

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 7:07 p.m. in the 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
Nell O'Malley, Vice Chair
Sara Gelsler, Member
Helen Higgins, Member
Kari Rieck, Member
Robert Johnson, Member

BOARD MEMBERS EXCUSED

Joan Demarest, Member

STUDENT REPRESENTATIVES PRESENT

Marcus Annis, Crescent Valley High School
Felsha Zuschlag, Corvallis High School

EXECUTIVE STAFF PRESENT

Jim Ford, Superintendent
Dawn Tarzian, Assistant Superintendent and
in-coming Superintendent
Sharon Thornagle, Student Services Director
Jeanne Holmes, Human Resources Director
Fred Wright, Auxiliary Services Director
Duane Jager, Technology Services Manager
Debbie Bell, Accounting Supervisor

PRINCIPALS PRESENT

Jay Conroy, Corvallis High
Cathi Alden, Crescent Valley High

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. CONVENE LOCAL CONTRACT REVIEW BOARD

A. PUBLIC HEARING FOR COMMENTS ON PROPOSED FINDINGS OF FACT FOR SPECIAL PROCUREMENTS AND EXEMPTION FROM COMPETITIVE BIDDING REQUIREMENTS

At 7:08 p.m. Chair Gable explained that the School Board members also serve as the Local Contract Review Board for the District. She stated the purpose of convening the Local

Contract Review Board this evening was to conduct a public hearing to take comments and consider the District's proposed findings of fact for special procurements and exemptions for the State of Oregon Public Purchasing competitive bidding requirements. (State purchasing laws changed effective March 1, 2005, and District policies need to be updated to reflect the changes. The State restructured how purchasing laws were organized. This restructuring will change little in the way the public contracts are solicited, drafted, implemented or challenged. The significant change is the way the laws and rules are organized. The Local Contract Review Board needs to accept and adopt the changes, thus the purpose of convening.)

Chair Gable asked if anyone wished to speak to the issue. No one came forward. She closed the public hearing at 7:09 p.m.

B. ADOPT FINDINGS OF FACT

Vice Chair O'Malley noted that by way of explanation that the District's Local Contract Review Board (and then the School Board) needed to adopt the Findings of Fact for Special Procurements and Exemption from Competitive Bidding Requirements to be in compliance with State regulations.

MOTION #48: Director Johnson moved, Vice Chair O'Malley seconded, to adopt the findings of fact for special procurements and exemption from competitive bidding requirements. (See Supplemental Item #XII-6 and XII-7 in the Official 2004-05 Board Minutes.)

The motion passed unanimously.

IV. ADJOURN LOCAL CONTRACT REVIEW BOARD

Chair Gable adjourned the Local Contract Review Board at 7:10 p.m. The regular School Board meeting was then reconvened.

V. BUDGET – PUBLIC HEARING - HEARING FOR PUBLIC TESTIMONY ON THE EARLY RETIREMENT FUND SUPPLEMENTAL BUDGET FOR 2004-2005

Chair Gable noted the purpose of the public hearing was to take comments on the proposed Early Retirement Fund Supplemental Budget for 2004-2005 as described in the Board packet and reflected in Resolution #05-0402. She explained that public hearings are required when the increase to an approved budget appropriation is more than 10%.

No one expressed a desire to comment. Chair Gable closed the public hearing at 7:12 p.m.

VI. BUDGET ACTION - 2004-2005 BUDGET ADJUSTMENTS - RESOLUTION NO. 05-0402 SUPPLEMENTAL BUDGET – EARLY RETIREMENT FUND

MOTION #49: Director Johnson moved, Vice Chair O'Malley seconded, to adopt Resolution 05-0402 Supplemental Budget. (See Supplemental Item #III-9 of the Official 2004-05 Board Minutes.)

Chair Gable noted that the money is being moved into the fund as a result of the recent contract negotiation agreement with teachers.

The Corvallis Education Association contract provides for lump-sum payments in the April 30, 2005 payroll that will reduce the District's future obligations to certified staff for Early Retirement Incentive. The Early Retirement Fund requires an increase of \$1,400,000 to its revenue and expenditure allocation to allow for these lump-sum payments. These additional payments were not anticipated when the 2004-05 budget was adopted.

The motion passed unanimously.

VII. COMMITTEE/BOARD MEMBER ITEMS**A. GENERAL**

Chair Gable announced that interested candidate appointees are being reviewed for the Program Resources and Review Committee.

Vice Chair O'Malley stated that the Board's subcommittee, composed of herself and Directors Rieck and Gelsler, has roughed out a plan to enhance District communications, which they will present at the Board's June 19 retreat. She complimented the user-friendliness of the administration's Division 22 Standards report. She requested that members and staff let her know if they had any specific avenues for her to pursue at an upcoming large education conference she will be attending.

Director Rieck acknowledged parent Scott Brandt's contribution to the District through his creation of a website which serves as a gateway for interested individuals and businesses to learn of ways they can donate to the District.

B. SCHOOL BOARD VISITS TO EXTENDED LEARNING OPPORTUNITIES

Director Rieck reported that Oregon State University (OSU) Vice Provost for Student Affairs Larry Roper recognized the work of the District's Extended Learning Coordinator Brian Flannery. Mr. Roper was interested in continuing in partnership with the District for future Peace Jams. Peace Jam challenges students to make an action plan to promote peace in their schools or communities. The Peace Jam conference was held in March at Oregon State University. About 60 District middle and high school students participated in the conference. There is interest to expand the opportunity to include all of kindergarten through twelfth grade

levels.

Director Rieck also joined a middle school 4-H/District/government agency cooperative civic tour entitled "Getting to Know Your Community." City Hall, the public library, the 911 dispatch center and other community places were visited.

Director Gelser related her visit to Jefferson Elementary to hear children read books they had handwritten and illustrated. She was impressed by the number of working parents and grandparents who came in to hear their child read and was appreciative that Corvallis is a community that supports working parents taking time to come to school.

Chair Gable visited an English language learners class at Corvallis High School and saw the opportunity for it to become an extended learning opportunity for native English speakers to converse in the language of the non-native speakers, though it is not being used that way in the present.

Chair Gable noted two examples of students experiencing extended learning through use of community partnerships. One, which was arranged jointly through Benton County Extension, 4-H, and the OSU School of Veterinary Medicine called Veterinary Career Partnership, gives local high school juniors and seniors the chance to attend veterinary school lectures, work with veterinarians and tour behind the scenes at the university and animal related organizations around the area. Students can receive one elective hour of credit. Also, through a \$10,000 Toyota tapestry grant that 50 teachers in the nation received for excellence in innovation in science education, teacher Adam Kirsh will offer both high schools' students the opportunity to work on green energy technologies with chemical engineering students from Oregon State University. Students will design a system to produce bio-diesel that will then be used by the local community and they will also work towards installation of a solid oxide fuel cell at the local land fill which will convert gas that gets flared off into electricity which can be put on the local power grid.

VIII. STUDENT REPRESENTATIVES - Extended Learning Updates

Crescent Valley student representative Marcus Annis spoke to the competitive robotics team he is a part of at school. His team has gone to the FIRST (For Inspiration in Science and Technology) Robotics national competition the last four years. The students have six weeks to make a robot perform a task as well as making an animated video. The opportunity spurs interest in academics and promotes successful teamwork.

Mr. Flannery mentioned that along with the veterinary partnership, learning contracts are being created for two high school students in that area.

Corvallis High School representative Felsha Zuschlag spoke to her appreciation of the opportunity she has through her health occupations class to visit the local hospital and get first-hand information about health care career considerations. She also expressed her appreciation to Mr. Flannery for making District participation in the recent Peace Jam possible.

Director Rieck noted that Ms. Zuschlag had been featured recently in the Gazette-Times for her varied accomplishments and community activities.

IX. SUPERINTENDENT'S REPORT

A. GENERAL

Superintendent Ford reported that he and Assistant Superintendent Tarzian had been having promising conversations with OSU, Linn-Benton Community College, and the superintendents from Philomath and Albany as to how they can partner to create extended learning opportunities such as those described earlier in the meeting. Two areas where they felt they could partner were diversity and science.

Superintendent Ford announced that an informational evening for potential board candidates is scheduled for April 12, where they will receive information on the use and future of District finances, District Improvement Plan initiatives that have been implemented, recent history of the District and what obstacles are seen for the future. He noted that the NAACP (National Association for the Advancement of Colored People) and the parent-teacher organization would each be putting on forums for the community to hear prospective Board candidates' views.

Superintendent Ford reported that:

- Relevant past reports were being assembled as a resource for the upcoming Program Resources and Review Committee
- He was working with consultant David Dodson to determine principal interview questions
- Review of the District's Choice policy would begin Thursday

Superintendent Ford then introduced Mary McKay. She was listed on this meeting's "Recommendation to Hire" list as the new Student Services Director. He provided her credentials, related accolades from those who had conversed with her, stated she had broad administrative experience, significant budget management experience, knows the Positive Behavior System, and is respected and respecting. The Governor appointed her to a council position, she has knowledge of personnel law and special education and she has been described as a "uniter." Board members who knew of her work added their positive insights. Ms. McKay responded that she was thrilled at the opportunity to be a part of the District's leadership having seen the District's strong programs from the outside.

B. HIGH SCHOOL SCHEDULES

Corvallis High School (CHS) Principal Jay Conroy and Crescent Valley High School (CV) Principal Cathi Alden provided an update to the Board of the current options being considered to coordinate the schedules of the two high schools, providing a wider array of options for students who choose to attend classes at the "other" high school. The considered changes stem from a previous directive to make CV's schedule more like CHS's and as a way to maintain offerings in light of increased budget cuts. Principal Alden has been meeting with parents and department

liaisons monthly to hear their considerations. She told them that their current scheduling system will be reduced to two variables (whether a class will be offered half-year or all year) as opposed to the four variables they have that cause opportunity conflicts. Once students select classes it will be decided which classes will fit which schedule. There will no longer be 45-minute classes or nine-week courses. Friday schedules between the two schools may not coincide. CHS has students meet for all their classes at 45 minutes per class while CV is leaning towards keeping block scheduling on Fridays, switching every other Friday between block groups. The principals shared their knowledge that no schedule fits everyone's needs.

Principal Alden described a concept they are considering so that 14 credits could be offered. Four block classes could be offered on alternating days with 3 blocks on the other days. Days with 3 blocks could be late start days which suits this age group's sleep pattern while allowing those who choose so to take a fee-based class in that time period. The class would need to be one that was not offered elsewhere in the District at any other time. It would also provide a time for staff or parent meetings.

Ms. Alden stated the changes will have no impact on the registration process as students will still be registering for the same number of credits and the class offerings for both schools are in the scheduling booklet each receives, as has been done in the past. If their chosen class will be offered at the "other" school they will be informed and will be provided bus transportation.

Board members raised concerns about:

- Communications to parents regarding the proposed changes
- Fluctuating start times causing child care and health concerns
- Bus transportation to fee-based classes constituting the beginning of the regular school day
- School day hours not in line with Board policy
- The objective and how the change affects core students
- Equity regarding funds and fee-based offerings to serve talented and gifted students
- Time of day for fee-based classes does not allow as much opportunity for community involvement as perhaps an afternoon time slot would

Principal Conroy stated most classes that students would take at the other school would be upper level classes or orchestra where they receive direct communication about registering for that class at CV so getting the word out to freshman parents is not as vital. He added they would be willing to scholarship students and it could also be considered an inequity to not offer extra class options to students who want them.

Superintendent Ford stated that the objective of the change in CV's schedule was to decrease unassigned time, extend learning, reduce scheduling complexities, and support teen sleep patterns. It could help class sizes and increase course offerings by enabling students to take classes they want at the "other" school instead of being in a class that is a second choice.

Board members were to email their subsequent questions to either principal who would respond to all Board and relevant District administrators. Chair Gable and Superintendent Ford were to

look into start times and District policy.

X. CITIZEN PARTICIPATION

No one addressed the Board.

XI. STAFF PARTICIPATION

No one addressed the Board.

XII. SPECIAL REPORTS - DISTRICT IMPROVEMENT PLAN

Superintendent Ford updated the Board regarding the discussions he has been having with the Linn Benton Lincoln Educational Service District (ESD). Conversations have covered the possible items to be included in the Tier 2 funding menu, ways to provide staff development, Cool School technology, implementation of Vision Link, use of a part-time webmaster, support for bi-lingual families, and making the District attractive to home school families.

Superintendent Ford sees that the ESD's assistance could be beneficial to the District in some areas whereas others might be better served in-house funded by ESD flow-through dollars or without ESD assistance altogether though they are not necessarily in agreement.

Director Johnson wanted to acknowledge that though questions still remain, a great amount of work and energy was undertaken to coordinate the high school schedules and that by doing so the District has completed what may be a very important piece in easing the path to more fully offering extended learning opportunities.

XIII. CONSOLIDATED ACTION

Director Gelser asked that the following items be held for discussion:

- B.6. Resolution No. 05-0405 – Encouraging Collaboration Between General Educators And Specialists
- B.11. Agreement with Benton County for the Placement and Operation of a Modular Medical Clinic Building on Lincoln Elementary School Grounds
- B.12. 2005-06 Board of Directors Meeting Schedule

MOTION #50: Director Johnson moved, Director Higgins seconded, to approve the Consolidated Action Items with the exceptions of B.6, B.11, and B.12.

The motion passed unanimously.

A. APPROVAL OF MINUTES

The minutes of November 8, 2004; November 22, 2004; and December 6, 2004 were approved as presented.

B. SUPPORT SERVICE ITEMS

1. LICENSED PERSONNEL RECOMMENDATIONS

The Board approved the recommendations. (Filed as Supplemental Item #IV-41 of the Official 2004-05 Board Minutes.)

2. RETIRED ADMINISTRATOR EMPLOYEE'S SINGLE ASSIGNMENT CONTRACT – SMITH

The Board approved this agreement which retains Inavale K-8 and Farm Home School Principal Dr. Karen Smith through June 30, after her retirement date of June 1. (See Supplemental Item #I-28 of the Official 2004-05 Board Minutes.)

3. RESOLUTION NO. 05-0401 – SUPPLEMENTAL BUDGET – FARM HOME SCHOOL FUND
(ADJUSTMENT LESS THAN 10%; NO HEARING REQUIRED)

The Board approved this resolution which increases the Farm Home School's revenue and expenditure allocations by less than 10% of its originally set budget. The change is requested and approved as the State of Oregon is sending a number of students to the Farm Home from one of its closing units at the Oregon State Hospital. (See Supplemental Item #III-10 of the Official 2004-05 Board Minutes.)

4. RESOLUTION NO. 05-0403 – FLEXIBLE SPENDING ACCOUNT PLAN MODIFICATION

The Board approved this resolution which amends the definition of "dependent" in the District's Section 125 Flexible Spending Account Plans to align with the newly enacted definition in the Working Families Tax Relief Act of 2004, which became effective January 1, 2005. (See Supplemental Item #III-11 of the Official 2004-05 Board Minutes.)

5. RESOLUTION NO. 05-0404 – PERS (PUBLIC EMPLOYEES RETIREMENT SYSTEM)
UNFUNDED ACTUARIAL LIABILITY BONDS – SERIES 2005

The Board approved this resolution which allows the District to become part of a pool including OSBA, Seattle Northwest Securities, and other school districts which would issue Pension bonds. Proceeds would be turned over to PERS to reduce debt and decrease the scheduled rate hikes. Depending on bond interest rates the District could realize savings of \$150,000 to \$324,000 each year for the next 24 years by participating in the pool. (See Supplemental Item #III-12 of the Official 2004-05 Board Minutes.)

6. RESOLUTION NO. 05-0405 – ENCOURAGING COLLABORATION BETWEEN GENERAL
EDUCATORS AND SPECIALISTS

Held for Discussion: Director Gelser stated she had asked that this item be held as she wanted to comment that though the resolution came about because of requests initiated by the Special Education Advisory Committee (SEAC) it was not exactly what they had envisioned. She broadened the scope and hoped it met their needs. She added that she felt it was a timely resolution considering that the elementary and high school life skills programs would be moving into buildings they had not been in before.

MOTION #51: Director Gelser moved, Director Rieck seconded, to approve Resolution No. 05-0405, Encouraging Collaboration between General Educators and Specialists. (See Supplemental Item #III-13 of the Official 2004-05 Board Minutes.)

The motion passed unanimously.

7. POLICY DJ – DISTRICT PURCHASING - REVISION – SECOND READING

The Board approved the revisions to the policy as presented. (See Supplemental Item #XII-6 of the Official 2004-05 Board Minutes.)

State purchasing laws changed effective March 1, 2005, and District policies need to be updated to reflect the changes. Policies DJ, DJC and DJCA and their accompanying Administrative Rules are proposed to match state regulations.

The State restructured how purchasing laws were organized. This restructuring will change little in the way the public contracts are solicited, drafted, implemented or challenged. The significant change is the way the laws and rules are organized.

8. POLICY DJC – BIDDING REQUIREMENTS - REVISION – SECOND READING

The Board approved the revisions to the policy as presented. (See Supplemental Item #XII-6 of the Official 2004-05 Board Minutes.)

State purchasing laws changed effective March 1, 2005, and District policies need to be updated to reflect the changes. Policies DJ, DJC and DJCA and their accompanying Administrative Rules are proposed to match state regulations.

The State restructured how purchasing laws were organized. This restructuring will change little in the way the public contracts are solicited, drafted, implemented or challenged. The significant change is the way the laws and rules are organized.

9. POLICY DJCA – PERSONAL SERVICE CONTRACTS - REVISION – SECOND READING

The Board approved the revisions to the policy as presented. (See Supplemental Item #XII-6 of the Official 2004-05 Board Minutes.)

State purchasing laws changed effective March 1, 2005, and District policies need to be updated to reflect the changes. Policies DJ, DJC and DJCA and their accompanying Administrative Rules are proposed to match state regulations.

The State restructured how purchasing laws were organized. This restructuring will change little in the way the public contracts are solicited, drafted, implemented or challenged. The significant change is the way the laws and rules are organized.

10. IN-KIND DONATIONS

The Board accepted the donations. (Filed as Supplemental Item #X-27 of the Official 2004-05 Board Minutes.)

11. AGREEMENT WITH BENTON COUNTY FOR THE PLACEMENT AND OPERATION OF A MODULAR MEDICAL CLINIC BUILDING ON LINCOLN ELEMENTARY SCHOOL GROUNDS

Held for Discussion: Director Gelser questioned whether Benton County would be paying the utility costs. Auxiliary Services Director Wright stated that the County would and it is part of the contract.

MOTION #52: Director Gelser moved, Director Johnson seconded, to approve the agreement with Benton County for the placement and operation of a modular medical clinic building on Lincoln Elementary School grounds. (See Supplemental Item #I-29 of the Official 2004-05 Board Minutes.)

The motion passed unanimously.

12. 2005-06 BOARD OF DIRECTORS MEETING SCHEDULE

Held for Discussion: Director Gelser thanked those who put the meeting schedule together and noted that some may need to be changed later such as the December and June retreat dates.

MOTION #53: Director Gelser moved, Director Higgins seconded, to adopt the 2005-06 Board of Directors Meeting Schedule as presented. (See Supplemental Item #IX-2 of the Official 2004-05 Board Minutes.)

The motion passed unanimously.

XIV. CONSOLIDATED INFORMATION

A. CORRESPONDENCE

Filed in Section V of the Official 2004-05 Board Minutes.

B. EDUCATIONAL SERVICES ITEMS**1. INTERDISTRICT TRANSFER INFORMATION**

The Board received information on 10 interdistrict transfers.

2. EXTENDED FIELD TRIPS

The Board received information on seven extended field trips. (Filed as Supplemental Item #IV-42 of the Official 2004-05 Board Minutes.)

C. SUPPORT SERVICES ITEMS**1. NON-LICENSED PERSONNEL INFORMATION**

Filed as Supplemental Item #IV-43 in the Official 2004-05 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 February 28, 2005. (Filed as Supplemental Item #X-28 in the Official 2004-05 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-29 in the Official 2004-05 Board Minutes.)

4. AMENDED AGREEMENT WITH OREGON DEPARTMENT OF EDUCATION – LONG TERM CARE

This agreement adds student slots at the Children's Farm Home, as requested by the Department of Human Services, due to the closure of the State Hospital. The agreement comes with additional funding as evidenced by Resolution No. 05-0401 – Supplemental Budget – Farm Home School Fund approved by the Board at this meeting and formerly noted in these minutes above. (See Supplemental Item #I-30 of the Official 2004-05 Board Minutes.)

5. ADMINISTRATIVE REGULATION DJC-AR – SPECIAL PROCUREMENTS AND EXEMPTIONS FROM COMPETITIVE BIDDING – RE-REVISION

Per legal counsel this agreement wording was reformatted from the version presented March 7, 2005 to ease proper interpretation.

State purchasing laws changed effective March 1, 2005, and District policies need to be updated to reflect the changes. Policies DJ, DJC and DJCA and their accompanying Administrative Rules are proposed to match state regulations. (See Supplemental Items #XII-5, XII-6 and XII-7 in the Official 2004-05 Board Minutes.)

The State restructured how purchasing laws were organized. This restructuring will change little in the way the public contracts are solicited, drafted, implemented or challenged. The significant change is the way the laws and rules are organized.

6. BOARD POLICY KMC – FUNDRAISING FOR PROGRAMS, ACTIVITIES, OR PROJECTS—FIRST READING

The Board was provided this new policy as a first reading. The policy recognizes that fundraising may finance programs, activities, or capital projects that the District does not or can not and provides a pathway for their approval.

Chair Gable inquired as to the necessity and vagueness of the last sentence in the second paragraph, “Maintaining equal educational opportunities for all district students to meet the requirements of Title IX will guide the district in all decisions.” Director Higgins offered to determine why the Oregon School Boards Association included it.

7. ADMINISTRATIVE REGULATION KMC-AR – FUNDRAISING FOR PROGRAMS, ACTIVITIES, OR PROJECTS

This AR states that expected fundraising dollars be part of the budget process and sets hierarchal approval levels for designated dollar amounts of more than \$10,000 or \$75,000. The regulation also addresses financial accountability and handling.

Board members questioned whether expected fundraising dollars should be part of the budget process. If the anticipated amounts were only listed in the budget narrative for each school, the question was raised whether the narrative is part of the budget approval process. Members questioned whether the approval amounts were per project or per year. Many members favored a per project view. Director Gelser stated she had hoped the policy would speak to individual schools purchasing staff to keep class sizes lower. With regard to capital improvements, she also would like to see checks set up for assessing District liability and conformance to City codes. Chair Gable offered that sustainability of a project could also be a consideration.

Director Higgins was to take the Board’s concerns and questions back to the originating committee for review and she offered that further questions could be e-mailed to her or to Corvallis Public Schools Foundation Director, Laverne Pitts.

Vice Chair O’Malley stated that she would like to know the history and scope of fundraising over time which could explain why this policy came to be.

Director Higgins confirmed that four members of the Corvallis Public Schools Foundation board

were provided copies of the policy and its administrative regulation for feedback.

XV. OTHER DISTRICT BUSINESS

There was no other District business.

XVI. EXECUTIVE SESSION

The Board met in Executive Session under ORS 192.660(2)(e) – Real Estate Transactions, prior to this meeting.

XVII. ADJOURNMENT

Being no further business, Chair Gable adjourned the meeting at 9:03 p.m.

Cyrel Gable, Chair

Jim Ford, Superintendent

Prepared by: Jolene Shute

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