

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.

<u>BOARD MEMBERS PRESENT</u> Cyrel Gable, Chair Nell O'Malley, Vice Chair Helen Higgins Joan Demarest Kari Rieck Sara Gelser	<u>EXECUTIVE STAFF PRESENT</u> Jim Ford, Superintendent Dawn Tarzian, Assistant Superintendent and incoming Superintendent Fred Wright, Auxiliary Services Director Duane Jager, Technology Services Manager Sharon Thornagle, Student Services Director Laverne Pitts, Corvallis Public Schools Foundation Julie Catala, Executive Assistant
<u>BOARD MEMBERS EXCUSED</u> Bob Johnson	<u>PRINCIPALS PRESENT</u> Jay Conroy, Corvallis High School Cathi Alden, Crescent Valley High School
<u>STUDENT REPRESENTATIVE PRESENT</u> Felsha Zuschlag, Corvallis High School	

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**A. SCHOOL BOARD VISITS TO EXTENDED LEARNING OPPORTUNITIES**

Director Rieck reported on her positive impressions of the Adams Elementary Invention Convention and the Franklin K-8 Medieval Festival. She also announced that a group of middle school and high school students had organized bracelet sales to fund extended learning programs; their slogan being "Band Together for Students." Three students will be given credit for organizing and monitoring the program.

Director Gelsler had interviewed a high school health occupation student at the hospital who expressed that they had learned much from the experience. She also attended the Mr. Spartan pageant where she was much impressed by the students, their videos, and the raising of \$35,000 for their goal (support Good Samaritan Hospital Maternity Ward and the Mario Pastega House).

Chair Gable announced that the Corvallis High School Robotics Team had a big win. Principal Conroy elaborated that they qualified for the national competition, having the fifth highest score nationwide. The team raised funds, performed the work themselves and invested significant time. It was noted that Crescent Valley High School had gone to the competitions the last two years as well.

B. BOARD COMMITTEE UPDATES

Chair Gable related her experience at the open testifying day organized by legislators that she attended along with Directors Gelsler and Higgins. Though they were not able to testify due to the large number of attendees, they heard other districts relate concerns akin to the Corvallis School District.

Vice Chair O'Malley related that her committee is hoping to present their communications report at the Board's July retreat.

Director Higgins reported her committee was close to bringing the next version of the fund raising policy to the Board.

Director Rieck recognized Executive Assistant Julie Catala for her work in light of last week's Administrative Day and added that she also wanted to recognize appreciation for teachers who have a recognition day in the coming week.

Chair Gable thanked Corvallis High School Student Representative Felsha Zuschlag for her work this year and provided her with a certificate. (Crescent Valley High School Student Representative Marcus Annis, who was not present, will also be provided a certificate.)

IV. STUDENT REPRESENTATIVES

No report.

V. SUPERINTENDENT'S REPORT

Superintendent Ford reported on two items: Inavale K-8 and the Program and Resource Review.

Inavale K-8

Superintendent Ford began by squelching the rumor that he was assisting Inavale so that he could become principal there next year. He will not be their principal. He said he is assisting them in line with the District's choice policy at a time when the school is trying something new, as was the case with Wilson Elementary core knowledge and Franklin K-8. He explained that Inavale resides in a rural community that wants to take advantage of its natural science environment. Though Inavale costs more to operate than other schools, its capacity limits its

size to 230 students. (Higher student population in a building results in reduced operating costs. Inavale currently has about 170 students.) He expressed his hope that the Program and Resource Review Committee would realize that the District is not a one-size fits all district. Inavale has received a Toshiba grant, is pursuing one particular large grant and several smaller ones. He believes it is possible that some grants can start at Inavale and be branched out to other schools. Inavale is working with home school parents to determine whether an afternoon academy could be established. He has been contacting unselected Franklin lottery families to see if they are interested in attending Inavale. He has found that some families are waiting to see which staff members will be serving the school before enrolling. That will be determined mid-May. He concluded that sustainable schools are built by people; if Inavale fails, the District can feel good about the effort.

Program and Resource Review

Superintendent Ford provided the Board a progress report regarding the 509J Program and Resource Review:

- School building capacities have been determined
- Equity Committee recommendation regarding Franklin's population has been initiated
- Elementary Life Skills program move from Garfield to Jefferson is being undertaken
- Dave Dodson of Willamette Valley Planning is conducting principal interviews to identify what makes their school unique and their future goals
- Summaries have been made of past, relevant District reports so that the Program and Resource Review committee members (committee establishment in process) can have a concise resource without reading the entire reports
- Project suggestions utilizing possible leftover bond funds were brought before the Board, decision pending Program and Resource Review Committee recommendations
- K-8 parent interest survey could still occur by August
- Criteria for considering school building sustainability were scheduled to be completed by the committee in June though it is not looking like it can be done. Mr. Dodson feels it could be done in the fall.
- School Choice policy, which he feels needs to be clear prior to the Committee's work, will be brought to the Board in June.

Board members questioned whether attendance boundary adjustments, if any, could be determined by January if the Program and Resource Review Committee did not begin meeting until fall. Superintendent Ford stated he believed that they could. He added that the review has grown significantly from its beginnings as simply a boundary adjustment study and considering that nearly half the Board and central office administrators will be new and that summer is typically a hard time to produce timely work it seems a fall start-up might be a better fit.

In response to a question, Chair Gable explained the difference between the District's "choice" policy and the "open enrollment" policy. She stated that the "choice" policy guides the creation of new programs such as the establishment of the Franklin core knowledge school or Garfield's bi-lingual immersion program while the "open enrollment" policy addresses in which school a parent enrolls their student. Superintendent Ford stated that the choice policy affects equity and building configurations, which in turn could affect the Program and Resource Review Committee recommendations.

It was agreed that the Program and Resource Review Committee Board members (3), Superintendent Ford and Mr. Dodson could meet and create a timeline for the Committee's

work, deciding when implementation would begin.

VI. CITIZEN PARTICIPATION

Kristi Edwards, 1107 NW 11th, Corvallis, spoke to her frustrations and forced inconveniences due to students and parents impeding her family's activities while driving and parking in front of her home, adjacent to Corvallis High School. Her husband was almost struck by a driver turning around in their driveway and, due to someone blocking their driveway, their garbage was unable to be collected and she had to take her husband to work one day. She wants cooperation from drivers not to park in front of her house. Chair Gabel queried if it had become worse during the high school's construction. Ms. Edwards stated she did not know, as she has not lived there long. She added that one neighbor counted 60 turnarounds in his driveway prior to noon.

Principal Conroy stated that assistant principals had been out talking to drivers and the City had been urged to ticket offenders. Student Representative Zuschlag offered that driving and parking laws could be reviewed during class level assemblies (sophomores, juniors, seniors) as well as covering topics such as drunk driving and speeding.

Sue Aldine, 3645 NW Jackson, Corvallis, spoke to a clarification that she feels needs to be made regarding class size data that the District is distributing. She understands that the information was gathered through many hours of volunteer work, which she appreciates and offered to help with, but she feels the information to be misleading. She referred to the graph titled "District class size average by grade" and suggested that at the middle school level it only referred to K-8 Franklin and Inavale schools, not a District average as its title states. If one compares that figure to past reports of Cheldelin's class size, the perceived inequity is noticeable. She would like the Program and Resource Review Committee to have accurate data. She also has found that many parents seek Franklin and Inavale due to their stated class sizes rather than for their programs so misleading data could fuel that notion.

(Ms. Cardinali, class size data collection volunteer, responded in her testimony that the figures were originally labeled "K-8 Schools" and added there are procedures planned for next year that would enable more efficient data collection.)

Denise Cardinali, 6017 NW Grand Oaks, Corvallis, suggested that a change be made to the District's open enrollment policy. Regarding the section that refers to a principal's ability to exceed limits, she would like to see added "in cooperation with district administration" so district administrators are aware of population bubbles. She questioned how the policies integrate with the kindergarten lotteries in neighborhood schools. (See also her comment above.)

VII. STAFF PARTICIPATION

No one wished to speak.

VIII. SPECIAL REPORTS

A. DISTRICT IMPROVEMENT PLAN – Extended Learning

Chair Gable invited Extended Learning Coordinator Brian Flannery to come forward and thanked him for his excellent written report to the Board, which included his progress in relation to his goals for the program. Director Rieck added her appreciation of the program and provided an example she had noted where a struggling math student had related marketing information in graph form regarding the previously mentioned bracelet sales. Director Gelser noted the large number of grants, initiatives, and students that Mr. Flannery is overseeing and the quality of the programs. Director Higgins stated she also was an advocate and questioned how the Board could help, especially considering the District's financial situation and upcoming 2005-06 budget adoption.

Mr. Flannery responded that help is needed to:

- Focus on the programs already in place
- Track learning experiences for next year
- Prepare K-8 students and get them excited about embracing extended learning.
- Develop structure to funnel students to activities
- Direct resources through pathway programs
- Locate grants
- Support innovative infrastructure with teachers and students

Mr. Flannery mentioned that he had received a \$25,000 grant from the Benton County Foundation which will provide another \$20,000 if the District experience is satisfactory. Through this grant students receive an \$1800 stipend if they successfully complete an internship.

In response to an inquiry, Mr. Flannery reported that requiring extended learning as a graduation requirement was not a universally accepted idea and that it is not clear where the State will fall in this area. It may be time to encourage rather than require.

Mr. Flannery elaborated on the three State-identified post high-school pathways: to work above minimum wage or to attend a 2 or 4-year higher educational program. He noted that the term "vocational education" is no longer used. A communication tool could be developed that shows students what it would take to be successful in their chosen pathway. It could also "predict" what pathway their classes would lead to and let them question whether that was where they wanted to be.

Superintendent Ford stated that Mr. Flannery had 5 assistants due to grant funding received from various sources and he invited Mr. Flannery to address the Board at the end of the year with them.

B. ACTION PLANS COMMENTS

The Board commented on the school Action Plans they received. The Plans are created twice yearly by each school to show how they plan on supporting the identified District Improvement Plan goals. Director Higgins noted a common need for teacher development while Director Gelser noted the Board's apparent lack of communication to the schools regarding the District Improvement Plan and Extended Learning and suggested that perhaps that could be a Board retreat topic. Director Rieck would like to see each school's spring report tie directly to its fall report, with any progress or shift in focus supported.

IX. CONSOLIDATED ACTION

Chair Gable requested Item B.3, Acquisition of Furniture, Fixture and Equipment, be held for discussion.

MOTION #54: Director Demarest moved, Director Rieck seconded, to approve the Consolidated Action Items with the exception of Acquisition of Furniture, Fixture and Equipment.

The motion was unanimously approved.

A. APPROVAL OF MINUTES

The minutes of December 13, 2004; January 10, 2005; and February 7, 2005 were approved as presented.

B. SUPPORT SERVICE ITEMS

1. LICENSED PERSONNEL RECOMMENDATIONS

The Board approved the recommendations. (Filed as Supplemental Item #IV-44 in the Official 2004-05 Board Minutes.)

2. INDEPENDENT AUDITOR SELECTION

The Board authorized the District to enter into a contract with Grove, Mueller and Swank to serve as the District's independent auditors for three years with an option to extend for an additional two years. (See Supplemental Item #X-30 in the Official 2004-05 Board Minutes.)

3. ACQUISITION OF FURNITURE, FIXTURE AND EQUIPMENT

Auxiliary Services Director Fred Wright elaborated on the item as requested by Chair Gable. He stated that the same consultant and process is being used for Crescent Valley High School, Linus Pauling Middle School and Corvallis High School. The bidders were asked to bid on all or part of the products listed. Of the two bids received, School Specialty was the lowest bidder. The following totals apply to each project:

Corvallis High School	\$342,770.76
Linus Pauling Middle School	\$26,629.29
Total Award	\$369,400.05

MOTION #55: Director Rieck moved, Director Gelsner seconded, to authorize staff to enter into a contract with School Specialty for the purchase of Furniture, Fixtures, and Equipment identified in Bid No. 19-0405-4150-842-TC-50. (See Supplemental Item #II-4 in the Official 2004-05 Board Minutes.)

The motion was approved unanimously.

4. ARCHITECT OF RECORD SERVICES

The Board authorized staff to enter into a contract with DF Architecture to serve as the District's Architect of Record, as outlined in RFP No. 12-0405-4150-865-FW-48. The term of the proposed contract will be July 1, 2005 through September 30, 2007. The District will not incur any fees unless the District identifies a specific project and enters into a Services Agreement with the architect. (See Supplemental Item #II-5 in the Official 2004-05 Board Minutes.)

5. RESOLUTION NO. 05-0501 TRANSFER OF APPROPRIATIONS IN GENERAL FUND

The Board approved this Resolution. For the purpose of making the Early Retirement Incentive payoffs to certified staff, the Business Services Department recommended the transfer of \$1,400,000 of the General Fund budget from Instruction to Support Services. These payments were originally budgeted in the functions to which the employees' salaries are charged. However, in order to not skew comparisons in the future, the Business Services Department recommended charging these payments to the Supplemental Retirement Program (Function 2700). (See Supplemental Item #III-14 in the Official 2004-05 Board Minutes.)

6. RESOLUTION NO. 05-0502 TRANSFER OF APPROPRIATIONS IN FARM HOME SCHOOL FUND

The Board approved this Resolution. In April, the Board approved a Supplemental Budget for the Farm Home School Fund due to the increase in the State contract when the State closed its Secure Adolescent Inpatient unit and transferred a number of students to Farm Home. A portion of these additional funds (\$25,000) was allocated to build a storage unit, to replace the storage area in the old brick building on the property. While Children's Farm Home has asked the School to move its storage from the condemned building, it nevertheless denied the Farm Home School's request to build the unit on its property for liability and land use reasons. Therefore, Farm Home School wishes to reallocate the funds for instructional and curriculum purposes. (See Supplemental Item #III-15 in the Official 2004-05 Board Minutes.)

7. LETTER OF INTEREST – PARTNERSHIP OPPORTUNITY WITH CITY OF CORVALLIS FOR FIBER DATA CONNECTIONS

The Board authorized District staff to send a letter to the City of Corvallis expressing the desire to share the City/County fiber infrastructure. (See Supplemental Item #I-31 in the Official 2004-05 Board Minutes.)

X. 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 three interdistrict transfers.

2. EXTENDED FIELD TRIPS

The Board received information on four extended field trips. (Filed as Supplemental Item #IV-45 in the Official 2004-05 Board Minutes.)

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

Filed as Supplemental Item #IV-46 in the Official 2004-05 Board Minutes.

2. UNAUDITED FINANCIAL STATEMENTS

The Board received the unaudited statements of revenues, expenditures, and fund balances for the various funds of the District for the period ending March 31, 2005. (Filed as Supplemental Item #X-31 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-32 in the Official 2004-05 Board Minutes.)

4. ELEMENTARY CLASS SIZE REPORT

Director Gelser thanked Ms. Cardinali for her volunteer work on the report. Ms. Cardinali stated the report would be put on the District's website with a notation that the middle school and high school levels were not done due to the greater amount of work involved. Director Rieck suggested that large band or PE classes at those levels might skew the class size report and suggested that perhaps just core classes could be evaluated. (See Supplemental Item #VII-6 in the Official 2004-05 Board Minutes.)

5. BOARD POLICY IGBHA – ALTERNATIVE EDUCATION PROGRAMS – REVISION – FIRST READING

The 2003 Legislature revised statutory language relative to academic content standards and the years in which students are to be assessed. These revisions eliminate from statute any reference to assessments conducted in grades 3, 5, 8, and 10. Statutory references to content standards have been revised to read "academic content standards."

6. ADMINISTRATIVE REGULATION IGBHA-AR – EVALUATION OF ALTERNATIVE EDUCATION PROGRAMS – REVISION

The 2003 Legislature revised statutory language relative to academic content standards and the years in which students are to be assessed. These revisions eliminate from statute any reference to assessments conducted in grades 3, 5, 8, and 10. Statutory references to content standards have been revised to read “academic content standards.”

7. BOARD POLICY IGBHB – ESTABLISHMENT OF ALTERNATIVE EDUCATION PROGRAMS – REVISION – FIRST READING

The 2003 Legislature revised statutory language relative to academic content standards and the years in which students are to be assessed. These revisions eliminate from statute any reference to assessments conducted in grades 3, 5, 8, and 10. Statutory references to content standards have been revised to read “academic content standards.”

8. ADMINISTRATIVE REGULATION IGBHB-AR – ESTABLISHMENT OF ALTERNATIVE EDUCATION PROGRAMS – REVISION

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9. ADMINISTRATIVE REGULATION IIBGB-AR – WEB-PAGE GUIDELINES – NEW

This Administrative Regulation outlines parameters for all District web pages. The parameters refer to content, standards, disclaimers, student safeguards, maintenance, privacy, and student permission to publish.

10. ADMINISTRATIVE REGULATION JC-AR – OPEN ENROLLMENT/SCHOOL ATTENDANCE AREAS – REVISION

This Administrative Regulation has been updated to address the issues raised regarding families new to the district, rescinding transfers for middle school students, and changing the transfer cutoff date to the second Friday in April to accommodate budget planning and staffing.

Families moving into the district after the second Friday in April will have the opportunity to exercise the open enrollment option on a space available basis. After the open enrollment

deadline, administrators may collaborate to approve/initiate transfers related to safety and security.

11. BOARD POLICY JN – STUDENT FEES, FINES, AND CHARGES – NEW – FIRST READING

The 2003 Legislature amended statutory language to require school districts to adopt and implement policy regarding collection of students’ unpaid debts. The Act requires the district to provide notice to students and parents of the debt owed and the district’s intent to withhold

certain records until the debt is paid. The Act applies to debts incurred by students on or after July 1, 2004.

District staff has discussed the requirements as well as the exceptions of withholding student records if fees, fines, and charges are not paid. Special attention should be paid to the requirement that no educational records will be withheld if requested by another institution to determine the appropriate placement of a student.

XI. OTHER DISTRICT BUSINESS - High School Schedules

Corvallis High School (CHS) Principal Jay Conroy began the conversation by reviewing that Crescent Valley High School (CV) would be moving to the same block schedule as CHS beginning 2005-06, with the possible exception of Fridays. (CHS will have every class meet for half the block time on Fridays while CV wishes to have block classes meet on alternate Fridays.) The principals are no longer seeking the late start or early releases for next school year.

Chair Gable announced that since the proposed schedule changes were much less radical than were initially being considered, she did not see that the changes required Board approval, unless others felt it was in their prerogative to do so.

Director Rieck expressed her opinion that as students might not be aware that they could take classes at the other high school it might not be worth it to try and coincide Friday schedules. Superintendent Ford stated that it would typically be upper classes that would attract students from the other high school, an option they have had for four years. He added that arrangements have been made to transport students by bus between the two high schools between classes.

Chair Gable questioned what hazards the principals were aware of that the Board may not be. CV Principal Cathi Alden responded her experience is that most students do not want to attend classes at the other school because they do not want to leave their friends. However, if it is a program such as German, which is only at offered at CHS, some students will do. She related that the first year that CV did not have German, students rode the bus with a teacher to CHS who was to help them feel like they belonged but about half dropped out stating they wanted to be with their friends. Principal Conroy echoed those comments sharing that he has seen students take visual arts at CHS instead of transporting to CV for photography, their preferred choice.

Superintendent Ford suggested that counselors make the message more visible to students regarding the ability to take classes at the other high school.

In response to an inquiry, Superintendent Ford stated that the purpose of matching CV's schedule to that of CHS's was to provide the opportunity for students to take classes that were offered at the other school and Principal Alden added that it might also allow the ability for a class even to exist if there are not enough students at either school to warrant it but the combined population would.

Conversation ensued questioning at what point Board approval would be needed. Many felt that if the late start/early release proposal were to come up again or if instructional hours were to be reduced by some degree that they would have to be consulted.

Chair Gable recapped that no Board decision was required for CV to adopt the CHS schedule, including having a different Friday schedule.

XII. EXECUTIVE SESSION

The Board met in Executive Session under ORS 192.660(2)(d) – Labor Negotiations prior to this meeting.

XIII. ADJOURNMENT

Being no further business, Chair Gable adjourned the meeting at 9:05 p.m.

Nell O'Malley, Vice Chair

Dawn Tarzian, Assistant Superintendent and
in-coming Superintendent

(Chair Gable and Superintendent Ford were unavailable for signature.)