

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 7:02 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
Robert Johnson, Member
Joan Demarest, Member
Kari Rieck, Member

PRINCIPALS PRESENT

Cathi Alden, Crescent Valley High School

STUDENT REPRESENTATIVES PRESENT

Bethany Potts, Corvallis High School

EXECUTIVE STAFF PRESENT

Jim Ford, Superintendent
Ron Corbell, Assistant Superintendent
Jeanne Holmes, Assistant to the Superintendent
Fred Wright, Director of Auxiliary Services
Kathy Rodeman, Business Services Director
Dawn Tarzian, Director of Teaching and Learning
Sharon Thornagle, Student Services Director
Laverne Pitts, Corvallis Public Schools Foundation
Linda Martin, Budget Analyst
Julie Catala, Board Secretary

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

There were no items to report.

IV. STUDENT REPRESENTATIVES

Bethany Potts reported that Homecoming was this week, including a dance. The football team has been having a winning season. The school has begun a conversation regarding retaining the money locally which is raised by the Mr. Spartan Pageant, as opposed to contributing all of the proceeds to the Children's Miracle Network designated hospital in Eugene.

Chair Gable exercised her prerogative and altered the agenda order to hear Citizen Participation prior to the Superintendent's Report.

V. CITIZEN PARTICIPATION

Christopher Dymond, 1440 Nebraska NE, Salem, OR, grew up in Corvallis and works for the Oregon Office of Energy. He urged the Board to consider integrating solar power into the school buildings being constructed. He referenced the State capitol's \$55,000 solar panel retrofit project. When asked whether it mattered if solar power were initially installed during construction or added at a later date he responded that it would not make much difference but that it would be better to plan for implementation.

Chair Gable stated that Auxiliary Services Director Fred Wright was willing to take a second look at solar power. She referenced architects Dull Olson Weekes' August 2003 response to information provided on this same topic (whose research predicted the payback period would be 62 years, not including maintenance and remodel costs).

VI. SUPERINTENDENT'S REPORT

Superintendent Ford reported that:

- Mt. View Principal Marla McVay will retire at the end of December. He noted she has been inspirational and hopes that he can continue to have her work as a mentor in life skills. He will appoint an interim principal.
- Teaching and Learning Director Dawn Tarzian will replace Ron Corbell as Assistant Superintendent upon his retirement at the end of this school year. She will take her Teaching and Learning duties with her but the Human Resources directorship that Mr. Corbell has been handling the past two years will be assigned to a new director for that department.
- The Linn-Benton-Lincoln Educational Service District is allotting \$25,000 to assist in revamping the District's Human Resources Department. They in turn will benefit from the Districts' experience using the Employee Information Sheet software the District is developing.
- Due to the efforts of Dr. Mike Bullis of the University of Oregon the District received a \$699,711 four-year grant for College Hill to assist in career development and job placement.
- Wednesday is walk to school day. The mayor will be joining him on a morning walk to Wilson Elementary.

VII. STAFF PARTICIPATION

No staff members wished to speak.

VIII. SPECIAL REPORTS

Chair Gable announced there would not be a Bond Update this month as listed on the agenda and the Administrative Reorganization Plan would be covered at the following meeting.

A. DISTRICT IMPROVEMENT PLAN UPDATE

Superintendent Ford reviewed what has been done in the District since September in regard to the District Improvement Plan. He has had meetings with staff and community members sowing the seeds for many endeavors that support the Plan. He stated that it is time to slow down on initiating programs and let people build the structures. Chair Gable responded she appreciates being kept up to date and asked for a motion to adopt the latest update to the Plan.

Motion #19: Director Johnson moved, Director Rieck seconded, to approve the District Improvement Multi-Year Plan, Draft 8.0; 2003-04, 10/1/03, originally adopted October 7, 2002. (See Supplemental Item #VII-3 in the official 2003-04 Board Minutes.)

The motion passed unanimously.

B. BUDGET DISCUSSION

Citizen Budget Committee Members present, Mark Volmert and Charlie Tomlinson, joined Business Services Director Kathy Rodeman and Budget Analyst Linda Martin in presenting budget updates

Enrollment Report

Linda Martin reviewed the Enrollment Update as of September 30, 2003. She reported 42 students less than projected were enrolled. This represents Portland State University's worst-case scenario in their 15-year outlook. A lower than predicted kindergarten enrollment of 16 students is of particular concern as that is a predictor of future enrollment. Private school enrollment rose 2% and the number of students home schooled increased as well. When looking at interdistrict transfers, more students are coming into the district than transferring out, which was not the case last year. (See Supplemental Item #X-12 in the official 2003-04 Board Minutes.)

General Fund Preliminary Ending Fund Balance and Accrual of State School Fund

Ms. Rodeman reviewed the preliminary ending fund balance for 2002-03 and the budget needs for 2003-04 and recommend borrowing approximately \$1.6 million from 2003-04 state revenues for 2002-03 and \$829,500 from 2004-05 state revenues for 2003-04. She proposed recognizing the accrual this year rather than prior, as the link is more direct. The District will be able to borrow less and less each year so in doing this the District could wean itself off of the debt

earlier than the 20 years it would resolve itself in. (See Supplemental Item #VI-2 in the Official 2003-04 Board Minutes.) Districts did not respond well to a survey regarding whether they took advantage of the accrual opportunity offered by the State, beginning with this last year. Some districts think it is a horrible accounting practice and have declined the opportunity; others are using the full accrual allowed as it is free and there are no obvious repercussions. The Corvallis district has received strong ratings for nearly 15 years. Financial advisors questioned by the Confederation of Oregon School Administrators stated they felt rating agencies would be aware of the situation in Oregon and would not view it negatively.

Communicating Budget to Public

Staff members stated they would be exploring different ways of communicating the budget to the public and by way of example showed a few graphs and pie charts listing major resources and expenditures. The advice given the District is to find what the community wants as performance evaluation for schools, what they want to protect, and what trade-offs they are willing to make. Surveys can cost \$7,000 - \$15,000. There was not consensus on the Board to pursue funding a survey.

C. BOARD AND SUPERINTENDENT WORKING AGREEMENTS

These agreements provide a foundation for the Board and Superintendent to work together as a leadership team and are filed as Supplemental Item #I-7 in the official 2003-04 Board minutes.

Motion #20: Director Baldwin moved, Director Gelser seconded, to adopt the Board and Superintendent Working Agreements.

The motion passed unanimously.

IX. CONSOLIDATED ACTION

Motion #21: Director Baldwin moved, Director O'Malley seconded, to approve the Consolidated Action Items.

The motion passed unanimously.

A. APPROVAL OF MINUTES

1. AMENDED DECEMBER 9, 2002 BOARD MINUTES

The Board approved the amendment, which added the outcome of the vote corresponding to Motion #21, the motion to appoint a real estate agent of record. The vote was unanimous in favor of Coldwell Banker Valley Brokers.

2. AMENDED MARCH 10, 2003 BOARD MINUTES

The Board approved the amendment, which added the outcome of the vote corresponding to

Motion #36, the motion to approve the extension of the then current terms of Superintendent Ford's rolling three-year contract for an additional year. The vote was unanimous.

3. MAY 19, 2003 SPECIAL MEETING

The minutes were approved as presented.

4. MAY 27, 2003 SPECIAL MEETING

The minutes were approved as presented.

B. SUPPORT SERVICES ITEMS

1. SUPERINTENDENT'S LICENSED PERSONNEL RECOMMENDATIONS

The Board approved the recommendations. (Filed as Supplemental Item #IV-9 of the Official 2003-04 Board Minutes.)

2. AGREEMENT WITH LBL ESD/CASCADE REGIONAL SERVICES FOR EQUIPMENT LOAN

The Board approved the agreement which states the District will be responsible for using, repairing, and replacing, when appropriate, Cascade Regional Equipment. The District uses the equipment to assist students who are physically impaired or who have autism. (See Supplemental Item #I-8 of the Official 2003-04 Board Minutes.)

3. AGREEMENT WITH CENTRAL SCHOOL DISTRICT FOR ENROLLING A STUDENT WITH SPECIAL NEEDS

The Board approved this agreement which accepts a special education student from Central School District into the Corvallis School District with provisions for responsibility and reimbursement for services rendered. (See Supplemental Item #I-9 in the official 2003-04 Board Minutes.)

4. AGREEMENT WITH ODE FOR TITLE 1 DISTINGUISHED EDUCATOR

The Board approved this agreement which is a continuation of a contract begun two years ago with the Oregon Department of Education (ODE). The ODE compensates a Corvallis educator for her work as a Title 1 Distinguished Educator. This agreement is for the 2003-04 school year. (See Supplemental Item #I-10 in the official 2003-04 Board Minutes.)

5. AGREEMENT WITH MILESTONES FOR YES HOUSE STUDENT EDUCATION INSTRUCTION

The Board approved this agreement in which the District provides a half-time staff member to design and implement curriculum, assess and provide the district with student attendance at YES House, a drug and alcohol treatment center operated by Milestones Family Recovery Program. The district will also give flow-through money to YES House to provide education staff on site. (See Supplemental Item #I-11 in the official 2003-04 Board Minutes.)

6. BOARD POLICY IIABB—USE OF FEATURE FILMS/VIDEOS/INSTRUCTIONAL MATERIALS –
NEW – SECOND READING

The order of the text, in this policy which was approved last January 6, 2003, was altered to more obviously state its intent. (See Supplemental Item #XII-3 in the official 2003-04 Board Minutes.)

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 27 interdistrict transfers.

2. EXTENDED FIELD TRIPS

The Board received information on three extended field trips. (Filed as Supplemental Item #IV-10 of the Official 2003-04 Board Minutes.)

C. SUPPORT SERVICES ITEMS

1. NON-LICENSED PERSONNEL INFORMATION

(Filed as Supplemental Item #IV-11 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 periods ending July 31, 2003 and August 31, 2003. (Filed as Supplemental Item #X-13 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-14 in the Official 2003-04 Board Minutes.)

4. ADMINISTRATIVE REGULATION IGBA-AR—CHILD IDENTIFICATION PROCESS – REVISION

The State Board of Education recently amended Oregon Administrative Rules (OAR) for Special Education. The amendments update program language, clarify requirements, and incorporate both the suggested revisions of various constituent groups and the revisions required by the U.S. Office of Special Education Programs. The proposed amendments have been incorporated into this District Administrative Regulation.

5. ADMINISTRATIVE REGULATION IGBAB-AR—CONFIDENTIALITY – RECORDS OF STUDENTS WITH DISABILITIES—REVISION

Special Education policies were brought forth for action and approved by the Board on October 8, 2001. Since that time the Oregon School Boards Association has submitted suggested language revisions for this administrative regulation that the Corvallis School District wishes to implement. It is desirable to remain as current as possible with OSBA recommendations. This revision reflects those changes.

6. BOARD POLICY IGBAE—SPECIAL EDUCATION – PARTICIPATION IN REGULAR EDUCATION PROGRAMS – REVISION – FIRST READING

The State Board of Education recently amended Oregon Administrative Rules (OAR) for Special Education. The amendments update program language, clarify requirements, and incorporate both the suggested revisions of various constituent groups and the revisions required by the U.S. Office of Special Education Programs. The proposed amendments have been incorporated into this Board policy.

7. ADMINISTRATIVE REGULATION IGBAE-AR—SPECIAL EDUCATION – PARTICIPATION IN REGULAR EDUCATION PROGRAMS – REVISION

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8. ADMINISTRATIVE REGULATION IGBAF-AR—SPECIAL EDUCATION – INDIVIDUALIZED EDUCATION PROGRAM (IEP) – REVISION

The State Board of Education recently amended Oregon Administrative Rules (OAR) for Special Education. The amendments update program language, clarify requirements, and incorporate both the suggested revisions of various constituent groups and the revisions required by the U.S. Office of Special Education Programs. The proposed amendments have been incorporated into this District Administrative Regulation.

9. BOARD POLICY IG BAG—SPECIAL EDUCATION – PROCEDURAL SAFEGUARDS – REVISION – FIRST READING

The State Board of Education recently amended Oregon Administrative Rules (OAR) for Special Education. The amendments update program language, clarify requirements, and incorporate both the suggested revisions of various constituent groups and the revisions required by the U.S. Office of Special Education Programs. The proposed amendments have been incorporated into this Board policy.

10. BOARD POLICY IG BAJ—SPECIAL EDUCATION – FREE APPROPRIATE PUBLIC EDUCATION (FAPE) – REVISION – FIRST READING

The State Board of Education recently amended Oregon Administrative Rules (OAR) for Special Education. The amendments update program language, clarify requirements, and incorporate both the suggested revisions of various constituent groups and the revisions required by the U.S. Office of Special Education Programs. The proposed amendments have been incorporated into this Board policy.

11. BOARD POLICY IG B C—TITLE I/PARENTAL INVOLVEMENT – REVISION – FIRST READING

The No Child Left Behind Act of 2001 revised Title I parental involvement requirements. Included in the revision, districts must now ensure that barriers to participation by parents, who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, are of any racial or ethnic minority, or are parents of homeless students are identified. An opportunity to fully participate must be provided. Parents of Title 1 students must now also be involved in the annual evaluation of the content and effectiveness of the policy. Not revising the policy puts the district out of compliance with state law and could open up the district to potential liability.

12. BOARD POLICY JECBD—HOMELESS STUDENTS – NEW – FIRST READING

The No Child Left Behind Act of 2001 requires districts to adopt a policy for students in a homeless situation. The law requires the district to appoint a liaison to carry out duties required by the law, ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless, and provide transportation to the students' school of origin. Homeless students attending any school in the district are automatically eligible for Title 1 services, regardless of their current academic performance. Creating the policy puts the district in

compliance with state law, diminishing liability.

13. ADMINISTRATIVE REGULATION JECBD-AR—HOMELESS STUDENTS – NEW

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14. BOARD POLICY JOA—DIRECTORY INFORMATION – REVISION – FIRST READING

The No Child Left Behind Act of 2001 requires districts to release a secondary student's name, address, and telephone number, upon request, to military recruiters and institutions of higher education. Districts are required under the law to notify parents and eligible students of these requests and their right to require the district to withhold this information. Not revising the policy puts the district out of compliance with state law and could open up the district to potential liability.

15. BOARD POLICY JOB—PERSONALLY IDENTIFIABLE INFORMATION – REVISION – FIRST READING

Special Education policies were brought forth for action and approved by the Board on October 8, 2001. Since that time the Oregon School Boards Association has submitted suggested language revisions, which the Corvallis School District wishes to implement. Although the changes are relatively minor, it is desirable to remain as current as possible with OSBA recommendations.

XI. OTHER DISTRICT BUSINESS

There was no other business.

XII. EXECUTIVE SESSION

The Board did not meet in Executive Session this evening.

XIII. ADJOURNMENT

Being no further business, Chair Gable adjourned the meeting at 9:00 p.m.

Cyrel Gable, Chair

Jim Ford, Superintendent

Prepared by: Jolene Shute
(super/julie/board/minutes/2003/october 6.doc)