockwell reported that the District will partner with the Willamette ESD to conduct a community survey regarding bell schedules at schools. Separate surveys will go to families, staff and high school students. He provided a timeline of this collection, and noted that the final feedback will be available to the board by December.
- Superintendent Stockwell presented the Board with some design options for the decorative lion figure that will be placed near the main entrance of the remodeled school. Options include a cement option, and a steel cutout option. Members considered longevity, maintenance and overall appearance. They will revisit the decision in the future.
- Superintendent Stockwell reported that there will be a timeline painted on the walls of the remodeled high school that reflects the history of the school. He asked members to consider the types of memories they would like to see displayed.

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

No requests to address the board were received

### **ACTION ITEMS**

- Kellie Smith entered a motion to approve the Application for Permission to Travel SHHS Choir to Alaska. Ryan Scholl seconded; the motion to approve carried unanimously with voting members. Trinity Monahan abstained from the vote.

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

### **UPCOMING MEETING INPUT**

Regular Board Meeting, October 11, 6:30 p.m.

- 2022-23 Division 22 Report
- Policy Updates