

**MINUTES**

Regular Meeting of the

**BOARD OF DIRECTORS**

Corvallis School District 509J  
1555 SW 35<sup>th</sup> Street  
Corvallis, Oregon

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair TenPas at 7:05 p.m. in the Central Office Board Room, 1555 SW 35th Street. 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  
Robert Baldwin, Vice Chair  
Joan Demarest, Member  
Cyrel Gable, Member  
Sara Gelser, Member  
Robert Johnson, Member  
Ronald Miller, Member

Executive Staff Present

James P. Ford, Superintendent  
Kathy Rodeman, Business Director  
Jeanne Holmes, Assistant to Superintendent  
Julie Catala, Board Secretary

A quorum was present and due notice had been published.

Chair TenPas reported that the Board met in Executive Session at 6:00 p.m. for the purpose of conducting the Superintendent’s annual evaluation. Chair TenPas indicated that the Board is extremely pleased with the work of the Superintendent, and that Board members are looking forward to many years of working with Dr. Ford.

Chair TenPas turned the meeting over to Vice Chair Baldwin. Vice Chair Baldwin announced the resignation of Director Demarest from position three, which she had been appointed to fill temporarily, so that she could assume her elected duties of position one.

Vice Chair Baldwin administered the oath of office to the following newly- or re-elected members: Bill TenPas, Joan Demarest, Cyrel Gable, Sara Gelser, and Ronald Miller.

Vice Chair Baldwin turned the meeting over to Chair TenPas.

**II. PLEDGE OF ALLEGIANCE**

Chair TenPas led the group in the Pledge of Allegiance to the Flag.

### **III. ELECTION OF OFFICERS**

Chair TenPas called for nominations for Board Chair and Vice Chair for fiscal year 2001-2002.

**Motion #1:** Director Gable nominated Bill TenPas for Chair of the Board of Directors for fiscal year 2001-2002. Director Baldwin seconded the nomination.

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

The motion was unanimously approved.

**Motion #2:** Director Baldwin nominated Ronald Miller for Vice Chair of the Board of Directors for fiscal year 2001-2002. Director Baldwin seconded the nomination.

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

The motion was unanimously approved.

### **IV. COMMITTEE/BOARD MEMBER ITEMS**

No information was presented.

### **V. SUPERINTENDENT'S REPORT**

- Dr. Ford announced that four outstanding candidates for the position of Teaching and Learning Director would be interviewed this week.
- Dr. Ford invited the Board to attend the Leadership Team retreat in August. He outlined the topics for discussion.
- Dr. Ford reported that the K-8/Middle School Committee would be activated in August.
- Corvallis High School students Tyler Storie and Leslie Caster, incoming ASC president and vice president, respectively, were introduced.

### **VI. CITIZEN PARTICIPATION**

No citizens presented information.

### **VII. STAFF PARTICIPATION**

No staff presented information.

### **VIII. SPECIAL REPORTS**

#### **A. SECOND UPDATE ON BOUNDARY REDRAWING**

Business Manager Kathy Rodeman distributed a report outlining proposed boundaries and explained the work of the committee that created it. She led review of the report. She clarified that elementary school boundaries were the focus of the committee's work; not all boundary issues were addressed.

School District legal representative Joel DeVore shared information regarding the seismic liability of various schools, specifically Lincoln Elementary School. He explained that there is no strict liability for adding students to Lincoln, as long as three considerations were made: 1) a decision must be reasonable and the reasons must be documented; 2) any risk must be disclosed, and information must remain available to the public; 3) steps must be taken to address the risks that have been identified, such as the discussions that the Board has been having over the last year.

Discussion ensued regarding how various boundary changes could affect Fairplay Elementary School during the 2001-2002 school year. Fairplay Principal Marla McVay requested that the Board decide the boundary issue before August 8, 2001, in order to facilitate any needed changes before school resumes in the fall.

Consensus was reached to hold a special Board meeting, date to be determined, prior to August 8, 2001, to decide the boundary issue.

### **IX. CONSOLIDATED ACTION**

Chair TenPas drew the Board's attention to the items on the consolidated consent agenda.

Director Gable requested that Cost of Living Salary Increase for Non-Represented Employees be held for discussion. Chair TenPas requested that Designation of Official Newspaper be held for discussion.

Chair TenPas entertained a motion on the remaining items.

**Motion #3:** It was moved by Director Johnson, seconded by Director Baldwin, and unanimously carried to approve the following.

#### **A. APPROVAL OF MINUTES**

The minutes of June 25, 2001, were approved as presented.

#### **B. SUPPORT SERVICES ITEMS**

1. SUPERINTENDENT’S LICENSED-PERSONNEL RECOMMENDATIONS

The Board approved the recommendations. (Filed in Section IV of the Official 2001-2002 Board Minutes.)

2. COST OF LIVING SALARY INCREASE FOR NON-REPRESENTED EMPLOYEES

**Held for discussion:** Director Gable asked how the proposed salary increase compares with those for the two labor unions, and how the three percent figured was decided upon. Business Manager Rodeman provided the rationale, and explained how a decrease in insurance costs will offset the salary increase.

**Motion #4:** It was moved by Director Miller and seconded by Director Baldwin to approve the salary increase as proposed.

Discussion ensued.

The motion carried unanimously.

3. DONATIONS

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

C. OTHER

1. INTERDISTRICT TRANSFER REQUESTS

The Board took action on one interdistrict transfer request.

2. ORGANIZATIONAL MOTIONS FOR 2001-2002

a. APPOINTED OFFICIALS

District officials for the Corvallis School District for the 2001-2002 fiscal year:

Clerk:	James P. Ford, Superintendent	(ORS 332.515)
Deputy Clerk:	Kathy Rodeman, Business Manager	(ORS 332.515)
Custodian of Funds:	Kathy Rodeman, Business Manager	(ORS 328.441)
Budget Officer:	Kathy Rodeman, Business Manager	(ORS 294.331)

b. APPOINTMENT OF PROFESSIONAL SERVICES FOR 2001-2002

School District Legal Counsel:

- Graham Hicks of Miller, Nash, Wiener, Hager & Carlsen of Portland, Oregon: for special education, Section 504, and related legal services. *Contract term began July 1, 1993.*
- Graham Hicks of Miller, Nash, Wiener, Hager & Carlsen of Portland, Oregon: for general legal services, *began appointment in 1997-98 following RFP.*
- Dick Roberts of Preston, Gates & Ellis: Bond Counsel. *Annual appointment in years that services are needed.*
- Joe Richards of Luvaas, Cobb, Richards & Fraser of Eugene, Oregon: for general legal advice.

Auditors:

Pauly, Rogers, & Co., P.C. of Tigard, Oregon. *Contract began with the 1992-93 school year. Contract Renewed in 1997-98 following RFP.*

Insurance Agent of Record:

- Steve Uerlings, Barker-Uerlings Insurance. Property, liability, workers compensation insurance. *Contract began July 1, 1991.*
- Tim Hennessee, Gene Keil & Associates. Employee benefits insurance. *Contract began July 1, 1991.*

c. DESIGNATION OF DEPOSITORY OF DISTRICT FUNDS

Wells Fargo Bank (Corvallis Branch) (formerly First Security Bank) is designated as depository for Corvallis School District funds for the 2001-2002 fiscal year. The contract term began July 1, 1998.

d. AUTHORIZATION TO INVEST SURPLUS FUNDS

The Custodian of Funds is authorized to invest surplus funds for the Corvallis School District 509J in accordance with current Oregon law during the 2001-2002 fiscal year.

e. ACCEPTANCE OF BONDS OF APPOINTED OFFICIALS

The District Clerk will be bonded for \$500,000 and the Custodian of Funds will be bonded for \$500,000 for the 2001-2002 school year.

f. SIGNING OF DOCUMENTS AND AGREEMENTS FOR FUNDED PROGRAMS

Assistant Superintendent Ron Corbell, or in his absence, Superintendent Jim Ford, is authorized to file applications for and sign documents and agreements related to Public Law 874 and other funded programs during the 2001-2002 fiscal year on behalf of the Board of Directors of Corvallis School District 509J.

g. DESIGNATION OF OFFICIAL NEWSPAPER

**Held for discussion:** Chair TenPas pointed out that Lee Publishing is a corporation, not a newspaper.

**Motion #5:** Chair TenPas moved that the Corvallis Gazette-Times be designated as the official newspaper of the Corvallis School District 509J for the 2001-2002 school year. The motion was seconded and carried unanimously.

h. ESD ATTENDANCE SERVICES

Corvallis School District 509J will use the services of the Attendance Supervisor of the Linn-Benton-Lincoln Educational Service District for the 2001-2002 school year.

i. TUITION FOR NON-RESIDENT STUDENTS

Board policy JECF calls for tuition rates to be approved by the Board and reviewed annually. The Board approved a full-year tuition rate of \$6,490 for 2001-2002.

3. RESOLUTION 01-0701 AUTHORIZING FACSIMILE SIGNATURES FOR DISTRICT CHECKING ACCOUNTS

The Board approved a resolution for the use of facsimile signatures for checks issued in the main checking account and the payroll checking account for the 2001-2002 fiscal year. (Filed in Section III of the Official 2001-2002 Board Minutes.)

j. RESOLUTION 01-0702 APPOINTMENT OF STUDENT BODY FUND CHECKING ACCOUNTS

The Board approved a resolution for the use of Student Body checking accounts through the approved depository (Wells Fargo Bank) for the following schools: Mountain View Elementary School, Wilson Elementary School, Cheldelin Middle School, Highland View Middle School, Corvallis High School, and Crescent Valley High School. (Filed in Section III of the Official 2001-2002 Board Minutes.)

**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

No items were submitted.

C. SUPPORT SERVICES ITEMS

1. CHECK REGISTER

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

**XI. OTHER DISTRICT BUSINESS**

A. GARFIELD REQUEST TO ADD FIRST GRADE DUAL-LANGUAGE SPANISH ENGLISH CLASS

**Motion #6:** Director Johnson moved to approve the addition of a first grade dual-language Spanish/English class at Garfield Elementary School. The motion was seconded.

Budget impact was discussed; Jan Byers, ESL teacher at Garfield reported that there would be no additional costs to implement this program.

The motion was voted on and carried unanimously.

B. SUPERINTENDENT’S CONTRACT CHANGES

Chair TenPas reported that a subcommittee composed of Chair TenPas and Directors Johnson and Gable would meet to discuss the proposed changes to the Superintendent’s contract.

C. BOARD POLICY IKF - HIGH SCHOOL GRADUATION REQUIREMENTS-- REVISION: SECOND READING

The Board approved revisions to the policy.

**XII. EXECUTIVE SESSION**

The Board met in Executive Session at 6:00 p.m. under ORS 192.660 (1) (i) – Annual Superintendent’s Evaluation.

**XIII. ADJOURNMENT**

There being no further business before the Board, Chair TenPas adjourned the meeting at 8:35 p.m.

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Bill TenPas, Chair

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James P. Ford, Superintendent

**Prepared by: Julie Catala**

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