

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

Acting Chair Gable called the meeting to order at 6:07 p.m. in the Central Office Board Room, 1555 SW 35th Street, Corvallis. Acting 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 Gelser, Member
Robert Baldwin, Member
Kari Rieck, Member
Robert Johnson, Member

EXECUTIVE STAFF PRESENT

Jim Ford, Superintendent
Dawn Tarzian, Assistant Superintendent
Jeanne Holmes, Human Resources Director
Laverne Pitts, Corvallis Public Schools Foundation
Director

BOARD MEMBERS EXCUSED

Joan Demarest, Member

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Acting Chair Gable led the group in the pledge of allegiance.

III. LOCAL CONTRACT REVIEW BOARD

Chair Gable convened the group as the District's Local Contract Review Board. The purpose was to hold a public hearing and take action on Findings of Fact to exempt a contract from the competitive bidding requirement of ORS 279.015. The contract covers installation of a solar panel system on the roof of Lincoln School by Peak Sports, at virtually no cost to the District. The value of the contract is estimated to be \$18,000. (See Supplemental Item #II-1 in the

Official 2004-05 Board Minutes.)

Responses to Board members' questions clarified that:

- After the three-year time period, when the District takes over maintenance, fees would not be out of the ordinary. The system is designed to be self-sufficient with a 30-year intended life span.
- The \$0.03 per Kwh the District would pay to purchase power from the solar panels is a low rate; compared to the \$0.07 the District pays now for power.

MOTION #1: Director Baldwin moved, Director O'Malley seconded, to accept the presented Findings of Fact regarding the solar panel system on the roof of Lincoln School, thereby creating an exemption for the contract from the competitive bidding requirement of ORS 279.015. (Supplemental Item #II-1 in the Official 2004-05 Board Minutes.)

The motion passed unanimously.

Chair Gable did not receive any indication that anyone wished to speak to the issue as she had not received any written card requests and in double-checking by announcing the possibility of addressing the Board no one in the scant audience came forward.

Chair Gable closed the public hearing.

IV. DISBAND AS LOCAL CONTRACT REVIEW BOARD AND RECONVENE AS SCHOOL BOARD

Being no further business as the Local Contract Review Board, Chair Gable declared that meeting adjourned and reconvened as the Corvallis School Board at 6:10 p.m.

V. ELECTION OF OFFICERS

Director Gable announced this meeting was the annual organizational meeting and called for nominations for Board Chair for the 2004-2005 fiscal year.

MOTION #2: Director Baldwin moved, Director Gelser seconded, to nominate Director Cyrel Gable to serve as Board Chair for the 2004-2005 year.

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

The motion was unanimously approved and the newly elected Chair Gable led the remainder of the meeting.

Chair Gable stated she appreciates the Board's confidence in and support of her and would be open to suggestions as to how to do her job better.

Chair Gable then called for nominations for Board Vice Chair for the 2004-2005 fiscal year.

MOTION #3: Director Gelser moved, Director Baldwin seconded, to nominate Director Nell O'Malley to serve as Board Vice Chair for the 2004-2005 year.

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

The motion was unanimously approved.

Directed Johnson commented that he felt the rotational opportunity offered by the vice chair position was an important benefit to the Board.

VI. COMMITTEE/BOARD MEMBER ITEMS

There were no reports.

VII. SUPERINTENDENT'S REPORT

Superintendent Ford reported that he had met with Kim Scott, Chief Executive Officer for Trillium. He explained that Trillium runs the mental health side of the Children's Farm Home, while the District oversees the educational component. They agreed to work towards a better working relationship and to that end would be engaging an outside facilitator for a series of meetings. The school component at the facility will be moving into new buildings in August, leaving the District with four empty portable buildings.

VIII. CITIZEN PARTICIPATION

Director Demarest joined the meeting at 6:16 p.m.

Stephen Hackle, 3056 NW Taylor, Corvallis, spoke to the District's Early Entry policy, which is under discussion. He feels there is an inconsistency in the policy in that parents can enter their child late for perceived advantages, but not early. He added that early entry does not disadvantage any other students while "red shirting" seems designed to give particular advantage athletically, socially, etc.

IX. STAFF PARTICIPATION

Laverne Pitts, Corvallis Public Schools Foundation Director, reported that the Foundation had received \$833,526 this year, a 33% increase from last year. Funds are used in part to provide art and physical education at Adams Elementary, technology specialist at Lincoln Elementary, and supplies and equipment across the District. The previous year had seen a 50% increase from the year prior in donations. She expects to see a leveling off of donations at some point but still sees

the potential for growth at this time.

Superintendent Ford complimented her for her work in putting together the District calendar and her creativity in raising dollars. Director Johnson replied that the Foundation provides a huge return for the District on its investment.

Kathy Rodeman, Business Services Director, referred to Agenda Item X.G., Resolution 04-0703 - Local Option Levy. She asked for the Board's leeway as to whether and where to insert the word "renewal" in the Resolution, per legal advice.

X. CONSOLIDATED ACTION

MOTION #4: Director Johnson moved, Director Baldwin seconded, to approve the Consolidated Action Items as presented. Chair Gable requested an amendment to the motion to reflect holding Agenda Item #X.G. Resolution 04-0703 - Local Option Levy out for discussion. Directors Johnson and Baldwin accepted the amendment.

The motion passed unanimously.

A. APPROVE FINDINGS OF FACT ADOPTED BY THE LOCAL CONTRACT REVIEW BOARD

The Board approved the Findings of Fact. (See Item III., Local Contract Review Board, above.)

B. LICENSED PERSONNEL RECOMMENDATIONS

The Board approved the recommendations. (Filed as Supplemental Item #IV-1 of the Official 2004-05 Board Minutes.)

C. AMENDMENT TO HEALTH SERVICES AGREEMENT WITH BENTON COUNTY HEALTH DEPARTMENT (BCMH) FOR THE 2003-2004 SCHOOL YEAR. (ALSO KNOWN AS DHS SERVICE)

The Board approved this amendment, which uses available grant monies to increase the hours of the Benton County Health Specialist by three hours per week. This specialist provides Tobacco Education and Prevention Services. (Filed as Supplemental Item #I-1 of the Official 2004-05 Board Minutes.)

D. ORGANIZATIONAL MOTIONS FOR 2004-2005 (See Supplemental Item #X-1 of the Official 2004-05 Board Minutes.)

1. APPOINTED OFFICIALS

The Board approved the following District officials for the Corvallis School District for the 2004-2005 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)

2. APPOINTMENT OF PROFESSIONAL SERVICES

The Board approved the following appointments:

School District Attorneys:

Graham Hicks of Miller, Nash, Wiener, Hager and Carlsen of Portland, Oregon: For Special education, Section 504, and related legal services.

Carol McCoog and Harvey Rogers, 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. Five year contract awarded in 1997-98 following RFP. Contract extended for three years; ends FY 05-06.

Insurance Agent of Record

Steve Uerlings, Barker-Uerlings Insurance. Property, liability, workers compensation insurances. Contract began July 1, 1991.

Tim Hennessee, Gene Keil & Associates. Employee benefits insurances. Contract began July 1, 1991.

Consultant

Ted Heid, Human Resources Labor & Negotiation Consultant. Services to be contracted as needed during fiscal year.

3. DESIGNATION OF DEPOSITORY OF DISTRICT FUNDS

The Board approved Bank of America as the designated depository for Corvallis School District funds for the 2004-05 fiscal year. The contract term began May 3, 2004 and will end June 30, 2007. The contract is being extended through June 30, 2009.

4. AUTHORIZATION TO INVEST SURPLUS FUNDS

The Board authorized the Custodian of Funds to invest surplus funds for the Corvallis School District 509J in accordance with current Oregon law during the 2004-05 fiscal year.

5. ACCEPTANCE OF BONDS OF APPOINTED OFFICIALS

The Board approved that the District Clerk will be bonded for \$500,000 and the Custodian of Funds bonded for \$500,000 for the 2004-05 school year.

6. SIGNING OF DOCUMENTS AND AGREEMENTS FOR FUNDED PROGRAMS

The Board approved that Assistant Superintendent Dawn Tarzian, or in her absence, Superintendent Jim Ford, is authorized to file applications and sign documents and agreements related to Public Law 874 and other funded programs during the 2004-05 fiscal year on behalf of the Board of Directors of Corvallis School District 509J.

7. DESIGNATION OF OFFICIAL NEWSPAPER

The Board approved the Corvallis Gazette-Times published by Lee Northwest Publishing, as the official newspaper of the Corvallis School District 509J for the 2004-05 school year.

8. ESD ATTENDANCE SERVICES

The Board approved Corvallis School District 509J to use the services of the Attendance Supervisor of the Linn-Benton-Lincoln Education Service District for the 2004-05 school year.

9. TUITION FOR NON-RESIDENT STUDENTS

Then Board approved this motion that establishes the tuition rate 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 \$6,445 for 2004-05. This rate applies uniformly to students who are not residents of the Corvallis School District and where the district has not entered into inter-district agreements. The rate would cover the cost of the regular educational program for the school year. Services for students requiring special education will be calculated on a program basis to capture the actual cost to the District providing those extra services.

E. RESOLUTION 04-0701 - AUTHORIZING FACSIMILE SIGNATURES FOR DISTRICT CHECKING ACCOUNTS

The Board approved this Resolution for the use of facsimile signatures for checks issued on the main checking account and the payroll checking account for the 2004-05 fiscal year.

(Filed as Supplemental Item #III-1 of the Official 2004-05 Board Minutes.)

F. RESOLUTION 04-0702 - APPOINTMENT OF STUDENT BODY FUND CHECKING ACCOUNTS

The Board approved this Resolution for the use of Student Body checking accounts through the approved depository Bank of America for the following schools: Cheldelin Middle, Corvallis High, and Crescent Valley High. (Filed as Supplemental Item #III-2 of the Official 2004-05 Board Minutes.)

G. RESOLUTION 04-0703 - LOCAL OPTION LEVY

Held for Discussion: Chair Gable reminded those present that the Board had an opportunity to discuss the levy at its previous meeting.

MOTION #5: Director Gelser moved, Director Johnson seconded, to accept Resolution 04-0703 - Local Option Levy with the amendment of inserting the word “renewal,” where, and if, found advisable by legal counsel. (See Supplemental Item #III-3 of the Official 2004-05 Board Minutes.)

No one wished to discuss the topic further.

The motion passed unanimously.

Chair Gable noted it would be particularly nice to have “renewal” added in the ballot title.

H. RENEWAL OF PROPERTY/LIABILITY INSURANCE FOR 2004-05

The Board approved the renewal of property insurance through Travelers Insurance Company and the renewal of liability insurance through Special Districts Association. The premiums increased 6.3% for the same coverage, though still offering the best fit for the District from among those companies surveyed. An additional \$25 million in earthquake insurance was purchased bringing the District’s earthquake policy limits to \$40 million. Value of District buildings is estimated to be \$152 million. (See Supplemental Item #I-2 of the Official 2004-05 Board Minutes.)

I. DIRECTOR OF BUSINESS SERVICES CONTRACT

The Board approved this contract, which sets the per diem salary level for the Director of Business Services at the level of the Director of Teaching and Learning and at the level of the Human Resources Director. Under the contract, the Board would commit to paying a salary that is at least equivalent to the average salary for directors of business services at comparable districts by the end of the third year. Contract days for 2004-05 would be set at 235 days. The contract is on file at Human Resources.

J. RENEWAL OF WORKERS COMPENSATION INSURANCE FOR 2004-05

The Board approved this renewal of workers compensation insurance through Liberty Northwest, the only insurer of those solicited that would provide insurance due to the District's history. The District has had several years of bad claims experience for injuries on the job and one death. Liberty will provide this insurance on the condition that the District pursues a safety program to minimize further injuries on the job.

(See Supplemental Item #I-3 of the Official 2004-05 Board Minutes.)

XI. 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 7 interdistrict transfers.

2. EXTENDED FIELD TRIPS

The Board received information on two extended field trips. (Filed as Supplemental Item #IV-2 of the Official 2004-05 Board Minutes.)

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

(Filed as Supplemental Item #IV-3 in the Official 2004-05 Board Minutes.)

2. 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-2 in the Official 2004-05 Board Minutes.)

3. DIRECT DEPOSIT FOR NEW EMPLOYEES

As a cost-efficiency measure, new employees to the District will be required to have their payroll checks directly deposited into a financial institution. This will save routine staff time in handling paper checks, reissuing when lost or stolen, supplies such as special ink and checks, and bank handling charges. (See Supplemental Item #X-3 of the Official 2004-05 Board Minutes.)

4. EQUITY COMMITTEE RECOMMENDATION WORK PLAN

The District Equity Committee provided the Board a written work plan aligned with the seven recommendations approved by the Board May 3, 2004. (See Supplemental Items #VII-16 in the Official 2003-04 Board Minutes and #VII-1 of the Official 2004-05 Board Minutes.)

XII. OTHER DISTRICT BUSINESS

A. EQUITY COMMITTEE RECOMMENDATION #4 - CRESCENT VALLEY HIGH SCHOOL TRANSPORTATION

In introducing this item, Chair Gable reminded the Board that the rest of the Equity Committee Recommendations had been approved previously (May 3, 2004; see Supplemental Item #VII-16 in the Official 2003-04 Board Minutes), so tonight's focus would be this last item, Crescent Valley High School Transportation.

The recommendation is to provide bus transportation to Crescent Valley High School (CV) students before and after school, as well as after extra-curricular practices, to and from the Boys and Girls Club. This would alleviate one of the main deciding factors named by students living in the CV attendance area but choosing to attend Corvallis High School instead. Discussion revealed that because the "extra-curricular" bussing could be considered to be for non-academic reasons that the State would not reimburse the District the usual 70% of costs. CV is expecting to finance the extra bussing costs, as even a small number of additional students at the school would enable the service to pay for itself.

Superintendent Ford stated that a follow-up report would be made if this recommendation is approved to see its correlating effect on enrollment at CV.

MOTION #6: Director Johnson moved, Director Baldwin seconded, to approve the Equity Committee's Recommendation #4, "Work with Crescent Valley High School to provide transportation to the Boys and Girls Club before and after school and at 5:30 p.m. to

accommodate after-school activities,” with the change that the additional cost read \$5,000, rather than \$1,500. The increased dollar amount would accommodate a rejection of reimbursement by the State. (See Supplemental Item #IV-4 of the Official 2004-05 Board Minutes.)

The motion passed unanimously.

B. KINDERGARTEN EARLY ENTRY POLICY JEBA

MOTION #7: Director O’Malley moved, Director Rieck seconded, to withdraw tabled Motion #73 of the June 28, 2004 meeting “to retain the present Policy JEBA but add clear amendment saying that the superintendent or designee has the final discretion to respond to an appeal.”

The motion to withdraw tabled Motion #73 passed unanimously.

MOTION #8: Director O’Malley moved, Director Rieck seconded, to retain the present Policy JEBA, Early Entry, and revisit it again in two years.

Board discussion brought up the following points:

- Appealing policy is very labor intensive
- There have not been a lot of appeals since the current policy was put into place
- Measuring the desire to seek an exception to the policy by the numbers of families that have appealed is not a valid indicator of the policy’s acceptance, as have been told the Board cannot make exceptions to policy, diluting the number of parents who might otherwise seek an exception
- Not much was heard about how children were doing who were admitted early in the past but did hear about how hard the early admitting process was on families and teachers
- Having an outside evaluator and parents make the early entrance decision would take the teacher and District out of the conflict
- The number of angry parents would conceivably be greater if an evaluation were part of the early entrance requirement as opposed to a strict date for all
- Against delaying evaluating the policy for two more years as the conditions will not be any different then
- A policy that serves students and doesn’t require petitioning the Board would be desirable
- Per Oregon School Boards Association, a policy “appeal” is requested when someone views that staff has not followed policy, a policy “exception” is different
- Concern with adopting a policy that has been tried before (establishing testing criteria for early entrance)

Director Baldwin stated he would abstain from voting, as he did not think the proposed motion would solve the problem and that if it were meatier regarding readiness, he could support it.

Director Baldwin abstained; Directors Demarest and Gelser voted in opposition; all others voted in favor.

The motion carried by a vote of 4-2.

C. BOARD SELF-EVALUATION

Board members were provided responses to a 4-question survey prepared by Directors O'Malley and Johnson, which was an internal and external evaluation of the Board. After a short review, Chair Gable directed each Board member to relay three areas of concern by end of August to Directors O'Malley or Johnson that they would like to see discussed at the September 9 Board retreat, regarding the evaluation.

D. DISTRICT IMPROVEMENT PLAN DISCUSSION

Board members were provided a copy of the latest District Improvement Plan, dated 10/1/03. (See Supplemental Item #VII-3 in the official 2003-04 Board Minutes.) The plan had handwritten proposed changes garnered from a Leadership Team meeting. Superintendent Ford reviewed the proposals with the Board and asked for their response to the possible changes.

The Board had few suggestions and comments were positive and supportive. Chair Gable observed that the Plan focuses very heavily on expanded learning opportunities, which show up in all three goals in one way or another. She was thrilled that Superintendent Ford put so much effort into this area and stated it is one way of pushing back against relentless budget cuts; providing kids more opportunities and hope. She noted that more than 30 teachers applied for grants for extended learning projects. She would like to see performance indicators for the top projects in the Plan. Director Demarest stated that the District has a vision for the future that can be attributed to Superintendent Ford. It was suggested the Plan be available in each school's newsletter or handbook.

E. NON-REPRESENTED EMPLOYEES SALARY SCHEDULE

Business Services Director Kathy Rodeman introduced the topic stating the District has fallen behind the market and is not competitive in many of its non-represented positions. The last time the group compensation structure was reviewed was December 1995; the year District funding began under the State formula. Initially, the District was in a "hold harmless" position in relation to the "regular State school fund formula, protecting the District from its full effect, which is no longer the case. Ms. Rodeman stated the Board would need to think what would be given up should anyone be compensated at an above average rate. In 1995, the Board identified the desired compensation market level to be at the 70th percentile. Her recent brief analysis showed that 7 titles in the District covered 17 positions and the person at the best place was at the 30th percentile, the next best place was the 15th percentile. Ms. Rodeman requested the Board authorize an updated study of the District's compensation of non-represented employees. (See Supplemental Item #X-4 of the Official 2004-05 Board Minutes.)

Concerns and questions revolved around:

- In-house or full-fledged task force?
- Timing – in light of certified labor negotiations, though there is no good time
- Heavy number of retirements due to the Public Employees Retirement System situation

- decreasing the available talent pool
- Likelihood of increased compensation being sought due to one employee covering several positions
- How positions stack up against each other internally
- Target percentile District would be seeking
- Inequities between employment groups of non-represented, certified, and classified
- History of incremental compensation increases, amount and time
- Length of contract days in year
- Who the comparator districts would be
- Correlation between a job title and its description may differ from Corvallis School District, be wary
- Looking at everything in structure of compensation
- Use of contracts versus no contracts
- Cost of living - Corvallis School District is an area in the State with the highest cost of living though it is funded the same as everyone else
- Maintaining District's quality and above-average reputation by providing corresponding compensation
- Consideration of how long it would take the District to reach target levels with resources it has
- Plan for implementation
- Comparator data availability prior to setting target compensation percentile, including the other employment groups
- Variability of comparator districts' funding levels
- Composition of research committee: could be composed of 2-3 Board members; 2 community members, one of which could have served on the Administration Task Force and/or Citizen Budget Committee; 1 classified, 1 certified, 2 non-represented employees, and one committee member from a large employer.

Director Gable asked Board members interested in serving on the committee to contact her by early next week. The committee's first meeting would be the last week in July. Ms. Rodeman would collect names of other committee members.

XIII. EXECUTIVE SESSION

The Board met in Executive Session under ORS 192.660(1)(f) – Superintendent's Evaluation

XIV. ADJOURNMENT

Being no further business, Chair Gable adjourned the meeting at 8:07 p.m.

Cyrel Gable, Chair

Jim Ford, Superintendent

Prepared by: Jolene Shute

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