

MINUTES

Regular Meeting of the

BOARD OF DIRECTORS

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

I. CALL TO ORDER AND ROLL CALL

Chair TenPas called the meeting to order at 7:00 p.m. in the Central Office Board Room, 1555 SW 35th Street, Corvallis. Chair TenPas dispensed with the calling of the roll and asked the secretary to record those present as listed below.

BOARD MEMBERS PRESENT

Bill TenPas, Chair
Ron Miller, Vice Chair
Robert Johnson, Member
Cyrel Gable, Member
Joan Demarest, Member
Sara Gelser, Member
Robert Baldwin, Member

EXECUTIVE STAFF PRESENT

James P. Ford, Superintendent
Ron Corbell, Assistant Superintendent
Jeanne Holmes, Assistant to Superintendent
Kathy Rodeman, Business Services Director
Fred Wright, Auxiliary Services Director
Laverne Pitts, Foundation Director
Michael Ann McIlvenny, Special Education
Coordinator
Dawn Tarzian, Teaching and Learning
Director
Duane Jager, Technology Integration Manager
Kim Finch, Student Services Director
Karen Smith, Administrator for Instructional
Services
Julie Catala, Board Secretary

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair TenPas led the group in the Pledge of Allegiance.

III. STUDENT REPRESENTATIVES

No report was given.

IV. COMMITTEE/BOARD MEMBER ITEMS

Director Gable stated she attended a meeting of the Oregon School Boards Association's (OSBA) Legislative Policy committee. The organization may take a stand against measures on the May ballot that intend to backfill the education budget. The stand is being considered as a protest against the legislature's unwillingness to fund education on an adequate long-term basis.

Director Gelser stated she met with some high school students regarding ways they can assist in the needs of the community. She left feeling very uplifted and felt they were creative thinkers.

Director Demarest stated she had visited Corvallis' sister-city, Uzhgorod, Ukraine. They are also drastically under-funded though they still were offering music and art. Assistance to Uzhgorod from Corvallis generally outweighs assistance from Uzhgorod to Corvallis. Further exploration of their methods to provide services under financially challenging conditions might be a way they could provide a service to us.

V. SUPERINTENDENT'S REPORT

Superintendent Ford reported that the Special Education Advisory Committee (SEAC) would be holding its third annual special education workshop this weekend for parents and professionals.

Superintendent Ford announced:

- The search for a Corvallis High School principal has been narrowed to two candidates. Site visits will be made to their respective schools as the next step.
- Further discussion on the facilities use administrative regulation has been moved to April due to the time needed at this meeting to focus on bond choices and other agenda items.
- The April 22, 2002 Board Work Session will focus on teaching and learning. Topics in this area addressed most recently in the district include English as a Second Language, magnet versus local schools, heightened TAG interest, Title 1 distributions, dual-enrollment and resource allocations, alternative education, school to work program, centralization of services such as counseling, art, PE, media, and music for their protection, K-3 reading and Foundation campaign, one summer school versus many, Effective Behavior Systems, instructional leadership and principal training. Some of these subjects will be further addressed at that time.
- Finalization of Central Instructional Media Center and the Willamette Educational Service District contracts will be nearing completion in April.

VI. CITIZEN PARTICIPATION

Ann Turner, 1240 NW Kainui Drive, Corvallis, stated she appreciated the parent survey conducted at the high schools. Regarding the opportunity for changes in the high school scheduling, her main concern is to reduce or eliminate the open block period. She would also like to see more continuity of classes and their prerequisites. Taking a class in the fall and its follow-up in the spring of the following school year decreases a student's comprehension.

VII. STAFF PARTICIPATION

No staff chose to speak.

VIII. SPECIAL REPORTS

A. 2002-03 HIGH SCHOOL SCHEDULES

Corvallis High School Principal Cathi Alden and Crescent Valley High School Principal Dick Behn gave an overview of their collective processes, alternatives, and future steps in determining a similar schedule format.

The schools surveyed parents and staff. (Survey questionnaire and results are filed in Section IV of the 2001-2002 Official Board Minutes.) 538 surveys were returned. (There are approximately 2400 students in the two schools combined.) The responses were very similar for both schools as well as between the parents and staffs. Generally, the respondents preferred core classes to meet daily over a full year, academically challenging classes that prepare students for college, three to four subjects taken at one time, student interests incorporated into learning, class sizes preserved and electives. Concerns were with too much free time and that it is hard for students to catch up when absent.

Using criteria such as the number of instructional hours, class sizes, and reducing or eliminating free time, the principals narrowed the schedule options down to two alternatives. (Filed in Section IV of the Official 2001-2002 Board Minutes.) One alternative is that Crescent Valley would adopt a schedule like the current one that Corvallis High School has which includes four 90-minute blocks. Classes are taught every day for 18 weeks or every other day for 36 weeks, per teacher discretion. This alternative limits the increases in class sizes and the student/teacher ratio but doesn't reduce open periods or have a common teacher preparation period. The second alternative has three 90-minute blocks, one 50-minute period, a 15-minute advising period, and a common teacher preparation period at the beginning of the day, prior to student arrival. This alternative meets the 990-hour minimum instructional time by including 30 hours of teacher development. It reduces or eliminates open periods as it increases class sizes and teacher/student ratios. Ms. Alden reported that the 12-credit schedule alternative fell away because it would increase teacher workloads up to 90 minutes daily and would require contract renegotiation. Legal opinion rendered charging tuition for classes during the school day illegal so that option was eliminated as well.

Their next step is to share this information with their staffs, targeting to make a decision by next week.

Ms. Alden said each high school will begin the fall with approximately \$89,000 less than this year. A 3.95% reduction in their budget, which is possible, would mean cutting \$400,000, which would be considerably difficult to manage.

IX. CONSOLIDATED ACTION

Chair TenPas directed the Board's attention to the Consolidated Action agenda. Director Gable

requested that Superintendent's Licensed Personnel Recommendations be held for discussion and Director Johnson asked that Employment Contract for Business Manager be held for discussion.

Chair TenPas entertained a motion on the remaining items.

Motion # 32: It was moved by Director Johnson, seconded by Director Baldwin, and unanimously carried to approve the following.

A. APPROVAL OF MINUTES

The minutes of February 11, 2002, Special Meeting minutes of February 25, 2002 and Work Session Minutes of February 25, 2002 were approved as presented. (Filed in the Official 2001-2002 Board Minutes.)

B. SUPPORT SERVICES ITEMS

1. SUPERINTENDENT'S LICENSED PERSONNEL RECOMMENDATIONS

Held for Discussion: Noting that Board approval of this item is a legislatively mandated exercise, Director Gable stated, though she knows Superintendent Ford has been focusing on improving staff performance, the Board doesn't have the opportunity to delve into it too much. She asked that, before the end of the year, the Board could be briefed on these activities and perhaps a recap of the numbers of teachers who have needed extra support at each school. Respecting confidentiality, the information could be provided under separate cover to the Board, providing that is legal. Chair TenPas requested that the Board be briefed in the future on this topic. Superintendent Ford will schedule a time.

Motion #33: It was moved by Director Gable, seconded by Director Baldwin, and unanimously carried to approve the Superintendent's Licensed Personnel Recommendations. (Filed in Section IV of the Official 2001-2002 Board Minutes.)

2. EMPLOYMENT CONTRACT FOR BUSINESS MANAGER

Held for Discussion: Director Johnson stated that while he has no qualms regarding approval of the contract he does question the wisdom of its six year term, especially considering the economic climate of school funding. He wanted to avoid the district's increased output of funds to payout the contract, should consolidation of positions be warranted. Superintendent Ford stated that early in his tenure with the district contracts were considered for key positions in light of the fact that the district had seen many superintendents in a short period. It was felt contracts would add stability to the management of the district. He asked that the Board support this contract but not enter into any more. One other employee in the district has a six-year contract. His own is limited to three by law. Director Gable said she too felt more comfortable with a three-year contract. Due to the time needed for other topics on the agenda, Superintendent Ford withdrew his request until a time when further discussion is possible.

3. AGREEMENT WITH CALVIN PRESBYTERIAN CHURCH

This agreement supports childcare space during the adult family literacy classes for the Garfield Even Start Program. Usage fees of \$100 per month will be paid by the Even Start Family

Literacy Grant. (Agreement filed in Section I of the Official 2001-2002 Board Minutes.)

4. AUTHORIZATION TO ISSUE REFINANCING BONDS FOR PERS UNFUNDED LIABILITY

Instead of having PERS carry the unfunded liability for the district's retirees at an 8% interest rate, the district would enter into a pool that would issue taxable bonds and turn the principal due over to PERS. Then the district would repay the bonds and take a smaller rate hike from PERS. This type of bond is not voted on by the public – it's not a new debt, just shifting the way that districts pay off the liability. The district would repay the bonds from the same money that it would have paid to PERS.

Allowing the district to enter into a pool with other Oregon districts to issue pension bonds enables the district to take advantage of savings of approximately \$180,000 per year, providing the interest rate remains favorable. This refinancing of the PERS unfunded liabilities debt will save about one-half percentage point for the next 20-30 years, amounting to a cost avoidance of an estimated \$4.7 million over the life of the bonds.

5. IN-KIND DONATIONS

The Board accepted the donations. (Filed in Section X of the Official 2001-2002 Board Minutes.)

C. OTHER

There were no other items included in this meeting's Consolidated Actions.

X. CONSOLIDATED INFORMATION

Chair TenPas drew the Board's attention to the items on the Consolidated Information agenda.

A. CORRESPONDENCE

Filed in Section V of the Official 2001-2002 Board Minutes.

B. EDUCATIONAL SERVICES ITEMS**1. EXTENDED FIELD TRIP INFORMATION**

The Board received information on two extended field trips. (Filed in Section IV of the Official 2001-2002 Board Minutes.)

2. INTERDISTRICT TRANSFER INFORMATION

The Board received information on 16 interdistrict transfers.

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

Filed in Section IV of the Official 2001-2002 Board Minutes.

2. LOBBYING EFFORTS FOR SCHOOL FUNDING

The Board was provided with copies of correspondence (filed in Section V of the Official 2001-2002 Board Minutes) sent on behalf of the district to:

- Senator Trow requesting his endorsement of LC-9, enabling the district to realize their own savings when refinancing PERS debt, and
- The Oregon School Boards Association (OSBA) providing the district's educational impact statement to be forwarded to the governor as part of the OSBA's testimony.

3. FIXED ASSET APPRAISAL AND ACCOUNTING

In order to ensure the district maintains its financial rating regarding asset appraisal and accounting, per a new regulation of the Governmental Accounting Standards Board, it is deemed most prudent to enter into a contractual agreement for the purchase of compliant software, fixed asset appraisal services to establish the database and scanner equipment to annually update the database. The contract is expected to be a maximum of \$30,000. The selected vendor was chosen by a group of representative districts in the region.

Recorders Note: After the meeting it was learned that this item was submitted as an "Information" item. As approval to enter into a contract was requested, it will be resubmitted in April as an "Action" item.

4. INDIRECT COST RATE FOR FY 2002-03

The district's indirect cost rate for administering federal grants for the fiscal year 2002-2003 has been set at 5.09%. This figure is based on the eligible associated costs for the previous year.

5. 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 January 31, 2002. (Filed in Section X of the Official 2001-2002 Board Minutes.)

6. CHECK REGISTER

The detailed check distribution ledger is on file in the Business Services Office and is available for information at any time.

7. BOARD POLICY BC/BCA - BOARD ORGANIZATION/BOARD ORGANIZATIONAL MEETING - REVISION--FIRST READING

During the last session, House Bill 3193 was passed. It amended the number of consecutive terms that a board chair shall be allowed to serve. The district's policy therefore is up for amendment to read that the district chair shall serve no more than four years in succession. The district's policy previously read "two." (Filed in Section XII of the Official 2001-2002 Board Minutes.)

XI. OTHER DISTRICT BUSINESS**A. APPOINTMENT OF BUDGET COMMITTEE MEMBERS**

Terms of three citizen members of the district's Budget Committee are due to expire June 30, 2002. One, Mark Volmert, is interested in reappointment. The Board had previously received names of interested citizens; Chair TenPas called for nominations for the first available position.

Motion #34: Director Miller nominated Mark Volmert to serve on the district's Budget Committee. Director Johnson seconded the nomination.

Hearing no objections or further nominations, the nominations were closed.

The motion was unanimously approved.

Chair TenPas called for nominations for the second available position.

Motion #35: Director Baldwin nominated Kari Rieck to serve on the district's Budget Committee. Director Gelser seconded the nomination.

Hearing no objections or further nominations, the nominations were closed.

The motion was unanimously approved.

Chair TenPas called for nominations for the third available position.

Motion #36: Director Gelser nominated Laura King to serve on the district's Budget Committee. Director Demarest seconded the nomination.

Hearing no objections or further nominations, the nominations were closed.

The motion was unanimously approved.

B. LONG RANGE FACILITY IMPROVEMENT PLAN

The Long Range Facility Improvement Plan (filed in Section VII, under the date of February 25, 2002, of the Official 2001-2002 Board Minutes) contained three recommendations, which the Board intended to address at this meeting.

Chair TenPas announced two options had been added to the previously presented Options A-D of Recommendation #1. The two new options are named "E," and "F," and were submitted by Directors Miller and Johnson respectively. (Filed in Section VII of the Official 2001-2002 Board Minutes.) Chair TenPas stated there is not a double majority requirement in the November 2002 election and said he hoped for a decision as to the content of the bond the district will present for facilities improvement. Denise Trepanier facilitated the discussion.

The Board considered the Long-Range Facilities Plan Subcommittee Recommendation #2 regarding the possible future consolidation of the district's two high schools.

Motion #37: Director Baldwin moved, Director Gable seconded, to not combine the two high schools. The motion was voted on and passed unanimously.

The Board next considered the Long-Range Facilities Plan Subcommittee Recommendation #1, regarding the now six bond-levy options.

Options E and F were summarized by their presenters. Option E encompasses two bonds, one in 2002 and one in 2004, addressing the replacement middle school and deferred maintenance in the first bond. The second bond would address the replacement high school and two new elementaries, one sited at Harding housing Franklin Elementary, the other at Lincoln Elementary. Option F calls for four bond levies, one each in the years 2002, 2007, 2009, and 2015. Year 2004 would involve the local option levy. The initial levy addresses deferred maintenance items, construction of interior hallways at Hoover Elementary, installation of all-weather turf football fields at both high schools, and begins a “standardized fit-for-use” maintenance focus for all the district’s schools. The replacement middle school would be in the 2007 levy, the replacement high school in the 2009 levy, finishing up with replacement of Lincoln Elementary and Invale Elementary in 2015. A spreadsheet summarizing the options, their total bond amount and associated tax rate per year on a \$150,000 property was distributed by the Auxiliary Services Department. (Filed in Section VII of the Official 2001-2002 Board Minutes.)

Discussion topics included:

- Franklin’s future home (they are expected to have 270 students, Fairplay building’s capacity is 260 and cannot accommodate an increased population well due to capacity of septic and small gym size; the Dixie building is even smaller; Harding would require \$4-5 million to upgrade the entire facility)
- Comparative condition of Western View, Highland View, and Corvallis High School
- Percentage increase in costs to improvements if delayed (about 3% per year if industry stays the same)
- Historic designation approval for Harding (district requested non-designation; if it is declared it would likely only affect the older section and it may be possible to opt out of the designation)
- Timing of construction for a middle school and a high school if approved at the same time (would partly be determined by the CHS siting though the Auxiliary Director’s preference is to do it at the same time)
- Accountability of putting maintenance money into schools slated for replacement in order to delay a large bond
- Costs of repeated elections
- Two year delay for second bond opportunity if desiring to avoid a double majority ballot
- Property tax implications and their perceived limit for approval
- Consistency of tax burden, if bonds are done in phases
- Community support for kids and schools
- Economic recovery expectations and people’s perceptions of it
- Credibility of long-range plan affecting voter approval

Superintendent Ford then made his recommendation for Option A, the most complete facilities package in one bond. It addresses deferred maintenance, erects a new middle school and a high school. He based his recommendation partly on the facts that the district levy will likely be the only large bond item on the November ballot, the community can deal with all the facilities needs

at once, the Nelson Survey showed respondents want to address seismic issues, and project costs will only go up over time. This option address all the district's facilities needs.

Board members then voiced their first and second option choices narrowing the field from six options to two, A and a modified D. (D did not address the replacement high school and it was surmised it could be added in a future bond. It was noted that approximately one-half million dollars would need to be added to the first bond of Option D to encompass planning for the high school in the second bond.)

Motion #38: Director Baldwin moved, Director Demarest seconded, to choose Option A as the contents for a district bond to be presented on the November ballot.

After discussion, it was determined that the Board did not have enough written information to prudently vote on the merits of Option D.

Director Baldwin withdrew his motion.

Chair TenPas called for a Special Meeting of the Board for the following Monday, March 18, 2002, to settle on either Option A or a modified D. The Long-Range Planning Subcommittee's Recommendation #3, the siting of the replacement high school on its current lot, will also be discussed at that time, if warranted.

XII. ADJOURNMENT

There being no further business before the Board, Chair TenPas adjourned the meeting at 10:13 p.m.

Bill TenPas, Chair

James P. Ford, Superintendent

Prepared by: Jolene Shute and Julie Catala
(super/julie/board/minutes/2002/mar 11 board meeting.doc)