

Regular School Board Meeting
Wednesday, April 17, 2024 7:00 PM

CMS at Woodard Rd and via ZOOM/Owl
31520 E Woodard Rd
Troutdale, OR 97060

Board Approved _____

A Regular Board Meeting of the Board of Trustees of Corbett School District was held Wednesday, April 17, 2024, beginning at 7:00 PM CMS at Woodard gym/Board Room and via ZOOM-Owl virtual platform. Board members present were Michelle Vo, Chair (leaving at 8:52p.m.); David Granberg; Dylan Rickert; Bob Buttke. and Leah Fredericks. Ben Byers (virtual). Todd Mickelson, Vice Chair, joined the meeting virtually at 7:07 p.m. Also present were Administrators Derek Fialkiewicz, Ed.D., Superintendent; Jeanne Swift, Assistant Superintendent/Director Student Services Brie Windust, Business Office Assistant/ZOOM moderator; Robin Lindeen-Blakeley, Deputy Clerk/HR Lead and Cindy Duley, Business Manager (virtual). HS Student Representative, Haley Potts, was in attendance at the Board table at 7:52 p.m. NOTE: The minutes are prepared to coincide with time scheduled matters and the numbering system of the agenda and is not necessarily the actual order of happenings at the meeting.

1. PRELIMINARY BUSINESS – approximately six virtual attendees and about nine in the building audience.

- 1.1. Call to Order / Flag Salute

Michelle Vo, Board called the meeting to order and led the flag salute at 7:01 p.m.

<https://policy.osba.org/corbett/I/INDB%20D1.PDF>

2. Review and Acceptance of Agenda – Ms. Lindeen-Blakeley noted that the agenda was out of order numerically between 14. and 15, starting over with 1. and 2. then 15. and 16.

<https://policy.osba.org/corbett/AB/BDDC%20D1.PDF>

3. Board Chair Report Information Item

- a. OSBA's Oregon Rural School Board Members Caucus –invitation in packet if interested, as they are looking.

- b. Corbett Education Foundation – thank you from CEF

Chair Vo noted news that she would resign her position sometime between April 17 and June. She has had a great run, but will be moving out of District.

<https://policy.osba.org/corbett/AB/BBA%20D1.PDF>

Attachments: (2)

4. Extension for Approval of Minutes Action Item

David Granberg moved and Bob Buttke seconded:

RESOLUTION NO. 4.111-24-RESOLVED that the Board approved the extension for approval of the minutes of the Regular Board meeting of March 13, 2024.

The vote of the Board was 6-0.

<https://policy.osba.org/corbett/AB/BDDG%20D1.PDF>

5. Introduction and Comments of Guests and Representatives

a. Kathie Freund, patron, shared an advertisement for Crown Point Country Historical Society's June 8 fundraiser tea. This is to help finish the interior of the museum. \$45/person or a table at \$360.00, to be held at the Corbett Community Church (160 maximum seats). Tickets can be purchased on April 17 from Kathie or online with Sandi Cartisser. Donations are welcome and thanks to all who have donated for helping to open the museum someday.

7:08 p.m.

b. James Barker, parent/patron, spoke to the subject of compulsory hours. Are they during holidays, weekends, summer for students? Can they go to the library? Slavery was by law, and he asked if his student was not allowed to attend MHCC. Do you own anyone after slavery? Parameters around age and credits on both sides. Asked about mapping and letter of collaboration between MHCC and Corbett HS.

7:11 p.m.

Chair Vo directed Dr. Fialkiewicz to help with 5.b.

<https://policy.osba.org/corbett/AB/BDDH%20D1.PDF>

6. Principal / Director / Supervisor Reports – in order of appearance-

a. Cathy Noles, Youth Transition Specialist, – new dimension and new piece with 14-21 year olds since YTP and summer works with the addition of ICAP (Inclusive Career Advancement Program). Governor Brown put into place for Community Colleges to receive \$348 Million to explore high demand jobs and access post-secondary and career coaching and internships for college and career fields. Approximately 104 kids on 504 or IEP (Individual Education Program) plans at CHS could qualify.

Students, Lucy Price and Evan Kreps are on ICAP. Evan spoke about automotive training at MHCC and working during his senior year as an intern and then being hired by Honest One through an MHCC sponsorship, also to help him with school.

Ms. Noles noted the growth she has seen in Evan over four years. His employer goes to Evan for help finding others to work for them. Lucy interned with her cousin on dog training and also had worked with our preschool. Now she works with kids at Lyft Fitness' daycare and is studying Psychology at MHCC. They have helped her with classes, financial aid, transportation and food.

Ms. Noles said CHS has now entered six students into ICAP.

Leah Fredericks thanked Ms. Noles for bringing kids to board meeting and that they should all be proud of what they do.

b. Dr. Shelia Morgan Osborne, Director of Curriculum. Assessment and School Improvement - Testing Update with slide show presentation (included in board packet). Hoping for 95% participation, even with opt-outs and in full test mode presently. Two new tests to Corbett and mapping growth. Achievement by grades through "Grade Book". Standardizes for all students so teachers can look at results multi-age. Oregon

mandated preACT for high school last year. Average score about 17, with our top three students noted at 32, 28 and 27. Looking ahead at curriculum for next year we will continue to use Discovery Education and CommonLit and looking at others. Integrated Guidance document for school improvement continues.

Thanks to Dr. Morgan Osborne as we accept her resignation on consent agenda.

c. Kathy Childress, HS Principal - Every Student Belongs– Appreciated the Board and explained that in September she took on the challenge of school culture. Slide show presentation (included in Board packet) shows support of OAR 581-022-2321 and school board policy. She is recording the report process and following up with students. No official survey, but consequences with one student a four-day suspension

7:38 p.m.

David Granberg asked about eight suspensions and if there was parent dispute or push back?

Dr. Fialkiewicz suggested that Ms. Childress must have explained consequences well enough if parents pushed back, as he did not hear anything.

Michelle Vo thought the survey from parents was a good idea.

Todd Mickelson would appreciate follow up with legal counsel input to make sure it is implemented properly.

Dr. Fialkiewicz spoke over phone with counsel and they said we were good.

Chair Vo said given Board conversation, OK with obtaining follow up letter from counsel.

Leah Fredericks hoped to look at policy holistically and obtaining input to elaborate if we are handling process to reassure fairness and protect from litigation.

7:44 p.m. HS Accreditation (presentation in board packet)– Ms. Childress explained the five-year self-review with Cognia and with 20 of our teachers. In March Cognia interviewed parents, staff and students via ZOOM. We received a 4 on self-evaluation of flaws and strengths, whereas the other Oregon networks averaged 3 or 3.1. Cognia recognized our professionalism and collaboration. We need more work with the CIP (Continuous Improvement Plan) with the community. Perhaps Site Council could be more engaged in the process.

7:50 p.m. Dr. Fialkiewicz commended Cassie Duprey and Kathy Childress for their time involved and improving the practice.

7:52 p.m.

d. Cassie Duprey, Assistant HS Principal and Michelle Dawkins, GS Principal -

Application to Attend Update (presentation in board packet) – Ms. Dawkins spoke to our ADM honesty and un-enrolling students after 10 days absent. We no longer have preschool in the process. Generate applicants from January 15-March 30. Enrollment numbers are figured in April.

Ms. Duprey explained the 1077 target enrollment and most requested grade levels for student applications. 88 students were invited to attend.

Ms. Dawkins added that we will invite six more based on space and should be good until we have a known in-district kindergarten number in August, usually 25-30 in-district is the norm. We should know by September 1 and if they are registered can come to kindergarten camp this summer.

Board discussion.

d. Jacque Brandow, Director of SBMH - Program Update – Ms. Brandow thanked the board for serving and thanked her colleagues for welcoming her to this great place for work and the warm community. School Based Mental Health will receive training from Wayfinder on Social Emotional Learning (SEL) standards for K-12, including core skills, grade levels self-awareness, etc. social skills and collaboration from childhood through adulthood with families and careers. Assistant Superintendent Swift and Ms. Brandow meeting with other schools nearby that are also joining in Wayfinder SEL. 30 minute lessons at beginning of next school year. SBMH will work with students in small groups for input.

<https://policy.osba.org/corbett/AB/BG%20D1.PDF>

8:03 p.m.

6.1. Student Representative to the Board Information Item

Haley Potts reached out to her school community about topics but has nothing yet to report to the Board. Samantha Blume and herself received extra credit for their science fair project. Regionals, State and Nationals each have 12 judges. A reforestation company may be partnering with Haley and Samantha in the next month or two. They were first in their forest category at science fair and might be speaking at the Grange in May, and depending on AP tests it could be June or July. Ms. Trisel, Science Teacher, hopes to host science fair in our gym next year.

<https://policy.osba.org/corbett/AB/BCBA%20D1.PDF>

8:07 p.m.

7. Financial Reports/Matters

8:07 p.m.

☐ 7.1. Report Information Item

Cindy Duley, Business Manager, directed the board to the second to last page of financials showing All Funds. Restrictions around all Funds except for General Fund (GF) operations. This could be made a regular report. Yellow highlighted Ending Fund Balance (EFB) for ALL Funds \$1,023,229. The GF EFB is on page three of the report at \$872,694.00. In the proposed budget it is the Beginning Fund Balance (BFB). Looking at Actuals through June. A little bit of positive State School Fund (SSF) adjustment in April as a whole year true up by the State.

Board discussion for help to understand the approximate \$600,000.00 change.

Ms. Duley suggested there will also be a May adjustment to consider for High Cost Disability, Annual Daily Membership (ADM) and Transportation grants. BFB at January board meeting not recognized Until March. ESSER funds anticipated funding was absorbed into GF in places like plant operations and maintenance with storm in January and also storm in 2022 with boiler problems and repairs.

Proceeds for that received this year. Higher costs in Health Reimbursement Account (HRA) and Benefits hadn't been budgeted adequately. Better information and have learned now for technical areas for approvals and timelines.

Board discussion around negotiated agreement and contractual obligations from budget standpoint. Dr. Fialkiewicz said we may need to reevaluate HRA because of changes through the years in doctor visits and aging staff.

7.2. Transfer Appropriation for Lease Payment Expenditures Action Item

Derek Fialkiewicz, Ed.D., Superintendent, noted that auditors caught this for us.

Ms. Duley said this is not an error yet, and will prevent it. It is budgeted correctly for 2024-25.

David Granberg moved and Leah Fredericks seconded:

RESOLUTION NO. 4.112-24 - RESOLVED that the Board approved the resolution for transfer of lease payment expenditures for 2023-24 as attached in the Board packet.

The vote of the Board was 7-0.

Attachments: (1)

7.2.a. Supplemental Budget for 2023-24 Action Item

Cindy Duley, Business Manager, explained this to true up adopted numbers as BFB's to balances at audit as Actuals for the books balance and finish the year. Federal Funds balance not typical at -\$582,795, as Title and ESSER funds get stricken and unavailable, no Revenue (RV) received since September or October. Need to do better at claiming grants quarterly.

Leah Fredericks moved and Bob Buttke seconded:

RESOLUTION NO. 4.113-24 - RESOLVED that the Board approved the supplemental budget for 2023-24 as attached in the Board packet.

The vote of the Board was 7-0.

8:36 p.m.

7.3. Budget Committee Interview Information Item

Michelle Vo - Board Chair announced that we have a budget committee vacancy for Position No. 7, for the term ending December 31, 2026.

a. Amy Ciecko – introduced herself and was asked questions from the Board.

Attachments: (1)

8:40 p.m.

7.3.a.

Dylan Rickert moved and Bob Buttke seconded:

RESOLUTION NO. 4.114-24 - RESOLVED that the Board appointed Amy Ciecko to Budget Committee Position No. 7 with a three-year renewable term to end on December 31, 2026.

The vote of the Board was 7-0 in favor of Resolution No. 4.114-24.

Chair Vo welcomed Amy Ciecko to the Budget Committee.

<https://policy.osba.org/corbett/D/DBEA%20D1.PDF>

7.4. TAN Funding Authorization Action Item

Derek Fialkiewicz, Ed.D., Superintendent expressed that we have been short on liquid funds twice, but haven't had payroll issues. We have to hold off on accounts payable until the next SSF. We spend the lion's share in August and again funding sources shorten in February. We are opting to take out a loan where we have enough extra funds but will pay back in full or large amount of interest immediately.

Cindy Duley, Business Manager, noted the cash flow analysis pool offered by Piper, Jaffrey across the state shows rough times before property taxes in November.

Projecting numbers low in year to come, so in order to avoid delaying payments we are borrowing now. Looking at about \$925,000.00 to borrow plus cost of issuance about \$37,000.00 principal and \$22,000.00 interest expense. With interest earnings upon receipt of funds, net cost about \$33,600.00. To be paid off by December 31, 2024.

8:49 p.m. Chair Vo announced she had to leave the meeting.

Ms. Duley said closing in mid-May and receipt of money June 4.

Todd Mickalson was not able to find his board agenda so David Granberg ran the meeting.

Board discussion on alternatives and fiscal responsibility, spending on supplies and consumables, cuts or options for future years.

Ms. Duley noted that we can manage payments and ask staff to hold back on spending for readjustment on expenditures.

Dr. Fialkiewicz agreed, more diligence about fall spending and maybe not have to dip into funds. This is a safety net and don't want to hold up our accounts payable. He would rather figure out how to do it in house, but difficult fiscal responsibility. Gap of tax payments may require us to hold off spending until after November for better liquidity. Replacement costs are higher and with limited storage in buildings aren't able to always buy ahead.

Ms. Duley mentioned that we were flush over last few years. This is beginning of new era with tightening and not spending, could look at cash flow over two years so we can find ongoing issues.

Dr. Fialkiewicz said we are spending more on facilities with Woodard project and storm losses.

Ms. Duley agreed there are year to year changes. Six other schools in the TAN borrowing pool, pretty average.

Board discussion about borrowing schedule, amount, interest rate and deadline of April 30 with implications if approved and is there an out.

Ms. Duley suggested board could take action and keep obligation with Dr. Fialkiewicz for contract signature on April 30.

Ms. Lindeen-Blakeley said we have had these loans in the past.

Board discussion on insurance money and liquidity for vendors with cash flow expectations for next couple years would be helpful and better numbers for the next budget meeting.

Dr. Fialkiewicz is hopeful for \$500-\$600,000.00. We have already received \$200,000.00.

We will be doing completions through August.

Dylan Rickert moved and Bob Buttke seconded:

RESOLUTION NO. 4.115.24- RESOLVED that the Board approved the 2024A TRAN note resolution as attached in the board packet.

The vote of the Board was 5-1; David Granberg opposed.

Attachments: (4)

8. Superintendent's Report

Information Items

Dr. Fialkiewicz -

☐ 8.1. Goals for 2023-2024

#OneCorbett

- Improve District and Community Relationships
- Align Curriculum and Student Experiences within Buildings and Classrooms.

2) School-Based Mental Health

- Increase Mental Health Offerings for Students, Staff, and Community

3) CTE and STEM

- Increase CTE and STEM Experiences for All Students K-1

8.2. Enrollment Numbers/Application Process Update –reported 1069 students with three part-time and three full-time online. We will advertise for our online option.

8.3. Update on Corbett School Campus Upgrades/Grants – Two charging stations by the gym almost done, hope by end of month. Electric vehicles - truck is completed and is being delivered from Michigan. Cargo van is to be delivered by June, with buses later.

8.4. Strategic Planning/Future Planning – Two hour walk through with David Granberg and Steve Salisbury, Maintenance/Custodial Supervisor. Facilities need to be key focus in our future planning, building and expanding with students having positive outcomes of upgrading. Lists of priorities per building and costs with potential bids, i.e. furnace end date. Vandalism issues in bathrooms. We are falling behind and need to get beyond operational. Look at CAPS and bus barn, security with jamming doors through east winds/snow and outdated/life expectancy, MPB seismic. Spreadsheet started in cabinet

meeting for all buildings, athletics and buses for priorities, for future board meeting.
Tours for the board are available if wanted, not more than three at a time.
Board discussion on non-permitted work.

9. Consent Agenda

Dylan Rickert moved and Bob Buttke seconded:

9.1RESOLUTION ITEMS NO. 4.116-24 through 4.122-24** Action Items**

9.2RESOLUTION NO. 4.116-24** - RESOLVED** that the Board confirmed the resignation of Michelle Dawkins, GS Principal, with last day of work June 28, 2024.

9.3 **RESOLUTION NO. 4.117-24 - RESOLVED** that the Board confirmed the resignation of Shelia Morgan Osborne, PhD., effective with last day of work June 10, 2024.

9.4RESOLUTION NO. 4.118-24** - RESOLVED** that the Board awarded a two-year contract from July 1, 2024 - June 30, 2026, to Occupational Therapist, Allison Johnson, accidentally overlooked on the March 13 contract renewal recommendations.

9.5RESOLUTION NO. 4.119-24** - RESOLVED** that the Board re-recognized that Holly Elvins-Dearixon, is a .2 FTE TOSA, not .1 FTE TOSA, who has been asked to return as a reemployed retiree for the 2024-25 school year.

9.6RESOLUTION NO. 4.120-24 - RESOLVED** that the Board confirmed the extra duty stipends for spring 2024 coaches: Hannah Lambert, Assistant Varsity Track Coach; Steve Merrill, Assistant Varsity Baseball Coach, and Noelle McClure Assistant Varsity Softball, and also recognize the updated changes for Middle School Track Coaches as Katelyn Selzer White - Head and Claire Kennedy Assistant.

9.7RESOLUTION NO. 4.121-24- RESOLVED** that the Board rescinded the one-year unpaid LOA for Jessica Lieuallen, K-2 CAPS Teacher, as she will work the 2024-25 school year.

9.8RESOLUTION NO. 4.122.24 - RESOLVED** that the Board confirmed the resignation of Karl Blaeuer, 1.00 FTE K-12th Music Teacher, effective last day of work June 4, 2024.

The vote of the Board was 6-0.

<https://policy.osba.org/corbett/AB/BDDC%20D1.PDF>

<https://policy.osba.org/corbett/G/GAA%20D1.PDF>

The Board thanked Michelle Dawkins and Shelia Morgan Osborne for their work.

9.1. PERSONNEL

See Consent Agenda for items 9.2-9.8

10. Curriculum- Dr. Fialkiewicz spoke about Education Excellence and EDX curriculum maps for diving into standards this year. Since ESSER money no longer available, we will

continue the work on our own and cut ties with EDX. We have our own expert teachers and will lead ourselves and save spending the dollars.

11. Students – nothing at this time in the meeting.

12. Transportation, Buildings and Maintenance

Electric School Buses - PGE and EPA updates Information Items

Grant from PGE up to \$1 million for two electric buses and charging stations. Also put in for EPA grant to cover rest of the costs for net zero. Will find out in May and will present after details obtained.

13. Co-Curricular Activities – Softball is winless. Baseball is 3 -4 in league and 5- 6 overall with improvements and hopeful for playoffs. Track is doing outstanding even without a track! Sophie Bergkvist has broken pole vault records.

14. Policy

Derek Fialkiewicz, Ed.D., Superintendent

☐ 14.1. Policy Additions, Deletions and Administrative Regulations Information Items

The optional taken out and those with HR or Required match what we have in wording currently. First read for the following:

- a. Policy AC - Nondiscrimination
- b. Policy BBF - Board Member Standards of Conduct (Version 2)
- c. Policy CBG - Evaluation of the Superintendent
- d. Policy CCG - Evaluation of Administrators
- e. Policy DJC - Bidding Requirements (Version 1) - Delete
- f. Policy DJC - Bidding Requirements
- g. Policy DJC-AR - Special Procurements and Exemptions from Competitive Bidding - Delete
- h. Policy DJCA - Personal Services Contracts - Delete
- i. Policy DJCA - AR - Personal Services Contracts - Delete
- j. Policy EBBA - First Aid** - Delete
- k. Policy EBBA- AR - First Aid - Infection Control - Delete
- l. Policy EBBA - Student Health Services**
- m. Policy EBBB - Injury or Illness Reports
- n. Policy EBC - Emergency Plan and First Aid**
- o. Policy EBC/EBCA - Emergency Procedures and Disaster Plans - Delete
- p. Policy EBCA - Safety Threats**
- q. Policy EBCB - Emergency Procedure Drills and Instruction
- r. Policy GBEB - Communicable Diseases in Schools
- s. Policy GBEB-AR - Communicable Diseases in Schools
- t. Policy GBEB-AR - Staff - HIV, AIDS, and HBV - Delete

- u. Policy GBN/JBA - Sexual Harassment
- v. Policy GBNAB/JHFE - Suspected Abuse of a Child Reporting Requirements**
- w. Policy GBNAB/JHFE - AR (1) - Reporting of Suspected Abuse of a Child
- x. Policy GCDA/GDDA - Criminal Records Checks and Fingerprinting* - Delete
- y. Policy GCDA/GDDA - Criminal Records Checks and Fingerprinting*
- z. Policy GCDA/GDDA-AR - Criminal Records Checks and Fingerprinting - Delete
- aa. Policy IGBAF-AR - Special Education - Individualized Education Program (IEP)**/*
- bb. Policy IGBAG - Special Education - Procedural Safeguards**
- cc. Policy JBA/GBN - Sexual Harassment
- dd. Policy JBAA - Section 504 - Students** (Version 2)
- ee. Policy JBAA - AR - Section 504 - Students**/*
- ff. Policy JEA - Compulsory Attendance**
- gg. Policy JEA - AR - Compulsory Attendance Notices and Citations**
- hh. Policy JGAB - Use of Restraint or Seclusion**
- ii. Policy JGAB-AR - Use of Restraint or Seclusion**
- jj. Policy JHC - Student Health Services and Requirements**- Delete
- kk. Policy JHCA/JHCB - Immunization and School Sports Participation**
- ll. Policy JHCCA - Students - HIV, HBV and AIDS** - Delete
- mm. Policy JHFE/GBNAB - Suspected Abuse of a Child Reporting Requirements**
- nn. Policy JHFE/GBNAB - AR(1) - Reporting of Suspected Abuse of a Child
- oo. Policy KBA - AR - Public Records Request

Attachments: (41)

15. Personnel

Derek Fialkiewicz, Ed.D., Superintendent, read aloud:

Regina Sampson, 1.00 FTE Business Manager, hire effective July 1, 2024

CACE Reclassifications of SPED Assistants (Class 2) to SPED Assistants FLS (Class 3) for: Steven Merrill, Stacy Arnell, Deborah Heltborg, Amanda Brandt, Justin Gabriel and Sandra Gabriel effective for the 2023-2024 school year.

OFLA leave effective February 22-April 30, 2024 for Amanda Brandt, .85 SPED Asst. FLS. OPFML approved 2/23/24-3/21/24 and 4/1/24-4/30/24.

OFLA leave effective April 24 - May 27, 2024, for Sandra Gabriel, .85 FTE SPED Asst. FLS. OPFML pending.

OFLA/FMLA leave effective 4/1/24-4/9/24, for Natalie Clark, .85 FTE SPED Asst. FLS. OPFML effective 4/1-4/24. Return to work expected April 29, 2024.

Denise Papin, .85 FTE SPED Asst, adding .15 FTE SPED Secretary, effective April 15, 2024.

Nafeesa Pascu, .83 FTE to .5 FTE Educational Assistant for the 2023-24 school year.

See Consent Agenda for Item Resolutions **14.2-14.8**

<https://policy.osba.org/corbett/G/GB%20D1.PDF>

16. Vacant Positions Information Item

Derek Fialkiewicz, Ed.D., Superintendent

We have vacant positions open for the 2023-2024 school year for: Substitute Bus Driver; .4 FTE Bus Driver; Substitute Custodian; Type 20 Van Driver and .15-.17 FTE SPED Secretary. Openings for the 2024-2025 school year: two Assistant Varsity Football coaches and Varsity Boys Soccer Coach for fall 2024; 1.0 FTE GS Principal; 1.00 FTE Spanish Teacher; 1.0 FTE Director of Curriculum, Assessment and School Improvement; and Grade 6 Classroom Teacher.

<https://corbett.tedk12.com/hire/Index.aspx>

17. Matters for the Good of the Order – Todd Mickalson apologized for not being at meeting in person.

<https://policy.osba.org/corbett/AB/BBAA%20D1.PDF>

Board Directors

18. Coming Events

David Granberg read aloud:

- a. Thursday, April 18, HS Mid-term
- b. April 24, Wednesday, 2nd Budget Committee Meeting, CMS gym, 7:00 p.m.
- c. May 1, Wednesday, 3rd Budget Committee meeting if needed
- d. May 15, Wednesday, Regular School Board Meeting, CMS gym, 7:00 p.m.
- e. Summer OSBA Board conference in Salem, August 9-11, 2024 – sign up through Robin
- f. Annual OSBA Convention in Portland, November 7-9, 2024 – sign up through Robin

18.1. Adjournment – The Board adjourned at 9:42 p.m.