

MINUTES

Regular Meeting of the

BOARD OF DIRECTORS

Corvallis School District 509J
1555 SW 35th Street
Corvallis, OR 97333

I. CALL TO ORDER AND ROLL CALL

Chair Gable called the meeting to order at 7:01 p.m. in Central Office Board Room, 1555 SW 35th Street, Corvallis. Chair Gable dispensed with the calling of the roll and the secretary recorded those present as listed below.

BOARD MEMBERS PRESENT

Cyrel Gable, Chair
Sara Gelser, Vice Chair
Robert Baldwin, Member
Nell O’Malley, Member
Joan Demarest, Member
Kari Rieck, Member

EXECUTIVE STAFF PRESENT

Jim Ford, Superintendent
Ron Corbell, Assistant Superintendent
Jeanne Holmes, Assistant to the Superintendent
Dawn Tarzian, Director of Teaching and Learning
Laverne Pitts, Corvallis Public Schools Foundation
Duane Jager, Technology Integration Manger
Fred Wright, Auxiliary Services Director
Kathy Rodeman, Business Services Director
Sharon Thornagle, Student Services Director
Michael Ann McIlvenny, Special Education Coordinator
Julie Catala, Board Secretary

BOARD MEMBERS EXCUSED

Robert Johnson, Member

PRINCIPALS PRESENT

James Wickman, Westland Middle School
Julie McCann, Lincoln Elementary

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Gable led the group in the Pledge of Allegiance.

III. COMMITTEE/BOARD MEMBER ITEMS

Chair Gable reported that she had attended one of the state hearings hosted by Senator Ron Wyden regarding the “No Child Left Behind ” act. She found him very well prepared and believing that the act would not be repealed. He and groups of minority parents are in favor of parts of the act. He would like feedback from superintendents and school boards to form a state consensus of recommended reforms and supports to comply with the act by 2014.

Vice Chair Gelser related that she was pleased that the reorganization of district meeting times to after school hours allowed principals to spend more time in their buildings, as was evidenced by Principal Lynn Lahey reading to students at their monthly birthday party.

IV. STUDENT REPRESENTATIVES

No student gave a report.

V. SUPERINTENDENT'S REPORT

A. DISTRICT IMPROVEMENT PLAN UPDATE

Superintendent Ford reported:

- Administrative training this month at Inavale K-8 covered teacher evaluations by principals. All attending were reminded of the extended distance one travels to reach the facility.
- The equity and administrative task force teams are forming and beginning their work. The administrative task force will be exploring whether the District is in line with other similar districts, as was done five years ago. Their report will come to the Board in February.
- He will be distributing copies of the District Improvement Plan to Leadership Corvallis, which is over 200 strong considering alumni.

B. OTHER INFORMATION

Superintendent Ford also reported:

- The Budget Committee will kickoff after winter break with an eye to reformatting the District's budget document to be more user-friendly.
- In light of a recent fire drill breakdown, the District is looking at its procedures, including whether to inform staff of upcoming drills. (When expecting a drill, the alarm can be downplayed or possibly ignored which could hinder safety if a real incident were to happen prior to the drill.) Fire drills are performed once monthly, earthquake drills two times a year. Lockdown and fire alarms do sound different.
- Both high schools are collaborating more than in the past. Their joint projects include: performing a single play, literary magazines, speech and debate teams working with one coach, aligning and sharing of methods for alternative education and like agreements regarding registration and counseling as well as co-hosting an open house in February for home-schooling parents. Crescent Valley (CV) will be surveying parents of 9th graders at Corvallis High School who live in the CV boundary area regarding their choice.

VI. CITIZEN PARTICIPATION

Jenny Smith, 4188 SW Agate Avenue, Corvallis, spoke to her observed inequity in elementary class sizes between schools in the district. She related that the aim seems to be to have smaller class sizes in the primary grades yet her son's first grade class at 31 students has one and a half more students than the District's fifth grade average, and four more than the first grade average.

She and other parents have been looking at budgets and school funding and have read the recent equity committee's minutes. She wants public schools to work though she is questioning whether she is doing the right thing by keeping her son in public school. She has a pre-schooler also.

Board members, who also have first graders, expressed their appreciation for bringing the matter to the Board's attention and Superintendent Ford requested her notes so that he could respond.

VII. STAFF PARTICIPATION

No staff wished to speak.

VIII. SPECIAL REPORTS

Chair Gable exercised her prerogative and changed the order of the Special Report items to be: Lincoln Preschool, CV Student Presentation, SEAC Annual Report, and then the Fifteen Year Plan Review.

A. LINCOLN PRESCHOOL

Lincoln Elementary Principal Julie McCann and three pre-kindergarten staff members approached the Board and briefly explained the programs existing at the school. In the past, Little Beavers, a private daycare, had operated at Lincoln. When they withdrew, the Request for Proposal netted no replacement service provider. So, considering the existence at Lincoln of Head Start (serves low income families) and Even Start (serving Hispanic families to develop literacy skills) the third pre-school type program, Little Cubs, was expanded. Little Cubs started three years ago and serves 20 children in the half-day program and about 60 considering the whole-day program, which provides care for babies through after school care for students.

Principal McCann stated that the No Child Left Behind act implies that all students start on a level playing field, which she believes is not the case. The Little Cubs program provides activities aimed at alleviating the school readiness differences. There is a low adult to child ratio. The students are learning bi-lingually. The program is funded through Title 1 funding. The waiting list of ten students is a consequence of the desire to ensure quality organization in this newly expanded program, space, and the serving of Lincoln students first. Other preschools are not affordable for them. There is some merging with the Even Start program in the afternoon, which has provided a social link for parents, increasing their attendance at parent-teacher conferences.

B. CRESCENT VALLEY HIGH SCHOOL STUDENT PRESENTATION

Crescent Valley High School science teacher Malia Hee provided insight to the Board regarding her use of technology to manage large numbers of students in her classes. She reported that with class enrollments nearly at or over 40 students each, she felt she was not doing the teaching she should be doing, could not operate her classes as she had in the past, and became nervous about running labs. She has since split her classes in two with one half working on a lab while the

other completes assignments using websites through a program called "Blackboard." Though this method does allow her to work with labs it does require supervision and working technology. It is best suited for middle and high schoolers and does not provide higher level learning.

C. SEAC (SPECIAL EDUCATION ADVISORY COMMITTEE) ANNUAL REPORT

Co-chair Kathy Eckert-Mason reported that their annual end-of-year special education workshop for parents and educators was pared down to one day from two, due to cuts in the district budget and school days. The workshop focused on transitions for students moving from one school level to the next. The beyond high school transition was found to be in need of including options for less severely disabled students.

The core committee group consists of seven active parents so one goal is to increase membership; another is to research past work on inclusion and carry it forward.

SEAC has an opportunity to partner with the Oregon Parent Training Information Center (formerly COPE) in providing a workshop in January regarding assessment and the No Child Left Behind Act.

The Board received a copy of SEAC's annual report. (Filed as Supplemental Item VII-6 in the Official 2003-04 Board Minutes.) They continue to publish a quarterly newsletter and invited Board members to attend their monthly meetings.

D. FIFTEEN YEAR PLAN REVIEW

Business Services Director Kathy Rodeman provided the Board an updated forecast for district enrollment and funding. (See Supplemental Item #VI-3 in the Official 2003-04 Minutes.) With state funding increasing at a rate at half that of the Consumer Price Index for All Urban Consumers, declining total enrollment not reaching current levels again until 2019 due to demographics, and the 2002 Public Employees Retirement System losses, about \$27.5 million in cuts need to be made over the next 15 years from current trends. Ms. Rodeman provided examples of what some changes could do. If half of the District's classroom staff were cut, more parents would say class size intolerable. If only one thing could change, such as insurance at 5% rather than 10%, the picture would improve a bit. If there were no salary increases except for steps, that would help more. The data provided also assumes the February Ballot Measure 30 passes. If it fails, another \$1.4 million can be added on to next years' deficit. These are not proposals, but ideas. Ms. Rodeman intends on coming back to the February Board meeting, which occurs after the election, to discuss.

Chair Gable congratulated Ms. Rodeman on the District receiving, again, an unqualified clean audit.

IX. CONSOLIDATED ACTION

Chair Gable drew the Board's attention to the Consolidated Action Items. Director Rieck

requested the “Agreement with LBL ESD for Regional Autism Spectrum Disorder Services” be held for discussion. Director Gelser requested “Award of Contract – Furniture, Fixtures and Equipment,” “Resolution No. 03-1201 In Support of Legislature’s Revenue Package,” and “Resolution No. 03-1202 Endorsing Our Oregon Coalition Campaign” be held for discussion.

Motion #29: Director Baldwin moved, Director Gelser seconded, to approve the Consolidated Action Items with the exceptions noted above.

The motion passed unanimously.

A. APPROVAL OF MINUTES

The Special Meeting Minutes of July 9, 2003; the Regular Meeting Minutes of July 14, 2003; and the Work Session Minutes of August 18, 2003 were approved as presented.

B. SUPPORT SERVICES ITEMS

1. SUPERINTENDENT’S LICENSED PERSONNEL RECOMMENDATIONS

The Board approved the recommendations. (Filed as Supplemental Item #IV-15 of the Official 2003-04 Board Minutes.)

2. AGREEMENT WITH LBL ESD (LINN-BENTON-LINCOLN EDUCATIONAL SERVICE DISTRICT) FOR REGIONAL AUTISM SPECTRUM DISORDER SERVICES

Held for Discussion: Director Rieck questioned the difference in the number of students identified in the Board informational packet transmittal page for the item versus the number in the contract. (See Supplemental Item #I-15 in the Official 2003-04 Minutes.) Special Education Coordinator Michael Ann McIlvenny explained that the contract is based on the number of students who qualified the last year. All students qualified will receive services. It was noted that 72 students (the number named in the Board packet item cover sheet) represent a little over 1% of the District’s total population. Chair Gable requested a work session presentation covering autism.

Motion #30: Director Rieck moved, Director O’Malley seconded, to approve the Agreement with LBL ESD for Regional Autism Spectrum Disorder Services.

The motion passed unanimously.

3. AGREEMENT WITH LBL ESD FOR THIRD PARTY MEDICAID BILLING

The Board approved this agreement, which saves the District from having to hire and train an employee, purchase equipment and pursue an additional agreement with the Office of Medical Assistance Programs for processing of school-based Medicaid claims. (Filed as Supplemental Item #I-16 in the Official 2003-04 Minutes.)

4. AWARD OF CONTRACT – FURNITURE, FIXTURES AND EQUIPMENT

Held for Discussion: In November 2002, voters approved \$86.4 million in general obligation bonds to provide necessary funds for Phase I of the district's "Long Range Facilities Master Plan". A Request For Proposal was developed for the selection of a firm to provide professional services for planning and acquisition of furniture, fixtures and equipment for the three major projects identified in the master plan: the new Corvallis High School, the replacement middle school and Crescent Valley High School renovations. The project services include a cost analysis by school; identifying and assessing specific types of equipment and furniture based on quality, function and cost; following the bid process and analysis to procure the equipment/furniture ensuring that the expenditures meet the criteria for bond funds; and supervising the delivery, installation and assembly of the products.

Director Gelser stated she had requested the item be held because additional information regarding the item had been provided to the Board that same evening and because she wanted to question what criteria was used for company selection and why the choice was recommended for one so distant. Lead Project Coordinator Tom Correia responded that the final criterion was cost and that the Ohio-based company, Project by Design (School Specialty), had representatives in Eugene and northern California who would be serving the District. The company represented the lowest and best contract.

Motion #31: Director Gelser moved, Director Baldwin seconded, to authorize staff to enter into a contract with Projects by Design (School Specialty) for RFP No. 11-0304-4190-865-TC-33. (See Supplemental Item #II-7 in the Official 2003-04 Minutes.)

The motion passed unanimously.

5. IN-KIND DONATIONS

The Board accepted the donations. (Filed as Supplemental Item #X-18 of the Official 2003-04 Board Minutes.)

6. BOARD POLICY BDDH – PUBLIC PARTICIPATION – REVISION – SECOND READING

The Board approved this policy revision. The previous policy stated that those persons who addressed the Board must publicly state their name and address. However, citizens are sometimes uncomfortable giving out personal information in public. This revised policy provides speakers with the opportunity to submit their address information to the Board in written form only. (See

Supplemental Item #XII-9 in the Official 2003-04 Minutes.)

7. BOARD POLICY EE/EEA – STUDENT TRANSPORTATION SERVICES – REVISION – SECOND READING

The Board approved this policy revision. The No Child Left Behind Act of 2001 expands districts' responsibility to provide transportation to students. Under the Act, districts now must provide transportation to homeless students to and from their school of origin, students transferring from a Title I school identified for improvement, a student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends, or a student transferring from a school identified as persistently dangerous for three consecutive years. This policy reflects these changes. (See Supplemental Item #XII-10 in the Official 2003-04 Minutes.)

8. RESOLUTION NO. 03-1201 IN SUPPORT OF LEGISLATURE'S REVENUE PACKAGE

Held for Discussion: Because the state revenue bi-partisan package impacts K-12 schools significantly and because local legislators Lane Shetterly and Frank Morris support, the Board considered endorsement of the Oregon Legislature's Revenue Package. The package also impacts rural health care, which in turn can affect school attendance.

Motion #32: Director O'Malley moved, Director Baldwin seconded, to approve Resolution No. 03-1201 In Support of Legislature's Revenue Package. (See Supplemental Item #III-8 in the Official 2003-04 Minutes.)

The motion passed unanimously.

9. RESOLUTION NO. 03-1202 ENDORSING "OUR OREGON COALITION" CAMPAIGN

Held for Discussion: Though the Board was clearly for passage of Measure 30, as evidenced by Motion #32 above, concerns were voiced regarding endorsement of the "Our Oregon Coalition" Campaign. The campaign seeks various organizations' endorsement in their aim to encourage passage of Measure 30. The Board's reluctance was due to the lack of control over the use of the District's name in whatever way suits the campaign's purposes. (See Supplemental Item #III-9 in the Official 2003-04 Minutes.)

Motion #33: Director Demarest moved for the Board to compose a letter to the Oregon School Boards Association, as the Board's association, encouraging their endorsement of the "Our Oregon Coalition" Campaign.

The motion died for lack of a second.

Motion #34: Director Gelser moved, Director Demarest seconded, to approve Resolution No. 03-1202 endorsing “Our Oregon Coalition” Campaign.

The motion was defeated unanimously.

Motion #35: Director Demarest remade her motion for the Board to compose a letter to the Oregon School Boards Association encouraging their endorsement, as the Board’s association, of the Our Oregon Coalition Campaign. Director Baldwin seconded.

The motion passed unanimously.

10. ENDORSING “BENTON COUNTY YES ON 30” CAMPAIGN

On a related matter, in discussions related above, the Board considered endorsement of the “Benton County Yes on 30” Campaign, for which they had a draft of what the campaign proposed to print in the local voter’s pamphlet.

Motion #36: Director Gelser moved, Director O’Malley seconded, that the Board grant the use of the Board’s name to the “Benton County Yes on 30” campaign in the local voter’s pamphlet. Chair Gable noted the exact wording might be changed from what had been provided to the Board due to pamphlet space limitations, but that she would provide them any changes. (See Supplemental Item #VI-4 in the Official 2003-04 Minutes.)

The motion passed unanimously.

X. CONSOLIDATED INFORMATION

A. CORRESPONDENCE

Filed in Section V of the Official 2003-04 Board Minutes.

B. EDUCATIONAL SERVICES ITEMS

1. INTERDISTRICT TRANSFER INFORMATION

The Board received information on 3 interdistrict transfers.

2. EXTENDED FIELD TRIPS

The Board received information on three extended field trips. (Filed as Supplemental Item #IV-16 of the Official 2003-04 Board Minutes.)

C. SUPPORT SERVICES ITEMS

1. NON-LICENSED PERSONNEL INFORMATION

(Filed as Supplemental Item #IV-17 in the Official 2003-04 Board Minutes.)

2. UNAUDITED FINANCIAL STATEMENTS

The Board received the unaudited statements of revenues, expenditures, and fund balances of the various funds of the District for the period ending October 31, 2003. (Filed as Supplemental Item #X-19 in the Official 2003-04 Board Minutes.)

3. CHECK REGISTER

The detailed check distribution ledger is on file in the Business Services Office and is available for information during business hours. (Filed as Supplemental Item #X-20 in the Official 2003-04 Board Minutes.)

4. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) – YEAR ENDED 6-30-03

The Board was provided the Comprehensive Annual Financial Report (CAFR) for the Year Ended June 30, 2003. A copy of the report is on file in the Business Services Department. (The Board Meeting Packet cover sheet for this item is filed as Supplemental Item #X-21 in the Official 2003-04 Minutes.) The Board's external auditors reviewed the report, providing an unqualified clean audit opinion.

This year the report reflects the biggest change in the history of municipal accounting and financial reporting. The Governmental Accounting Standards Board (GASB) issued GASB 34, "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments." The pronouncement establishes a new financial reporting model. Governments traditionally have used different financial reporting models than private business as they normally have legal restrictions imposed on their various funds. Secondly, the emphasis has been on near-term financial status rather than long-term. GASB 34 evolved as a means to evaluate and improve overall operational accountability with a long-term look using resources available for that purpose.

5. MINUTES – BOARD EQUITY COMMITTEE – NOVEMBER 13, 2003

The November 13, 2003 minutes of the Equity Subcommittee were provided to the Board. (See Supplemental Item #XIII-1 in the Official 2003-04 Minutes.)

6. ADMINISTRATIVE REGULATION FF-AR – NAMING OR RENAMING OF FACILITIES OR AREAS
– REVISION

The standing regulation referred to above had not allowed for areas within a facility to be named after living individuals or organizations. As there are areas within district facilities currently named after living individuals, it was viewed that a change to the regulation was necessary. In addition, the change will allow for greater flexibility in naming of areas within District facilities for those who have given exceptional contributions to the District. A committee comprised of District staff and Board members is recommending these changes.

Director Rieck noted a change to the draft administrative regulation published in the Board informational packet. The phrase “the person or” has been inserted in paragraph 3.b., so the second sentence then reads: “Prior to taking final affirmative action on a proposal to give a facility or area the name of a local person, the Board chair or designee will contact the person or members of the immediate family (spouse, children, siblings) to solicit their views on the appropriateness of the proposed recognition.”

XI. OTHER DISTRICT BUSINESS

A. TERMINATION OF THE SITE WORK CONTRACT FOR THE NEW CORVALLIS
HIGH SCHOOL

Chair Gable noted that this item had been under consideration in the executive session held that same evening.

District staff had advertised an Invitation to Bid for the Site Work at the new Corvallis High School. The package included the demolition of the existing track, football field, and grandstand at the existing high school. New work included the building pad and utility preparation at the new Corvallis High School site. Bids were opened on July 8, 2003, and the low bidder was Pok Wan Contracting, Inc. of Corvallis bidding \$629,304.50. On July 9, 2003, the Corvallis School Board awarded the site work contract to Pok Wan Contracting, Inc. In the meantime, the City of Corvallis’ decision giving approval to build a new Corvallis High School was appealed by local citizens to the State Land Use Board of Appeals (LUBA). The construction of the new high school will be scheduled pending the outcome of the LUBA appeal. LUBA will make its decision on or around December 8, 2003.

On September 8, 2003 the Corvallis School Board gave Fred Wright, Director of Auxiliary Services, the authority to enter into an agreement for payment by the District to Pok Wan Contracting, Inc. (Resolution No. 03-0902) to terminate the site work contract. On November 17, 2003, mediation took place between James Cauthorn, Pok Wan Contracting, Inc. and Fred Wright, with Richard Alexander of Stoel, Rives, LLP as mediator.

The mediated/negotiated agreement for settlement between the Corvallis School District and Pok Wan Contracting, Inc. states that the District will pay Pok Wan Contracting the stated amount within 30 days from November 17, 2003 pending School Board approval. Staff recommends

approval and will have district legal counsel approve final documents.

Several options were considered including extending the site work contract, starting the site work after the LUBA decision this winter, and moving ahead before the LUBA decision. Extending the contract or starting the work this winter would add additional costs because of the changes in construction methods due to changes in weather and site conditions. Moving ahead with the site work package for the New Corvallis High School before the decision by LUBA could further complicate the project. The project architect and project civil engineer both recommended that it would be in the District's best interest to cancel the site work contract and re-bid the work in one construction contract.

If the Board did not approve the mediated/negotiated settlement to terminate the site work contract, there would be possible conflicts between the site development contractor and the building general contractor, which could have further financial impact on the project as well as impact the timeline for building the New Corvallis High School.

Motion #37: Director Rieck moved, Director Baldwin seconded, to approve \$67,000 to Pok Wan in settlement for the termination of the Site Work Contract for the new Corvallis High School. (See Supplemental Item #II-8 in the Official 2003-04 Board minutes.)

The motion passed unanimously.

Auxiliary Services Director Fred Wright reported that of the five appealed items regarding the approval to construct a new Corvallis High School, the Land Use Board of Appeals denied hearing four. It is his understanding that the fifth item, regarding water run-off, was sent back to the City who will advertise a public hearing. The District has provided updated information to the City that should clear the matter. It is Mr. Wright's hope that the item will be on the City's January 19 agenda for approval. If there are no further appeals on the first four items, a bid could be sought in February.

B. DISCUSSION REGARDING NAMING OF NEW MIDDLE SCHOOL

Jared Cordon, Middle School Naming Committee representative, explained the committee's process, which included exploring paths other districts have taken in naming their new facilities. He explained the committee consisted of a parent, student, Board member, a certified and a classified employee. The committee solicited nominations through an October press release and via the District's website. Nearly sixty communications were received. Of the three finalists, Joseph Avery Middle School, Mary's River Middle School, and Linus Pauling Middle School, the committee nearly unanimously chose Linus Pauling. Superintendent Ford also endorsed the choice. Mr. Cordon noted the three finalists were the same at the time of naming the current consolidated middle school, Westland, with Linus Pauling the leader then as well.

Discussion ensued regarding further input preceding the naming decision at the next regular Board meeting. It was agreed the committee's charge was complete and that Superintendent Ford would respond to further input, copying the Board on correspondence received. Chair Gable noted it is a balancing act between supporting the committee process and being open to

further input.

C. DISCUSSION REGARDING COMMUNITY SURVEY

Assistant to the Superintendent Jeanne Holmes and Business Services Director Kathy Rodeman presented their request to contract with a survey firm to solicit local information regarding perception of the District; communications, budgeting, revenue generating sources, valued services, the visibility of the Foundation, and the District Improvement Plan. The survey idea was initiated in light of the failed tax measure locally and the increasingly difficult budget decisions to made. The next option levy opportunity occurs in the fall.

Of the several firms contacted, Bob Moore was selected to possibly contact District citizens. Funding would come from the Board election fund, which is not expected to be used this year. The final questions, crafted with the assistance of the surveyor, could be provided to the Board for feedback.

While noting that all information was valuable, Chair Gable advised dropping inquiries regarding the visibility of the Foundation and the District Improvement Plan in light of a 20-question limit. Many nods of agreement from the Board were observed.

Motion #38: Director Gelser moved, Director Baldwin seconded, to authorize a contract for up to \$5,000 for survey.

Director Demarest clarified funds were to come from the Board's election budget.

The motion passed unanimously.

XII. EXECUTIVE SESSION – The Board met in Executive Session under ORS 192.660 (1) (h) – Potential Litigation, and 192.660 (1) (f) – To consider records that are exempt by law from public inspection.

XIII. ADJOURNMENT

Being no further business, Chair Gable adjourned the meeting at 9:30 p.m.

Cyrel Gable, Chair

Jim Ford, Superintendent

Prepared by: Jolene Shute
(super/julie/board/minutes/2003/december 8.doc)