

**St. Helens School District #502
Board of Directors Work Session Minutes
April 10, 2024**

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 April 10, 2024. This public meeting was open to the public as well as observable at:

https://us02web.zoom.us/webinar/register/WN_m0r1NhJnQruyqbd1IxTXKg.

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, April 10, 2024 at: 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

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

NEW BUSINESS

- Jessica Seay, Director of Fiscal Services, provided members with a written summary of the 2024-25 budget priorities and budget themes they selected during the school board meeting on February 28th. Bill Amos noted that he thinks it very important that fees continued to get waived for our students. Superintendent Stockwell suggested they talk further about that matter, and the board agreed that it was an important conversation, but not necessary to place on this list. Kellie Smith suggested getting a copy of the budget priorities to staff, as she thinks they would view it favorably.
- Jessica Seay noted that having a student presence and voice on the Budget Committee last year was very exciting and appreciated. Bill Amos recently suggested to Ms. Seay that one way to continue benefiting from student perspective on the committee, even if the interested student is not yet 18, is to appoint the student as a non-voting member. The board discussed how this might work, and are willing to move forward with it. It was confirmed that Lucie Polvogt is interested in serving in this manner.
- Jessica Seay provided members with a courtesy report about updating DLC-AR – Staff Expense Reimbursement & Travel Guidelines. She reported that the tipping limit related to staff travel expenses has been changed from 15% to 20%. This increase was put in place due to the fact that many establishments require minimum gratuity fees that exceed 15%, especially for group services. She reported that approximately 85% of staff travel is now covered by per diem, which is calculated according to the General Services Administration (GSA).
- Jessica Seay reported that the District and City of St. Helens were joint grant-writers for the 21st Century Community Learning Centers (CCLC). A letter of intent was provided to this Board in the fall of 2023, and approved at that time. The grant was awarded, and the District will partner with the City of St. Helens, per the IGA provided in the board packets in advance of this meeting. The grant will fund opportunities for academic enrichment outside of school hours, for things such as after-school and summer programs and activities.
- Superintendent Stockwell led the board in an exercise to review and revise the Student Board Representative application. Superintendent Stockwell promised to provide a final copy reflecting their decisions to the board for a final review. .

VISITORS TO ADDRESS THE BOARD

No requests to address the board were received

ACTION ITEMS

- Kellie Smith entered a motion to appoint Lucie Polvogt, in a non-voting capacity, to the Budget Committee. Trinity Monahan seconded. Trinity Monahan asked a clarifying question and it was answered. A vote was taken, and the motion to appoint carried unanimously.

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

- Trinity Monahan entered a motion to strike Action Item 7.2: Revise DLC-AR for Tipping up to 20% from the agenda, as it was determined that the item did not require a board vote. Kellie Smith seconded; the motion to strike carried unanimously.

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

- Kellie Smith entered a motion to approve the 21st Century IGA with the City of St. Helens. Ryan Scholl seconded; the motion to approve carried unanimously.

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

UPCOMING MEETING INPUT

Board Executive Session, April 10, (at the conclusion of this meeting)

- Conduct deliberations with persons designated to carry on labor negotiations, pursuant to ORS 192.660(2)(d).

ADJOURNMENT

Chair Killens adjourned the Board Work Session Meeting at 7:39 p.m.



Melody Killens, Board Chair



Scot Stockwell, Superintendent