Corvallis
SCHOOL DISTRICT

NOTICE

NOTICE IS HEREBY GIVEN of a meeting of the Corvallis School District Board of Directors.

Date & Time	Meeting Type	Location	Agenda
Monday, June 18, 2012 6:30 PM	Regular	District Office Board Room, 1555 SW 35th Street, Corvallis, OR 97333	See attached.

Accessibility: To request accommodations for board meetings, please contact Kim Nelson at 541-757-5841 or kim.nelson@corvallis.k12.or.us at least 48 hours before the meeting.

If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: https://www.youtube.com/channel/UC9Jtpte5dmilZl9kySBJbVQ?
A recording of the meeting will also be posted to that channel.

POSTED: Corvallis School District Administration Building
Hans Boyle, Education Editor, Gazette Times (Via Email)

For more information, please contact Kim Nelson at 541-757-5841 or at kimberly.nelson@corvallis.k12.or.us

Corvallis
SCHOOL DISTRICT

Monday, June 18, 2012
6:30 PM

AGENDA
Regular Meeting of the
BOARD OF DIRECTORS
Corvallis School District 509J

Meeting Details: Monday, June 18, 2012, 6:30 PM in the District Office Board Room, 1555 SW 35th Street, Corvallis, OR 97333.

If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: https://www.youtube.com/channel/UC9Jtpte5dmilZI9kySBJbVQ? A recording of the meeting will also be posted to that channel.

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. APPROVE CONTRACT WITH CEA (Corvallis Education Association)

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Corvallis Education Association Bargaining Agreement

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Issue:
Ratification of the contract between Corvallis Education Association (CEA) and the Corvallis School District. The agreement is for two years with opener in year 1 for salary, days, PERS and health insurance and up to two additional items. (See document noting contract changes under separate cover.)

Recommendation:
Ratify the contract.

Involvement:
The Board has met multiple times in Executive Session to set parameters for bargaining and provide guidance to the District Bargaining Team. Contract negotiations with CEA have been ongoing since February 21, 2012. On May 17, 2012, CEA and District Bargaining Teams reached tentative agreement on a contract agreement that fell within the financial parameters set by the Board.

ACTION REQUESTED: Approve the contract.

CONTACT PERSON(S): Jennifer Duvall, Human Resources Director

Article 1—Status of Agreement

A. Recognition

This Agreement is entered into by and between the Board of Directors of the Corvallis School District 509J (hereinafter referred to as the "District") and the Corvallis Education Association (hereinafter referred to as the "Association").

The District recognizes the Association as the exclusive representative for all teachers of the Corvallis School District within the bargaining unit defined as all full and part-time TSPC-licensed teaching personnel (including counselors and librarians), speech therapists, and nurses employed by the District on matters of salaries, related economic policies, and other conditions of employment. Excluded from the bargaining unit are: all principals and assistant principals, administrators in positions that require a TSPC administrator license, supervisors and substitute teachers. All bargaining unit members are referred to as "teacher" or "teachers."

B. Waiver/Maintenance of Standards

This document represents the full agreement between the parties and shall modify, replace, or add to any policies, rules, regulations, procedures, or practices of the District which are contrary to these terms. Both the District and the Association waive the right to bargain upon any subject or matter during the life of this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of the parties at the time this Agreement was executed except as described below in this paragraph. Furthermore, all terms and conditions of employment not covered by this Agreement shall continue to be subject to the direction and control of the District. ~~During the term of this two year agreement the parties agree each has the right to demand bargaining and the duty to bargain the terms of Article 11 subsection B. on Academic Freedom and Article 18 on Working Conditions subsection E. on Work Week/work Day. The terms of the salary schedule in Article 19 subsection A., Step Advancement in Article 19 subsection B. and Fringe Benefits in Article 19 subsection H. all end effective 6/30/12 and therefore each party as the right to demand bargaining and the duty to bargain the successor terms for these economic conditions.~~

However, neither the foregoing, nor anything else in this Agreement, shall be interpreted and/or applied in a way that deprives members of the bargaining unit of any established benefit which is a mandatory subject of bargaining, unless the benefit has been specifically eliminated by this Agreement.

C. Savings

If any provision of this Agreement is held to be invalid by operation of law or by any court of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by any such court, the remainder of the Agreement shall not be affected thereby and, upon request of either the District or the Association, the parties shall enter into negotiations for the purpose of attempting to arrive at a mutually satisfactory replacement for such provision.

D. Individual Contracts

The provisions of this Agreement take precedence over inconsistent provisions of individual teacher contracts.

E. Termination

This Agreement takes effect on July 1, 2012 and remains in effect through June 30, 2014.

For the 2013-14 contract year, the parties agree to re-open the contract for the limited purpose of bargaining salary and compensation ~~including health care benefits.~~ Each party may also elect to bring up to two (2) additional language items up for the limited negotiations. These language items will be exclusive of any current Memorandum of Agreement issues.

By January 15 of the year in which this Agreement terminates, both parties agree to have assembled bargaining teams and to have conducted a first meeting to identify issues of concern to each party. Proposals will be exchanged by March 1 thus commencing the 150 days of table bargaining required by ORS 243.712. The timelines in this paragraph may be amended by mutual agreement of the parties and should not be construed to limit the parties' ability to enter into any non-traditional bargaining processes or to adjust as necessary to meet unexpected challenges such as delayed state school funding projections.

This Agreement shall automatically be extended unless either the District or the Association gives ten days' notice terminating the Agreement or its successor is put into effect.

F. Temporary Teachers

The terms in the Agreement Articles 14 (Transfers and Vacancies), 15 (Layoff and Recall), and 16.H. (Other Leaves) do not apply to temporary teachers.

Article 3-Payroll Deductions

B. Pay Installments

Teachers will receive their annual compensation in ten equal monthly installments. ~~Teachers may individually elect to receive their annual compensation in ten or twelve equal monthly~~

~~installments. Unless the District payroll office is notified in writing of the selection of the twelve month option on or before the first teacher workday, ten payments will be deemed to have been selected. Teachers who are hired after the start of the teacher work year shall be allowed to make the above-specified election within five days of their hire. The option for twelve equal monthly installments shall not be available if, by reason of the operation of law, the District would incur financial obligations not applicable to ten equal monthly installments.~~ Temporary teachers who are not working a full contract year will receive their pay on a monthly basis over the term of their contract.

Article 18—Working Conditions

A. School Work Year

1. The typical school year shall not exceed 190 days, including five paid holidays. The paid holidays shall be Labor, Veterans, Thanksgiving, New Year's, and Memorial days. The work year shall include a minimum of four days, to be designated in a combination of whole and/or half-day increments that are devoted exclusively to teacher preparation activities, i.e., building work days. When an adopted school calendar includes parent/teacher conferences, the school administrator will work with the school's teachers to determine a parent conference schedule. A school's conference schedule may be reviewed by the Joint Cooperation Committee. The work year shall also include four days to be designated in a combination of whole and/or half-day increments that are to be devoted to District-assigned in-service activities.

2. ~~The 2011-2012 school year has been reduced by two teacher preparation days, for a total of 188 contract days. The district and association will work together to identify the two specific teacher preparation days for each grade level.~~

   The 2012-2013 school year is reduced by three days. The reduced days shall be three instructional days (June 13, 14 and 17, 2013) for a total of 187 contract days. Pay reductions for these reduced days shall be prorated and deducted over the course of all ten paychecks. ~~The District and the Association shall provide joint press releases to announce the budget reduction days prior to them occurring. These press releases shall indicate that the budget reduction days were necessary due to inadequate state school funding.~~

3. Starting in 2011-2012, as a result of the new 2011-2012 high school schedule and for as long as it continues, high school teachers will receive one additional preparation day.

4. If there are school or district-related opportunities available for teachers beyond the 190 day contract year, participation shall be voluntary. If the teacher is to be compensated it will be at a rate agreed upon by the teacher and the district, unless

expressly covered by the terms of this contract. The Association will be informed the compensation agreement unless it is expressly covered by the terms of this contract.

Article 18—Working Conditions

E. Work Week/Work Day:

The normal teacher work week is 40 hours. However, the parties recognize the desirability of flexible scheduling, and it is their intent to continue reasonable flexibility in the work day and the work week.

1. Teachers may conduct occasional personal business off campus during the regular paid work day without using any paid leave time.

2. The teacher is not required to describe the personal business. The expectation, however, is that the teacher will use good professional judgment.

3. This time off campus must not interfere with any of the teacher's professional responsibilities such as scheduled staff meetings or IEP meetings, and a substitute cannot be used to cover the teacher's time off campus.

4. Teachers will notify the school office regarding the duration of their time off campus.

5. An effort shall be made to schedule IEP meetings during the regular work day.

6. The district will make a reasonable effort to limit the number of meetings a teacher is expected to attend each month. School events such as open house, and curriculum nights can be scheduled outside the contract day.

7. The district honors and respects the commitment and professionalism of its teachers and values their need to balance work and personal life. Teachers will attend meetings during their work day unless excused by their supervisor. For meetings that extend beyond the teacher's normal workday, teachers will work with their supervisor if circumstances preclude their attendance.

8. As long as there is district structured collaboration time (eg. PLC) it will typically occur during the normal workday when students are not present.

G. Part-time Teachers

Part-time teachers will be compensated for hours beyond their normal work schedule for fall and end-of-year preparation days if so authorized by the principal.

Part time teachers who are required to participate in district structured collaboration time

(eg. PLC) beyond their normal work schedule will be compensated at their per diem rate up to one hour/week. Part time teachers whose normal schedule is not contiguous and/or part of the district structured collaboration time (eg. PLC) are not required to attend. However, if these teachers wish to participate, they may be compensated as above, based on mutual agreement between teacher and administrator.

Part-time kindergarten teachers will receive compensation for all conferences scheduled on the district calendar based on class size.

1. Part-time kindergarten teachers with 16-23 students will receive half-day pay.

2. Part-time kindergarten teachers with 24-30 students will receive full-day pay.

Article 19—Compensation

A. Licensed Schedule

Teachers shall be paid in accordance with Appendix A (Licensed Salary Schedule) ~~for 2011-12~~. Salary and pay apply to work performed between dates of July 1 through June 30 of each year.

B. Salary Advancement

1. During the term of this contract salaries of all teachers employed before July 1, 2011 for at least 135 days of the 190-day prior teacher work year will be advanced one step effective November 1, 2011 in accordance with Appendix A. (This provision is suspended for the 2012-13 contract year due to the step freeze for all teachers and subject to negotiation for 2013-14.)

2. A teacher must submit an application to Human Resources for salary and column advancement by September 1 to advance a column and steps in that work year due to additional education or certification that meets the requirements for advancement. Transcripts and/or proof of certification must be submitted to Human Resources by October 1. Payment on the new salary column will be included in the October paycheck.

   Two steps shall be granted to those teachers who earned a masters degree and one step will be granted for teachers who earned a PhD or National Board Certification.

3. Temporary teachers who are employed by Corvallis School District 509J for 135 days or more in a school year and are rehired in the next consecutive school year as a teacher (regardless of the status of this assignment), will be advanced one step on the salary scale. Advance shall occur on the salary schedule in the same

manner as other teachers. (This provision is suspended for the 2012-13 contract year due to the step freeze for all teachers and subject to negotiation for 2013-14.)

4. ~~During the 2011-2012 school year full time FTE teachers on the top step of the salary schedule, as of June 30, 2011, who are no longer eligible for step increases, will be provided $720 paid from the insurance reserves. The $720 will be prorated based on teacher's FTE. The $720 will be applied to reduce health insurance out of pocket costs first, then any balance available will be applied as district contribution to a 403(b) account. This payment is for the 2011-2012 school year only.~~

5. ~~After June 30, 2011 step movement is not automatic and is therefore not a status quo working condition.~~ Teachers will receive no step movement for the 2012-13 contract year. Step movement will not be considered a status quo working condition for the 2013-14 contract year. Effective June 30, 2014, step movement shall be a status quo working condition.

Corvallis
SCHOOL DISTRICT

IV. APPROVE CONTRACT WITH OSEA (Oregon School Employees Association)

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Oregon School Employees Association, Chapter 2 Bargaining Agreement

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Issue:
Ratification of the contract between Oregon School Employees Association, Chapter 2 (OSEA) and the Corvallis School District for 2012-15. The agreement is for three years with openers in year 2 and 3 for salary, insurance and days. (See document noting contract changes under separate cover.)

Recommendation:
Approve the contract.

Involvement:
The Board has met multiple times in Executive Session to set parameters for bargaining and provide guidance to the District Bargaining Team. Contract negotiations with OSEA started March 15, 2012. On March 20, 2012, OSEA and District Bargaining Teams reached tentative agreement on a contract agreement that fell within the financial parameters set by the Board.

ACTION REQUESTED: Approve the contract.

CONTACT PERSON(S): Jennifer Duvall, Human Resources Director

Corvallis School District and OSEA, Chapter 2 Tentative Agreement – Draft Language

Article 1 Recognition
1.3 Substitute/Temporary Employees
For the purpose of this Agreement a substitute employee is an employee hired to replace an employee on excused absences. (e.g., sick leave, vacation)

For the purposes of this Agreement a temporary employee is an employee hired for a responsibility or task that is expected to be completed within 90 ~~120~~ workdays.

1.5 Limited-Term Employee
1.5.1 A limited-term employee is an employee employed for more than 90 ~~120~~ workdays in a school or fiscal year or hired for a fixed period not to exceed 10 months when the need for the position(s) is not expected to extend beyond that period of time.

1.5.2 Limited-term employees shall be subject to all the terms and conditions of this Agreement, except that such employees shall be subject to termination without the layoff and recall rights of Article 7 hereof.

1.5.3 A limited-term employee who: (1) successfully completes the probationary period, as set forth in the Agreement, in a job title in one school year; and (2) completes the school year in that job title; and (3) is re-employed in the same job title, by the tenth day of the subsequent school year will be designated a regular employee, and seniority will be calculated from the previous year's hire date in that job title.

1.5.4 Employees hired to provide assistance to a single special education student will be employed as regular employees unless the District reasonably expects the position to last 90 ~~120~~ workdays ~~calendar~~ days or less. However, they will be subject to dismissal at the District's option if the student becomes unavailable, leaves the District, is judged to no longer require such assistance or the District determines it to be in the best interest of the student to terminate the relationship.

Article 10 Compensation and Related Matters

10.1 Salary Schedules

The ~~2011-2012~~ 2012-13 salary schedule for the term of this agreement is shown in Appendix B-Classified Salary Schedule.

The salary schedule steps will be capped at step 15. However, employees beyond step 15 as of July 1, 2011 salaries will be redlined. (Will not move on the salary schedule)

Salary ranges will be as shown in Appendix A-Classified Job Families and Salary Range unless mutually agreed changes are made through the JLMC.

Effective July 1, 2011 Educational Assistant 1 position has been eliminated and any employee's hours as Educational Assistant 1 has been moved to an Educational Assistant 2 position. Step placement was based on years of experience.

10.2 Step Advancement

Eligible employees are defined as those who have completed the probationary period, are regular status by July 1 of that year, and have been in a paid status a minimum of 75% of the scheduled work year during the immediately preceding school year. "One step" is defined as a single movement on the salary schedule to the next column to the right.

10.2.1 All eligible employees hired before July 1, 2011 and are below step 6 shall be advanced one step on July 1, 2011. (This provision is suspended for the 2012-13 contract year due to the step freeze for all classified employees and subject to negotiation for 2013-14.)

10.2.2 ~~All employees on step six or above (longevity steps) who are not eligible for a step increase will receive a one-time 1.5% stipend in their October 2011 paycheck. This one-time stipend is only for the 2011-12 contract term.~~

10.2.3 Effective July 1, 2011 new hires step advancement will be based on their anniversary hire date.

10.2.4 All salary step increases shall be contingent upon satisfactory job performance as determined by the District. An employee who has been denied an annual step increase shall be reevaluated in 90 days, and if job performance is then satisfactory, based on minimum requirements of the position, the employee will then be given one step advancement on the schedule.

10.4 Salary Placement During Reassignment (New Section; sections following will be renumbered accordingly)

10.4.1 An employee involuntarily transferred to a lower range classification will be placed on the appropriate range of the new position and on the step to match as close to the hourly rate previously held, but not less than. The salary schedule is capped at step 15.

10.4.2 An employee who voluntarily transfers/applies to lower range classification will be placed on the appropriate range of the new position and on the corresponding step to match the employee's years of experience in the district.

10.5 Longevity Pay

10.5.1 Longevity steps start at step six (6). All eligible employees who have served three years on a longevity step shall be advanced one longevity step on July 1 of given year. Eligible employees are defined as those who have completed the probationary period, are regular status by July 1 of that year, and have been in a paid status a minimum of 75% of the scheduled work year during the immediately preceding school year. "One step" is defined as a single movement on the salary schedule to the next column to the right. (This provision is suspended for the 2012-13 contract year due to the step freeze for all classified employees and subject to negotiation for 2013-14.)

10.5.2 Employees beyond step 15 as of July 1, 2011 will be redlined until the salary schedule catches up. (Will not move on the salary schedule)

10.5.3 Employees on step 15 and below as of July 1, 2011 are on a salary schedule that caps at step 15.

10.6 Method of Compensation

10.6.1 For probationary and regular employees who work ~~four or more hours per day, each ten-month employee may choose to be paid in ten or 12 equal monthly installments. The employee will notify the District in writing by September 1 if there is to be a change made to the number of monthly installments. If a written election is not made, the default check option will be ten checks.~~ on a 210 day or greater work calendar will be paid in 12 equal monthly installments.

10.6.2 For probationary and regular employees who work less than a 210 day work calendar will be paid in 10 equal monthly installments.

10.6.3 Temporary and limited term ~~and all new employees hired after July 1, 2005 who scheduled to work less than four hours per day, will be paid for actual hours worked or paid leave used prior to payroll cut off.~~ employees will be paid over the remaining contract months.

10.12 Shift Differential

10.12.1.The District agrees to provide premium compensation of $.35 per hour to employees working four or more hours of the graveyard shift (10 p.m. to 8a.m.).

10.12.2. The District agrees to provide a shift differential of 5% added to the hourly wage of those Educational Assistant 2 Life Skills Assistants who serve in a self-contained classroom. If they are assigned any Educational Assistant 2 position other than Life Skills Assistant the 5% differential will end.

10.12.3. Effective July 1, 2012 the District agrees to provide a shift differential of 5% added to the hourly wage of those Administrative Assistant 1 who work in an elementary school front office, for the 2012-13 year only. If they are assigned any Administrative Assistant 1 position other the AA1 elementary front office the 5% differential will end.

Article 11 Insurance
11.1 Coverage

A Joint Benefits Committee (JBC) shall be created to determine the medical benefit plans for employees eligible for the District insurance contribution and to determine the amount of employee out-of-pocket expense for the medical insurance plans. The total dollars available to cover the ~~medical~~ health plan premiums shall be the District contribution amount in Article 11.2, the employee out-of-pocket contribution, and any dollars available in section 11.4.

The JBC shall have six members, three appointed by the Association and three by the District. JBC decisions shall be by consensus. Once a decision is made the decision shall be the status quo until another decision is made.

The District will continue to offer dental, vision, long-term disability, and employee and dependent life insurance plans at least at the level of benefits that exist as of June 2011 during the term of this contract.

In order for continuing employees to qualify for District-paid benefits in a particular month, employees must work, or be on paid leave, a minimum of one-third of their scheduled days for the month (excluding summer break). New employees will qualify to begin receiving District-paid insurance benefits on the first day of the month following a 90-day waiting period.

11.2 Cap in Cost

Effective October 1, ~~2011~~ 2012 the District contribution towards health insurance, which includes medical, dental vision, life, long term disability, for a full time employee will be a maximum of ~~$1,060~~ $1,225.

The District shall deduct the composite premium amount that exceeds the District's contribution, less any offsets determined by the JBC from the employee's monthly payroll checks.

11.5 Insurance Waiver Savings

11.4.1 During this contract, the annual savings in premium cost to the District related to those employees who decline to enroll in the basic medical insurance plan, effective as of October 1 of each contract year will be available to the JBC to reduce the amount of out-of-pocket cost for employees, up to a maximum of ~~$50,000~~ $100,000 per insurance year.

Article 14 Leaves

14.1 Bereavement Leave

Upon request, up to three days leave with pay shall ~~may~~ be allowed in the event of death in the immediate family. For the purpose of this Article, immediate family is defined as blood relatives and in-laws, to include spouse, children (including stepchildren and children towards whom the employee stands in loco parentis), parents, grandparents, brothers, sisters, aunts, uncles, or any relative or domestic partner living in the immediate household. With the approval of the superintendent, bereavement leave may be extended beyond three days when substantial justification exists.

The superintendent may, at his/her discretion, grant use of bereavement leave for individuals not listed above.

Article 23 Entire Agreement
23.3 Duration

~~This contract shall be effective upon the date of signing, except as otherwise provided for herein, and shall remain in full force and effect to and including **June 30, 2012**, and shall continue thereafter from year to year unless one or both parties shall file written notice with the other of its desire to amend, modify, or terminate this contract prior to this expiration date, or any subsequent year expiration date.~~

This Agreement takes effect on July 1, 2012 and remains in effect through June 30, 2015. The parties agree to re-open the contract, in years two and three, for the limited purpose of bargaining salary, insurance benefits and days only. The Agreement will continue thereafter from year to year unless one or both parties file written notice with the other of its desire to amend, modify, or terminate this contract prior to the expiration date, or any subsequent year expiration date.

Corvallis
SCHOOL DISTRICT

V. NON-REPRESENTED EMPLOYEE SALARY AND BENEFITS

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Non-Represented Employees' Salary and Benefit Agreement

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Issue:
The non-represented employees' salary and benefit agreement expires June 30, 2012. In response to the budget challenge we face for the 2012-13 school year, the non-represented employees agreed to receive a no cost of living increase, no steps, no increase in insurance, and three cut days for next year. Also, there are no language changes to the agreement.

Recommendation:
Approve the agreement.

Involvement:
The district conferred and consulted with representatives from the non-represented employee group. Bryan Traylor was the lead representative for the non-represented employees' group. Superintendent Erin Prince and Business Services Director Roy Burling took the lead for the district. The Board had met in Executive Session to provide guidance to the district's representatives.

ACTION REQUESTED:
Approve the Non-Represented Employees' Salary and Benefit Agreement

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CONTACT PERSON: Erin Prince, Superintendent

Corvallis
SCHOOL DISTRICT

VI. PUBLIC HEARING FOR PUBLIC TESTIMONY ON THE 2012-13 BUDGET

VII. BUDGET ACTIONS – 2012-13 BUDGET

VII.A. Motions to Revise Approved 2012-13 Budget

VII.B. Resolution No. 12-0601 To Adopt the Budget and Make Appropriations

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Resolution No. 12-0601 To Adopt the Budget and Make Appropriations

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BACKGROUND INFORMATION:

The FY2012-13 budget is scheduled to be adopted by the Board at the June 18, 2012 meeting. The process includes conducting a public hearing to hear and receive testimony from persons present. The FY2012-13 budget was approved by the Budget Committee on May 14, 2012, and staff is not proposing any changes to the budget as approved.

Once the budget hearing has been held and testimony has been heard and considered, the Board will enact resolutions adopting the budget, making appropriations, imposing taxes and categorizing taxes. The Board is required by law to adopt a balanced budget before July 1, 2012, the start of the new fiscal year.

A resolution is required by state law to adopt and appropriate the budget. The resolutions are modeled after recommendations from the Oregon Department of Revenue.

RECOMMENDATION:
Adopt resolution number 12-0601 to adopt the FY2012-13 budget and make appropriations.

CONTACT PERSONS: Erin Prince, Ph.D., Linda Martin

RESOLUTION TO ADOPT THE BUDGET AND MAKE APPROPRIATIONS
Resolution No. 12-0601
As Approved by the Budget Committee

BE IT RESOLVED that the School Board of Corvallis School District 509J hereby adopts the budget for the 2012-2013 fiscal year in the total amount of $103,369,633. Such budget is composed of the funds listed below.

BE IT FURTHER RESOLVED that for the fiscal year beginning July 1, 2012, the amounts shown below are hereby appropriated for the purposes indicated within the funds listed.

100 - General Fund			**297 - Student Body Funds**	
1000 - Instruction	30,602,575		1000 - Instruction	1,230,000
2000 - Support Services	20,238,655		2000 - Support Services	70,000
3000 - Enterprise and Community Services	124,300		**297 - Student Body Funds Total**	**1,300,000**
4000 - Facilities Acquisition and Construction	1			
5000 - Debt Service & Transfers to Other Funds	2		**298 - Designated Revenue Fund**	
6000 - Contingencies & Reserves	3,242,747		1000 - Instruction	1,000,000
100 - General Fund Total	**54,208,280**		2000 - Support Services	375,000
			3000 - Enterprise and Community Services	99,999
203 - Food Service Fund			4000 - Facilities Acquisition and Construction	1
3000 - Enterprise and Community Services	2,784,380		5000 - Debt Service & Transfers to Other Funds	-
6000 - Contingencies & Reserves	645,000		**298 - Designated Revenue Fund Total**	**1,475,000**
203 - Food Service Fund Total	**3,429,380**			
			299 - Early Retirement Fund	
204 - District Donation Fund			2000 - Support Services	765,665
1000 - Instruction	440,000		6000 - Contingencies & Reserves	634,985
2000 - Support Services	75,000		**299 - Early Retirement Fund Total**	**1,400,650**
3000 - Enterprise and Community Services	84,999			
4000 - Facilities Acquisition and Construction	1		**300 - Debt Service Funds**	
204 - District Donation Fund Total	**600,000**		5000 - Debt Service & Transfers to Other Funds	8,653,213
			300 - Debt Service Funds Total	**8,653,213**
208 - Designated Facilities Fund				
2000 - Support Services	346,000		**301 - PERS Bond Debt Service Fund**	
4000 - Facilities Acquisition and Construction	1,073,500		5000 - Debt Service & Transfers to Other Funds	2,004,227
6000 - Contingencies & Reserves	-		6000 - Contingencies & Reserves	2,304,973
208 - Designated Facilities Fund Total	**1,419,500**		**301 - PERS Bond Debt Service Fund Total**	**4,309,200**
296 - Grants Fund			**601 - Insurance Fund**	
1000 - Instruction	2,925,000		2000 - Support Services	14,658,700
2000 - Support Services	2,012,999		4000 - Facilities Acquisition and Construction	3,800,000
3000 - Enterprise and Community Services	62,000		**601 - Insurance Fund Total**	**18,458,700**
4000 - Facilities Acquisition and Construction	1			
296 - Grants Fund Total	**5,000,000**		**Total Appropriations - All Funds**	**100,253,923**
			Unappropriated Amounts - All Funds	**3,115,710**
			Total Budget - All Funds	**103,369,633**

ADOPTED by the Board of Directors of School District No. 509J (Corvallis) in Benton County, Oregon at its regular meeting this 18th day of June, 2012.

ATTEST:

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Anne Schuster, Board Chair

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Erin Prince, Ph.D., Superintendent/Clerk

Corvallis
SCHOOL DISTRICT

VII.C. Resolution No. 12-0602 To Levy and Categorize Ad Valorem Taxes

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Resolution 12-0602 To Levy and Categorize Ad Valorem Taxes

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BACKGROUND INFORMATION:

The Board annually levies a tax rate to raise taxes for general operating purposes of the school district. The tax rate for the General Fund is a permanent rate computed by the Oregon Department of Revenue expressed in dollars per thousand of assessed value. No action of the School Board can increase this limit. This tax rate is $4.4614/$1,000 and was approved by the Budget Committee. If the permanent rate is not levied in full, the amount will be deducted from the amount received from the state through the State School Fund formula.

The FY2012-13 proposed budget was developed based on a Local Option Levy of $1.50/$1,000. The $1.50/$1,000 Local Option Levy rate was approved by the Budget Committee. FY2012-13 is the first year of the new 5-year levy approved by voters in November 2010. The maximum rate is $1.50/$1,000. The Board may choose a lower rate for the Local Option Levy as it did in FY2007-08 and FY2008-09, which will require a commensurate reduction of appropriations for services funded by the Local Option Levy.

Approval of a general obligation bond by voters carries with it authority to levy taxes to pay the bond principal and interest. The amount levied is intended to meet the principal and interest due in FY2012-13 and includes an estimate of taxes not to be received due to the discount and uncollectible amounts. The total FY2012-13 tax levy for the New Schools Construction approved by the Budget Committee was $8,726,500, including an estimate for discounts and uncollectible amounts.

Oregon Revised Statute 294.435 prescribes that the governing body shall enact resolutions to adopt the budget, to make the appropriations, and to determine, make and declare the ad valorem property tax rate or amounts as provided in ORS 310.060. The format and wording is based on recommendations from the Oregon Department of Revenue.

RECOMMENDATION:
Adopt resolution number 12-0602 to levy and categorize ad valorem taxes.

CONTACT PERSONS: Erin Prince, Ph.D., Linda Martin

RESOLUTION TO LEVY AND CATEGORIZE AD VALOREM TAXES
Resolution No. 12-0602

BE IT RESOLVED that the School Board of Corvallis School District 509J hereby imposes the taxes provided for in the 2012-2013 budget at the rate of $4.4614 per $1,000 of assessed value for operations, at the rate of $1.50 per $1,000 of assessed value for Local Option tax, and in the amount of $8,726,500 for payment of bonded debt; and that these taxes are hereby imposed for tax year 2012-2013 upon the assessed value of all taxable property within the district.

BE IT RESOLVED that the School Board of Corvallis School District 509J hereby categorizes the taxes for FY2012-2013 as follows:

	Education Limitation	Excluded from Limitation
General Fund:	$4.4614/$1,000 Rate	
Local Option Levy:	$1.50/$1,000 Rate	
Debt Service Fund:		$8,726,500

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon at its regular meeting this 18th day of June, 2012.

ATTEST:

_____
Anne Schuster, Chair

_____
Erin Prince, Ph.D., Superintendent/Clerk

Corvallis
SCHOOL DISTRICT

VIII. COMMITTEE/BOARD MEMBER ITEMS

IX. ELECTION OF OFFICERS FOR 2012-13

X. SUPERINTENDENT'S REPORT

XI. PUBLIC TESTIMONY

XII. STAFF TESTIMONY

XIII. SUPERINTENDENT'S CONTRACT AND EVALUATION

SUPERINTENDENT EMPLOYMENT CONTRACT
Between
ERIN PRINCE
and the
CORVALLIS SCHOOL DISTRICT 509J
(Benton County, Oregon)

THIS AGREEMENT is made and entered into this 18th day of June, 2012 by and between CORVALLIS SCHOOL DISTRICT 509J, hereinafter referred to as the "District," and ERIN PRINCE, hereinafter referred to as "Superintendent."

WITNESSETH:

WHEREAS, Superintendent is desirous of serving as the chief executive officer of the District and to perform all duties required by that office; and

WHEREAS, District is desirous of securing a Superintendent to supervise and direct the schools and the educational program of the District under the general supervision of the District's School Board; and

WHEREAS, the District and Superintendent believe that a written Employment Contract is necessary to describe specifically their relationship and to serve as the basis of the effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the Schools;

NOW THEREFORE, in consideration of the mutual promises contained herein, the District hereby employs Erin Prince as the Superintendent of Schools in and for said District and Superintendent hereby accepts such employment upon the terms and conditions set forth below.

SECTION 1. TERM:

This Agreement shall commence on July 1, 2012, and terminate on June 30, 2015.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the District or Superintendent to terminate this Agreement at any time subject only to the provisions herein relating to termination.

During the term of this agreement, the Superintendent, subject to approval of Board Chair, may take up to five (5) days annually to undertake speaking engagements, teach at the university level, write and conduct other consultant activities for honoraria/consultant fees and expenses. The Superintendent shall retain all rights to such of her writings as may be published.

SECTION 2. LENGTH OF AGREEMENT, SUBSEQUENT CONTRACTS:

In accordance with Oregon law, ORS 332.505, this Agreement is for a period of three years. This Agreement must automatically expire at the end of its term. At the end of the second year of the contract, the Superintendent shall provide the District with written intent to negotiate a new Agreement or that the third year will be the final year of employment with the District.

The District and Superintendent may elect at any time to issue a new Agreement for an additional three years, or a shorter mutually agreed upon employment period. Any section of this Agreement may be proposed for modification at the request of the Superintendent. The Board will have 45 days from the time of the request to make its decision regarding the proposed contractual change.

SECTION 3. DUTIES:

As chief executive officer of the District, Superintendent shall perform the duties of District Superintendent as prescribed by the laws of the State of Oregon. In addition to the duties and responsibilities as provided by law, Superintendent shall have additional duties and responsibilities set forth in the position description of Superintendent (Board Policies CB & CBA.)

Superintendent shall be entitled to:

A. Present Superintendent's recommendation to the Board on any subject under consideration by the Board prior to action being taken on the subject by the Board.

B. Attend each meeting of the Board, except any meeting called for the purpose of discussing performance of the Superintendent.

C. Serve as an ex-officio member of each committee established by the Board.

SECTION 4. SUPERINTENDENT'S LICENSE:

Superintendent shall maintain throughout the life of this Agreement a valid and appropriate license to act as the Superintendent of Schools as required by the State of Oregon. Failure to maintain such license shall constitute cause for immediate termination of this contract.

SECTION 5. PROFESSIONAL LIABILITY:

The District agrees that it shall defend, hold harmless, and indemnify Superintendent from any and all demands, claims, suits, actions and legal proceedings brought against the Superintendent

in their individual capacity, or in their official capacity as agent and employee of the District, provided the incident arose while the Superintendent was acting within the scope of the Superintendent's employment, as permitted by law.

SECTION 6. PERFORMANCE REVIEW:

A mid-year check-in review and end-of-year performance review will occur annually. The reviews shall be based upon identified District goals, targeted goals, professional development and overall management of the District as agreed upon by both parties.

SECTION 7. PROFESSIONAL GROWTH:

The District encourages the continuing professional growth of Superintendent through Superintendent's participation in:

A. Seminars and courses offered by public or private educational institutions.

B. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of Superintendent to perform Superintendent's professional responsibilities for the District.

C. National education conference/meetings each year. Out-of-state travel shall require prior approval by the Board chair, with the exception of conferences/workshops occurring in the Corvallis Metropolitan Area.

D. Conferences, workshops, and committee work related to school executive organizations.

Expenses for travel will be reimbursed when the travel has the advance authorization of the Board. Reimbursement for mileage will be based on the Internal Revenue Service rate at the time the expense is incurred. Superintendent will exercise the same economy as a prudent person traveling on personal business and will differentiate between business expenditures and bills for personal convenience.

SECTION 8. CONTRACT DAYS:

Superintendent shall be required to render 260 days of full and regular service to the District during each year of this Agreement. These days shall include:

A. Holidays: Superintendent shall have the holidays available to non-represented employees;

B. Sick Leave: Sick leave shall be credited to Superintendent's account and shall accrue during the term of this Agreement at the rate of 12 days per year in accordance with ORS 332.507. The Superintendent may bring to Corvallis any amount of sick leave accumulated from an Oregon public school district as verified by the previous employing district;

C. Personal Days: Superintendent shall have the same personal leave days and conditions available to non-represented employees; and

D. Vacation: Superintendent shall be entitled to twenty-five (25) days of vacation. The Superintendent may accumulate ten (10) vacation days from one contract year into the next contract year. Vacation days shall not accumulate beyond thirty-five (35); any vacation days in excess of thirty-five (35) shall be forfeited. Any accumulation consistent with the provisions of this section, to a limit of ten (10) days per fiscal year, may be cashed out by Superintendent in June at the current year's rate of pay.

A maximum of 15 days may be used from September 1st through June 15th, unless prior approval from Board Chair.

SECTION 9. SALARY:

For the 2012-13 school year, the District shall pay Superintendent an annual salary of $135,000 (One Hundred Thirty-Five Thousand dollars) payable in twelve (12) equal monthly payments. For each additional school year, the District shall pay Superintendent an annual salary not less than the preceding year, together with such percentage increase as provided by the District for other non-represented employees. The salary rate may be improved upon by mutual agreement between the Board and the Superintendent, for work performed or to be performed, by the Superintendent. The salary may be decreased for lack of funds to continue the education program at its anticipated rate, to the same extent as provided for the non-represented salary employees.

SECTION 10. FRINGE BENEFITS:

The Superintendent shall receive, unless otherwise improved upon by mutual agreement between the Board and the Superintendent:

A. Insurance. The District shall pay premiums for insurance for:

1. Medical, dental, vision: The same benefits as accorded to other non-represented employees of the District.

2. Long-term disability: A long-term disability insurance plan that covers up to 66.67% of salary up to a maximum of $6,000 per month.

3. Life insurance: A life insurance plan that provides up to $200,000 term-life with benefits reduction beginning at age 70.

B. PERS. The District shall make the same contribution accorded to other non-represented employees of the District.

C. Tax-sheltered annuity. A District contribution of $541.67 a month toward a tax-sheltered annuity of the Superintendent's choice through one of the district approved vendors. The Superintendent is responsible that such TSA contributions are within the IRS regulations.

D. Auto allowance. The District will pay the Superintendent a stipend of $416.67 a month, as taxable income, for use of personal automobile for District business.

E. Cell phone/Internet service. The District will pay the Superintendent a stipend of $200 a month, as taxable income, for cell phone use and home internet service, for the purpose of conducting school district business, being available for district communications and for personal use.

F. Longevity Incentive. For each year of successful performance measured by continued employment with the District, the Superintendent will be provided with twelve months of District paid Administrator two-party medical, dental, and vision insurance. This incentive will begin July 1, 2012 and accrue monthly. The maximum number of months the District shall provide will not exceed 84 months, even though the Superintendent may exceed this length of time in service to the District. The accrued months of insurance will be paid out at the time of separation and/or retirement from the District and the PERS system.

SECTION 11. MEMBERSHIP DUES:

The District shall pay the cost of Superintendent's annual membership dues in the following organizations:

A. Professional organizations such as Rotary, AASA, COSA, and OASE.

B. Such other dues as may be agreed upon by the Superintendent and the District.

SECTION 12. EXPENSES:

The Superintendent's expenses in carrying out the Superintendent's authorized duties will be reimbursed upon submission of a properly completed and approved voucher and receipts as required by the business office. Such expenses may be incurred and approved in line with budgetary allocations for specific types of expenses. The Business Services Director will be responsible for ensuring that budget allocations are observed and that total expenditures do not exceed the amount allocated in the budget.

The District shall provide a computer or laptop for the Superintendent's home for District business use.

SECTION 13. DISABILITY OF THE SUPERINTENDENT:

Notwithstanding anything in this Agreement to the contrary, the District is hereby given the option to terminate this Agreement in the event that the Superintendent shall become permanently disabled during the term of this Agreement or any extension thereof. Permanent disability is a disability which incapacitates the Superintendent from performing the duties under this Agreement on a regular and continuing basis. Such option shall be exercised by the District giving twenty (20) days written notice to Superintendent by registered mail and addressed to Superintendent at the District office or at such other address as Superintendent shall furnish in writing to the District.

During any such period of disability and until final termination, Superintendent's compensation shall be in the amount provided in the disability insurance policy to be provided by the District. Upon final termination of this Agreement, Superintendent's compensation will continue to be provided by the terms of the disability insurance policy.

In no event shall the amount paid to the Superintendent exceed the full pay of the Superintendent including PERS and insurance benefits.

If a question exists concerning the capacity of the Superintendent to return to Superintendent's duties, the District may require the Superintendent to submit to a medical examination, to be performed by a doctor licensed to practice medicine. The District shall provide the names of three approved physicians; the Superintendent may choose any of the three physicians to conduct said examination. The examination shall be done at the expense of the District. The physician shall limit the report to the issue of whether the Superintendent has a permanent disability as defined herein.

The uncertainty of indefinite leave may create an undue hardship upon the District.

SECTION 14. DISCHARGE FOR CAUSE:

Discharge for cause may include: neglect of duty, breach of contract, inefficiency, immorality, insubordination, conviction of a crime involving moral turpitude, inadequate performance, failure to comply with such reasonable requirements as the Board may prescribe to show normal improvement, evidence of professional training and growth, and failure to maintain in good standing a valid and appropriate license to act as Superintendent of Schools as required by the State of Oregon. Other reasons may constitute cause of dismissal, but other such reasons, for purposes of this contract, will be interpreted to include or cover only those reasons which are the same general nature or class as those reasons which are set forth above.

Notice of the District's consideration for discharge for cause shall be given in writing. Such notice shall include a statement of the reasons constituting cause and shall be given not less than ten (10) days prior to the date that Superintendent shall be entitled to appear before the Board to discuss such causes. Such meeting may be conducted in executive session as provided by Oregon law. Superintendent shall be provided a written decision describing the results of the meeting.

SECTION 15. APPLICABLE LAW

This Agreement is to be construed under the laws of the State of Oregon. The venue for resolving all legal disputes under this contract is the Circuit Court of the State of Oregon, for Benton County.

IN WITNESS WHEREOF, the District, pursuant to the authority of its Board of Directors, by resolution duly and regularly adopted has caused two originals of this Agreement to be signed in the name of the District by the Chairperson of the School Board and the Superintendent.

DISTRICT:	SUPERINTENDENT:
Corvallis School District 509J Benton County, Oregon	Erin Prince
By: _____ Anne Schuster, Board Chair	By: _____ Erin Prince
Dated: _____, 2012	Dated: _____, 2012

MEMORANDUM OF UNDERSTANDING
Employment Contract for Superintendent
2012-13

The number of contract days for the Superintendent position is 260. In response to the District's budget challenges, the Superintendent has elected to reduce her contract by four (4) work days for the 2012-2013 school year. The Superintendent will identify the four furlough days to be taken.

Annual Compensation*	$135,000
Contract Days	260
Amount per day	$ 519.23

Annual Compensation	$135,000
Reduction of 4 furlough days	(2,077)
Benefits = approx.	$ (640)
Net annual compensation	$132,283

*Based on 260 days.

_____ _____

Board Chair /Date Superintendent/Date

Corvallis
SCHOOL DISTRICT

XIV. CONSOLIDATED ACTION

XIV.A. Minutes

XIV.A.1. 04-30-12 Budget Committee

MINUTES
BUDGET COMMITTEE MEETING

Corvallis School District 509J
1555 SW 35th Street
Corvallis, OR 97330

I. CALL TO ORDER – BOARD CHAIR ANNE SCHUSTER

The meeting was called to order at 6:33 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, Oregon. The secretary recorded those present as listed below.

BOARD MEMBERS PRESENT
Anne Schuster, Board Chair
Blake Rodman, Vice Chair
Judy Ball
Lisa Corrigan
Matt Donohue
Chris Rochester
Tom Sauret

CITIZEN MEMBERS PRESENT
Rich Arnold
LeeAnn Baker
Arne Larson
Jim McCullough
Rick Osborn
Liz Pearce
Mark Yeager

EXECUTIVE STAFF PRESENT
Erin Prince, Superintendent
Kevin Bogatin, Assistant Superintendent
Roy Burling, Business Director

ADDITIONAL STAFF PRESENT
Linda Martin, Budget Analyst
Carol Reeves, Communications Specialist
Dan Nelson, Staff Accountant
Matt Boring, CHS Principal
Bob Holt, CHS Athletic Director
Cherie Stroud, CVHS Principal
Craig Ellingson, CVHS Athletic Director
Geoff Penrose, Cheldelin MS Principal
Lisa Krause, Cheldelin MS Vice Principal
Marsha Lincoln, Teacher/CEA President

A quorum was present and due notice had been published.

II. NOMINATION AND ELECTION OF OFFICERS

Anne Schuster led all present in the Pledge of Allegiance; then Schuster took nominations for Budget Committee Chair.

Blake Rodman nominated Mark Yeager for Chair; Matt Donohue seconded. There were no other nominations. Mark Yeager was unanimously elected Chair of the Budget Committee.

Lisa Corrigan nominated Arne Larson for Vice-Chair and this was seconded by Blake Rodman. There were no other nominations and Arne Larson was unanimously elected Vice-Chair of the Budget Committee.

Ann Schuster turned the meeting over to Chair Yeager.

Unadopted

III. SUPERINTENDENT'S BUDGET MESSAGE

Erin Prince and Roy Burling presented the information to supplement the printed Superintendent's Budget Message. (The Proposed Budget Document is Filed as Supplemental Item 1 in the official 2011-12 Budget Committee Minutes; the PowerPoint Presentation is Filed as Supplemental Item 2.)

A summary of the presentation:

- Funding from the state is like a rollercoaster, and Corvallis has suffered from decreases in enrollment, less funding from the State, cost increases from the Public Employees Retirement System (PERS), and a slow economic recovery state wide.
- The budget process started early and community members were encouraged, along with staff and students, to provide input.
- The Budget Task Force utilized the board's guiding principles as well as their related set of guidelines to shape their work. Recommendations from the Task Force were implemented into the proposed budget with few changes.
- Updated yearend estimates for FY2011-12, projected use of reserves, and updates to the long-range financial guesstimates were shared.

A summary of questions and discussion items from the group:

- We're down another 170 students this year, when will this hit us? (C. Rochester)
    - In 2012-13. (R. Burling)
- Figures for the Task Force and the Budget showed some discrepancy regarding savings for alignments - $720,000 to $856,000. Why is this? (M. Yeager)
    - One was an average cost for the task force, the other we were able to use actual figures to represent retiring staff members. (R. Burling)
- There was a discrepancy with the Rainy Day Reserve recommendation of $1 million and the proposed budget of $1.1 million. Can you explain? (T. Sauret)
    - The figure shown in the budget also includes contingency adjustments. We're still using about 42% of the Rainy Day Reserve. (R. Burling)
- With an 11.2% decrease in enrollment over the past ten years have the FTE adjustments been made proportionally? (C. Rochester)
    - We're playing catch-up in two ways: 1. Adjusted for targets identified at FY12 start, and 2. Added 2-3 students per class. We are getting closer to convergence (R. Burling)
- In November we estimated some reductions in FTE, but it looks much greater now. (A. Larson)
    - Yes. (R. Burling)
- A significant savings appears to be coming from the 4 day reduction currently proposed and subject to bargaining. What's the backup plan? (M. Yeager)
    - Further reductions in classroom teachers. (R. Burling)

Unadopted

- How many contract days are we required to have? Will we be okay in reducing this by 4? (M. Yeager)
    - The State actually counts instructional minutes; we do have some leeway to negotiate what kinds of days will be designated as reduction days – they may not all be instructional. We may also be able to apply for a waiver from the State. If not, we'll need to revisit cuts and reduction to staff. Cutting instructional days would be a last resort – our students need the instructional time.(E. Prince)
- What will we lose with the $200,000 reduction to technology? (J. Ball)
    - Most of this is a reduction from Microsoft licensing fees that will not impact service to staff or students. (R. Burling)
- What happens when we run out of reserves? (A. Schuster)
- We're also assuming we won't see any further reductions in enrollment. (J. McCullough)
    - Yes. (R. Burling)
- Are the three reserve accounts equally available? (C. Rochester)
    - No. The Rainy Day Fund is accessible; the other two – contingencies and unappropriated ending fund balance – provide a safety net to cover our expenses for about one month. I would not recommend utilizing those. (R. Burling)
- The assumptions also show an expected 2% increase to the State School Fund. If this doesn't happen, we'll see a greater gap. (T. Sauret)
    - Yes. (R. Burling); 2% seems like a reasonable long-term assumption to me. (C. Rochester)

IV. ATHLETICS & ACTIVITIES FUNDING AT HIGH SCHOOLS

Matt Boring, Principal, and Bob Holt, Athletic Director, of Corvallis High School, along with Cherie Stroud, Principal, and Craig Ellingson, Athletic Director, of Crescent Valley High School addressed the committee regarding the funding of athletics and activities at the high school level. A summary of the conversation and questions from the committee:

- The summary provided to the committee by Roy Burling prior to the meeting (Filed as Supplemental Item #3 in the official 2011-12 Budget Committee Minutes) was a good tool to show where funds come from. There's never enough money to support athletics and activities; available funds are allocated based on student interest and safety. Funds are first allocated to athletics and activities governed by OSAA, so some club sports must fundraise for the bulk of their funding. (C. Stroud)
- We fund stipends, transportation and officials; teams fundraise for uniforms and supplies. We're leaner here than other districts, but we try to preserve as many opportunities as possible. (M. Boring)
- What is the out-of-state transportation policy for athletics and activities? Is this policy consistent by activity and school? (C. Rochester)
    - Out-of-state transportation costs are minimized as we can't fund what we aren't reimbursed by the State for – most groups going out of state fundraise. OSAA reimburses for playoff activities. (M. Boring; B. Holt)
    - Our league classification may be changing again which could increase transportation costs. (C. Ellingson)
- Are there any OSAA sports that we do not have? (L Baker)
    - No. Additionally, we have club sports like lacrosse and skiing. (B. Holt)

Unadopted

- The main concern we had last year was around equity issues. Two questions: 1. Do participation fees stay with the sport/activity, or are they pooled, and, 2. What factors drive staffing? (B. Rodman)
    - Fees are pooled. All students pay $150 per sport; the third sport is $100. These fees cover transportation and officials. (B. Holt) The only exception is Robotics, where the fees follow the activity. (C. Stroud)
    - Staffing varies with the sport/activity based on safety and numbers of participants. High contact sports may have more coaches, for example, than others. (C. Ellingson) The district pays for one coach at each level as dictated by participation – varsity, junior varsity, etc. Additional assistant coaches are fundraised or volunteers.
- How do the groups get advisors and coaches – who hires them and how do you verify safety? (A. Larson)
    - We hire the ones we pay for; non-district funded positions are often recruited and filled by parents. Regardless, all background checks and application materials required by the district to hire a teacher are also required of coaches. (C. Stroud)
- Is there a horizontal pay scale? (C. Rochester)
    - Those hired by the district follow the extra duty pay scale based on years of experience and other factors. For those not hired by the district, this pay scale is advised but many are volunteers. (C. Stroud)
- What about activities like band? (A. Larson)
    - Band, choir, and drama are classes and are also OSAA recognized activities. Because it's a class, these are assigned teachers. (C. Stroud)
- The proposed budget calls for a $25,000 reduction at each school for athletics and activities. What will be missing next year based on this reduction? (A. Schuster)
    - Nothing. We'll fund it from other place. (C. Stroud) We may see some reductions in big trips, especially around finding substitutes to teach while the coach/advisor is away. We'll figure it out. (M. Boring)
- Are students charged $150 at both schools? Is that also true for activities? Which ones don't pay fees? How is that decision made? (T. Sauret)
    - Yes, students at both schools pay the same amount and these funds are pooled for each school. Band and choir are classes and do not pay a fee. Robotics requested and were granted the opportunity to charge a fee that would follow that activity group. (C. Stroud)
- Only the $150 fee and the gate receipts go into the pool, correct? (L. Pearce)
    - Yes, all fundraising follows the individual group. (B. Holt)
- Do students on free and reduced lunch pay the same fee? (C. Rochester)
    - No. We ask for a reduced fee of $75, but work with individual families to make sure they can participate. (B. Holt) Coaches also work closely with these families to make sure other expenses (uniforms, etc.) are covered, too. (C. Stroud)
- Do they keep their uniforms? (L Baker)
    - Some activities – like dance and cheerleading – require personalized uniforms. Others are passed down. Real participation costs can vary by activity. (C. Stroud)

Unadopted

- At what point do you stop trying to do it all? (J. Ball)
    - When the kids and the community lose interest. The General Fund contribution of $457,000 (from R. Burling's summary sheet) is less than 1 percent of the whole General Fund budget. With that, we're serving over 50 percent of our student body in athletics alone. (B. Holt)

Chair Yeager, seeing no further discussion or questions from the group, thanked the presenters for their testimony and released the committee for a break at 8:05 p.m.

Chair Yeager called the group to order at 8:12 p.m.

V. PUBLIC TESTIMONY

Chair Yeager opened the meeting to public testimony and seeing no parties interested in testifying, closed public testimony.

VI. QUESTIONS/REQUESTS FOR MORE INFORMATION

Chair Yeager opened the meeting to questions and requests for more information from the committee. A summary of the requests is as follows:

- In all of my years on the board, I can't remember a time when no one testified at the first budget committee meeting – I think this is testimony to Erin and Roy's efforts to get the community involved early in the process this year. (B. Rodman)
- Regarding p. A23, line 29: Reducing Special Education administrators and classified personnel – is there a federal requirement to maintain funding? (L. Pearce)
    - Yes, we must maintain a level of funding from year to year to meet our "Maintenance of Effort" requirement. Although we are reducing administrators here, we will be adding teachers on special assignment (TOSA) staff, so we will still be able to meet our requirements. (E. Prince)
- Regarding p. A23, lines 24 and 27: A cut to purchased services is referenced. Is this a true cut or a shift to another fund? (T. Sauret)
    - We'll look into it. (R. Burling)
- Regarding p. C15, function 1220: There is an increase in FTE, yet the dollar figure increase for salaries and associated payroll costs don't seem to follow logically with this change. (R. Arnold)
    - We'll look into it. (R. Burling)
- A process question: Will there be additional presentations on specific areas? (J. Ball)
    - No. If you would like further information, however, please let us know. (R. Burling)

Unadopted

- Regarding p. D35, function 1272: There is a reduction of $305,000, but only a reduction of 0.13 FTE. How does this work? (M. Donohue)
    - We'll look into it. However, I can say that grants were previously allocated at a higher level than what we anticipated; this year we made a conscious effort to move to a budget we can more closely manage with. Staffing is based on actuals rather than anticipated awards. (R. Burling)
- Regarding p. D40, function 2540, object 410: Is this amount for planned maintenance activities? (M. Donohue)
    - We'll look into it. (R. Burling)
- Regarding p. D51, function 2140: This is quite a change from last year – can you explain? (M. Donohue)
    - We'll look into it. (R. Burling)
- Is the 7 percent PERS assessment mentioned earlier tonight locked in or is it subject to revision? (C. Rochester)
    - PERS rates are set for each biennium. The mentioned 7 percent increase of qualified payroll is a figure based on a recent meeting with the PERS actuary. This will likely begin in 2014 and should be the rate for the next biennium. However, the PERS Board will meet in late September to solidify this number. Additionally, the spring legislative session may bring some reform. (R. Burling)
- Are they trying to make up the [PERS] gap quickly? (J. McCullough)
    - Funding for PERS is based on two revenue sources: investment gains and employer contributions. With investment gains waning, employer contributions have needed to increase. They've amortized the amount over twenty some years. (R. Burling)
- Regarding p. A20: With the reduction in collections for the local option levy, what will we see for future reductions in services? (L. Corrigan)
    - Likely classroom teachers. (R. Burling)
- Regarding p. A24: Increases are noted for transportation and property insurance. What else is included here? (A. Larson)
    - Also included intervention coaches, a Charter School increase (remote school correction), etc. We'll look into it. (R. Burling)
- Regarding Section C and Staffing Appendices: I'm having trouble trying to reconcile the FTE from section C and the staffing noted in the Appendices. (R. Arnold)
    - We'll look into it. (R. Burling)
- I have questions regarding the total cost per student at each level. It seems that middle school is significantly less than the other levels. Is this by design? (J. Ball)
    - We'll look into it. (R. Burling)
- Where are the intervention coaches in this budget? (J. Ball)
    - We'll look into it. (R. Burling)
- Regarding p. D11 and D21: Why were the literacy coaches reduced? (L. Baker)
    - This was not a statement of value, rather of change in model. Since these positions were not in front of classrooms, we moved to a coaching model to save classroom teachers. (E. Prince)

Unadopted

- Regarding Appendix D: $7.8 million in potential capital improvement projects. Where are we going to get the money to do this, or will this be deferred? (A. Schuster)
    - This schedule was included to raise awareness regarding the facility needs in excess of revenues. We have proposed a roof replacement for Crescent Valley High School out of collected funds in the Insurance Fund and while the Construction Excise Tax is not what we'd hoped it would be, it is still a valuable source of funds. (R. Burling)
- Regarding Appendix C and F: I'm having trouble reconciling student counts shown here. Is there a trend we should be seeing? (T. Sauret)
    - We'll look into it. (R. Burling)
- Regarding the PowerPoint assumptions regarding long-range planning: The payroll figures shown included no cost of living and no step increases? (L. Pearce)
    - Yes, it's basically a snapshot for guesstimate/planning purposes. (R. Burling)

VII. NEXT MEETINGS, OTHER BUSINESS, ADJOURNMENT

Seeing no further questions from the group, Chair Yeager reminded everyone that the next meeting of the committee is scheduled for 6:30 p.m. on May 14, 2012 and will begin with public testimony, followed by follow up from the budget officer regarding the requests for further information voiced tonight.

The meeting was adjourned at 8:47 p.m.

Mark Yeager, Committee Chair

Dr. Erin Prince, Superintendent

Prepared By: Jennifer Schroeder, Business Services

Unadopted

Corvallis
SCHOOL DISTRICT

XIV.A.2. 05-07-12 Board Minutes

MINUTES
Regular Meeting of the
B O A R D O F D I R E C T O R S
Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:34 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

BOARD MEMBERS PRESENT	EXECUTIVE STAFF PRESENT
Anne Schuster, Chair	Dr. Erin Prince, Superintendent
Blake Rodman, Vice Chair	Jennifer Duvall, Human Resources Director
Judy Ball	Julie Catala, Executive Assistant to the Superintendent
Lisa Corrigan	
Matt Donohue	STUDENT REPRESENTATIVES PRESENT
Chris Rochester	Lucas Luna, CVHS
Tom Sauret	Neda Kazerouni, CVHS
	Joe Cihak, CHS
	STUDENT REPRESENTATIVES EXCUSED
	Maysa Shakibnia, CHS

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Schuster led the group in the Pledge of Allegiance.

III. COMMITTEE/BOARD MEMBER ITEMS

A. Recognition of Nancy Shaffer – PNACAC Exemplary Service Award

The district recognized Nancy Shaffer who received the PNACAC Exemplary Service Award. Chair Schuster and Corvallis High School Principal Matt Boring read excerpts of letters of commendation regarding Ms. Shaffer.

Director Rochester notified the Board that he is a member of Chamber Music Corvallis. Each year one national orchestra works with a high school orchestra. This year Triple Helix Piano Trio will be working with the orchestra members of Crescent Valley High School.

Unadopted

Chair Schuster updated the Board on the recent sustainability meeting as well as Crescent Valley High School's composting program.

Director Ball notified the Board of her attendance at a chemistry demonstration put on by staff from Linus Pauling Middle School, Cheldelin Middle School, Crescent Valley High School, Corvallis High School, Oregon State University, and Linn-Benton Community College, which was held at LaSells Stewart Center.

IV. STUDENT REPRESENTATIVE REPORT

A. Presentation of Certificates to 2011-12 Student Representatives

Chair Schuster and Superintendent Prince presented certificates to the outgoing student representatives.

Joe Cihak of Corvallis High School spoke on the following topics: Mr. Spartan raised $120,000 for local charities, which broke the previous record; annual Prom; Spirit Week will be occurring soon; last assembly of the school year will discuss composting and recycling programs for the school; upcoming events such as, community barbeque, dress up as a cowboy day, Tie dye Tuesday, Formal Friday and Powder puff Volleyball.

Lucas Luna and Neda Kazerouni of Crescent Valley High School spoke on the following topics: Spring sports; AP testing; ASB president elections; student organized volleyball tournament; the success of "Love Yourself" week, which was featured in a Gazette Times article; Diversity Week; Mr./Ms. CV raised $60,000 for charities.

V. SUPERINTENDENT'S REPORT

A. Recognition of Lincoln Elementary School – Champion School Award

Superintendent Prince spoke on the following topics: job shadow of Lincoln Elementary School Food Manager Christie Walsh; recognized Lincoln as the recipient of the 2012 Celebrating Student Success Champion, which was one of seven schools to be recognized in the state for closing the achievement gap; staff appreciation week.

VI. PUBLIC TESTIMONY

Bruce Sorte, 526 NW 35th St, Corvallis. Mr. Sorte is the Vice President of the Harding Neighborhood Association. Seventy-seven people showed up for previous meeting. The association passed by-laws and appointed positions. The grounds of College Hill High School are very important. The Harding Neighborhood Association hopes that the School Board will consult with them regarding decisions that will impact the area. He would like to restart the

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picnics that used to be held at Harding. The association will also be discussing town density and other issues with OSU.

Carmen Allen, student. Ms. Allen read aloud a portion of the student's rights and responsibilities policy to the Board.

Craig Allen, P.O. Box 1416, Corvallis. Mr. Allen expressed concerns about Board policies regarding student placement. He read aloud from policy JBE and policy AC. Mr. Allen feels policies are being violated by the school district and asked the Board to take action and abide by them.

Denise Cardinali, 6017 SW Grand Oaks Drive, Corvallis. Ms. Cardinali asked the Board to carefully look at which four days will be cut from the 2012-13 school year. She asked that those days be publicized as furlough days and that the entire District be shut down on those days. Last two days of the school year could be used as furlough/make-up days. Ms. Cardinali commended the high school team for their work of the schedule, but feels it is important to look at the K-12 continuum. Next year's schedule will not allow collaboration between staff at different grade levels. She encouraged the Board to change the continuation of late start on Wednesday.

VII. STAFF TESTIMONY

Marc Rosegold, Counselor at Crescent Valley High School. Mr. Rosegold read from a prepared statement opposing changes to the current policy regarding high school graduation exercises (Board Policy—IKFB). (Filed in Section V of the Official 2011-12 Board Minutes.)

VIII. SPECIAL REPORTS

A. Alternative Education Advisory Committee

College Hill Counselor Chuck Holst, along with students Schyler Edwards, Katelynn Monroe, Steffen Crilly, and Lauren Marlow gave a presentation regarding College Hill High School and the Alternative Education Advisory Committee. (Filed as Supplemental Item #VII-22 in the Official 2011-12 Board Minutes.)

A summary of the presentation along with answers from presenters to questions from the Board follows:

- An original song was performed by Chuck Holst, accompanied by Schyler Edwards on guitar.
- Each student shared his or her personal educational experience at College Hill.
- Community 101 Project resulted in a student-made documentary film on homeless awareness in Corvallis.
- Policy has allowed College Hill to stay at a manageable size. Numbers have been kept at a manageable pace, especially for at-risk students.
- College Hill emphasizes being part of the community; is currently working on campus beautification, and possible partnering with the Harding Neighborhood Association.

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- Currently College Hill has no sign on the building, indicating the school that is inside.
- The perception of College Hill is improving, but there is still a ways to go. It is important to let the community know that there is an alternative option for students and their education.
- Students feel that there is less bullying at College Hill then at other high schools in the district.
- College Hill has many volunteers from OSU; this means that there is more attention paid to individual students, and more help in the classroom.
- College Hill allows for great progression for students.
- The Alternative Education Advisory Committee is a zero budget line committee.

IX. CONSOLIDATED ACTION

Director Donohue requested that Board Policy IKFB be pulled for further review.

MOTION #20: It was moved by Director Donohue and seconded by Director Ball to approve the consolidated action agenda, with the exception of Board Policy IKFB.

The motion was voted on and passed unanimously.

The following items were approved:

1. Licensed Personnel Recommendations

   Termination/Resignation/Layoff:

   - Lea Bregar: Science Teacher, 1.0 FTE, Cheldelin Middle School; effective June 30, 2012 (Resignation). Lea has been on a leave of absence during the 2011-2012 school year.
   - Jan Boley: Business Education Teacher, 0.17 FTE, Crescent Valley High School; effective July 1, 2012 (Layoff). Continues 0.33 FTE Business Education at Crescent Valley High School.
   - Elise Bradley: Second Grade Teacher, 1.0 FTE, Hoover Elementary School; effective June 30, 2012 (Retirement).
   - Ted Calcaterra: German Teacher, 0.50 FTE, Crescent Valley High School; effective July 1, 2012 (Layoff). Continues 0.50 FTE ELL at Crescent Valley High School / Cheldelin Middle School.
   - Brenda Cochran: Family and Consumer Science Teacher, 0.83 FTE, Crescent Valley High School; effective June 30, 2012 (Resignation).
   - Kathryn Carver: Speech Language Pathologist, 1.0 FTE, Western View Center; effective April 12, 2012 (Resignation).
   - Lindsey Koenig: Elementary Teacher, 1.0 FTE, Wilson Elementary School; effective June 30, 2012 (Resignation). Lindsey has been on a leave of absence during the 2011-

Unadopted

2012 school year.

- Joan Randall: Counselor, 0.50 FTE, Crescent Valley High School; effective July 1, 2012 (Layoff).
- Angie Voss: Kindergarten Teacher, 0.50 FTE, Hoover Elementary School; effective June 30, 2012 (Retirement).
- Kathleen Walker: Student Services Director, 1.0 FTE, District Office; effective July 1, 2012 (Layoff).
- Heather Welburn: ELL Teacher, 0.50 FTE, Lincoln Elementary School; effective July 1, 2012 (Layoff). Continues 0.50 FTE ELL at Lincoln Elementary School.
- Kelly Chrisler: Fifth Grade Teacher, 1.0 FTE, Mt.View Elementary School, effective June 30, 2012 (Resignation).
- Carolyn Schinman: Special Education Teacher, .50 FTE, Lincoln Elementary School, effective April 30, 2012 (Resignation).

Request for Leave:

- Angela Bell: Elementary Teacher, 1.0 FTE, Lincoln Elementary School; requesting 0.50 FTE leave for 2012-2013 school year.
- Amy Finney: First Grade Teacher, 1.0 FTE, Mountain View Elementary School; requesting 0.50 FTE leave for 2012-2013 school year.
- Tracy Fischer: Fourth Grade Teacher, 1.0 FTE, Adams Elementary School; requesting 0.50 FTE leave for 2012-2013 school year.
- John Friday: Mathematics Teacher, 1.0 FTE, Cheldelin Middle School; requesting 1.0 FTE leave for 2012-2013 school year.
- Diana Hammond: Counselor, 1.0 FTE, Linus Pauling Middle School; requesting 0.20 FTE leave for 2012-2013 school year.
- Lynda Jasperson: First Grade Teacher, 1.0 FTE, Mountain View Elementary School; requesting 0.50 FTE leave for 2012-2013 school year.
- Donald Jepsen Minyard: Applied Technology Teacher, 1.0 FTE, Crescent Valley High School; requesting 1.0 FTE leave for 2012-2013 school year.
- Alexia Kaye-Waggle: Fifth Grade Teacher, 1.0 FTE, Lincoln Elementary School; requesting 1.0 FTE leave for 2012-2013 school year.
- Marin Langner: Language Arts Teacher, 1.0 FTE, Corvallis High School; requesting 0.33 FTE leave for 2012-2013 school year.
- Dena Minato: Language Arts Teacher, 1.0 FTE, Corvallis High School; requesting 0.17 FTE leave for 2012-2013 school year.
- Keri Phipps: Counselor, 1.0 FTE, Corvallis High School; requesting 1.0 FTE leave for 2012-2013 school year.
- Laurel Ritter: Elementary Teacher, 1.0 FTE, Garfield Elementary School; requesting 1.0 FTE leave for 2012-2013 school year.
- Tracy Velez: Language Arts Teacher, 0.67 FTE, Crescent Valley High School; requesting 0.34 FTE leave for 2012-2013 school year.
- Dow Yeh: Music Teacher, 1.0 FTE, Hoover Elementary School; requesting 0.20 FTE leave for 2012-2013 school year.
- Amanda Cooper-Rovnan: Fifth Grade Teacher, 1.0 FTE Adams Elementary School, requesting 1.0 FTE leave for the 2012-2013 school year.

Unadopted

- Julie Williams: Physical Education/Health Teacher, 1.0 FTE, Corvallis High School, requesting .17 FTE leave for the 2012-2013 school year.

Voluntary Reduction:

- Emily Mercado: Vocal Music Teacher, 1.0 FTE, Crescent Valley High School/Cheldelin Middle School; voluntary reduction to 0.50 FTE.
- Sally Starker: Spanish Teacher, 1.0 FTE, Linus Pauling Middle School; voluntary reduction to 0.50 FTE.
- Stephanie Swenson: Mathematics Teacher, 1.0 FTE, Cheldelin Middle School; voluntary reduction to 0.67 FTE.

Other:

- Cindy Pedersen: Special Education Coordinator, 1.0 FTE, District Office layoff effective July 1, 2012; Offered Teacher On Special Assignment in Special Education, 1.0 FTE effective July 1, 2012 (Temporary).
- Correction: Dow Yeh is a music teacher at Jefferson Elementary 1.0 FTE requesting .20 FTE leave, the original submission recorded Dow Yeh at Hoover Elementary.

2. **Board Policies.** The Board approved the following policies. (All are filed as Supplemental Item #XII-4 in the Official 2011-12 Board Minutes.)
   - Board Policy **GBN/JBA**—Sexual Harassment—Revised—Second Reading
   - Board Policy **JBA/GBN**—Sexual Harassment—Revised—Second Reading
   - Board Policy **IGBA**—Students with Disabilities—Child Identification Procedures—Revision—Second Reading
   - Board Policy **IGBAF**—Special Education—Individualized Education Plan (IEP)—Revision—Second Reading
   - Board Policy **IGBAH**—Special Education—Evaluation Procedures—Revision—Second Reading

   Held for Discussion – Not Approved: Board Policy **IKFB**—Graduation Exercises—Revision—Second Reading. Director Donohue requested that this policy be pulled for further review. The policy will be brought back to the Board when more information is available, and when staff from both high schools are able to provide input.

X. CONSOLIDATED INFORMATION

The Board received the following information:

1. **Non-Licensed Personnel Information**

Termination/Resignation/Layoff:

- Deborah Bell: Accounting Manager, 1.0 FTE, District Office; effective June 30, 2012 (Retirement).

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- Laurie Laney: Library Media Assistant 1, 2.5 hours, Corvallis High School; effective July 1, 2012 (Layoff). Due to probationary status not eligible for recall. Continues 4.0 hour, Library Media Assistant 1 at Corvallis High School.
- Sonja Neal: Educational Assistant 2, 7.5 hours, Crescent Valley High School; effective June 30, 2012 (Retirement).
- Carol Reeves: Communications Specialist, 0.50 FTE, District Office; effective July 1, 2012 (Layoff).
- Monica Schlecter: ELL Student/Family Advocate, 4.0 hours, Corvallis High School; effective July 1, 2012 (Layoff).
- Michael Thenell: Educational Assistant 2 – LRC, 7.0 hours, Corvallis High School; effective June 30, 2012 (Retirement).
- Monica Turkisher: Educational Assistant 2, 4.0 hours, Hoover Elementary School; effective July 1, 2012 (Layoff). Due to probationary status not eligible for recall.
- Lezli Weeden: Student Behavior Support 1, 6.0 hours, Hoover Elementary School; effective July 1, 2012 (Layoff).
- Joseph Turnquist: Food Service Assistant, 1.75 hours, Linus Pauling Middle School, effective May 11, 2012 (Resignation).

Voluntary Reduction:

- Donna Keim: Administrative Assistant 2, 8.0 hours, Corvallis High School; voluntary reduction to 4.0 hours per day.
- Mary (Chris) Miller: Technology Computer Lab Assistant 2/EA2, 4.5 hours, Adams Elementary School, voluntary reduction of 1.5 hours per day, continue working 3.0 hours per day.

Request for Leave:

- Alison Clement: Library Media Assistant 2 / Educational Assistant 2, 5.5 hours, Crescent Valley High School; requesting 5.5 hour leave for 2012-2013 school year.
- Cheri King: Educational Assistant 2, 4.5 hours, Wilson Elementary School; requesting 4.5 hour leave for 2012-2013 school year.
- Alison Latham-Ocampo: Library Media Assistant 2 / Educational Assistant 2, 7.5 hours, Lincoln Elementary School; requesting 7.5 hour leave for 2012-2013 school year.
- Izza Porter: Administrative Assistant 1, 7.0 hours, Linus Pauling Middle School; requesting 7.0 hour leave for 2012-2013 school year.

Other:

- Izza Porter: Administrative Assistant 1, 7.0 hours Linus Pauling Middle School; original submission of request for leave was for 7.0 hours, the request has changed to 1.0 hour of leave for the 2012-2013 school year.

2. Unaudited Financial Statements – March 31, 2012 (Filed as Supplemental Item #X-11 in the Official 2011-12 Board Minutes.)

Unadopted

3. The Board received the following:
    - Administrative Regulation **EB-AR**—Safety Program—Revised—For Information
    - Board Policy **EBBA**—First Aid—New—First Reading
    - Board Policy—**EBCB**—Emergency Drills—Revised—First Reading
    - Board Policy—**EEAC**—School Bus Safety Program—Revised—First Reading
    - Administrative Regulation—**EEAE-AR**—Use of Private Vehicles for District Business and Student Transportation in Private Vehicles—Revised—First Reading
    - Administrative Regulation **EFAA-AR**—Reimbursable School Meals and Milk Program—Revised—For Information
    - Board Policy **IGBC**—Title I/Parental Involvement—Revision—First Reading

X. EXECUTIVE SESSION

The Board met in Executive Session at 5:15 p.m. under ORS 192.660 (2)(d) – To consult with persons designated for labor negotiations.

XI. ADJOURNMENT

There being no further business before the Board, Chair Schuster adjourned the meeting at 8:14 p.m.

_____ _____

Anne Schuster, Board Chair Dr. Erin Prince, Superintendent

Prepared By: Amanda Moser
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Corvallis
SCHOOL DISTRICT

XIV.A.3. 05-14-12 Budget Committee Minutes

MINUTES
BUDGET COMMITTEE MEETING

Corvallis School District 509J
1555 SW 35th Street
Corvallis, OR 97330

I. CALL TO ORDER – COMMITTEE CHAIR MARK YEAGER

The meeting was called to order at 6:32 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, Oregon. The secretary recorded those present as listed below.

BOARD MEMBERS PRESENT
Anne Schuster, Board Chair
Blake Rodman, Vice Chair
Judy Ball
Lisa Corrigan
Matt Donohue
Tom Sauret

CITIZEN MEMBERS PRESENT
Rich Arnold
LeeAnn Baker
Arne Larson, Committee Vice Chair
Jim McCullough
Rick Osborn
Liz Pearce
Mark Yeager, Committee Chair

BOARD MEMBER ABSENT
Chris Rochester

EXECUTIVE STAFF PRESENT
Erin Prince, Superintendent
Kevin Bogatin, Assistant Superintendent
Roy Burling, Business Director
Jennifer Duvall, Human Resources Director

ADDITIONAL STAFF PRESENT
Linda Martin, Budget Analyst
Carol Reeves, Communications Specialist
Monica Schlechter, ELL Student/Family Advocate
Geoff Penrose, Cheldelin Principal
Alicia Ward-Satey, CHS Assistant Principal

A quorum was present and due notice had been published.

II. ADOPTION OF APRIL 30, 2012 MINUTES

Tom Sauret motioned to adopt the April 30, 2012 committee minutes. Blake Rodman seconded the motion. Seeing no desire for discussion, Chair Yeager called for a vote and the motion passed unanimously.

III. FOLLOW-UP TO PREVIOUS MEETING'S QUESTIONS

Chair Yeager asked if the group had any follow up questions or requests for clarification in regards to the follow-up to questions asked at the last meeting. (The Committee Questions and Answers are Filed as Supplemental Item 4 in the official 2011-12 Budget Committee Minutes)

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A summary of questions and discussion items from the group:

- Regarding question 13 on page 2: I found the ten year change in enrollment and number of certified FTE to be interesting. (M. Yeager)
    - The data reflects our community's interest in keeping class sizes low. (R. Burling)
    - The impact of the Local Option Levy can also be seen. There were a couple of years when this didn't exist – the increase for FY08 shows the impact of both an increase in state dollars plus a renewal of the Local Option Levy. (L. Martin)
    - We did, however, have a Local Option Levy in the beginning of this ten year period, so the overall trend is significant. (A. Larson)
    - And, we did target very specific goals for the levy funds starting in FY08 – addressing concerns around class sizes, PE, music, and athletics. (M. Donohue)
- Regarding question 26 on page 5: What is Step 7 MA? (M. Yeager)
    - This was the salary level used for our assumptions – step 7, master's degree. (R. Burling)
- Regarding the chart shown on page 10 under question 52: What does this refer to? (M. Yeager)
    - This was an error – that chart should have been located under question 55 on page 11. (J. Schroeder)
- Regarding question 48 on page 10: This appears as though the purchased services are still being purchased, but the funding source is being shifted to another fund. How is that a cut? (T. Sauret)
    - It is a reduction to the general fund and therefore not tied to the state school fund or local option levy revenue streams. (R. Burling)
    - We'll make sure the chart is more clearly labeled as reductions to the general fund. (L. Martin)
- In regards to question 36 on page 7: How, specifically, is this formula different from last year? (J. Ball)
    - In years past, we previously weighted elementary students more heavily in addition to staffing at lower class sizes. This year, all students are weighted equitably at all grades (with the exception of kindergarteners, weighted at 0.5), with an additional weighting only for students in poverty. (R. Burling)
- How many FTE are funded out of Special Education funds? (J. Ball)
    - I'll get that number to you. (L. Martin)
- I am troubled by the conclusion that our allocation to Muddy Creek Charter School (MCCS) isn't going to increase in this next year; the Portland State enrollment estimate is lower than what MCCS staff are expecting. (J. Ball)
    - The enrollment at MCCS has been steady for the last few years. Again, kindergarteners are weighted at 0.5, so if MCCS staff were quoting an overall enrollment figure that might be part of the discrepancy. The increase would likely not be material even if MCCS increased enrollment to the maximum allowed in their contract. (R. Burling)
- In regards to question 44, page 9: To clarify – is the $1.55 million noted really going to plant services or is this just a convenient parking spot?
    - I would suggest that this would be an amount that has been parked there. These funds are for targeted purposes only and the Executive Team will be reviewing requests for their use carefully. As plans for use become more solid, it may be that

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staff will come back to the board for any necessary adjustment of allocations. (R. Burling)

- Again in regards to question 44: Will the $150,000 noted for each level be sufficient for technology needs in particular? (J. Ball)
    - What is shown here is targeted for textbook adoption. This is a relatively light year in regards to needs. Technology is shown in a separate line item. (E. Prince)
- I had requested a presentation regarding how the budget aligns with district goals. Am I correct that this will not be taking place? (J. Ball)
    - The budget document, discussion items, and presentations planned for these meetings were intentionally kept at a high level based on this group's OSBA training. Some of those specific achievement plans would be a board discussion. (E. Prince)
- Part of the OSBA training noted that the committee should be looking at how the budget reflects the goals and priorities of the board. I'd like to see something like that in the budget document itself. (J. Ball)
    - There are actions being taken to restructure our organization, including changes to special programs, different allocation methods for discretionary funds, and a change in focus for intervention efforts at the secondary levels. We can certainly add some language about those efforts into the document. (E. Prince)
    - It would be helpful to know what we're doing to change our practices and structure in an effort to be more efficient – we know a lot about the cuts and increases in class size, but not much about the other actions. (J. Ball)
- Roy did a nice trend analysis in response to my question about the discrepancies between spending levels at elementary, middle, and high school levels. My concern is that the decrease in spending at the middle school level may be cause for necessary remediation efforts at the high school level. (J. Ball)
    - The trend analysis was interesting. A couple things that came to mind for me were that the costs for comprehensive high school programs are by nature more expensive and the elementary level has been weighted more heavily in the past to address concerns about class sizes. (E. Prince)
    - Some follow-up analysis would be interesting, especially around the varying costs of classified versus certified staff at the different levels, as well as experience ratings. (R. Burling)

IV. PUBLIC TESTIMONY

Chair Yeager opened the meeting for public comment. A summary of the testimony:

Bacelisa Cisneros, 980 NW Hobart #4, Corvallis

Ms. Cisneros testified that parents who do not speak English have relied heavily upon the services provided by Monica Schlechter, ELL Student/Family Advocate. She expressed that Ms. Schlechter has been very supportive of her daughter, very easy to work with, and is very necessary in the district.

Alejandro Medina; 940 NW Hobart #4, Corvallis

Mr. Medina expressed his desire to echo the comments of Ms. Cisneros.

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Denise Cardinali, 6017 SW Grand Oaks, Corvallis
Ms. Cardinali expressed her concern that the document was very difficult to follow and also very vague – a parent's experience doesn't necessarily match what is published. She expressed concern that only average class sizes are discussed while she has students in classes of forty and routinely is concerned that there won't be enough textbooks to go around.
She also expressed concern over the types of users who are allowed in our buildings – many of those groups are not taking care of the facilities and we should be more aware of this.

Enriqueta Carrajul, 2481 SW Pickford, Corvallis
Ms. Carrajul also expressed her concern about the planned reduction in services to families who do not speak English. She echoed sentiments of previous testimony, stating that she would offer whatever support she could to support the retention of this position.

Chair Yeager, seeing no further requests for testimony, thanked the presenters and closed public testimony.

V. COMMITTEE DELIBERATION

Chair Yeager asked for discussion items from the committee regarding the proposed budget. A summary of the discussion is as follows:

- What background information is available regarding the testimony we've received tonight about translation services? (J. Ball)
    - The position discussed is an ELL Student/Family Advocate position that has been eliminated as part of our district-wide efforts to better align staffing with student enrollment. Corvallis High School staff are working to shift duties to other individuals so that services will still be available to families. (E. Prince)
    - Bi-lingual staff members at Corvallis High School will be given time to cover these services for families. (A. Ward-Satey)
    - I'd recommend that clear communication be provided to parents as to where they will need to go to access these services. In addition to meetings, it may be wise to prepare a written document to explain changes to parents. (M. Donohue)
- Are any of the counselors at CHS bilingual? (A. Schuster)
    - Currently, no. As positions open in the future that would be a skill set we would be interested in. (A. Ward-Satey)
- May we take time to provide feedback for improvements in the clarity and transparency of the budget and the process to assist in preparing us for next year? (J. Ball)
- I feel that this document doesn't represent all of the meetings from November through now – it may be the nature of this cycle and the timing of the process. (L. Corrigan)
- This is the biggest reduction I've been through – it's a painful budget. I'd like to thank the staff and recognize the efforts of everyone impacted by these cuts. (L. Corrigan)
- I've appreciated the process – there wasn't a lot of testimony due to the efforts over the past few months to solicit input. I think the Budget Task Force was a great addition and the school and community forms were helpful. (A. Schuster)
- We've gone through many ebbs and flows of budget documentation through my tenure on the committee. Some of it is overwhelming and preparation doesn't happen over night.

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We may not know how budgets will impact schools; it's hard for me to determine if the lack of public testimony is based on the fact that people have already felt heard or if they don't know enough about what will be cut to testify about it. (M. Yeager)

- I also appreciated the work of the Budget Task Force. I also think that a budget, by its nature is always going to be a book of numbers. If this were a document solely for the use of the committee during its deliberations, I think that this would be an adequate presentation. However, it's not just that – we have a responsibility to communicated to our community as well. And, this document falls short of meeting those interests. There is some very bad news, but there are also some positive things happening in terms of planned restructuring and different ways of looking at the way we do business that are not adequately reflected by this document. (J. Ball)
- I agree. While there are certain legal requirements this document must meet, the presentation also depends on the audience. I think that there have been some great attempts to reach out to people to let them know what we're facing that may not be reflected in this paper document. I'd also like to recognize the balancing act of the staff in putting this together in a very short period of time. (M. Yeager)
- I've found the comments from the citizen members of this committee to be very valuable to me and would encourage comments from those members at this time. (B. Rodman)
- Will there be a backlash if we recommend the budget as is tonight in light of the informational meetings being held at the school level? (J. McCullough)
    - Now that staffing has been completed, information is being shared by principals with their individual school communities. I've not seen a schedule of these meetings. (J. Duvall)
    - We've shared our staffing plan with staff and with parent groups with the caveat that it could change; we have to move forward and plan for next year regardless of the timing of the budget meetings. (G. Penrose)
    - There will be an opportunity for the public to make additional comments to the board when the budget is discussed again in June. My guess is that, yes, as more is known about the specific impacts, we may see additional testimony. (B. Rodman)
- We should also be mindful that we're still in the middle of contract negotiations with both unions. This is a juggling act. (A. Schuster)
- Is there going to be a school by school effort as far as communicating to parents what this means? (R. Osborn)
    - Yes, schools do make individual efforts. I've already sent out information to staff regarding some impacts to the District Office staff. (E. Prince)
    - I suspect that on one hand, you realize that in our situation things must change; on the other, this is a hard document to read and I suspect that as things become more real to parents, communication will be very important – especially with increased class sizes being more obvious in the fall. (R. Osborn)
- Can you clarify what you meant about this being a hard document to read? Do you mean tough news or the document itself? (A. Schuster).
    - Tough news. (R. Osborn)
- The entire process is, by its very nature, difficult to understand. And, as per our OSBA training, this process is meant by law to be done at a higher level. The concern I have is that one of our major goals as a board is a sustainable budget. While I greatly appreciate

Unapproved Minutes

the process and the work of the Budget Task Force, I'm not sure that the budget proposed is sustainable. We'll be facing some very large challenges next year – many of the cuts proposed are one-time or short-term in nature. (T. Sauret)

- I agree that is my biggest concern. We need some additional long-range planning. (J. McCullough)
- I agree. What was missing for me would be more information regarding how we're working more efficiently. How are we going to further move to doing more with less. Additional narration of why we pay less for middle schoolers while we're seeing performance issues at the high school level would be helpful. I would like to see a better picture of the vision of how we're going to adapt and change to reach our goals while also ensuring that we can maintain buildings and meet requirements when the Rainy Day Fund is gone. (L. Baker)
- I think we're on our way to a sustainable budget, but I'm wondering how we can marry the district improvement plan process to the budget – perhaps it would be helpful for the citizen members to have a better understanding of that piece of the process. (M. Donohue)
    - This is something that will be happening at a state level. It is hopeful that this will be a more natural connection next year. (E. Prince)
    - I agree that would be helpful. (R. Osborn; L. Baker)
- I feel we have a special obligation in this community where we receive 9 percent of our funding through a local option levy to communicate effectively with our patrons. Even though the community has been very supportive, we need to make communication a priority. It would be helpful to have footnotes in the document to explain when money is moved from one location to another. (A. Larson)
- It is going to be a huge loss to the district when Carol [Communications Specialist] leaves. She has done a fabulous job in communicating with the public and I'm not sure how we're going to continue at that level. (A. Schuster)
- We are at the mercy of the state; OSU and the City of Corvallis are working to improve the opportunity for affordable housing, but our enrollment is declining. Something will need to be done at a state level. (A. Schuster)
- One way to perhaps enhance the communication would be to categorize expenditures in terms of services rather than the functional way they've been categorized by the state. We also need to be mindful of cuts that we have made to our maintenance and facilities – those may come back to bite us and we must plan for long-term maintenance. (M. Yeager)
- Can we get more information about the waiver (referring to the questions and answers again on page 10, question 28)? This has really upset me over the past two weeks. Is it common for districts to request a waiver? (L. Baker)
    - Yes, unfortunately many districts have requested a waiver. We're still looking at what impacts this will have for us – this is a one-time, short-term solution that doesn't feel good. We're looking at non-instructional time, but that will need to be negotiated with the unions. (E. Prince)
    - Redmond is cutting 17-20 days this next year. In other areas it has been very difficult. All districts are being stretched to the maximum. (K. Bogatin).
- Several years ago, the state came up with a Quality Education Model and determined the level of funding that was believed to be necessary to meet that level of service. Then,

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then legislature promptly ignored it and our funding is nowhere near that required level. We're coming to the point where systematic state and federal reductions to education are really impacting our ability to do business. We need to advocate at a state level for changes. (M. Donohue)

- To reflect on this budget, Corvallis has not been in the past and is still not in the terrible situation that many of the districts are. From one point of view, we're in a very deep hole, but in another we're in an extraordinary position due to our reserves and local option levy. However, our savings will soon run out. We need to prioritize and establish a sustainable budget. (J. Ball)

VI. APPROVE TAX RATES, TAX AMOUNT, AND 2012-13 BUDGET

Seeing no further deliberation from the group regarding this year's budget, Chair Yeager asked if there was a desire from the group to make a motion.

It was moved by Blake Rodman to levy the tax rate of $1.50 per $1,000 of assessed value for the Local Option Levy for the General Fund. Tom Sauret seconded the motion. The motion passed without opposition.

It was moved by Jim McCullough to levy the permanent tax rate of $4.4614 per $1,000 of assessed value in support of the General Fund. Tom Sauret seconded the motion. The motion passed without opposition.

Matt Donohue made a motion that Corvallis School District proposed budget for FY2012-13 in the aggregate amount of $103,369,633 be approved as proposed. Tom Sauret seconded the motion. The motion passed without opposition.

Matt Donohue made the motion that a tax levy of $8,726,500 be approved for the Debt Service Fund for the purpose of retiring bonded debt owed by the school district. The debt service levy is expected to raise $8,447,213. Lisa Corrigan seconded the motion which passed without opposition.

VII. NEXT MEETINGS, OTHER BUSINESS, ADJOURNMENT

Chair Yeager thanked the group for the process discussion and expressed appreciation in particular to Rich Arnold and Arne Larson, citizen members whose terms will expire this year. He noted that since all required business of the committee was now complete, the May 29, 2012 meeting would not be necessary and would be canceled.

The meeting was adjourned at 8:33 p.m.

Anne Schuster, Board Chair

Dr. Erin Prince, Superintendent

Prepared By: Jennifer Schroeder, Business Services

Unadopted Minutes

Corvallis
SCHOOL DISTRICT

XIV.A.4. 05-21-12 Special Meeting Minutes

MINUTES
Special Meeting of the
B O A R D O F D I R E C T O R S
Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:30 PM in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

BOARD MEMBERS PRESENT	EXECUTIVE STAFF PRESENT
Anne Schuster, Chair	Dr. Erin Prince, Superintendent
Blake Rodman, Vice Chair	Kevin Bogatin, Assistant Superintendent
Judy Ball	Jennifer Duvall, Human Resources Director
Lisa Corrigan	
Matt Donohue	
Chris Rochester	
Tom Sauret	

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Schuster led the group in the Pledge of Allegiance. She noted the change of the name "Rodman" to "Rochester" in the March 12 minutes, adding that when the Board votes to adopt the consolidated action items, this change will be included.

III. SPECIAL REPORTS

A. Career and Technical Education (CTE)

Presenters: Kevin Bogatin; Adam Kirsch; Rob Duvall; Kevin Skillings; Jan Boley; Mark Baldwin

The group worked from two PowerPoint presentations and a handout covering the topics of wood, metal, pre-engineering, and information management. (All are filed as Supplemental Item #VII-23 in the Official 2011-12 Board Minutes.) Their presentations included: the importance of funding from the Carl Perkins Grant; the need for teamwork; the appeal of certain courses to

Unadopted

girls; the awards their students have won over the years; the apprenticeship opportunities students have; how CTE helps students understand the need to know the information and gives them valuable real-world, hands-on experience.

Board members offered compliments and comments, and asked questions of the presenters. As a result, Board members received information about:

- the flow of students between the two high schools to access the various classes each offers;
- the constraints on programs due to facilities and equipment access issues;
- the predictability of success for students who are able to drive themselves to/from each high school vs. those who rely on public transportation or the District's shuttle;
- the numbers of students in the various courses at each school;
- student safety;
- how staff encourages students to take any form of post-secondary education;
- how staff tries to help students find out what trades they're passionate about;
- how the skills learned by students who have taken CTE courses helps them stand out from their peers when applying to post-secondary educational institutions;
- why schools can only sell at cost the items students create;
- projects involving green building;
- how the District's CTE program is one of only five model programs in the state;
- the Oregon Department of Education recently did a 3-day study of the District's CTE programs with the goal of replicating their efforts statewide.

Chair Schuster recessed the meeting at 8:00 p.m. and reconvened it at 8:10 p.m.

IV. CONSOLIDATED ACTION

Director Donohue asked that Science Digital Curriculum Adoption (Middle School and CVHS) be held for discussion.

MOTION #21: It was moved by Director Rodman and seconded by Director Donohue to approve the consolidated action agenda with the exception of Science Digital Curriculum Adoption (Middle School and CVHS).

The motion was voted on and passed unanimously.

The following items were approved:

A. Minutes
   1. March 12, 2012 – With the change noted at the start of the meeting.
   2. April 2, 2012
   3. April 16, 2012

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B. Licensed Personnel Recommendations

Termination/Resignation/Layoff:

- Kelly Chrisler: Fifth Grade Teacher, 1.0 FTE, Mt.View Elementary School, effective June 30, 2012 (Resignation).
- Barbara Holt: First Grade Teacher, 0.50 FTE, Hoover Elementary School, effective June 30, 2012 (Retirement).
- Carolyn Schinman: Special Education Teacher, 0.50 FTE, Lincoln Elementary School, effective April 30, 2012 (Resignation).

Request for leave:

- Amanda Cooper-Rovnan: Fifth Grade Teacher, 1.0 FTE, Adams Elementary School, requesting 1.0 FTE leave for the 2012-2013 school year.
- Julie Williams: Physical Education/Health Teacher, 1.0 FTE, Corvallis High School, requesting 0.17 FTE leave for the 2012-2013 school year.
- Karrie Woodruff: Spanish Teacher, 0.67 FTE, Crescent Valley High School, requesting 0.17 FTE leave for the 2012-2013 school year.
- Laura Rathja: Kindergarten / ELL Teacher, 1.0 FTE, Adams Elementary School, requesting 0.50 FTE leave for the 2012-2013 school year.

Other:

- Cindy Pedersen: Special Education Coordinator, 1.0 FTE, District Office, layoff effective July 1, 2012; Offered Teacher On Special Assignment in Special Education, 1.0 FTE effective July 1, 2012 (Temporary).
- Correction: Dow Yeh is a music teacher at Jefferson Elementary School, 1.0 FTE, requesting 0.20 FTE leave; the original submission recorded Dow Yeh at Hoover Elementary School.

C. Contract Award - Cheldelin Boiler Replacement Project . (Filed as Supplemental Item #I-10 in the Official 2012-12 Board Minutes.)

D. Healthy Sexuality Curriculum Adoption. (Filed as Supplemental Item #IV-8 in the Official 2012-12 Board Minutes.)

Held for discussion: Science Digital Curriculum Adoption (Middle School and CVHS). (Filed as Supplemental Item #IV-9 in the Official 2012-12 Board Minutes.)

Director Donohue explained his concerns regarding the resource links on the CK-12 science curriculum web site, including Wikipedia and .com sites; he questioned how staff will manage those aspects of the online curriculum.

Discussion ensued between Board members and staff that yielded information including:

- the curriculum adopted is a starting point and the primary aim is to meet core standards;
- how the curriculum and materials are used to get to the standards varies by class;
- as standards are rapidly changing, textbooks cannot keep up;
- Wikipedia is more reviewed than any of our textbooks;
- students will be taught about media safety, media literacy, and the influence of media;
- state rules require a district-wide adoption vs. adopting different curriculum for different teachers;
- "curriculum adoption" should probably be renamed "resource adoption";
- staff will report next year about the results of this curriculum – positive and negative – and any changes that

Unadopted

will be made to better the results;
- there will still have to be textbook adoptions;
- technology is an investment in a tool that will allow access to unlimited content;

MOTION #22: It was moved by Director Donohue and seconded by Director Ball to approve the Science Digital Curriculum Adoption (Middle School and CVHS).

The motion was voted on and passed unanimously.

V. CONSOLIDATED INFORMATION

The Board received the following information:

A. Non-Licensed Personnel Recommendations

Termination/Resignation/Layoff:

- Amanda Moser: School Board Administrative Assistant, 4.0 hours, District Office, effective May 22, 2012 (Resignation).
- Joseph Turnquist: Food Service Assistant, 1.75 hours, Linus Pauling Middle School, effective May 11, 2012 (Resignation).
- Allison Wright: Educational Assistant 2, 7.0 hours, Linus Pauling Middle School, effective June 30, 2012 (Resignation).
- Teresa Wydronek: Administrative Assistant 1, 1.0 hour, Cheldelin Middle School; effective July 1, 2012 (Layoff). Due to probationary status not eligible for recall. Continues 6.5 hours, Educational Assistant 2 – LRC at Cheldelin Middle School.
- Andrea Surfleet: Library Media Assistant, 4.0 hours, Jefferson Elementary School, effective June 30, 2012 (Resignation).

Voluntary Reduction:

- Mary (Chris) Miller: Technology Computer Lab Assistant 2/EA2, 4.5 hours, Adams Elementary School, voluntary reduction of 1.5 hours per day, continue working 3.0 hours per day.
- LouAnne Greig: Library Media Assistant 2/Educational Assistant 2, 5.25 hours, Adams Elementary School, voluntary reduction of 1.5 hours per day, continue working 3.75 hours per day.

Request for Leave:

- Jill Bell: Educational Assistant 2, 7.5 hours, Cheldelin Middle School; requesting 7.5 hour leave for 2012-2013 school year.

Other:

- Izza Porter: Administrative Assistant 1, 7.0 hours Linus Pauling Middle School; original submission of request for leave was for 7.0 hours, the request has changed to 1.0 hour of leave for the 2012-2013 school year.
- Deborah Bell: Accounting Manager, 1.0 FTE, District Office; rescinding retirement submitted to board on May 7th, 2012.

B. Unaudited Financial Statements - April 30, 2012. (Filed as Supplemental Item #X-12 in the Official 2011-12 Board Minutes.)

Unadopted

C. Board Policy IGAI—Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education—Revision—First Reading

VI. ACHIEVEMENT COMPACT DISCUSSION

Presenter: Dr. Erin Prince

Dr. Prince reported that staff is still waiting on data to fill in all of the blanks of the draft achievement compact sent by the state. She sought support from the Board regarding her desire to submit the document in June without all of the data; then complete it in the fall and resubmit it. She noted that the superintendents in the region sent a letter to the Governor's Office; staff there understand that districts won't be able to put a lot of attention and thought into the achievement compact until they have complete data.

Dr. Prince clarified that the Board doesn't need to approve this round of the achievement compact because complete data won't be available by the June 30 submission deadline. She noted that the targets in the draft aren't the ones that will be in the final achievement compact because they are based on false data. Dr. Prince said that, as a superintendent, she couldn't in good conscience submit targets when she doesn't have data to base them on; the targets in the draft are merely placeholders, which is legal. She added that the current format of the achievement compact will likely change because it is very different than what the Oregon Education Investment Board (OEIB) initially envisioned; more information will be available once the state education officer is hired. Dr. Prince noted that the Board will work on the achievement compact at its September retreat.

Director Ball shared information she obtained from attending meetings of the OEIB, opining that the achievement compact is an opportunity for the Board to become involved with promoting student achievement.

The Board reached consensus to support Dr. Prince's plan.

VII. BOARD SELF-EVALUATION RESULTS

Chair Schuster noted the change of the word "mean" to "mode" in the table of results the Board had received. Staff will provide Board members with expanded survey data, which the Board will use as a starting point for the discussion at the September retreat.

The agenda for the retreat was briefly discussed and resulted in the following suggestions and comments: split the time evenly between achievement compacts and the Board self-evaluation; two hours won't be adequate for the self-evaluation; Board leadership will discuss the retreat agenda with Dr. Prince after receipt of the expanded data; perhaps set up a structure for collecting responses.

Unadopted

VIII. EXECUTIVE SESSION – The Board met in Executive Session at 5:15 p.m. under ORS 192.660 (2)(d) – To consult with persons designated for labor negotiations.

IX. ADJOURNMENT

There being no further business before the Board, Chair Schuster adjourned the meeting at 8:50 p.m.

_____ _____

Anne Schuster, Board Chair Dr. Erin Prince, Superintendent

Prepared By: Julie Catala
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Corvallis
SCHOOL DISTRICT

XIV.B. Licensed Personnel Recommendations

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR-ACTION**

SUBJECT: Licensed Personnel Action

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1. Issue: Information on licensed-personnel recommendations

   a. Recommendation to Hire:
   David Abrams: Fourth Grade Teacher, 1.0 FTE, Adams Elementary School; effective August 29, 2012 (Temporary).

   Dan Bowdoin: Math Teacher, 1.0 FTE, Linus Pauling Middle School; effective August 29, 2012 (Probationary).

   Joanne Bryan: Speech Language Pathologist, 0.50 FTE, District Office; effective August 29, 2012 (Probationary).

   Robbie Faith: Fifth Grade Teacher, 1.0 FTE, Mountain View Elementary School; effective August 29, 2012 (Probationary).

   Shayna Hicks: Literacy Coach/Reading Specialist, 0.50 FTE, Mountain View Elementary School; effective August 29, 2012 (Probationary).

   Samantha Keim: Third/Fourth Grade Teacher, 1.0 FTE, Lincoln Elementary School; effective August 29, 2012 (Temporary).

   Suzanne McFarland-Price: Spanish Teacher, 1.0 FTE, Linus Pauling Middle School; effective August 29, 2012 (Probationary).

   Irene Osterman-Sussman: Kindergarten Teacher, 0.50 FTE, Adams Elementary School; effective August 29, 2012 (Temporary).

   Jennifer Verdries: First Grade Teacher, 1.0 FTE, Hoover Elementary School; effective August 29, 2012 (Probationary).

   b. Termination/Resignation/Layoff:
   Helen Dembinski: Language Arts Teacher, 0.50 FTE, Corvallis High School; effective June 30, 2012 (Resignation).

c. Request for Leave:
Zachary Lauritzen: Social Studies Teacher, 0.75 FTE, Crescent Valley High School; requesting 0.75 FTE leave for 2012-2013 school year.

ACTION REQUESTED: Approve recommendations.

CONTACT PERSON: Jennifer Duvall

Corvallis
SCHOOL DISTRICT

XIV.C. Board Policy EBBA—First Aid—New—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Board Policy EBBA—First Aid—New—Second Reading

Issue: This comes as a highly recommended policy from the Oregon School Boards Association and our risk management department. In compliance with Oregon Administrative Rules each school shall have at least one staff member with a current first-aid card for every 60 students enrolled or an emergency response team per building.

Options Considered: Not adopting the policy.

Involvement: District office staff.

Consequences: Procedures may remain undefined.

Cost Impact: None.

ACTION REQUESTED: Adopting the policy.

CONTACT PERSON(S): Roy Burling, Karen Selander, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: EBBA
Adopted:

First Aid**

In cases of sudden illness or injury to a student or staff member, first aid will be given by school staff. Further medical attention to students is the parents' responsibility, or of someone the parents designate in case of emergency.

Each principal is charged with providing for the immediate care of ill or injured persons within his/her area of responsibility.

Staff members shall report self-administered first-aid treatment to an immediate supervisor.

In each school, procedures for handling health emergencies will be established and made known to the staff. Each school and school vehicle will be equipped with appropriate first-aid supplies and equipment. All employees are expected to know where first-aid supplies and equipment are kept in their work areas.

Designated employees in each building shall hold current first-aid cards. In compliance with Oregon Administrative Rules, each school shall have, at a minimum, at least one staff member with a current first-aid card for every 60 students enrolled or an emergency response team per building. Such team shall consist of no less than six persons who hold current first-aid/CPR cards and who are trained annually in the district and building emergency plans. Names of the designated employees will be posted.

END OF POLICY

Legal Reference(s):

ORS 30.800
ORS 342.126

OAR 437-002-0120 to -0139
OAR 437-002-0161
OAR 437-002-0360
OAR 437-002-0377
OAR 581-022-0705
OAR 581-022-1420
OAR 581-022-1440
OAR 581-053-0517(13)(e)

Corvallis
SCHOOL DISTRICT

XIV.D. Board Policy EBCB—Emergency Drills—Revised—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Board Policy EBCB—Emergency Drills—Revised—Second Reading

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Issue: Oregon School Boards Association (OSBA) has reviewed our policy handbook and has made a few suggestions for "clean up" and updating of legal references.

Options Considered: Not revising the policy.

Involvement: District office staff.

Consequences: Policy will remain outdated.

Cost Impact: None.

ACTION REQUESTED: Adopting the revised policy.

CONTACT PERSON(S): Roy Burling, Karen Selander, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: **EBCB**
Adopted: **7/92**
Revised/Readopted: **3/10/97, 1/11/99**
Original Code: **9250**

Emergency Drills

Each ~~school~~ building will conduct emergency drills in accordance with the provisions of Oregon Revised Statutes.

All schools are required to instruct and drill students on emergency procedures so that students may respond to an emergency without confusion and panic. Drills and instruction for earthquake emergencies shall include methods of "duck, cover, and hold" during the earthquake. Drills and instruction on fire emergencies shall include routes and methods of exiting the school building.

Each school will conduct fire drills monthly and earthquake drills at least twice per year. Instruction on fire and earthquake dangers and on drill procedures for students shall be conducted for at least 30 minutes each school month.

Employees are under the direction of their supervisors. ~~as civil defense workers~~.

END OF POLICY

Legal References:

ORS 336.071
ORS 479.140
OAR 437-002-0180 to -0182
OAR 581-022-1420

~~OAR Chapter 437 Subdivision 2/L [Fire Protection]~~

Cross References:

Policy EBCD—Emergency Closures
Policy GBE—Staff Health and Safety

Corvallis
SCHOOL DISTRICT

XIV.E. Board Policy—EEAC—School Bus Safety Program—Revised—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT:

Board Policy—EEAC—School Bus Safety Program—Revised—Second Reading

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Issue: Senate Bill 3590 modified the seat belt provisions for persons over 40 pounds or who have reached the upper weight limit for a forward-facing car seat. Oregon School Boards Association has provided us with updated language.

Options Considered: Not revising the policy.

Involvement: District office staff.

Consequences: Policy will remain outdated.

Cost Impact: None.

ACTION REQUESTED: Adopting the revised policy.

CONTACT PERSON(S): Kevin Bogatin, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: EEAC
Adopted: 3/14/11

School Bus Safety Program

The superintendent/designee will ensure instruction for all students in school bus safety and emergency evacuation procedures is provided. Drivers shall assist in the instruction.

Students who are regularly transported by the district shall receive the following instruction within the first six weeks of each half of the school year:

1. Safe school bus riding procedures, including but not limited to loading, unloading, crossing;

2. Use of emergency exits; and

3. Planned and orderly evacuation of the school bus in case of emergency, including participation in actual evacuation drills.

Students who are not regularly transported by the district will be given the following instruction at least once in the first half of each school year:

1. Safe school bus riding procedures; and

2. Use of emergency exits.

The district will document and maintain records of the content and dates of instruction.

Buses will not exceed vehicle design capacity for seating at any time unless an unforeseen or unusual circumstance arises.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Department of Transportation under ORS 815.055. ~~A person who weighs over 40 pounds must be properly secured with a child safety system that elevates the person so that a safety belt or safety harness properly fits the person until they are age eight OR 4'9" in height.~~ A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until four feet nine inches or age eight and the adult belt properly fits.[1] The child safety system shall meet the minimum standards and specifications of law. A person who is age eight or older OR are taller than 4'9" must be properly secured with the safety belt system or harness that meets requirements under ORS 815.055.

[1]"Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

During adverse weather conditions, the superintendent may alter bus schedules or temporarily suspend bus services. The superintendent or his/her designee will advise local radio stations and other media of any changes in bus schedules or services.

In the case of emergency or disaster, evacuation of students will be carried out according to the district's emergency plan.

An accident review board will study accidents involving district buses and will make recommendations to avoid similar accidents.

END OF POLICY

Legal Reference(s):
ORS 811.210
ORS 811.215
ORS 815.055
ORS 815.080
ORS 820.100—820.190
OAR 437-002-0220 to -0227
OAR 581-022-1420
OAR 581-053-0002 to -0015
OAR 581-053-0512 to -0555
OAR 735-102-0010

Corvallis
SCHOOL DISTRICT

XIV.F. Board Policy—IGAI—Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education—Revision—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Board Policy—IGAI—Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education—Revision—Second Reading

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Issue: House Bill 2509 created new language that results in change to policy language and a revision of OAR 581-022-1440.

This new version of policy IGAI is highly recommended by OSBA.

Options Considered: Not revising policy IGAI.

Involvement: District office staff

Consequences: Policy will remain outdated.

Cost Impact: Unknown.

ACTION REQUESTED: Adopting the revised policy.

CONTACT PERSON(S): Amy Lesan, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: IGAI
Adopted: 10/9/06
Revised/Readopted: 4/7/08

Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education

The district shall teach an age appropriate, comprehensive plan of instruction focusing on human sexuality, HIV/AIDS and sexually transmitted disease prevention in elementary and secondary schools as an integral part of health education and other subjects.

Course material and instruction for all education courses that discuss human sexuality shall enhance a student's understanding of sexuality as a normal and healthy aspect of human development. In addition, the HIV/AIDS and sexually transmitted disease prevention education and the human sexuality education comprehensive plan shall provide instruction at least annually, for all students in grade 6-8 and at least twice during grades 9-12.

Parents, teachers, school administrators, local health department staff, other community representatives and persons from the medical community who are knowledgeable of the latest scientific information and effective education strategies shall develop the plan of instruction**.**

The Board shall approve the plan of instruction and require that it be reviewed and updated biennially in accordance with new scientific information and effective educational strategies.

Parents of minor students shall be notified in advance of any human sexuality and AIDS/HIV district instruction. Any parent may request that his/her child be excused from that portion of the instructional program under the procedures set forth in ORS 336.035 (2).

The comprehensive plan of instruction shall include the following information that:

1. Promotes abstinence for school age youth and mutually monogamous relationships with an uninfected partner for adults;

2. Allays those fears concerning HIV that are scientifically groundless;

3. Is balanced and medically accurate;

4. Provides balanced and accurate information on risks and benefits of contraception and other disease reduction measures;

5. Discusses responsible sexual behaviors and hygienic practices;

6. Stresses avoidance of high risk behaviors such as sharing of needles and syringes for injecting drugs and steroids or for tattooing and body piercings;

7. Discusses ~~emotional, physical and psychological consequences of sexual intercourse and unintended pregnancy~~ the characteristics of the emotional, physical, and psychological aspects of a healthy relationship and the benefits of delaying pregnancy beyond the adolescent years as a means to better ensure a healthy future for parents and their children;

8. Stresses that HIV/STDs and Hepatitis B/C can be serious possible hazards of sexual contact;

9. Provides students with information about Oregon laws that address young people's rights and responsibilities relating to childbearing and parenting;

10~~9~~. Advises students of laws pertaining to their financial responsibility for their children;

11~~10~~. Advises students of consequences of having sexual relations with persons younger than 18 years of age to whom they are not married;

12~~11~~. Encourages family communication;

13~~12~~. Teaches that (a) no form of sexual expression is acceptable when it physically or emotional harms oneself or others and (b) not to make unwanted physical and verbal sexual advances;

14~~13~~. Teaches it is wrong to take advantage of or exploit another person;

15~~14~~. Validates the importance of ~~ones~~ honesty, respect, and responsibility for one's actions;

16~~15~~. Uses culturally and gender sensitive materials, language, and strategies that recognize different gender identities, ~~/~~ sexual orientations, and gender roles.

The comprehensive plan of instruction shall include skill based instruction that:

1. Assists students to develop and practice effective communication skills, development of self esteem and ability to resist peer pressure;

2. Provides students with the opportunity to learn about and personalize peer, media, and community influences that both positively and negatively impact their decisions to abstain from sexual intercourse;

3. Enhances students' ability to access valid health information and resources related to their sexual health;

4. Teaches how to decline unwanted sexual advances, or accept the refusal of unwanted sexual advances, through the use of refusal and negotiation skills;

5. Is research based or best practices; and

6. Aligns with the Oregon Health Education Contender Standards and Benchmarks.

Abstinence from sexual intercourse is to be stressed, but not to the exclusion of other methods for preventing pregnancy, HIV infection, hepatitis B/C infection and other sexually transmitted diseases. Such courses are to acknowledge the value of abstinence while not devaluing or ignoring those students who have had or are having sexual relationships. Further, sexuality education materials, including instructional strategies and activities must not, in any way use shame or fear based tactics.

Materials and information shall be presented in a manner sensitive to the fact that there are students who have experienced sexual abuse.

END OF POLICY

Legal Reference(s):

ORS 336.035
ORS 336.107
ORS 336.455-336.475
ORS 339.370
~~SB379~~

OAR 581-022-070
OAR 581-022-1440
OAR 581-022-1910

Corvallis
SCHOOL DISTRICT

XIV.G. Board Policy IGBC—Title I/Parental Involvement—Revision—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Board Policy IGBC—Title I/Parental Involvement—Revision—Second Reading

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Issue: Districts who receive Title 1 funds have a parental involvement policy as it pertains to the school receiving the funds. Parents are to be informed of their right to be involved in the development of the district's parental involvement policy, Title 1 plans, and school-parent compact. The revision to board policy IGBC—Title I/Parental Involvement includes expanded language as to the format of that information.

Options Considered: Not revising the policy.

Involvement: District staff.

Consequences: Policy will remain outdated.

Cost Impact: Unknown

ACTION REQUESTED: Adopting the revised policy.

CONTACT PERSON(S): Amy Lesan, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: IGBC
Adopted: 5/10/99
Revised/Readopted: 11/3/03, 6/22/09

Title I/Parental Involvement**

The Board recognizes that parent involvement is vital to achieve maximum educational growth for students participating in the district's Title I program. Therefore, in compliance with federal law and Oregon Department of Education guidelines, the district shall meet with parents to provide information regarding their school's participation in the Title I program and its requirements.

The Board directs the superintendent to ensure that such meetings are held annually and at a convenient time. All parents of participating students shall be invited to attend. Title I funds may be provided for transportation, child care, home visits or other parental involvement services, as appropriate.

The superintendent shall ensure equivalence among schools in teachers, administration and other staff and in the provisions of curriculum materials and instructional supplies.

Parents shall be informed of their right to be involved in the development of the district's parental involvement policy, Title I plans, and school-parent compact in an understandable and uniform format and, to the extent possible, in a language the parents can understand.

Parental Involvement Policy

A parental involvement policy shall be developed jointly and agreed upon with parents of participating students. The district shall ensure:

1. Involvement of parents in the joint development of the district's overall Title I plan and the process of school review and improvement;

2. Coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance;

3. Development of activities that promote the schools' and parents' capacity for strong parent involvement;

4. Coordination and integration of parental involvement strategies with appropriate grade or age level programs as provided by law;

5. Involvement of parents in the annual evaluation of the content and effectiveness of the policy in improving the academic quality of schools served under Title I;

6. Encouragement of participation by parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority are identified;

7. Findings of annual evaluations are used to design strategies for more effective parental involvement and to revise, if necessary, the requirements of this policy;

8. Communication to parents encourages their involvement in the activities of schools served under Title I.

END OF POLICY

Legal Reference(s):

ORS 343.650
ORS 343.660
OAR 581-015-0750

No Child Left Behind Act of 2001, 20 U.S.C. §§ 6311-6322 (2006).

**As used in this policy, the term parent includes legal guardian or person in a parental relationship.

Corvallis
SCHOOL DISTRICT

XIV.H. Paid Lunch Equity: School Year 2012-2013

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Paid Lunch Equity: School Year 2012-2013

Issue: Corvallis School District Food Service is required to amend meal revenues according to the Healthy, Hungry-Free Kids Act of 2010 to ensure sufficient funds are provided to the nonprofit school food service account for meals served to students not eligible for free or reduced price meals. The calculations were determined through data submitted to the Oregon Department of Education through monthly reports.

Recommendation: Raise the cost of student lunch prices by $0.10 for secondary schools and $0.25 for elementary schools to be in compliance with other Oregon school districts our size.

Current:	Breakfast	Lunch	2012-2013	Breakfast	Lunch
Elementary	$1.00	$2.00	Elementary	$1.00	$2.25
Middle	$1.50	$2.65	Middle	$1.50	$2.75
High	$1.50	$2.90	High	$1.50	$3.00

Options Considered: There are two ways to meet this requirement: either through the prices charged for "paid" meals or through other non-Federal sources (General Fund) provided to the nonprofit school food service account.

Involvement: Food Services, Corvallis School District

Consequences: This is a required action. Federal reimbursement through the National School Lunch Program would be withheld until meal prices were updated.

ACTION REQUESTED: Authorize Food Services to make requested changes in Lunch pricing.

CONTACT PERSON(S): Sharon Gibson

Corvallis
SCHOOL DISTRICT

XIV.I. Custodial Supplies Contract Award

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Custodial Supplies Contract Award

Issue:
A joint solicitation was conducted by Corvallis School District, Albany School District and Linn Benton Community College for custodial supplies. As far back as 1997, Corvallis School District has conducted a Request for Proposal (RFP) for custodial supplies in such a joint solicitation. The proposals have each been for contracts of five year terms and include all custodial supplies for the district.

Other public agencies desiring to use this contract may do so upon approval of Corvallis School District. During the most recent year of this contract, 43 such agencies have used the contract to make their custodial supply purchases. In addition to the improved purchasing power that this contract provides us, we also are entitled to an annual administrative fee for the management of this purchasing agreement equal to 1.8% of all purchases by all user groups except the other two host agencies. This year's RFP set contract terms from July1, 2012 thru June 30, 2017.

Two vendors submitted proposals: AmSan and Coastwide Laboratories.

Involvement:
The review team included Julie Foss and Gary Dahlquist from Albany School District, Kevin Lacey from Linn Benton Community College, and John Meyer from Corvallis School District. The team considered the merits of both proposals against the requirements of the RFP. Reference checks were completed on both vendors. AmSan requested the ability to submit additional clarification in order to prevent the rejection of their proposal.

The review team was unanimous in deeming the proposal from Coastwide Laboratories to be most responsive to the needs of all the agencies.

ACTION REQUESTED: Award the contract for Custodial Supplies 2012 to Coastwide Laboratories.

CONTACT PERSON: John Meyer, Custodial Supervisor

Corvallis
SCHOOL DISTRICT

XIV.J. Resolution No. 12-0603 - Designation of District Officers, Clerks, Agents, and Depositories of Funds (FY2012-13 Organizational Resolution)

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: **June 18, 2012** **FOR ACTION**

SUBJECT: Resolution No. 12-0603 Designation of District Officers, Clerks, Agents, and Depositories of Funds (FY2012-13 Organizational Resolution)

ISSUE:

Oregon Revised Statutes (ORS 332.040 and 255.335) require school boards to annually hold an organizational meeting to designate appointees and authorize actions. Failure to designate personnel would mean that district staff would not be properly authorized to carry out their official duties.

Included in this resolution are the following items:

- Appointment of district officials, including: District Clerks, Custodian of Funds, and Budget Officer
- Authorization for the Signing of Documents and Agreements for Funded Programs, Disposal of Surplus Property, Local Contract Review Board/Signing of Agreements, and Non-Resident Student Tuition
- Designation of District Depositories, including Authorization to Invest Funds and the identification of Investment Depositories and the designation of signers for the Student Body Fund Account
- Approval of professional services, including: Attendance Services, Auditors, Insurance Agents, Legal Counsel, and official newspaper

ACTION RECOMMENDED:

Adopt Resolution No. 12-0603 Organizational Resolution

CONTACT PERSON(S): Erin Prince, Debbie Bell

Corvallis School District 509J
Designation of District Officers, Clerks, Agents, and Depositories of Funds
(FY2012-13 Organizational Resolution)
Resolution No. 12-0603

District Clerks (ORS 332.515, 332.525)

Whereas, Erin Prince, Superintendent of Corvallis School District 509J, is designated by law as Clerk of said district;

Whereas, it is advisable for an additional staff member to be designated as Deputy Clerk;

Be It Resolved, that a Deputy Clerk for the 2012-13 fiscal year will be appointed after the hiring of a Business Services Director.

Be It Further Resolved, that the Erin Prince, as Clerk of the said district, be bonded in the amount of $500,000 for the 2012-13 fiscal year.

Custodian of Funds (ORS 328.441, 332.525)

Be It Resolved, that Erin Prince is hereby designated to serve as Custodian of Funds of the Corvallis School District 509J for the 2012-13 fiscal year.

Budget Officer (ORS 294.331, Board Policy DBE & DBJ)

Be It Resolved, that Erin Prince is hereby designated to serve as Budget Officer of the Corvallis School District 509J for the 2012-13 fiscal year.

Signing of Documents and Agreements for Funded Programs

Whereas, the district is involved in a variety of programs available through federal, state or other sources; and

Whereas, certain available funds may be deemed beneficial toward improvement of the district's educational system;

Be It Resolved, that Kevin Bogatin, Assistant Superintendent, or Erin Prince, Superintendent, is hereby authorized to file applications and sign documents and agreements related to funded programs on behalf of the Corvallis School District 509J for the 2012-13 fiscal year.

Disposal of Surplus Property (Board Policy DJAA)

Be It Resolved, that the Clerk of the District or Deputy Clerk, when appointed, be hereby authorized to dispose of surplus property in accordance with Board Policy DJAA.

Local Contract Review Board and Signing of Agreements (ORS Chapter 190, 190.010, 279A.060, Board Policy DJCA, DBJ)

Whereas, the Corvallis School District 509J Board of Directors has statutory authority to act as the local contract review board (279a.060) and may

also enter into intergovernmental agreements under ORS chapter 190 (190.010),

Be it Resolved, that the Clerk of the District or the Deputy Clerk, when appointed, is authorized to execute contracts, conveyances, or other similar transactional documents up to the amount of $75,000 pursuant to ORS chapter 279a-279c and may execute intergovernmental agreements pursuant to ORS chapter 190 up to the amount of $75,000 on behalf of the district as deemed necessary.

Non-Resident Student Tuition (Board Policy JECF)

Whereas, board policy JECF calls for tuition rates to be reviewed and approved by the board annually,

Be It Resolved, that the full year tuition rate for students who are not residents of the Corvallis School District 509J and where the district has not entered into an inter-district agreement be hereby established as $8,300 for the 2012-13 academic year.

Be It Further Resolved, that an additional tuition fee services for students requiring special education will be calculated on a program basis to capture the actual cost to the district in providing those extra services.

District Depositories (ORS 328.441, 328.445)

Whereas, the Office of the State Treasurer provides local governments with a list of "Qualified Depositories for Public Funds" which have been vetted for preservation of principal, conformance with federal, state and other legal requirements, and maintenance of sufficient liquidity to meet operating requirements,

Be It Resolved, that the following depositories are hereby approved as official depositories of Corvallis School District 509J funds for the 2012-13 fiscal year:

Oregon State Local Government Investment Pool

Qualified Depositories for Public Funds as approved by the Office of the State Treasurer for the purpose of cash management.

Be it Further Resolved, that the Clerk of the district or Deputy Clerk, when appointed, as Custodian of Funds, are authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or the Deputy Clerk, when appointed, or the facsimile signature of the Clerk or Deputy Clerk, when appointed.

Investment of Funds (ORS 294.805-294.895, Board Policy DFA)

Whereas, the Corvallis School District 509J has statutory authority for the investment of funds,

Whereas, board policy DFA, the Investment of Funds and Guidelines Policy, requires the annual adoption of the policy by the board,

Be It Resolved, that board policy DFA is hereby readopted,

Be It Further Resolved, that the Custodian of Funds is hereby designated as Investment Officer, pursuant to policy DFA.

Student Body Fund Account (ORS 328.445)

Whereas, it is in the district's best interest to designate a Student Body Fund Account with checks to be issued on this account,

Whereas, that the Clerk of the district or Deputy Clerk, when appointed, as Custodian of Funds, are authorized to establish said accounts with the district's depository of record, Wells Fargo, N. A.

Be It Resolved, that checks be honored and charged to these accounts for amounts up to $500 that bear the original signature of two of the persons holding one of the positions listed below for each of the schools using this account for the fiscal year 2012-13:

Principal(s)
Assistant Principal(s)
Athletic Director(s)
Operations Assistant/Administrative Assistant(s)

Be it Further Resolved, that checks issued in amounts of $500 or more must bear the original signature of the Clerk, or the Clerk's designee or the facsimile signature of the Clerk, or the Clerk's designee.

Attendance Services (ORS 339.040)

Be It Resolved, that the district will use the services of the Linn-Benton-Lincoln Education Services District Attendance Supervisor for the 2012-13 fiscal year.

Auditors (ORS 328.465, 327.137, 297.405, Board Policy DIE)

Be It Resolved, that Koontz & Perdue, P.C., of Albany, Oregon, is hereby designated to serve as Auditors for the Corvallis School District 509J for the fiscal year 2012-13.

Insurance Agent of Record

Be It Resolved, that Steve Uerlings of Barker-Uerlings Insurance is hereby designated to serve as Agent of Record for the Corvallis School District 509J for property and casualty insurance, worker's compensation insurance, fidelity coverage insurance, and risk management services for the fiscal year 2012-13.

Be It Further Resolved, that Tim Hennessy of Gene Kiel & Associates is hereby designated to serve as Agent of Record for the Corvallis School District 509J for employee benefits insurances for the fiscal year 2012-13.

Legal Counsel

Be It Resolved, that for the purpose of all legal notifications made to the Corvallis School District 509J, attorney Joe Richards of Luvaas, Cobb, Richards & Fraser, is designated as the Attorney of Record for the district.

Be It Further Resolved, that the executive staff of the Corvallis School District 509J is authorized to use the firms of Graham Hicks, P.C., Preston, Gates &

Ellis, and the Hungerford Law Firm, based on their special expertise in the area of law being considered, at the discretion of the Superintendent or Board Chair for the fiscal year 2012-13.

Newspapers for Legal Notice

Be It Resolved, that the Corvallis Gazette-Times published by Lee Northwest Publishing be designated as the newspaper in which legal notices will be published.

Duly passed this 18th day of June, 2012 at the Annual Organizational Meeting of the Board of Directors of Corvallis School District 509J.

_____

Anne Schuster, Board Chairperson

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Erin Prince, Clerk of the Board

Corvallis
SCHOOL DISTRICT

XIV.K. Science Textbook Adoption (Franklin and CHS)

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Science Textbook Adoption (Franklin and CHS)

Issue: Our science curriculum at the middle and high school levels is outdated and up for re-adoption according to Corvallis School District's current textbook adoption plan. Most of the textbooks students are using are from the 1990s.

Note: Our current textbook adoption plan is not in sync with the Oregon Department of Education's (ODE) adoption cycle. This is a topic Instructional Services is aware of and exploring remedies for, because it is best to be on the same adoption cycle as ODE.

Options Considered:
Renew the adoption of current textbooks. No purchase required.
Purchase newer textbooks and purchase used textbooks whenever possible.*
Purchase digital textbooks and hardware/devices for those texts.
Purchase hardware/devices and utilize free digital curriculum.

*This is the option Instructional Services Department recommends

Involvement:
Sally McAfee and Bryan Traylor worked with secondary science teachers across the district beginning in the fall, mostly via PLC meetings, department meetings and email. All science teachers previewed a large variety of textbooks in their specific content area, including digital texts. The district alerted the teachers in the fall that we would likely support a digital textbook option, but acknowledged that it would be a pilot and would work best with high teacher buy-in. Thus, the science teachers' recommendation for adoption and purchase of a traditional textbook is understandable and acceptable.

AP Biology and AP Physics courses require use of a textbook that must meet a large list of criteria, one of which is that the textbooks must be no more than 10 years old. Our current texts do not meet those criteria, so to continue offering AP science classes, we must purchase new textbooks. Franklin middle-level science teachers also discussed their options in depth and have recommended a plan that involves purchasing one cart of iPads and one set of textbooks.

This spring, the science teachers presented to the Instructional Services Department a list of textbooks they would like purchased as part of this textbook adoption year. Because it is not a science adoption year, many of the textbooks are not on the approved textbook list through ODE. This requires some additional steps, including an in-depth examination of each textbook to ensure standards alignment, diversity, and accessibility.

All texts on the list we are recommending meet the requirements set forth by ODE.

Textbook Titles - CHS	**Course**
Modern Chemistry	Chemistry
Life on an Ocean Planet	Marine Science
Life on an Ocean Planet - Teacher Guides and Materials	
Life on an Ocean Planet - Lab Activity Manual	
Holt Science Spectrum: Physical Science	Biophysical Foundations
Campbell Biology	AP Biology
Introductory Horticulture	Horticulture
Introductory Horticulture Lab Manual	
Fundamentals of Physics Extended	AP Physics

Textbook Titles – Franklin	**Course**
CPO Life Science	MS Life Science
CPO Physical Science	MS Physical Science
CPO Earth Science	MS Earth Science

Consequences:
Current science textbooks are very old and outdated. Some have copyright dates from the 1980s, although most of them are from the 1990s. Continuing to educate students using outdated textbooks is unfair for students and puts more work on teachers to add materials that align to standards.

Cost Impact:
The anticipated cost is $65,000; however we will not exceed $80,000. We don't have an exact number because we are attempting to purchase as many quality, used textbooks as possible. Prices range from $18 per used textbook to $150 per new textbook.

ACTION REQUESTED: Approve the above recommended texts for science courses at Franklin and CHS.

CONTACT PERSON: Amy Lesan, Elementary Coordinator

Corvallis
SCHOOL DISTRICT

XIV.L. Social Science Textbook Adoption (Crescent Valley High School)

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Social Science Textbook Adoption (Crescent Valley High School)

Issue: 2011-12 is the Social Science adoption year on the ODE textbook adoption cycle. Currently, our district is not in alignment with the state adoption cycle. However, because of the recent social science standards adoption (October 2011) and the fact that this is the social science adoption year in the state's cycle, instructional services department staff asked high school staff to complete a needs assessment in this area. From that assessment there was concern about the current status of some social science textbooks (aged and not aligned to standards) so a decision was made to allot a portion of the instructional materials budget for social science at the high school level.

Note: After reviewing the new standards as part of PLC work, the middle school social science teachers quickly realized that their current texts are not in alignment. We are working on ways to adapt for minimal cost until we are able to budget for a full adoption in social science. This group is very interested in how the iPad pilot works for science this year and would be eager to move to digital texts.

Options Considered:
Renew the adoption of current textbooks. No purchase required.*
Purchase newer textbooks and purchase used textbooks whenever possible.*
Purchase digital textbooks and hardware/devices for those texts.
Purchase hardware/devices and utilize free digital curriculum.

*These are the options Instructional Services Department recommends

Involvement:
The social science teams at both high schools began the textbook adoption process in the fall – reviewing standards, previewing textbooks, analyzing current textbooks, etc. Knowing there were not enough funds for a full adoption, they were asked to prioritize their needs. CHS teachers were very intrigued with digital textbooks and spent several PLC sessions previewing digital material; however, they found a lack of free curriculum, and the digital curriculum they found was too expensive to purchase along with a device.

The social science team at CHS chose to hold off spending its allotted funds this year; the team is very hopeful that the coming year will bring more affordable/free social science curriculum. Each of those teachers will be utilizing an iPad to be able to pilot the curriculums as they become available during the upcoming year.

CV teachers prioritized replacing textbooks in two areas: Psychology and World Geography.

Textbook Title – CVHS Social Sciences	**Course**
Thinking about Psychology: The Science of Mind and Behavior	Psychology
World Geography(Prentice Hall)	World Geography

Consequences:
Both textbooks recommended for replacement by CV teachers are very outdated. It is important to have current information to use with students. Continuing to educate students with outdated textbooks is unfair for students and puts more work on teachers to add materials that align to standards.

Cost Impact:
The total cost for new textbooks for CVHS Social Science is $35,000.

ACTION REQUESTED: Approve the above recommended texts for Psychology and World Geography at Crescent Valley High School.

CONTACT PERSON: Amy Lesan, Elementary Coordinator

Corvallis
SCHOOL DISTRICT

XIV.M. CVHS Roof Replacement Contract Award

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: CVHS Roof Replacement Contract Award

Issue: Crescent Valley High School's roof has exceeded its useful life. In 2009 and 2010, district staff attempted a restoration project that was expected to extend the useful life of the roof by 7-10 years. The restoration process was very time consuming and district staffing levels could not support restoration of the roof at a rate that successfully addressed the leaks and prevented further damage to the facility.

In the spring of 2011, Rowell Brokaw Architects were hired to provide an architectural roof assessment to determine if the District should continue the restoral process or seek a roof replacement. The architects found that the drainage on the roof was not adequate to keep standing water off of the roof. Pooling occurred on most of the buildings and caused damage to the roof membrane and insulation, and created leaks into classrooms and hallways throughout the campus. Rowell Brokaw Architects recommend a complete roof replacement that addresses drainage and slope of the roof and provides an extended life of the structure.

The district hired Rowell Brokaw Architects to proceed with design of the roof replacement in February 2012. In addition to Rowell Brokaw, staff worked with Catena Consulting Engineers to assess seismic upgrades directly related to the roof replacement and PBS Environmental to consult on hazardous materials abatement.

Requests for bids were advertised in the Daily Journal of Commerce and Corvallis Gazette Times on May 15, 2012. A pre-bid conference was held on May 23rd and many roofing contractors and general contractors were present at the meeting. The following bids were received:

Contractor	**Base Bid**
2G Construction	$3,363,000
Anderson Construction	$3,937,189
Snyder Roofing	$4,427,318
Gerding Builders	$3,459,000

Of the total cost of the project, $3.5 million will be paid out of the District's Insurance Fund; appropriations were already in the 2012-13 budget for this. Contract award to 2G Construction will be requested of the Board at the June 18, 2012 meeting.

ACTION REQUESTED: Award the contract for the CVHS Roof Replacement to 2G Construction

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CONTACT PERSON: Kim Patten, Maintenance Supervisor

Corvallis
SCHOOL DISTRICT

XIV.N. Renewal of Property/Liability Insurance for 2012-13

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Renewal of Property/Liability Insurance for 2012-13

ISSUE: Each fiscal year, the District must bind insurance coverage for property and liability. In 2011-12 we purchased property insurance from Travelers Insurance, liability and auto insurance from Property and Casualty Coverage for Education (PACE), surety bond coverage from Hartford, and storage tank coverage from Great American Insurance.

The District's Agent of Record, Barker-Uerlings Insurance solicited quotes from carriers in the appropriate markets for FY2012-13.

Cost Impact: The property insurance renewal from Travelers Insurance came in at $**280,000**, an increase in their rate over FY2011-12 ($272,872). Travelers Insurance renewal premium is higher this year after several years with no change to their property rates. In addition, the building and contents values were trended by 2 percent each for this renewal. To offset this increase, it is recommended the District continue with the current $25 million limit for Earthquake coverage, but reduce the Flood coverage limit to $1 million (from the current $5 million). A separate Travelers policy provides the Equipment Breakdown coverage that includes the State of Oregon mandated boiler inspection program on a separate policy for an annual premium of **$15,517**, an increase of $217 over FY2011-12.

The quote from Property and Casualty Coverage for Education (PACE) for liability, automobile and crime came in at **$122,751**. This is an increase of $9,224 compared to last year's PACE premium of $113,527. The premium increase is a result of escalating claim costs in the PACE Trust and higher overall liability rates for all members. The District also has Storage Tank Pollution Liability coverage for the two tanks located at Lines Pauling Middle School. There was no increase from Great American Insurance in their premium quote of **$700** for FY2012-13.

The Public Official Bonds for the District's Superintendent and the Director of Business Services with limits of $500,000 are currently insured by Hartford Insurance Company. Total premium for both Public Official Bonds is **$2,800**, with no increase over FY2011-12.

Involvement: Agent of Record, Barker-Uerlings Insurance, solicited quotes and provided a review and recommendation to the District.

Recommendation: Place property insurance (including earthquake coverage) with Travelers Insurance, liability/auto insurance and crime coverage with PACE, storage tank pollution liability with Great American, and bond coverage with Hartford.

ACTION REQUESTED: Approve purchase of property insurance (including earthquake coverage) from Travelers Insurance, liability/automobile insurance and crime coverage from PACE, storage tank pollution liability from Great American, and bond coverage from Hartford.

CONTACT PERSON(S): Debbie Bell/Karen Selander

Corvallis
SCHOOL DISTRICT

XIV.O. Renewal of Workers Compensation Insurance for 2012-13

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR ACTION**

SUBJECT: Renewal of Workers' Compensation Insurance for 2012-13

Issue: Each fiscal year, the District must bind insurance coverage for workers' compensation. In 2011-12 we purchased our coverage from SAIF. Through the District's Agent of Record, Barker-Uerlings Insurance, we are requested quotes from carriers in the appropriate markets for the 2012-13 fiscal year.

Over the years our District has had poor claims experience from injuries on the job. Injuries experienced by employees included shoulder and back trauma from lifting, knee and back injuries from slips and falls, and hand injuries from accidents. Risk Management continues to implement safety changes and has worked with employees on the importance of safety in our District.

Quotes were solicited by the District's Agent of Record, Barker-Uerlings Insurance. Quotes were only received from SAIF Corporation and were reviewed by Debbie Bell and Karen Selander.

SAIF Corporation has substantial experience working with school districts in Oregon; and they have had long term stability in the marketplace along with their excellent claims and loss control services. The annual premium offered by SAIF Corporation is $212,548, including assessments. This is a decrease of 4.06 percent ($8,990) over the FY2011-12 premium.

Involvement: Agent of Record, Barker-Uerlings Insurance, solicited quotes and provided a review and recommendation to the District.

Recommendation: Place workers' compensation insurance with SAIF Corporation.

ACTION REQUESTED: Approve purchase of workers' compensation insurance from SAIF Corporation for 2012-13 fiscal year.

CONTACT PERSON(S): Debbie Bell/Karen Selander

Corvallis
SCHOOL DISTRICT

XIV.P. Achievement Compact

K-12 / ESD Achievement Compact
Corvallis SD - 1901

College and Career Ready: Are students completing high school ready for college or career?										
	9th graders of	Dis-advantag	9th graders of 2007-08	Dis-advantaged	9th graders of 2008-09	Dis-advantaged	9th graders of 2009-10	Dis-advantaged	9th graders of 2012-13**	Dis-advantaged
4-Year Graduation Rate	72%	55%	70%	54%			71%	56%		
5-Year Graduation Rate	74%	58%					77%	62%		
5-Year Completion Rate	83%	74%			85%	77%	87%	79%		
Post-Secondary Enrollmer	75%	61%			77%	63%	78%	65%		
Earning 9+ College Credits										

Disadvantaged is aggregate of disadvantaged student groups (details on pp. 2-4)

Gray shaded boxes are district-provided projections and goals **2012-13 goals are optional

Progression: Are students making sufficient progress toward college and career readiness?										
	2009-10 All	Dis-advantag	2010-11 All	Dis-advantaged	2011-12 All*	Dis-advantaged	2012-13 Goal All	Dis-advantaged	4-Year Goal (2015-16)**	Dis-advantaged
Ready for School	Kindergarten readiness assessment under development									
3rd Gr. Reading Proficien	68%	53%	69%	55%			72%	60%		
3rd Gr. Math Proficiency	52%	37%	71%	58%			74%	62%		
6th Grade On-Track	92%	89%	85%	81%			87%	83%		
9th Grade On-Track										

*Estimate based on most recent available data **2016 Goals are optional

Equity: Are students succeeding across all buildings and populations?										
	2009-10		2010-11		2011-12		2012-13 Goal		4-Year Goal (2015-16)**	
Priority & Focus Schools*										
DISAGGREGATED DATA AND GOALS FOR EACH DISADVANTAGED STUDENT GROUP LISTED ON PP 2-4										

*Prior to 2012-13, school in federal AYP "Need Improvement" status **4-year Goals are optional

Local Priorities: What other measures reflect key priorities in the district? (optional, up to 3)										
	Year	Dis-advantag	Year	Dis-advantaged	Year	Dis-advantaged	1-Year Goal	Dis-advantaged	4-Year Goal**	Dis-advantaged

**4-year Goal optional

Investment: What is the public investment in the district? (does not include capital investments)				
	2010-11	2011-12*	2012-13*	2012-13 QEM recommended
Formula Revenue	$43,467,993	$44,389,421	$44,471,568	$59,972,929
Local Revenue not passed through formula	$10,836,990			
Federal Revenue	$7,024,380			
State Grants not passed through formula	$187,479			

District Share

District Official

OEIB Chief Education Officer

The tan fields are optional. Districts will fill the blue fields with their targets, the gray fields with estimates of current/past data (if available).

K-12 / ESD Achievement Compact
Corvallis SD - 1901

Equity: Are students succeeding across all populations?									
9th Graders of 2006-07									
	Economically Disadvantaged	Limited English Proficient	Students with Disabilities	Black (not of Hispanic origin)	Hispanic origin	American Indian / Alaska Native	Pacific Islander	Asian	TAG (not included in aggregate)
4-Year Graduation Rate	55%	68%	34%	67%	62%	*		87%	90%
5-Year Graduation Rate	60%	69%	40%	62%	64%	*		89%	90%
5-Year Completion Rate	72%	72%	63%	77%	75%	*		89%	95%
Earning 9+ College Credits									
Post-Secondary Enrollment	58%	64%	37%	67%	64%	*		82%	91%
2009-10									
3rd Gr. Reading Proficiency	48%	30%	42%	86%	29%	*	-	85%	92%
3rd Gr. Math Proficiency	36%	28%	32%	57%	22%	*	-	73%	86%
6th Grade On-Track	87%	91%	86%	71%	91%	*	-	>95%	93%
9th Grade On-Track									

9th Graders of 2007-08									
	Economically Disadvantaged	Limited English Proficient	Students with Disabilities	Black (not of Hispanic origin)	Hispanic origin	American Indian / Alaska Native	Pacific Islander	Asian	TAG (not included in aggregate)
4-Year Graduation Rate	51%	51%	52%	56%	57%	*		64%	90%
5-Year Graduation Rate									
5-Year Completion Rate									
Earning 9+ College Credits									
Post-Secondary Enrollment									
2010-11									
3rd Gr. Reading Proficiency	51%	33%	55%	*	46%	*	*	70%	>95%
3rd Gr. Math Proficiency	52%	48%	59%	*	58%	*	*	75%	>95%
6th Grade On-Track	77%	>95%	84%	*	87%	*	>95%	>95%	92%
9th Grade On-Track									

The tan fields are optional. Districts will fill the blue fields with their targets, the gray fields with estimates of current/past data (if available).

K-12 / ESD Achievement Compact
Corvallis SD - 1901

9th Graders of 2008-09									
	Economically Disadvantaged	Limited English Proficient	Students with Disabilities	Black (not of Hispanic origin)	Hispanic origin	American Indian / Alaska Native	Pacific Islander	Asian	TAG (not included in aggregate)
4-Year Graduation Rate									
5-Year Graduation Rate									
5-Year Completion Rate									
Earning 9+ College Credits									
Post-Secondary Enrollment									
2011-12									
3rd Gr. Reading Proficiency									
3rd Gr. Math Proficiency									
6th Grade On-Track									
9th Grade On-Track									

9th Graders of 2009-10 Goals									
	Economically Disadvantaged	Limited English Proficient	Students with Disabilities	Black (not of Hispanic origin)	Hispanic origin	American Indian / Alaska Native	Pacific Islander	Asian	TAG (not included in aggregate)
4-Year Graduation Rate	53%	53%	55%	58%	59%	*	*	65%	91%
5-Year Graduation Rate	65%	74%	44%	66%	68%	*	*	91%	91%
5-Year Completion Rate	77%	77%	70%	82%	80%	*	*	91%	96%
Earning 9+ College Credits									
Post-Secondary Enrollment	62%	69%	41%	71%	68%	*	*	84%	92%
2012-13									
3rd Gr. Reading Proficiency	56%	40%	60%	87%	51%	*	*	73%	>95%
3rd Gr. Math Proficiency	57%	53%	63%	61%	62%	*	*	78%	>95%
6th Grade On-Track	79%	>95%	86%	74%	88%	*	*	>95%	93%
9th Grade On-Track									

The tan fields are optional. Districts will fill the blue fields with their targets, the gray fields with estimates of current/past data (if available).

K-12 / ESD Achievement Compact
Corvallis SD - 1901

9th Graders of 2012-13 (Optional 4-Year Goals)									
	Economically Disadvantaged	Limited English Proficient	Students with Disabilities	Black (not of Hispanic origin)	Hispanic origin	American Indian / Alaska Native	Pacific Islander	Asian	TAG (not included in aggregate)
4-Year Graduation Rate									
5-Year Graduation Rate									
5-Year Completion Rate									
Earning 9+ College Credits									
Post-Secondary Enrollment									
2015-16									
3rd Gr. Reading Proficiency									
3rd Gr. Math Proficiency									
6th Grade On-Track									
9th Grade On-Track									

The tan fields are optional. Districts will fill the blue fields with their targets, the gray fields with estimates of current/past data (if available).

Members of Confederation of Oregon School Administrators (COSA) from the Beaverton, Portland, Salem-Keizer, and Eugene school districts have prepared the following Achievement Compact "White Paper." It outlines a number of recommendations and considerations about Achievement Compacts presented to the OEIB for consideration.

Recommendations for Setting Achievement Compact Targets

This is a pivotal moment for education in Oregon. For the first time in over a decade, state and federal leaders are overhauling the way Oregon schools are held accountable and supported. As Oregon seeks a waiver from the No Child Left Behind legislation, we are presented with the opportunity to set aside the misleading and counterproductive aspects of the federal law and replace them with better, more accurate tools to measure school and district success.

We want to build a system that will motivate educators and community members around a new way to support student achievement. This system should increase capacity across the schools and districts to share best practices, learn from each other, and ultimately ensure that our students are successful. Oregon's new accountability system needs to focus on this collaboration and continuous improvement in order to propel student achievement forward.

The achievement compacts are an opportunity for the state and districts to define ambitious, yet achievable goals for performance on such outcomes as third grade reading proficiency, high school graduation rates, and the closing of the achievement gap. The compacts will allow us to identify the schools that are "beating the odds" and those that are in need of additional supports. Without the punitive measures required under NCLB, there is the opportunity to raise achievement by providing individualized interventions for schools and districts tailored to meet their students' needs.

Through the achievement compacts and a complementary new state report card, we need to take a deeper look at how schools are doing in terms of proficiency, student growth, graduation, and college readiness when we are assessing whether we are meeting student needs. It is essential that we quickly define what measures are better suited going forward in the report card to ensure that the achievement compacts remain focused on identifying and aligning the resources necessary for improvement on a few key indicators.

We are pleased with the positive gains that many of our districts have continued to make even in these tough economic times, and are excited by the prospect of a strong vision for education in Oregon. Through the achievement compacts, districts will be able to focus on common goals, and leverage resources to have the greatest impact on student success as we move forward toward the destination of 100% of students graduating from high school or completing the equivalent of a diploma in 2025 (40/40/20).

Over successive years, our districts have faced a significant gap between our ability to maintain current service levels and our revenue. As a state, we have a moral obligation to expect better outcomes for

our students and to prepare them to be college and career ready, but the reality of that expectation is called into question when K-12 education continues to receive a smaller portion of the state budget.

Our districts' targets must be focused on meeting the needs of our students to ensure they make continuous progress over time. However, we also must consider the dramatic impact that declining budgets are having on our ability to achieve these targets. There must be a greater investment in education in order to prepare our students well and enable them to be capable and competitive in an ever more challenging economic future. Without adequate funding, districts will not be able to make the improvements necessary to continually raise achievement to reach that 40/40/20 goal.

We recommend that 2011-12 data be viewed as the baseline for going forward. Many of our districts had already developed their budgets for 2012-13 by the time the achievement compact metrics were finalized. We anticipate that in coming years, we will be able to better align resources to the indicators and create greater opportunities for our communities to participate in the consideration of targets and the alignment of budgets to achieve those targets.

Below is a recommended methodology that we have developed for setting the achievement compact targets for this first year. We have also included a number of questions and concerns that arose as we began to fill in the compact targets with district data.

Recommended Methodology for Setting Achievement Compact Targets:

1. **Timing:** We are currently setting targets for the 2012-13 school year with only the 2010-11 data. As we will not receive final data for this current year from the Oregon Department of Education until August, this will continue to be a concern every year if districts are expected to complete their achievement compacts as part of the budget process in the spring. Additionally, we will not receive 9th grade credit data (as it includes summer school) or graduation rate data until the fall or even later in the following year. Unless a different timeline is implemented for either the Achievement Compact targets or receiving data from the ODE, targets and data will always be based on at least one year-old data. We will be setting targets for two years ahead of our last data points and accountability for those targets will be delayed for two years. This timeline makes the Achievement Compact less useful for making program or budget adjustments. **Recommendation:** Districts will set their targets based on the data currently available and will review and potentially revise targets using the recommended methodology on the updated data when they are available.

2. **College and Career Readiness Outcomes:**
    a. **5-Year Completion Rate:** We are pleased that the 5-year completion rate indicator is included on the Achievement Compacts. There are a number of students within our districts who receive GEDs and Extended and Modified Diplomas as appropriate completions for high school. We also appreciate that a 5-year cohort is included on the Achievement Compacts. Data across the districts demonstrate that a 5-Year

graduation rate more fully captures the achievements of all of our students. **Methodology:** Looking at the 40/40/20 goal, districts will determine the annual growth rate necessary to reach 100% on the 5-year completion rate for 9th graders entering high school in 2016-17 through a back mapping process. We also recommend applying this same process (determining necessary growth rate to reach 100% by 2021 for 5-year completion) to the "disadvantaged group" and the subgroups. An Achievement Compact Target Calculator is available for this purpose.

b. **Cohort Graduation rates, 9+ College credits, Post-secondary enrollment:** Given the interrelated nature of these outcomes to the 5-year completion rate outcome and the State's 40-40-20 goals, we recommend applying the same annual growth rates calculated for the 5-year completion outcome to the other college and career readiness outcomes and for the "disadvantaged" and subgroups.

3. **On Track Outcomes (3rd Grade Reading and Math Proficiency, 6th Grade on Track, 9th grade on Track):** For each of these indicators, as well as those for the subgroups, we recommend setting targets for a 10% decrease in students who are not proficient. We will utilize the following methodology to set targets:
   a. identify the percentage of students (in 2010-11) who are not meeting the outcome (if 70% of students are meeting the outcome, then 30% are not meeting)
   b. Take 10% of students not meeting the outcome (10% of 30% is 3%)
   c. Apply that 10% to identify the target (70% + 3% is 73% as the target)

This growth model sets targets that:

- Require greater gains the lower a district's starting percentage
- Close of the achievement gaps with the subgroup targets
- Are realistic for higher achieving districts

An Achievement Compact Target Calculator is available to assist districts with the calculations.

4. **Priority & Focus Schools:** Because the state has yet to provide us with a list of current priority and focus schools, we are unable to recommend a 2012-13 goal. The number of priority and focus schools statewide in 2011-12 will be approximately the same as the number of schools that are identified for Title I school improvement in 2011-12. Our understanding is that this information will be made available to school districts in August.

5. **Considerations:**
   a. **6th Grade On-Track:** Attendance may be appropriate for an indication of health and stability and should be tracked. However, without substantial resources devoted to school health and attendance services, it will be challenging to move this measure forward. In addition, this indicator does not track academic progress. Depending

on the baseline data, districts may wish to consider setting more conservative targets for this indicator. **Recommendation:** We recommend the inclusion of an academic measure for middle school rather than attendance for a 6th Grade On-Track indicator.

b. **9th Grade On-Track:** We are excited to see that the definition for the 9th grade on track indicator included an entire calendar year in which to earn credits as many of our students are able to enter 10th grade with 6 credits because of summer school opportunities, however this does present timing challenges as these data will not be complete until September. Additionally, as mentioned above, attendance can be variable from year to year and difficult to improve. We believe that even in cases where we have increases in students entering 10th grade with 6 or more credits, we will see less growth in this data point because of the inclusion of attendance. **Recommendation:** We recommend that these two data points, attendance and credits, be separated.

c. **Earning 9+ College Credits:** We have received guidance from ODE that districts will be responsible for collecting these data on their own. A number of districts do not have processes in place to collect these data and so for this year there will be disparate levels of reporting on this indicator. Statewide comparisons of districts would be inappropriate in this first year. Given that the data comes from multiple sources that are not centrally stored in most districts, the requirement for reporting baseline data and targets for this outcome poses a significant time commitment for districts. **Recommendation:** We recommend that:
    1) districts make clear as a part of their achievement compact how they have defined and calculated this data point during this compressed timeline
    2) collective work must be done to put systems in place to collect and report the highest quality data possible in subsequent years.

    Additionally, colleges and universities have different requirements for college credit attainment (e.g. some schools accept a 3 on the AP exam for college credit while others require a 4 or 5 and different schools may give 2 or 3 credits for the same score). Please see the attached tables for AP and IB test scores and college credits. We are proposing that this indicator be based on the Oregon University System. **Recommendation:** We would recommend that the OUS and Oregon Community Colleges and all postsecondary institutions in Oregon maintain consistent policy and practice in accepting and awarding college credit that was obtained by high school students during their high school years.

d. **Disadvantaged Subgroup:** We are pleased to see that achievement compacts will disaggregate data for students. However, as a team, we are uncomfortable with the

term "disadvantaged" to describe students of color, ESL and students with disabilities. Titles such as this continue to reinforce a deficit model.

Recommendations:

1) We recommend using the term, "historically underserved". [1]
2) In keeping with the original intent of the achievement compacts to identify a few key indicators, we recommend that districts should identify a single aggregate subgroup or an individual subgroup measure, whichever has the most significant gap based on a sufficient number in the sample.
3) There are other racial groups that must be included in the subgroup data. It is imperative that white student data are also included for reporting purposes (not as an indicator for setting targets). In order to truly be able to identify the opportunity and achievement gaps within our districts, we must have the data for the white students as a point of comparison.
4) Multi-racial students should also be included for reporting purposes.

e. **Student Numbers Per Cell Recommendation:** The permanent rule on Achievement Compacts should align the cell size that triggers the requirement for goal setting by districts with the cell size for ratings in other accountability reports (generally 30-40 student). Requiring a district to set achievement goals for student groups comprised of 6, 8, or 10 students undermines the face validity of the compacts and in some instances will violate ODE's rules about protecting student confidentiality.

f. **Numerical Targets**: Under the temporary rule, 705-010-0035 Completion and Execution of Achievement Compacts, the OEIB "may waive the requirement to identify both a target number and percentage of students and require either a number or percentage for specific outcome measures, depending on the specifications of the compacts it approves." **Recommendation:** We recommend that districts not be required to set numeric targets for the indicators. Numeric targets can be established by applying the percentage target proposed in the Achievement Compact to the size of the group once that size has been identified. To establish numeric targets requires districts to predict group sizes from year to year. These numeric targets are meaningless as soon as the actual group size diverges from the predicted group size.

[1] New England Comprehensive Center provides the following definition: underserved students are students who do not receive equitable resources in the same manner that other students do and as a consequence are less likely to achieve to high levels of academic performance. Another way of thinking of underserved students is to consider the quality and degree of access they have to programs, services, and resources that offer them the support to succeed in school. In other words, do they show an "achievement gap" as a result of "opportunity gaps" in their educational experience?

g. **Ready for School Recommendation:** An academic measure should be identified for this indicator.

h. **4-Year Goals and Local Priorities Recommendation:** At this point, we recommend delaying the establishment of 4-year goals and local priorities to provide districts time to reflect on the goal setting process and obtain an additional year of data on the measures, particularly for measures that are new to districts (e.g., graduates with 9+ college credits). With continued budget reductions this year, we believe it will be important to see how districts prioritize resources and develop strategies to meet the current indicator targets prior to expanding the scope. A number of districts already have established measures reflecting local priorities that are in support of the Achievement Compact and will continue to be reported to local boards and communities.

Corvallis
SCHOOL DISTRICT

XIV.Q. Intergovernmental Agreement with the City of Corvallis for Easements for the Corvallis to Albany Trail Project

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: **June 18, 2012** **FOR ACTION**

SUBJECT: Intergovernmental Agreement with the City of Corvallis for Easements for the Corvallis to Albany Trail Project

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Issue: The City of Corvallis plans to construct phase one of the Albany to Corvallis Multi-Use Path between Circle Boulevard and Manchester Street during the summer of 2012. The project is funded by the Transportation Enhancement Program (federally).

Construction of said path will require easements rights in favor of the City over and across real property owned by the District at Cheldelin Middle School and Williams Field.

Involvement: Staff has coordinated details of fencing along the path to ensure that we maintain security at our campuses. The Boys & Girls Club of Corvallis leases Williams field from the District; they have been involved and agree to the easements proposed by the City.

Consequences: Without easements, the City will not be able to proceed with the construction of the path.

ACTION REQUESTED: Authorize staff to enter into an intergovernmental agreement with the City of Corvallis granting easement of property at Cheldelin Middle School and Williams field for construction of the Albany to Corvallis Multi-use Path.

CONTACT PERSON: Kim Patten

INTERGOVERNMENTAL AGREEMENT
Corvallis School District No. 509-J,
and
City of Corvallis
Project No. 650391

This agreement is entered into by and between **Corvallis School District No. 509-J Benton County,** hereinafter referred to as **DISTRICT**, **and the City of Corvallis, a municipal corporation located in Benton County Oregon,** hereinafter referred to as **CITY**.

WHEREAS, ORS 190.010 provides that units of local government may enter into agreements for the performance of any and all functions and activities that a party to the agreement, its officers or agents, have authority to perform; and

WHEREAS, **CITY** plans to construct a portion of the Albany-Corvallis Multi-use Path(PATH) within the corporate limits of **CITY** from Circle Boulevard to Manchester Street during the 2012-2013 construction season using funding appropriated under the Transportation Enhancement Program authorized under Title 23, United States Code; and

WHEREAS the construction of said path will require the acquisition of easement rights in favor or **CITY** over and across real property jointly owned by **DISTRICT**, in order to comply with federal and state regulations regarding the use of such funding and to facilitate the performance of maintenance and regulatory responsibilities once the construction of the path has been completed; and

WHEREAS, **DISTRICT**, and **CITY** are in agreement that the development of said path is in the public interest in that it will further recreational, educational and alternate mode transportation opportunities along its proposed alignment between the communities of Corvallis and Albany; and

WHEREAS, ORS 322.155 provides that a district school board may lease, sell and convey all property of the district as may not in the judgment of the district school board be required for school purposes; and

WHEREAS, DISTRICT'S board has determined that the use or real property interest described in the easement is not needed for school purposes nor or in the foreseeable future. ~~lands over which the said easements are required for the path construction are not needed for school purposes now or in the foreseeable future.~~

WHEREAS, ORS 271.330 (3) provides that any political subdivision is granted express power to convey real property to municipal corporations for creation of open space or natural areas for perpetual public use.

THE PARTIES HERETO AGREE THAT:

1. **DISTRICT** hereby agrees to grant to **CITY** upon request by **CITY,** through a resolution approved its Board perpetual easements for the placement, construction, operation, repair and maintenance of a multi use path together with public utilities and appurtenances on along with the right to dedicate said easements to the public as part of the city-maintained transportation system, over across and under the following described real property:

(see attached "EXHIBIT A")

2. **DISTRICT** hereby waives the right to have an appraisal prepared establishing the Just Compensation to be paid for the rights to be acquired by **CITY** and to receive payment therefor as provided under the provisions of the Uniform Relocation Assistance and Real Property Acquisition Polices Act of 1970, as amended (49 CFR, Part 24). ~~**DISTRICT** further grants to **CITY**, it agents, employees, assigns and contractors, the right to enter upon and use the temporary construction easements described in "Exhibit B" attached hereto and incorporated herein by reference.~~ Said Right of Entry and use shall commence on the date of execution of this agreement and extend until project completion of upon the expiration of five years, whichever shall occur first.

3. **CITY** agrees to construct said multi-use path in accordance with the attached plans and specifications as show on the attached "**Exhibit B~~C~~**".

4. **CITY** agrees to continue to operate and maintain said multi-use path for the use and enjoyment of the public in accordance with the conditions of the respective easements and conditions imposed by the funding used to construct the path. **CITY** further agrees that if said easements are no longer used for public purposes it shall pursue vacation proceedings of the public interest in said easements. Upon completion of said vacation proceedings any rights of the public shall be extinguished and **CITY** shall quitclaim and release all of its right, title and interest in said easements upon request of **DISTRICT**. This covenant shall be incorporated in the easement conveyance, and shall survive the expiration of this agreement.

5. No monetary compensation between the parties is required or implied by the execution of this agreement.

6. The term of this agreement shall be for 5 years from the date of execution hereof or shall expire upon completion of the path, whichever shall occur first. This agreement may be extended by mutual agreement between the parties in the form of a letter signed by both parties hereto, stating their intent to renew the Agreement for an additional term to be signed and delivered prior to the expiration of any term hereunder.

Contacts

FOR CITY:	Josh Bjornstedt Project Manager City of Corvallis 1245 NE Third Street / PO Box 1083 Corvallis, OR 97339 (541) 766-6731, ext. 5156

FOR DISTRICT:

Kimberly Patten
Maintenance Supervisor
Facilities & Maintenance Division
Corvallis School District 509J
1555 SW 35th Street / PO Box 3509J
Corvallis, OR 97339
PH (541) 757-3853

Hold-Harmless and Indemnification Requirements

To the extent allowable by the Oregon Constitution and limitations of the Oregon Tort Claims Act, each of the parties hereto agree to indemnify and save the other harmless from any claims, liability or damages resulting from any error, omission or act of negligence on the part of the indemnifying party, its officers, agents or employees relative to the responsibilities of the indemnifying party in performance of this agreement.

Termination

Either of the parties hereto may terminate this contract effective upon delivery of written notice to either party, or at such later date as may be established by any of the parties.

Merger Clause

This agreement constitutes the entire agreement between the parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement. No amendment, consent, or waiver of terms of this agreement shall bind either party unless in writing and signed by all parties. Any such amendment, consent, or waiver shall be effective only in the specific instance and of the specific purpose given. The parties hereto, by the signature below of their authorized representatives, acknowledges having read and understood the agreement, and the parties agree to be bound the terms and conditions herein.

Consent

The governing bodies of the District and the City have approved this IGA and authorized the City Manager and the Superintendent to sign this Agreement.

IN WITNESS THEREOF, the parties have agreed to the provisions of the agreement on the _____ day of _____, 2012.

CITY OF CORVALLIS		**Corvallis School District 509-J**	
_____		_____	
James A. Patterson	Date	Erin Prince	Date
City Manager		Superintendent	

Approved As To Form:
Office of Legal Counsel

By:_____

Date: _____

Corvallis
SCHOOL DISTRICT

XIV.R. Employment Contract - Assistant Superintendent

EMPLOYMENT CONTRACT

BETWEEN
Kevin Bogatin, ASSISTANT SUPERINTENDENT
And the
CORVALLIS SCHOOL DISTRICT

This employment contract is made and entered into between CORVALLIS SCHOOL DISTRICT 509J, hereinafter referred to as the "District," and KEVIN BOGATIN, hereinafter referred to as "Assistant Superintendent."

WITNESSETH:

WHEREAS, the District will employ an Assistant Superintendent under the general supervision of the Superintendent and;

WHEREAS, the District and Assistant Superintendent believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of the effective communication between them;

NOW THEREFORE, in consideration of the mutual promises contained herein, the District hereby employs Kevin Bogatin as the Assistant Superintendent and the Assistant Superintendent hereby accepts such employment upon the terms and conditions set forth below.

SECTION 1. TERM:

The agreement shall be a one-year agreement during the probationary period, commencing July 1, 2012 through June 30, 2013.

SECTION 2. DUTIES:

The Assistant Superintendent shall have and maintain the qualifications, perform the specific duties, and shall have and exercise the authority outlined in the job description for the position of Assistant Superintendent. In addition, the Assistant Superintendent shall perform other duties as prescribed by the Superintendent.

SECTION 3. COMPENSATION:

Salary: The District shall pay the Assistant Superintendent, for the services rendered, at an annual base salary of $116,091 for the 2012-2013 school year, paid monthly commencing July 1. Salary for subsequent years will be subject to negotiations with the Superintendent. The School Board may unilaterally reduce the number of workdays and proportionately reduce the salary if such reduction is part of a district-wide reduction in response to limited financial resources.

SECTION 4. CONTRACT DAYS:

The contract days for the Assistant Superintendent position is 260 days, which includes nine (9) paid holidays as outlined in the non-represented agreement.

SECTION 5. BENEFITS:

The Assistant Superintendent shall be entitled to the fringe benefits and agreements accorded to the other district administrative employees as identified in the non-represented agreement, including, but not limited to: Employee's PERS contribution, health insurance, holidays, leaves, and professional memberships.

Allowance: The District will pay the Assistant Superintendent a stipend of $250 a month, as taxable income, for use of personal automobile for district business. The District will also pay a stipend of $50 a month, as taxable income, for use of personal cell phone for the purposes of conducting school district business and being available for Superintendent and staff communications.

Tax-sheltered annuity: A District contribution of $100.00 a month toward a tax-sheltered annuity of the Assistant Superintendent's choice through one of the district approved vendors. The Assistant Superintendent is responsible that such TSA contributions are within the IRS regulations.

Vacation: The Assistant Superintendent shall receive 20 vacation days per year. Unused vacation days may be carried over into the following fiscal year (July – June). However, the carry over days must be used by December 31 of the following year or are forfeited.

Vacation days are granted at the beginning of the fiscal year. Upon termination of employment, vacation days are pro-rated based on the number of days worked. All used, unearned vacation is owed to the District and will be deducted from the Assistant Superintendent's final pay. Any unused, earned vacation, not to exceed ten (10) days, shall be cashed out at the per diem rate at the termination of the Assistant Superintendent's employment with the District.

SECTION 6. PROFESSIONAL DEVELOPMENT:

The District is committed to professional development and will provide the necessary resources to facilitate the professional growth of the Assistant Superintendent. The District expects the Assistant Superintendent to continue professional development and to participate in relevant learning experiences at district expense, with Superintendent approval.

a. The Assistant Superintendent is encouraged to develop a professional growth plan that meets the needs of both the individual and the district, as approved by the Superintendent.
b. Participation in a national/regional conference is encouraged, should be part of the overall plan for professional development of the Assistant Superintendent, and is subject to Superintendent approval. The Assistant Superintendent may attend at least one (1) national conference each year, expenses to be incurred by the district subject to the limit of budgeted amounts for this expenditure.

The District shall reimburse the Assistant Superintendent for all actual and necessary professional development expenses incurred by him as provided in the budget and within the scope of his employment, such as:

a. Lodging expenses will be reimbursed based upon documented receipts, subject to prior approval by the Superintendent.
b. Meals will be reimbursed to the limits established by District policy or administrative rule upon submission of receipts, subject to prior approval by the Superintendent or his/her designee.

SECTION 7. ADMINISTRATIVE CERTIFICATE:

The Assistant Superintendent shall maintain throughout the term of this agreement a valid and appropriate license to act as Assistant Superintendent as required by the State of Oregon. Failure by the Assistant Superintendent to maintain such a license in good standing constitutes cause for the Corvallis School District to terminate this contract.

SECTION 8. EVALUATION:

The Assistant Superintendent and the Superintendent shall meet annually for the purposes of evaluation of the performance of the Assistant Superintendent and expressing recommendations and observations on how such performance may be continually improved. Such evaluation shall be summarized in writing and placed in the Assistant Superintendent's personnel file.

SECTION 9. LAYOFF:

Should the School Board determine to eliminate or reduce the percentage of "FTE" the position of Assistant Superintendent, the Assistant Superintendent shall be considered for any vacant administrative positions that he is qualified to fill.

SECTION 10. RENEWAL:

Administrators will serve a probationary period of three years. The Superintendent and the Assistant Superintendent shall consult and confer each year of the probationary period to consider changes in salaries, benefits, and/or other items either party deems appropriate. The Superintendent shall consider and decide upon renewal of this Contract, recommend decision to the School Board, and notify the administrator no later than March 15, ~~2012~~ 2013. If no contract extension is executed, this contract expires at the end of its term.

SECTION 11. TERMINATION:

This Employment Contract may be terminated by mutual agreement of the parties, voluntary resignation, death, or retirement. Throughout the term of this contract, the Assistant Superintendent will be subject to dismissal under ORS 342.805-925. In addition, the Assistant Superintendent shall be subject to discharge for any cause deemed in good faith sufficient by the Board during the first three years of employment in this position and for good and just cause thereafter. During all years in the position, the Superintendent shall provide notice of specific charges that may be the basis for dismissal and shall provide an opportunity to respond to the Superintendent before the Superintendent makes a recommendation for dismissal to the School Board. The District shall give the Assistant Superintendent no less than ten (10) days

written notice in advance of the pre-termination meeting with the Superintendent. If the Assistant Superintendent chooses to be accompanied by legal counsel at the hearing, he will assume the cost of his attorney. The Assistant Superintendent may resign prior to the conclusion of the contract by giving at least 30 days advance notice to the Board.

SECTION 12. INDEMNIFICATION:
The district will defend, hold harmless, and indemnify the Assistant Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Superintendent in his individual capacity, or in his official capacity as agent and employee of the district, provided the incident arose while he was acting within the scope of his employment, all according to the Oregon Tort Claims Act.

SECTION 13. SAVINGS CLAUSE:
If during the term of this Contract it is found that a specific clause of the Contract is illegal in federal or state law, the remainder of the Contract not affected by such a ruling shall remain in force.

SECTION 14. APPLICABLE LAW:
This Employment Contract is subject to all applicable laws of the State of Oregon, rules and regulations of the State Board of Education, and policies of the District and of the Board, all of which are made part of the terms and conditions of this Contract as though set forth therein.

SECTION 15. AMENDMENT:
This Employment Contract may be amended by the parties at any time. No amendment shall be effective unless it is in writing and signed by the Assistant Superintendent and the Superintendent.

IN WITNESS WHEREOF, the District has caused this Contract to be approved on its behalf by a duly authorized officer, and the Assistant Superintendent has approved this Employment Contract.

Approved this _____ day of _____ 20____.

Superintendent	Assistant Superintendent

MEMORANDUM OF UNDERSTANDING
Employment Contract for Assistant Superintendent

The number of contract days for the Assistant Superintendent position is 260. In response to the District's budget challenges, the Assistant Superintendent has elected to reduce his contract by four (4) work days for the 2012-2013 school year. The Superintendent and Assistant Superintendent will identify the four furlough days to be taken.

Salary Schedule for Assistant Superintendent based on 260 days

Step 1	Step 2	Step 3	Step 4	Step 5
$113,260	$116,091	$117,832	$119,010	$120,200

Annual Compensation	116,091
Contract Days	260
Amount per days	446.5

Annual Compensation	$116,091
Reduction of 4 furlough days	(1,786)
Benefits = approx.	(551)
Net annual compensation	$113,754

_____ _____

Superintendent/Date Assistant Superintendent/Date

Corvallis
SCHOOL DISTRICT

XIV.S. Employment Contract - Human Resources Director

EMPLOYMENT CONTRACT

BETWEEN
Jennifer Duvall, HUMAN RESOURCES DIRECTOR
And the
CORVALLIS SCHOOL DISTRICT

This employment contract is made and entered into between CORVALLIS SCHOOL DISTRICT 509J, hereinafter referred to as the "District," and JENNIFER DUVALL, hereinafter referred to as "Human Resources Director."

WITNESSETH:

WHEREAS, the District will employ a Human Resources Director under the general supervision of the Superintendent and;

WHEREAS, the District and Human Resources Director believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of the effective communication between them;

NOW THEREFORE, in consideration of the mutual promises contained herein, the District hereby employs Jennifer Duvall as the Human Resources Director and the Human Resources Director hereby accepts such employment upon the terms and conditions set forth below.

SECTION 1. TERM:

The agreement shall be a three-year agreement commencing July 1, 2012 through June 30, 2015.

SECTION 2. DUTIES:

The Human Resources Director shall have and maintain the qualifications, perform the specific duties, and shall have and exercise the authority outlined in the job description for the position of Human Resources Director. In addition, the Human Resources Director shall perform other duties as prescribed by the Superintendent.

SECTION 3. COMPENSATION:

Salary: The District shall pay the Human Resources Director, for the services rendered, at an annual base salary of $104,656 for the 2012-2013 school year, paid monthly commencing July 1. Salary for subsequent years will be subject to negotiations with the Superintendent. The School Board may unilaterally reduce the number of workdays and proportionately reduce the salary if such reduction is part of a district-wide reduction in response to limited financial resources.

SECTION 4. CONTRACT DAYS:

The contract days for the Human Resources Director position is 260 days, which includes nine (9) paid holidays as outlined in the non-represented agreement and five (5) non-contract days.

SECTION 5. BENEFITS:

The Human Resources Director shall be entitled to the fringe benefits and agreements accorded to the other district administrative employees as identified in the non-represented agreement, including, but not limited to: Employee's PERS contribution, health insurance, holidays, leaves, and professional memberships.

Allowance: The District will pay the Human Resources Director a stipend of $240 a month, as taxable income, for use of personal automobile for district business. The District will also pay a stipend of $30 a month, as taxable income, for use of personal cell phone for the purposes of conducting school district business and being available for Superintendent and staff communications.

Tax-sheltered annuity: A District contribution of $100.00 a month toward a tax-sheltered annuity of the Human Resources Director's choice through one of the district approved vendors. The Human Resources Director is responsible that such TSA contributions are within the IRS regulations.

Vacation: The Human Resources Director shall receive 20 vacation days per year. Unused vacation days may be carried over into the following fiscal year (July – June). However, the carry over days must be used by December 31 of the following year or are forfeited.

Vacation days are granted at the beginning of the fiscal year. Upon termination of employment, vacation days are pro-rated based on the number of days worked. All used, unearned vacation is owed to the District and will be deducted from the Human Resources Director's final pay. Any unused, earned vacation, not to exceed ten (10) days, shall be cashed out at the per diem rate at the termination of the Human Resources Director's employment with the District.

SECTION 6. PROFESSIONAL DEVELOPMENT:

The District is committed to professional development and will provide the necessary resources to facilitate the professional growth of the Human Resources Director. The District expects the Human Resources Director to continue professional development and to participate in relevant learning experiences at district expense, with Superintendent approval.

a. The Human Resources Director is encouraged to develop a professional growth plan that meets the needs of both the individual and the district, as approved by the Superintendent.
b. Participation in a national/regional conference is encouraged, should be part of the overall plan for professional development of the Human Resources Director, and is subject to Superintendent approval. The Human Resources Director may attend at least one (1) national conference each year, expenses to be incurred by the district subject to the limit of budgeted amounts for this expenditure.

The District shall reimburse the Human Resources Director for all actual and necessary professional development expenses incurred by her as provided in the budget and within the scope of her employment, such as:

a. Lodging expenses will be reimbursed based upon documented receipts, subject to prior approval by the Superintendent.
b. Meals will be reimbursed to the limits established by District policy or administrative rule upon submission of receipts, subject to prior approval by the Superintendent or his/her designee.

SECTION 7. ADMINISTRATIVE CERTIFICATE:

The Human Resources Director shall maintain throughout the term of this agreement a valid and appropriate license to act as Human Resources Director as required by the State of Oregon. Failure by the Human Resources Director to maintain such a license in good standing constitutes cause for the Corvallis School District to terminate this contract.

SECTION 8. EVALUATION:

The Human Resources Director and the Superintendent shall meet annually for the purposes of evaluation of the performance of the Human Resources Director and expressing recommendations and observations on how such performance may be continually improved. Such evaluation shall be summarized in writing and placed in the Assistant Superintendent's personnel file.

SECTION 9. LAYOFF:

Should the School Board determine to eliminate or reduce the percentage of "FTE" the position of Human Resources Director, the Human Resources Director shall be considered for any vacant administrative positions that she is qualified to fill.

SECTION 10. RENEWAL:

The Superintendent and the Human Resources Director shall consult and confer each year to consider changes in salaries, benefits, and/or other items either party deems appropriate. The Superintendent shall consider and decide upon renewal of this Contract, recommend decision to the School Board, and notify the administrator no later than March 15, 2015. If no contract extension is executed, this contract expires at the end of its term.

SECTION 11. TERMINATION:

This Employment Contract may be terminated by mutual agreement of the parties, voluntary resignation, death, or retirement. Throughout the term of this contract, the Human Resources Director will be subject to dismissal under ORS 342.805-925. The Superintendent shall provide notice of specific charges that may be the basis for dismissal and shall provide an opportunity to respond to the Superintendent before the Superintendent makes a recommendation for dismissal to the School Board. The District shall give the Human Resources Director no less than ten (10) days written notice in advance of the pre-termination meeting with the Superintendent. If the Human Resources Director chooses to be accompanied by legal counsel at the hearing, she will assume the cost of her attorney. The Human Resources Director may

resign prior to the conclusion of the contract by giving at least 30 days advance notice to the Board.

SECTION 12. INDEMNIFICATION:
The district will defend, hold harmless, and indemnify the Human Resources Director from any and all demands, claims, suits, actions, and legal proceedings brought against the Human Resources Director in her individual capacity, or in her official capacity as agent and employee of the district, provided the incident arose while she was acting within the scope of her employment, all according to the Oregon Tort Claims Act.

SECTION 13. SAVINGS CLAUSE:
If during the term of this Contract it is found that a specific clause of the Contract is illegal in federal or state law, the remainder of the Contract not affected by such a ruling shall remain in force.

SECTION 14. APPLICABLE LAW:
This Employment Contract is subject to all applicable laws of the State of Oregon, rules and regulations of the State Board of Education, and policies of the District and of the Board, all of which are made part of the terms and conditions of this Contract as though set forth therein.

SECTION 15. AMENDMENT:
This Employment Contract may be amended by the parties at any time. No amendment shall be effective unless it is in writing and signed by the Human Resources Director and the Superintendent.

IN WITNESS WHEREOF, the District has caused this Contract to be approved on its behalf by a duly authorized officer, and the Human Resources Director has approved this Employment Contract.

Approved this _____ day of _____ 20____.

_____ _____

Superintendent Human Resources Director

MEMORANDUM OF UNDERSTANDING
Employment Contract for Human Resources Director

The number of contract days for the Human Resources Director position is 260. In response to the District's budget challenges, the Human Resources Director has elected to reduce her contract by four (4) work days for the 2012-2013 school year. The Superintendent and Human Resources Director will identify the four furlough days to be taken.

Salary Schedule for Human Resources Director based on 260 days

Step 1	Step 2	Step 3	Step 4	Step 5
$102,594	$103,620	$104,656	$105,703	$106,760

Annual Compensation	104,656
Contract Days	260
Per diem	402.52

Annual Compensation	$104,656
Reduction of 4 furlough days	(1,610)
Benefits = approx.	(496)
Net annual compensation	$102,550

_____ _____

Superintendent/Date Human Resources Director/Date

Corvallis
SCHOOL DISTRICT

XV. CONSOLIDATED INFORMATION

XV.A. Non-Licensed Personnel Information

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR INFORMATION ONLY**

SUBJECT: Non-licensed Personnel Information

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1. Issue: Information on non-licensed-personnel

    a. Recommendation to Hire:
    Tom Gaulke: Interim Director of Business Services, District Office; effective July 1, 2012 (Temporary).

    b. Termination/Resignation/Layoff:
    Roy Burling: Director of Business Services, 1.0 FTE, District Office; effective June 30, 2012 (Contract expired).

    Deanna Forgard: Food Service Assistant, 3.0 hours, Central Kitchen; effective May 31, 2012 (Resignation).

    Sarah Johnson: Educational Assistant 2, 2.8 hours, Adams Elementary School; effective May 11, 2012 (Resignation).

    Tristen Smith: Educational Assistant 2 – Life Skills, 7.0 hours, Linus Pauling Middle School; effective June 30, 2012 (Resignation).

CONTACT PERSON: Jennifer Duvall

Corvallis
SCHOOL DISTRICT

XV.B. Unaudited Financial Statements

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR INFORMATION**

SUBJECT: May 31, 2012 Financial Statements (Unaudited)

Explanation:

General Fund

The Statement of Revenues and Expenditures for the periods ending May 31, 2011, and May 31, 2012, follows this report. Overall revenues and expenditure totals continue to track as expected.

FY2011-12 year-to-date revenues are $50.3 million, or 98.6 percent of budget. In FY2010-11, revenue was $49.4 million, or 96.5 percent. We believe that overall General Fund revenues will meet the total budgeted revenue despite what appears will be an expected shortfall of Local Option Levy tax revenues of approximately $300,000.

FY2011-12 year-to-date expenditures are $43.3 million as compared to the prior year of $42.9 million, an increase of $0.4 million. The Instruction function decline of $0.2 million from FY2010-11 to FY2011-12 is due mainly to reductions in supplies expenditures. The Supporting Services function reflects an approximate increase $0.6 million which incorporates a $125,000 year-to-date reclassification of TAG salaries and benefits from the Instruction function to the Supporting Service function to better align with the state chart of accounts, and a payment timing difference between the fiscal years for First Student Transportation for core services of approximately $200,000.

If you have any questions regarding the financial statements or would like additional information please contact Debbie Bell.

Presenter(s): **Debbie Bell, Accounting Manager**

Supplementary Materials:

1. Statement of Revenue and Expenditures, fiscal year-to-date as of May 31, 2011 and May 31, 2012

2. Schedule of Investments as of May 31, 2012

3. Schedule of Cash Disbursements greater than or equal to $1,000 for the period of May 1 - 31, 2012

Corvallis School District 509J
Statement of Revenues and Expenditures
Fiscal Year to Date as of May 31, 2011 and 2012 Respectively (Unaudited)

General Fund

	FY 2010-11			FY 2011-12		
	Budget	Actual		Budget	Actual	
Revenues:						
Local Sources						
Property Taxes	$ 22,067,550	$ 20,614,520	93.4%	$ 22,500,000	$ 21,862,502	97.2%
Local Option Taxes	5,494,000	4,675,390	85.1%	4,775,000	4,476,416	93.7%
Earnings on Investments	100,000	130,510	130.5%	50,000	98,608	197.2%
Other	363,522	244,651	67.3%	316,000	260,814	82.5%
Intermediate Sources	415,000	268,931	64.8%	240,000	281,575	117.3%
State Sources						
General Support	21,740,525	21,470,985	98.8%	22,460,965	21,373,492	95.2%
State School Fund - Subaccount	-	-	-	-	1,392,731	-
Common School Fund	229,500	388,160	169.1%	546,857	411,523	75.3%
Other	-	13,161	-	100,000	92,346	92.3%
Federal Sources	769,425	1,559,865	202.7%	55,315	54,071	97.8%
Total Revenue	$ 51,179,522.00	$ 49,366,173.00	96.5%	$ 51,044,137.00	$ 50,304,078.00	98.6%
Expenditures:						
Instruction	$ 33,930,411	$ 25,389,482	74.8%	$ 32,663,866	$ 25,222,644	77.2%
Supporting Services	22,002,515	17,468,121	79.4%	21,666,397	17,988,027	83.0%
Community Services	139,844	51,614	36.9%	92,800	70,497	76.0%
Facilities Improvements	1	-	0.0%	1	-	-
Transfers to Other Funds	5	-	0.0%	5	-	0.0%
Total Expenditures	$ 56,072,776.00	$ 42,909,217.00	76.5%	$ 54,423,069.00	$ 43,281,168.00	79.5%
Excess of Revenues over Expenditures	$ (4,893,254)	$ 6,456,956		$ (3,378,932)	$ 7,022,910	
Beginning Fund Balance	11,810,178	12,834,129	108.7%	9,711,863	10,171,758	104.7%
Budgeted Contingencies	4,227,948	-		3,780,731	-	
Unappropriated Ending Fund Balance	2,688,976	-		2,552,200	-	
Fund Balance, May 31	$ -	$ 19,291,085		$ -	$ 17,194,668	

Corvallis School District 509J
Schedule of Investments
May 31, 2012

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond Equivalent Yield	Purchase Price	Par (Maturity) Value	
Commercial Paper							
US Bancorp 2.125%	08/26/11	02/15/13	539	0.543%	$ 2,762,149	$ 2,700,000	Note 3
Subtotal Commercial Paper					$ 2,762,149	$ 2,700,000	

Local Government Investment Pool:	Average Annualized Rate	
General Account	0.6000%	$ 32,246,496
Debt Service Account	0.6000%	7,030,285
Subtotal LGIP [1]		$ 39,276,781

Local Government Investment Pool - Pension Bond Debt Service:		
Pension Bond Debt Service Account: [2]	0.6000%	$ 1,530,530

Total Investments	$ 43,507,311

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is $44,474,164
2. The PERS Bond Debt Service Account is outside of the LGIP limit, and collects the PERS intercept payments from the Basic School Fund for payment twice a year to the bond holders of the PERS bond debt.
3. This investment was purchased at a premium to (or in excess of) the par (maturity) value. The investment includes semi-annual coupon payments, that together with the par values exceed their purchase price and yield the Bond Equivalent Yield displayed

Compliance with Investment Policy

Type of Investment	Maximum Percent of Portfolio per Policy		Current Percent
US Government-Sponsored Enterprises (Total):	90.0%		0.0%
US Treasury Obligations	100.0%		0.0%
Local Government Investment Pool	100.0%		93.8%
Bankers Acceptances	25.0%		0.0%
Repurchase Agreements	25.0%		0.0%
State and Local Government Securities	25.0%		0.0%
Time Certificates of Deposit & Collateralized Money Market	50.0%		0.0%
Commercial Paper (bonds and promissory notes issued by corporations)	10.0%		6.2%
US Bancorp 2.125% 2/15/13		6.21%	
TOTAL			100.00%

Benchmarks as of 5/31/12:

3-Month U. S. T-Bill bond equivalent yield:	0.07%
3-Mo. Jumbo CDs	0.13%

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of May 1, 2012 - May 31, 2012

Fund, Object, Vendor		Amount
100 - General Fund	**$**	**588,732.65**
Architect/Engineer Services		
PBS ENGINEERING & ENVIRONMENTAL	$	1,518.70
Away HS Playoffs and/or Tournaments		
PHOENIX INN - EUGENE	$	1,361.36
Charter School Payments		
INAVALE COMMUNITY PARTNERS, INC	$	38,853.83
Computer Software		
DAVIS DEMOGRAPHICS & PLANNING	$	1,700.00
Consumable Supplies and Materials	**$**	**64,831.65**
BEACOCK MUSIC STORE	$	1,145.86
CDW GOVERNMENT INC	$	1,863.03
CHOWN HARDWARE	$	1,006.18
COASTWIDE LABORATORIES	$	11,346.12
CORVALLIS NEW HOLLAND	$	1,110.52
INDUSTRIAL PIPE & SUPPLY CO INC	$	1,480.63
JOSTENS INC	$	2,625.19
MOUNTAIN HOME BIOLOGICAL	$	1,864.20
NORTHWEST TEXTBOOK DEPOSITORY	$	3,346.14
OFFICE MAX	$	18,478.68
ONIX ELECTRONICS	$	2,055.79
PLATT ELECTRIC SUPPLY CO	$	2,544.03
Prince, Erin K	$	2,040.00
SCHOOL SPECIALTY	$	4,235.00
THE PART WORKS INC	$	1,854.13
UNITED COMMUNICATION SYSTEMS	$	1,234.97
WELLS FARGO REMITTANCE CENTER	$	2,543.98
XEROX CORPORATION	$	4,057.20
Copier Charges		
OREGON STATE UNIVERSITY PRINTING	$	11,243.49
Electricity	**$**	**56,285.34**
CONSUMERS POWER INC	$	13,084.24
PACIFIC POWER AND LIGHT	$	43,201.10
Equipment-like items $1,000 - $4,999		
CORVALLIS POWER EQUIPMENT	$	1,416.00
Fuel	**$**	**47,494.13**
BENTON COUNTY PUBLIC WORKS	$	3,329.96
NW NATURAL	$	44,164.17
Garbage		
ALLIED WASTE SERVICES	$	8,357.75
Instructional, Professional and Technical		
LINN BENTON COMMUNITY COLLEGE	$	6,761.80

Fund, Object, Vendor		Amount
100 - General Fund continue		
Legal Services		
GRAHAM M HICKS, PC	$	1,512.00
Other Communication Services	**$**	**25,705.91**
CENTURYLINK	$	1,319.03
COMCAST/INSTITUTIONAL NETWORKS	$	24,386.88
Other Non-instructional Professional and Tech	**$**	**64,473.30**
BENTON COUNTY HEALTH DEPARTMENT	$	46,384.00
MAXIM HEALTHCARE SERVICES	$	7,489.50
OREGON DEPARTMENT OF EDUCATION	$	1,320.00
STANLEY CONVERGENT SECURITY	$	1,179.80
SUNBELT STAFFING	$	8,100.00
Postage		
GARTEN SERVICES, INC	$	2,613.32
Printing and Binding		
HENDERSON'S COPYTRONIX	$	4,390.78
Reimbursable Student Transportation	**$**	**210,722.83**
FIRST STUDENT INC	$	202,219.61
GO GET'EM TAXI AND TRANSPORT	$	7,280.00
MINDY DYE	$	1,223.22
Repairs and Maintenance Services	**$**	**22,328.20**
BENTON COUNTY PUBLIC WORKS	$	1,804.35
CAMPBELL CONSTRUCTION NW	$	4,046.00
CHOWN HARDWARE	$	1,190.00
ECO HOME COMFORT, LLC	$	2,078.00
ESC AUTOMATION	$	2,144.50
PACIFIC ENVIRONMENTAL GROUP	$	2,400.00
REYNOLD ELECTRIC INC	$	8,665.35
Taxes and Licenses		
CITY OF CORVALLIS	$	1,203.70
Telephone	**$**	**4,315.23**
AT&T MOBILITY- (TECH)	$	1,335.52
CENTURYLINK	$	2,979.71
Water and Sewage	**$**	**11,643.33**
CITY OF CORVALLIS	$	11,643.33

Fund, Object, Vendor		Amount
203 - Food Service Fund	**$**	**143,066.31**
Dues and Fees	**$**	**4,304.00**
BENTON COUNTY ENV. HEALTH DEPT.	$	4,304.00
Equipment-like items $1,000 - $4,999	**$**	**8,420.56**
CURTIS RESTAURANT EQUIPMENT	$	8,420.56
Food - Food Service Only	**$**	**51,394.54**
DUCK DELIVERY PRODUCE INC	$	15,122.55
FRANZ FAMILY BAKERIES	$	6,384.81
LOCHMEAD DAIRY	$	22,145.55
SYSCO FOOD SERVICE	$	2,013.53
TALEN PIZZA, INC	$	5,728.10
Inventories	**$**	**63,364.15**
COSTCO - EUGENE FOOD SERVICE	$	4,026.61
FOOD SERVICE OF AMERICA	$	24,065.89
MCDONALD WHOLESALE CO	$	29,692.58
SYSCO FOOD SERVICE	$	5,579.07
Other Agencies - Fed Contract Revenue		
KINGS VALLEY CHARTER SCHOOL	$	8,313.35
Repairs and Maintenance Services	**$**	**7,269.71**
AAA QUALITY APPLIANCE CARE CO	$	1,058.89
ADVANCED ENV. SYSTEMS	$	1,379.00
BENTON COUNTY PUBLIC WORKS	$	3,075.62
JORGENSEN BROS INC	$	1,756.20
204 - District Donation Fund	**$**	**7,918.00**
Consumable Supplies and Materials	**$**	**4,918.00**
LIDS TEAM SPORTS	$	2,458.00
TRYSTING TREE GOLF CLUB	$	2,460.00
Other Non-instructional Professional and Tech		
SHELLEY MOON	$	1,000.00
Technology Equip $1,000 - $4,999		
WELLS FARGO REMITTANCE CENTER	$	2,000.00
208 - Construction Excise Tax & Land Fund	**$**	**29,230.00**
Buildings Acquisition	**$**	**29,230.00**
CATENA CONSULTING ENGINEERS	$	20,230.00
GLUMAC	$	9,000.00
296 - Grants Fund	**$**	**49,338.75**
Cash Donations to Other Agencies	**$**	**5,000.00**
CHILDREN'S FARM HOME	$	1,000.00
COMMUNITY OUTREACH, INC	$	1,000.00
GOOD SAMARITAN HOSPITAL FOUND.	$	1,000.00
PARENTING ENHANCEMENT PROGRAM	$	2,000.00
Computer Software		
DON JOHNSTON INC	$	3,872.98
Consumable Supplies and Materials	**$**	**28,824.89**
ONIX ELECTRONICS	$	4,341.53
SPORT SUPPLY GROUP, INC	$	24,483.36

Fund, Object, Vendor		Amount
296 - Grants Fund continue		
Instructional, Professional and Technical Service		
PAUL HALUPA	$	1,057.72
Travel, Out of District	**$**	**10,583.16**
2-WAY CABE	$	1,500.00
MARRIOTT RIVERCENTER	$	2,616.36
UNIVERSITY OF COLORADO	$	4,500.00
WELLS FARGO REMITTANCE CENTER	$	1,966.80
297 - Student Body Funds	**$**	**40,679.30**
Consumable Supplies and Materials	**$**	**22,265.60**
AC SUPPLY CO.	$	1,564.46
ARMORZONE	$	1,638.00
DAVIS FAMILY FARM	$	4,545.00
JOSTEN'S	$	1,817.00
MUSIC THEATRE INTERNATIONAL	$	2,036.05
SEW ON	$	2,467.95
SHIRT CIRCUIT	$	3,855.02
TRYSTING TREE GOLF CLUB	$	3,122.12
VALLEY ATHLETICS	$	1,220.00
Non-reimbursable Student Transportation	**$**	**7,602.59**
FIRST STUDENT INC	$	6,128.47
FLEET SERVICES	$	1,474.12
Other Non-instructional Professional and Technical		
MID-VALLEY SOFTBALL UMPIRES ASSN	$	2,661.11
Printing and Binding		
JOSTENS INC	$	4,480.00
Travel, Student Out of District	**$**	**3,670.00**
CLASS OF FIELD	$	1,000.00
SEASIDE VACATION HOMES	$	2,670.00
298 - Designated Revenue Fund	**$**	**41,442.27**
Consumable Supplies and Materials	**$**	**4,391.80**
MCBETH INC	$	1,800.00
MONTEREY COLLEGE OF LAW	$	1,395.00
OFFICE MAX	$	1,196.80
Instructional, Professional and Technical Service		
NW REGIONAL EDU SERVICE DISTRICT	$	5,655.00
Library Books		
SCHOLASTIC BOOK FAIRS	$	1,206.15
Rentals		
CAMP KIWANILONG	$	1,540.00
Travel, Out of District		
HOLIDAY INN	$	1,234.07
Travel, Student Out of District	**$**	**27,415.25**
COLLEGE BOARD - AP EXAMS	$	20,852.00
MARIAN ANDERSON	$	6,563.25

Fund, Object, Vendor		Amount
601 - Insurance Fund	**$**	**528,577.51**
Equipment-like items $1,000 - $4,999		
JUGS SPORTS, INC	$	2,601.54
Group Insurance	**$**	**463,273.48**
LIFEMAP ASSURANCE COMPANY	$	9,230.49
PACIFICSOURCE HEALTH PLANS	$	444,487.29
WILLAMETTE DENTAL GROUP	$	9,555.70
Other Non-instructional Professional and Tech	**$**	**7,531.50**
BARKER-UERLINGS INSURANCE, INC	$	6,331.50
CPR WORKS, LLC	$	1,200.00
Repairs and Maintenance Services	**$**	**55,170.99**
GREENBERRY CONSTRUCTION, LLC	$	55,170.99
702 - Corvallis Public School Foundation Fund	**$**	**1,000.00**
Scholarships		
SOUTHERN OREGON UNIVERSITY	$	1,000.00
Grand Total	**$**	**1,429,984.79**

Corvallis
SCHOOL DISTRICT

XV.C. Board Policy—EBB—Integrated Pest Management—New—First Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR INFORMATION**

SUBJECT: Board Policy—EBB—Integrated Pest Management—New—First Reading

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Issue: The 2009 Legislature passed Senate Bill 637 requiring districts to adopt an integrated pest management (IPM) plan and policy that identifies an Integrated Pest Management Plan Coordinator and their responsibilities. The IPM plan adopted in the policy becomes the internal integrated pest management plan.

Options Considered: Not adopting the policy.

Involvement: District office staff

Consequences: The district will be out of compliance with Oregon law.

Cost Impact: None

CONTACT PERSON(S): John Meyer, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: EBB
Adopted:

Integrated Pest Management

To ensure the health and safety concerns of student, staff, and community members, the district shall adopt an integrated pest management plan (IPM) which emphasizes the least possible risk to students, staff, and community members and shall adopt a list of low-impact pesticides for use with the IPM plan.

The IPM plan is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:

    a. Protect the health and safety of students and staff;
    b. Protect the integrity of district buildings and grounds;
    c. Maintain a productive learning environment; and
    d. Protect local ecosystem health.

2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation, and maintenance that promote or allow for the establishment, feeding, breeding, and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;

3. Incorporates the use of sanitation, structural remediation, or habitat manipulation or of mechanical, biological, and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;

4. Includes regular monitoring and inspections to detect pests, pest damage, and unsanctioned pesticide usage;

5. Evaluates the need for pest control by identifying acceptable pest population density levels;

6. Monitors and evaluates the effectiveness of pest control measures;

7. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;

8. Excludes the application of pesticides for purely aesthetic purposes;

9. Includes school staff education about sanitation, monitoring, inspection and pest control measures;

10. Gives preference to the use of nonchemical pest control measures;

11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and

12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

The district shall designate the Custodial Supervisor as the Integrated Pest Management Plan Coordinator and give them the authority for overall implementation and evaluation of the IPM plan.

Integrated Pest Management Plan Coordinator

The IPM Plan Coordinator shall:

1. Attend not less than six hours of IPM training each year. The training shall include at least a general review of integrated pest management principles and the requirements of IPM as required by Oregon statute;

2. Ensure appropriate prior notices are given and posted warnings have been placed when pesticide applications are scheduled;

3. Oversee pest prevention efforts;

4. Ensuring identification and evaluation of pest situation;

5. Determine the means of appropriately managing pest damage that will cause the least possible hazard to people, property and the environment;

6. Ensure the proper use and application of pesticide applications when non-pesticide controls have been unsuccessful;

7. Evaluate pest management results; and

8. Keep for at least four years following the application date, records of applied pesticides that include:

    a. A copy of the label;
    b. A copy of the Material Data Safety Sheet;
    c. The brand name and USEPA registration number of the product;

d. The approximate amount and concentration of pesticide applied;
e. The location of where the pesticide was applied;
f. The type of application and whether the application was effective;
g. The name(s) of the person(s) applying the pesticide;
h. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide;
i. The dates and times for the placement and removal of warning signs; and
j. Copies of all required notices given, including the dates the IPM Coordinator gave the notices.

9. Respond to inquires about the IPM plan and refer complainants to Board policy KL—Public Complaints;

10. Conduct outreach to district staff about the district's IPM plan.

END OF POLICY

Legal Reference(s):

ORS 634.116

SB 637 (2009)

Corvallis
SCHOOL DISTRICT

XV.D. Board Policy EGAAA—Reproduction of All Copyrighted Materials—Revised—First Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 18, 2012 **FOR INFORMATION**

SUBJECT: Policy EGAAA—Reproduction of All Copyrighted Materials—Revised—First Reading

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Issue: OSBA has reviewed our policy handbook and has made a number of suggestions for clean up and updating. This policy was missing some pertinent language with regard to "fair use" with regard to reproduction of copyrighted materials.

Options Considered: Not revising the policy.

Involvement: District office staff

Consequences: Policy will be missing some significant language.

Cost Impact: None

CONTACT PERSON(S): Rob Singleton, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: EGAAA
Adopted: 7/91
Original Codes: 3595, 4660

Reproduction of all Copyrighted Materials

It is the intent of the Board to adhere to the provisions of the current copyright laws and Congressional guidelines.

The Board recognizes that unlawful copying and use of copyrighted materials fosters an attitude of disrespect for law which is in conflict with the educational goals of this school district.

The Board directs that district employees adhere to all provisions of Title 17 of the United States Code, entitled "Copyrights," and other relative federal or state legislation and guidelines related to the duplication, retention and use of copyrighted materials.

Employees who make and/or use copies of copyrighted materials in their jobs are expected to be familiar with published provisions regarding fair use and public display, and are further expected to be able to provide their supervisor, upon request, the justification, in accordance with current copyright laws and guidelines, for copies that have been made or used.

"Fair use" is a limitation and exception to the exclusive right granted by copyright law to the author of a creative work. Unless otherwise allowed as fair use under federal law, permission must be acquired from the copyright owner prior to reproduction of material in any form, including website links to copyrighted documents. Fair use is not a rigidly defined term. Fair use is based on the following standards:

1. The purpose and character of the use;
2. The nature of the copyright work;
3. The amount of and the sustainability of the portion used;
4. The effect of the use upon the potential market for, or value of, the copyrighted work.

If an individual questions the legality of duplicating materials or providing access through website links, he/she should seek permission from the copyright holders.

Unlawful copies of copyrighted materials may not be produced on district-owned equipment. Unlawful copies of copyrighted material may not be used with district-owned equipment, within district-owned facilities or at district-sponsored functions.

The legal and/or insurance protection of the district may not be extended to employees who willfully violate copyright laws. Employees in violation of copyright law may be required to remunerate the district in the event of loss due to litigation and may be subject to discipline up to and including dismissal.

A synopsis of pertinent copyright laws will be posted in each office, workroom, media center and computer laboratory throughout the district and in-service for all employees will be provided.

END OF POLICY

Legal References:

ORS 332.107
Copyrights, Title 17, as amended, United States Code

Cross Reference:

Policy GCQBA—Copyrights and Patents

Corvallis
SCHOOL DISTRICT

XV.E. 2012-13 Calendar Update

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: **June 18, 2012** **FOR INFORMATION**

SUBJECT: 2012-13 School Calendar Update

Issue:
At the May 9, 2011 Board meeting, the Board approved a two year calendar: 2011-12 and 2012-13. The 2012-13 calendar was approved based on using the 2011-12 calendar framework with key dates identified: first day of school September 5; winter break December 24 through January 4; and spring break March 25-29. In March 2012, the Board received written information providing an update on the development of the 2012-13 school calendar. The district then posted the school calendars on the website and sent out through ListServs.

Due to negotiations with employee groups, there have been a few updates to the school calendar:

1) Align the last day of school for all three levels. This was done by moving a teacher prep day on November 20 at the high school level to November 1, and moving the November 1 instructional day to June 14.
2) Move the staff development day from November 19 to October 11. This moves the October 11 instructional day to June 17.
3) District staff are taking three cut days, which will be the last three days of school (June 13, 14 and 17). The last day for students will now be June 12.

The updated school calendars will be published following the June 18, 2012 Board meeting.

CONTACT PERSON: Jennifer Duvall, Human Resources Director

Corvallis
SCHOOL DISTRICT

XVI. EXECUTIVE SESSION – The Board will meet in Executive Session at 5:15 p.m. under ORS 192.660 (2)(i) – Superintendent's Evaluation, and ORS 192.660(2)(e) – To meet with persons designated to conduct labor negotiations.

XVII. ADJOURNMENT

*All times are approximate.

Note: The Chair of the Board may alter the order of business as they deem proper and necessary.

Corvallis
SCHOOL DISTRICT

Agendas – Agendas and supporting materials are available online at https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000829 a few days before each School Board meeting. For more information, please contact Kim Nelson at kimberly.nelson@corvallis.k12.or.us.

Communication With The School Board – Communication with the Board can be made by telephone, letter, e-mail and public testimony. Letters may be addressed to individual Board members or the Board as a whole and sent to 1555 SW 35th Street, Corvallis, OR 97333. E-mail may be sent to schoolboard@corvallis.k12.or.us and will be sent to all board members simultaneously as well as to key District Office staff. For more information, please contact Kim Nelson at kimberly.nelson@corvallis.k12.or.us.

Consolidated Action Agenda – The purpose of the consolidated action agenda is to expedite action on routine agenda items. All agenda items that are not held for discussion at the request of a Board member or staff member will be approved/accepted as written as part of the consolidated motion. Items designated or held for discussion will be acted upon individually.

Public Comment –
Guidelines are at: https://www.csd509j.net/about-us/school-board/provide-input-and-be-informed/

Executive Session – Permissible purposes of Executive Sessions include: ORS 192.660(2)(a) – Employment of Public Officers, Employees and Agents; ORS 192.660(2)(b) – Discipline of Public Officers and Employees; ORS 192.660(2)(d) – Labor Negotiator Consultations; ORS 192.660(2)(e) – Real Property Transactions; ORS 192.660(2)(f) – Exempt Public Records; ORS 192.660(2)(h) – Legal Counsel; ORS 192.660(2)(i) – Performance Evaluations of Public Officers and Employees; ORS 192.660(2)(j) – Public Investments.

Grievance Process - ORS 192.705
Grievances alleging a violation by a governing body of provisions in Public Meetings Law may be submitted in writing to Kim Nelson at kim.nelson@corvallis.k12.or.us or submitted between 8:00 am – 5:00 pm Monday through Friday at 1555 SW 35th Street, Corvallis, OR 97333. Additional information is available on the district website.

SCHOOL BOARD MEMBERS			
Judah Largent	541-231-8415	Terese Jones, Co-Vice Chair	541-230-1673
Sami Al-Abdrabbuh	541-283-6611	Shauna Tominey, Co-Vice Chair	541-829-8411
Chris Hawkins	541-602-2045	Luhui Whitebear, Chair	541-714.3305
Bernie Wang	541-704-7298		

EXECUTIVE STAFF MEMBERS	
Ryan Noss, Superintendent	541-757-5841
Melissa Harder, Assistant Superintendent / Human Resources Director	541-766-4857
Lauren Wolfe, Finance Director	541-757-5874
Byron Bethards, Student Growth & Experience Director	541-757-5470
Kim Patten, Operations Director	541-757-3849
Kim Nelson, Executive Assistant to the Superintendent; Board Secretary	541-757-5841