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, March 13, 2017 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, March 13, 2017
6:30 PM

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

Meeting Details: Monday, March 13, 2017, 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. EXECUTIVE SESSION – 5:30-6:15 p.m. The Board will meet in Executive (closed) Session under ORS 192.660(2)(e)--To consult with persons designated to negotiate real property transactions, and ORS 192.660(2)(d)--To consult with persons designated to conduct labor negotiations. **Note: this is not part of the public meeting.**

II. CALL TO ORDER AND ROLL CALL – 6:30 p.m.

III. PLEDGE OF ALLEGIANCE

IV. REPORTS FROM BOARD LIAISONS TO DISTRICT WORK GROUPS/COMMITTEES

- IV.A. Facilities
- IV.B. Sustainability
- IV.C. Finance
- IV.D. Special Education
- IV.E. Technology
- IV.F. Policy Review
- IV.G. Corvallis Public Schools Foundation
- IV.H. Linn Benton Lincoln Education Service District Budget

V. BOARD-SCHOOL LIAISON REPORTS

- V.A. Vincent Adams: Lincoln Elementary and Linus Pauling Middle Schools

Corvallis
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V.B. Sami Al-AbdRabbuh: Franklin K-8 School

V.C. Judy Ball: Garfield Elementary and Wilson Elementary Schools

V.D. Bill Kemper: Adams Elementary and Corvallis High Schools

V.E. Alexis McQuillan: Hoover Elementary and Cheldelin Middle Schools

V.F. Scott Newsham: Jefferson Elementary and College Hill High Schools

V.G. Tom Sauret: Mt. View Elementary and Crescent Valley High Schools

VI. STUDENT REPRESENTATIVE REPORTS

VII. SUPERINTENDENT'S REPORT

VIII. PUBLIC/STAFF COMMENT

NOTE: To indicate your desire to comment, please arrive several minutes early and complete a request card, then turn it in to the Board Secretary before the meeting begins. See attached guidelines for providing input to the School Board.

Corvallis
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Providing Input to the School Board

(Revised 01-23-17)

The Corvallis School Board values the opinions and input of community patrons. As such, the purpose of this document is to provide general guidelines about how to make the most of your time when communicating with the Board. The public may offer comments during meetings or correspond in writing via email or U.S. mail, as outlined below.

I. Written Correspondence

Letters, emails and other written materials submitted to the Board are considered public record. They may be submitted via U.S. mail to: Corvallis School Board, Attn: Julie Catala, P.O. Box 3509J, Corvallis, OR 97339. Emails may be sent to: schoolboard@corvallis.k12.or.us, and will reach all Board members as a group. Others who will receive emails sent to this address: Superintendent, Assistant Superintendent, Human Resources Director, Finance and Operations Director, and Executive Assistant to the Superintendent and Board of Directors (also known as the Board Secretary).

II. Public Comment at Meetings

Members of the public have the opportunity to share their ideas and opinions with the Board during the agenda item labeled *Public Comment*. These opportunities are offered only during Business and some Special Meetings of the School Board. Spanish language interpreter services will be available at Business Meetings.

To request the opportunity to offer public comment

A. Complete a "Comment Request" card, which can be found on a table at or outside the entrance to the meeting room, and give it to the Board Secretary at the head table **before** the meeting begins.

B. Complete all requested information. Failing to fully and clearly complete the card and/or to submit it to the Board Secretary before the meeting begins may affect your opportunity to offer comments at the meeting.

C. Although it is not required, you may wish to prepare a written statement from which to read during the meeting; if so, you may choose to leave your written comments with the Board Secretary to file with the official minutes of the meeting.

D. Although they are not required, you are welcome to provide handouts to the Board; if so, please bring 13 copies and give them to the Board Secretary to distribute.

E. The Board Secretary will sort cards, by topic, when they are completely filled out and were submitted before the meeting started. If there were several cards in one set/topic, the Board Secretary will draw one card from each set, in turn.

F. If more comment requests were submitted than could be accommodated during the allotted time on the Board's agenda, you might not be called upon to provide your comments. In that case, you may submit your comments in written form; see below for information.

G. When you testify, your name, address and comments are matters of public record; however, students and staff do not need to provide their addresses.

Rules for Public Comment

A. When you're called on to comment, proceed to the podium/table in front of the Board, state your name and the topic you will address before you begin. This is a matter of public record and will not count against your time. Only one person at a time is allowed to be at the podium/table, with exceptions at the discretion of the Board Chair.

B. Direct your comments to the Board. The Board Chair will refer questions or requests for action to an appropriate person who will provide a response at a later date.

C. Keep your comments within the specified time allotted, usually three minutes. The Board Secretary will signal you with one chime when you have 30 seconds remaining and with two chimes when your time is up.

D. If others have spoken before you about the same issue, please state that fact and either decline to comment or limit your comments to points not already stated.

E. If a group wishes to speak, designate one spokesperson for the group; that person will stand at the podium/table. In order to maintain the meeting schedule, repetitious comments are discouraged.

F. Speakers may offer objective criticism of district operations and programs, but the Board will not hear complaints concerning individual District personnel. Any such complaints must be handled following the steps outlined in policy "KL–Public Complaints" and administrative regulation "KL-AR–Public Complaints," copies of which are available during meetings at which public comment is accepted or online at http://policy.osba.org/corvall/KL/index.asp.

G. Complaints regarding budget, programs, or other District issues also should be handled by following the steps outlined in policy KL. Challenges of instructional resources or materials used by the District are subject to the rules and regulations of policy "II/IIA–Instructional Resources/Instructional Materials" at http://policy.osba.org/corvall/I/index.asp.

H. Undue interruption or other interference with the orderly conduct of Board business cannot be allowed. Defamatory or abusive remarks are always out of order. The Board Chair may terminate the speaker's privilege of address if, after being called to order, the speaker persists in improper conduct.

III. Telephone Communication

Vincent Adams	541-738-4324 or 541-240-4055	Alexis McQuillan	541-230-1342
Sami Al-AbdRabbuh	541-283-6611	Scott Newsham	703-855-1637
Judy Ball	541-758-1671 or 240-997-1222	Tom Sauret	541-758-2244
Bill Kemper	541-754-0943 or 541-740-0728		

Corvallis
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IX. SUPERINTENDENT'S PLAN REGARDING FUNDRAISING TASK FORCE

Corvallis SCHOOL DISTRICT

NOTE: This is the final version of the charter, which includes revisions made as a result of discussion during the 03-13-17 school board meeting. Julie Catala, Board Secretary

FUNDRAISING TASK FORCE CHARTER

Sponsor	Facilitator	Start Date	Sunset Date
Superintendent Noss	Scott Perry	March 2017	December 2017

Goals & Objectives	Develop a fundraising policy and administrative regulation recommendation for the superintendent that: • Provides a recommendation as to whether non-public school funds should be used to pay for staff costs and, if so, how it would be implemented. • Acknowledges and encourages the enhancement of school programs, activities and facilities through financial and in-kind donations • Supports the work of the Corvallis Public Schools Foundation and identifies areas of common interest. • Provides guidance for fundraising across the district • Aligns with board policy JBB – Educational Equity
Scope	Task force assessment and analysis will include: • Discussion of the meaning of equity • Study of information about demographic differences between schools • Examination of fundraising patterns and how these funds support school programs. • Review of sample policies and practices
Proposed Task Force Members	• Parent Group Representatives – 13 (one from each school) • Corvallis Public Schools Foundation Representative – 1
Liaisons to Task Force	• Superintendent • Director of Finance and Operations • School Board Representative (ex-officio member)
Meeting Frequency	The task force will meet five times between March 2017 and June 2017 to develop a fundraising policy and administrative regulation recommendation. The task force may meet again in late 2017 to consider revisions to the recommended policy and administrative regulation.
Procedures & Process	A consultant will facilitate all meetings. Recommendations will be developed using a collaborative process in which task force members develop and agree to support a decision in the best interest of the whole group. All meetings will be open to the public to observe; written input from the public may be submitted to the task force.
How Recommendations are Communicated	Recommendations will be communicated to the superintendent through a final report that includes meeting minutes and a draft policy with accompanying administrative regulation.
Policy Adoption	After the task force develops a recommendation for the superintendent, the superintendent will present a policy and accompanying administrative regulation to the School Board for adoption.
Sunset Clause	The task force will sunset upon board adoption of a new fundraising policy and administrative regulation (December 2017).

Corvallis
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X. LONG RANGE FACILITIES PLANNING UPDATE

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Kim Patten, Director of Facilities and Transportation
Meeting Date: March 13, 2017

Long Range Facility Planning Update NO ACTION REQUIRED

The district has contracted with DLR Group who is guiding this process and facilitating committee meetings. The planning process has followed the project timeline that was presented at the October 2017 board retreat.

Completed Phases

Vision And Discovery: 4/1/16 – 11/1/16

- Assist with District's on-going visioning process
- Integrate with core team on goal setting
- Evaluate all data and reports generated to date
- Identify and obtain additional data necessary for a full facility plan

Translation Of Vision Into Educational Programs: 9/15/16 – 11/1/16

- Reconvening of the Innovation Team
- Overlay Educational Vision with existing programs and potential future programs
- Create implementation strategy

Educational Adequacy Assessment: 12/1/16 – 2/1/17

- Compare district's educational program goals to each existing facility and identify areas to be renovated or replaced to achieve that vision
- Interview Innovation Team and administrative staff regarding each facility
- Identify options for HOW improvements can be made and recommend appropriate budgets

Educational Facility Planning Meetings: 1/31/17 & 2/23/2017

- Facilitate workshops with Facility Planning Committee to establish committee process and evaluate data
    - Workshop 1 – Kick-off, Process, Goals and Objectives, Core Values
    - Workshop 2 – Educational Impact on Facilities, Demographics, Capacity

The Facilities Planning Committee, comprised of 41 people, includes parent representatives from all schools, business, community, and the city of Corvallis. It also includes board members and central office administrative staff. The remaining committee meetings are scheduled on the following dates: March 23, April 25, May 11, and June 6. Meeting locations and agendas are available on the school district website on the Facilities Planning Committee page.

At their first workshop, the committee reviewed the Road Ahead Report developed by the district Innovation Team and the 2014 Facilities Assessment and Facility Assessment Repair/Replacement Costs reports that were developed by DLR Architects. The meeting concluded with committee members participating in an in-depth discussion of the district's core values and how those values will inform the planning process.

Workshop 2 began with an overview of teaching and learning in our district. Assistant Superintendent Kevin Bogatin highlighted some of the district's key instructional practices and programs. He focused on the themes of equity, high expectations for all students, and real-world learning in our schools. He reminded the committee of our commitment of keeping students at the center and concluded his presentation a student produced video that included students' perspectives on what makes a great teacher. We will be featuring the video on our district website soon.

Additional data provided to the committee includes the recently completed **Educational Adequacy Facilities Assessment** report. The assessment tool was created based on data gathered from the district Innovation Team to customize and align a detailed Educational Program serving the specific needs for Corvallis School District. With additional basic assumptions made, this framework served as the starting point for spatial requirements discussion. In addition to the quantitative requirements set out in the Education Program, a qualitative review was created in order to aid in establishing a prioritization among the long list of wants and needs as described in the Innovation Team meetings. The report does not take into account the physical condition of the facility and modular classrooms are not included. It was emphasized that this assessment is only one piece of data in the facilities planning process. Schools with lower scores on this report were Garfield, Hoover, and Lincoln Elementary and Franklin K-8.

The **Key Facility Issues** document provided school site maps, floor plans (including square footage and number of classrooms), and key facility issues that affect education. For example, many elementary schools have a combined gymnasium and cafeteria space, and most do not have a dedicated music room or art/science room.

The committee also learned about current educational trends and how these trends are influencing school facilities. For the remainder of the meeting, committee members immersed themselves in the 2015 demographic report, projected enrollment and school capacity assumptions, and the effects of the district's open enrollment policy. The school choice policy allows for school transfers outside neighborhood school boundaries. District staff reminded committee members that there are a number of factors at play in the number of students attending school outside their neighborhood boundary including

services and special programs that are only available at some schools (such as dual-language immersion and LifeSkills).

Next Steps – 3/1/17 – 6/6/17

Facilitate remaining workshops with Facility Planning Committee

- Workshop 3 – Big Ideas Charrette & Environmental Goals
- Workshop 4 – Scenarios
- Workshop 5 – Draft Plan (possibly with options)

Visitors are welcome to attend committee meetings and public input may be provided through forms available at the meetings, by email, or by mail.

Updates will continue to be provided in the Superintendent's report each month and sent to the CSD-News email list and shared with building leaders.

All documents provided to the committee are also published on the Facilities Planning Committee web page on the district website as soon as they are available. We will also be sharing this report with building principals so they can share with their school parent groups.

Complete information about this process and future meetings will be continually updated on the district website at:

https://www.csd509j.net/departments/facilities-and-maintenance/long-range-planning/facilities-planning-committee/

CORVALLIS SCHOOL DISTRICT

Facility Planning Workshops

to Support Facilities Master Planning

Progress Report

School Board Meeting

March 13, 2017

DLR Group

AGENDA

- *Review of **Facility Planning Workshops***
  - Workshop 1, Jan. 31
    - Goals & Outcomes
  - Workshop 2, Feb. 23
    - Goals & Outcomes
- On-Going Processes
- Next Steps

DLR Group

WORKSHOP 1



GOALS & OUTCOMES

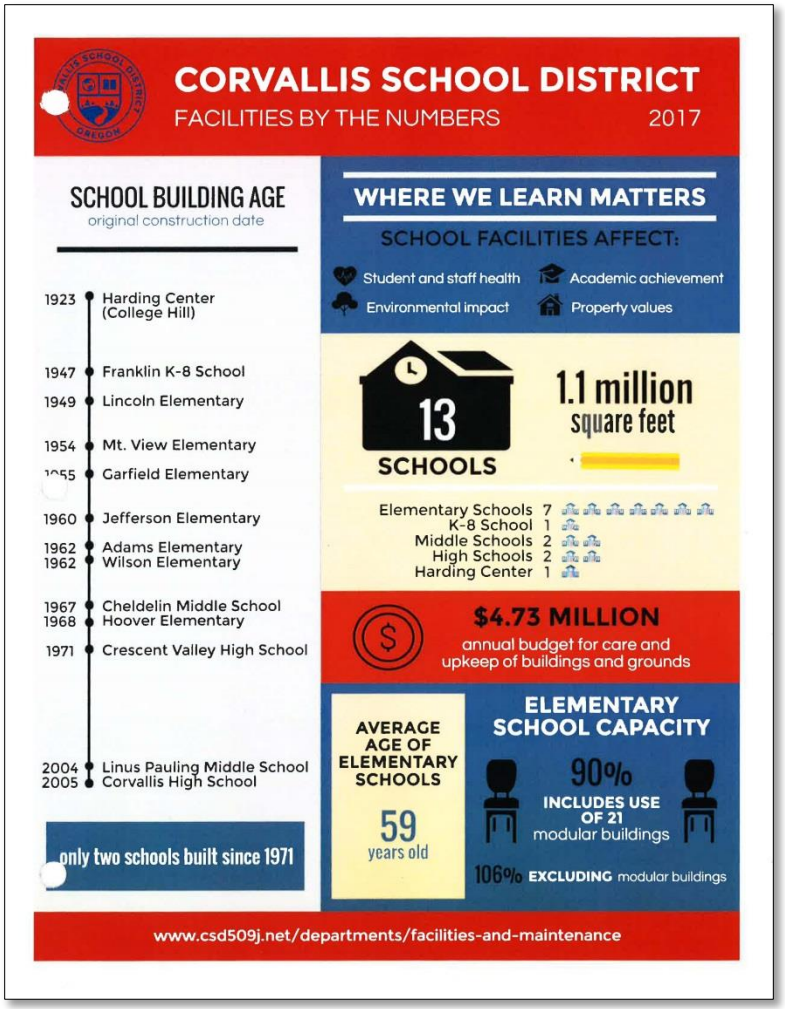
- ✓ Understand Our Charge
- ✓ Review the FMP Process & "Where We've Been"
- ✓ Understand the "Core Values" & Facility Planning

EXERCISES

- ✓ Introductions + *"Hopes & Fears"*
- ✓ *"Question of the Day"*
- ✓ Core Values Table Discussion

DLR Group

District Spotlight



- ✓ 10 min presentations by District representatives providing background information to the Facility Planning Committee

DLR Group

Cost Comparison

	<==2013 Dollars	2017 Dollars ==>		
SCHOOL / FACILITY	TOTAL REPAIR COST	ADDED 3-YEAR ADJUSTMENT	REPLACEMENT COST	COST INDEX
ADAMS ES	$8,670,402	*$10,231,074*	$23,347,500	44%
GARFIELD ES	$6,166,378	*$7,276,326*	$23,411,000	31%
HOOVER ES	$8,620,237	*$10,171,880*	$23,141,000	44%
JEFFERSON ES	$7,639,061	*$9,014,092*	$20,077,500	45%
LINCOLN ES	$9,138,747	*$10,783,721*	$19,800,500	54%
MOUNTAIN VIEW ES	$5,740,499	*$6,773,789*	$26,085,000	26%
WILSON ES	$7,454,088	*$8,795,824*	$19,950,500	44%
FRANKLIN K-8	$8,071,571	*$9,524,454*	$17,472,000	55%
CHELDELIN MS	$16,230,947	*$19,152,517*	$53,349,500	36%
LINUS PAULING MS	$1,521,788	*$1,795,710*	$65,663,500	3%
CORVALLIS HIGH SCHOOL	$7,773,076	*$9,172,230*	$120,047,500	8%
CRESCENT VALLEY HIGH SCHOOL	$26,092,091	*$30,788,667*	$123,535,500	25%
HARDING (COLLEGE HILL CAMPUS)	$7,965,182	*$9,398,915*	$18,720,500	50%
WESTERN VIEW CENTER	$1,522,805	*$1,796,910*	$3,200,000	56%
ADMIN/MAINT/FOOD SERV.	$7,093,182	*$8,369,955*	-	-
DIXIE	$3,509,275	*$4,140,945*	$7,577,500	55%
			$565,379,000	
	$133,209,329	$157,187,008		

Adams ES

Grades: K-5 **Built:**1962, 1967, 2006, 2007 **SQF:** 46,695 **Enrollment:** 410

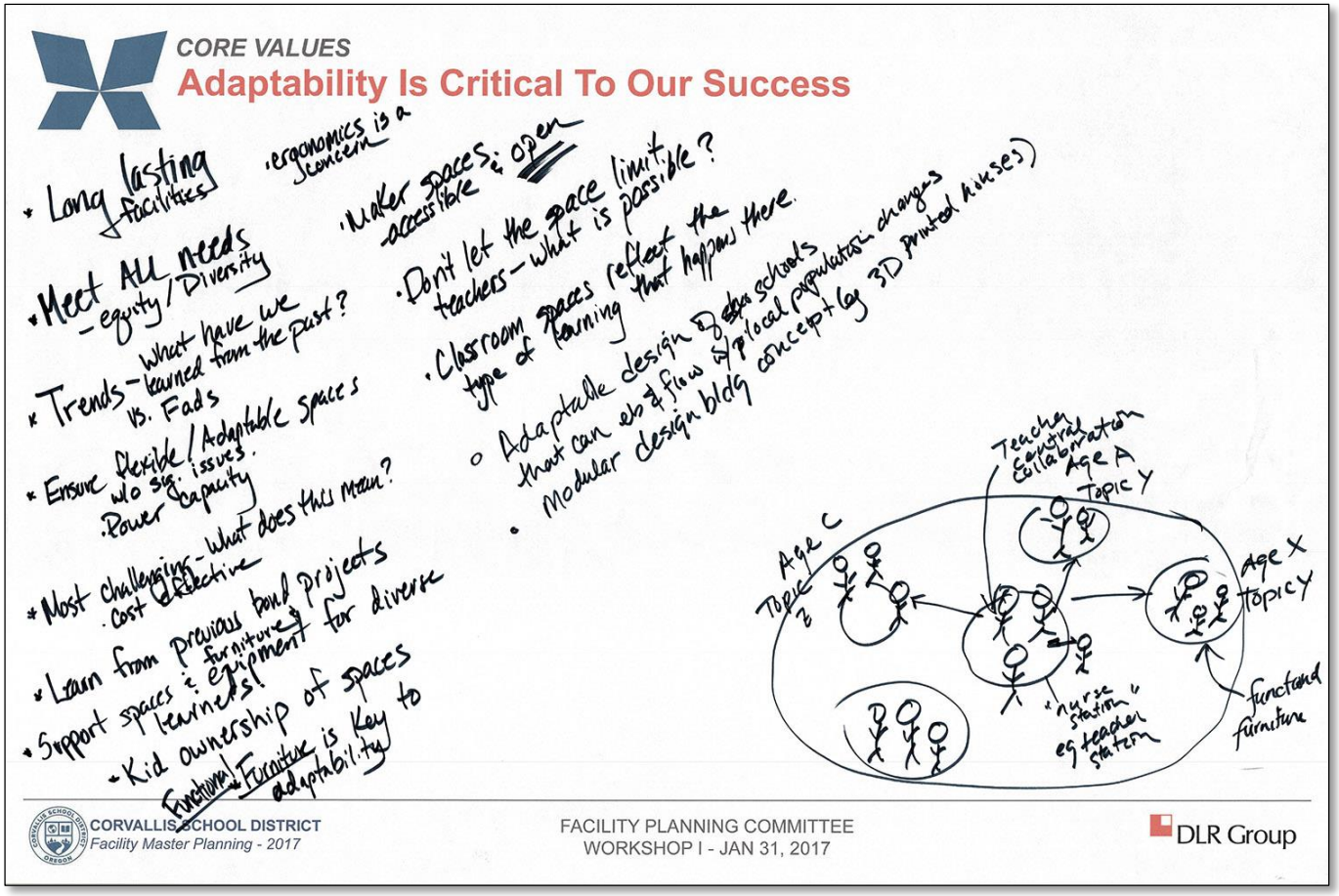
Key Recommendations:

- Seismic Upgrades
- Window Replacement
- Flooring Abatement/Replacement
- Office Remodel for increased visibility
- Mechanical System Upgrades/Replacement
- Electrical System Replacement
- Egress Lighting Installation

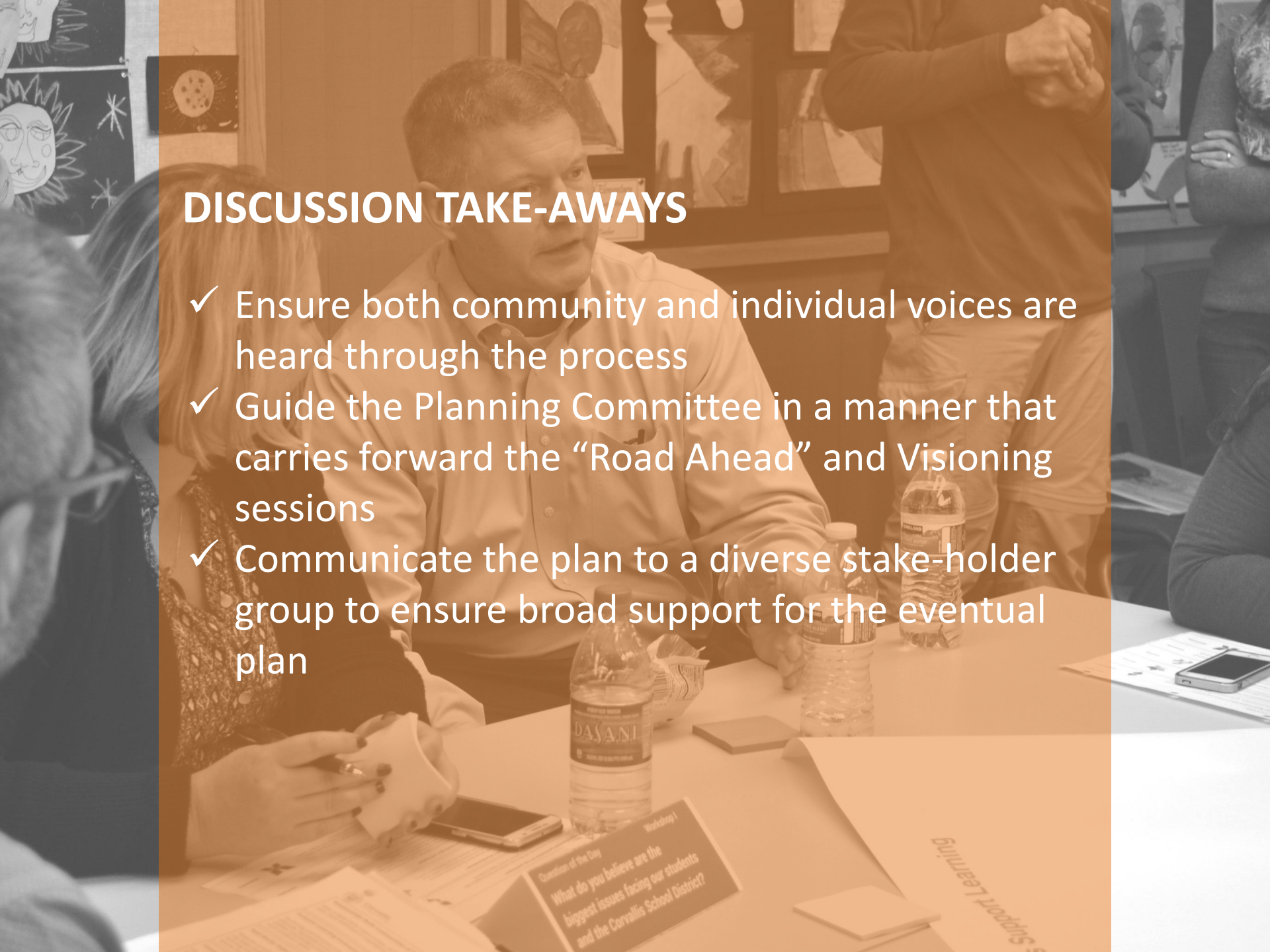


Table Discussions

Core Values & Facility Planning



DLR Group



DISCUSSION TAKE-AWAYS

- ✓ Ensure both community and individual voices are heard through the process
- ✓ Guide the Planning Committee in a manner that carries forward the “Road Ahead” and Visioning sessions
- ✓ Communicate the plan to a diverse stake-holder group to ensure broad support for the eventual plan

WORKSHOP 2



GOALS & OUTCOMES

- ✓ Deep Dive into Enrollment & Educational Adequacy
- ✓ Understand 21st-Century and Next Gen Learning

EXERCISES

- ✓ Facility Tour – Hoover ES
- ✓ Data Review & Large Group Discussion

DLR Group

DISTRICT-WIDE ENROLLMENT

2005-06 Enrollment: **6,742** Students

2015-16 Enrollment: **6,615** Students

a decrease of 1.9% but an increase of 5% over past 3 years

2020-21 PROJECTED Enrollment: **6,710** Students

a INCREASE of 1.4% (95 students)

**data from CSD By the Numbers 2015-16, Davis Demographics Report*

DLR Group

District-Wide 5-Year Forecast

Projection Date 11/6/2015

		Actual Fall 2013	Actual Fall 2014	"Current" Fall 2015	Projected Resident Student Counts Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020
	K	428	455	435	464.4	463.5	392.4	421.7	426.0
	1	486	478	461	443.7	473.7	472.8	400.3	430.1
	2	437	489	483	469.5	446.5	476.7	475.8	402.8
	3	439	442	499	492.4	475.8	453.8	484.5	483.5
	4	420	444	444	501.9	496.0	480.0	456.7	487.5
	5	461	439	442	449.3	506.8	501.6	488.2	460.6
	6	428	470	457	447.7	455.4	515.0	508.4	495.8
	7	470	439	474	466.0	455.2	463.1	525.7	516.9
	8	447	482	448	482.7	476.6	464.0	473.3	537.7
	9	533	537	519	509.3	546.9	540.3	525.9	538.7
	10	526	497	512	500.0	489.4	525.8	518.6	505.3
	11	537	499	506	500.0	490.1	480.5	514.3	506.4
	12	518	542	504	521.0	514.0	505.0	494.3	528.5
		Fall 2013	**Fall 2014**	**Fall 2015**	**Fall 2016**	**Fall 2017**	**Fall 2018**	**Fall 2019**	**Fall 2020**
Sub Total of Resident Students:	K-5	2,671	2,747	2,764	2,821.2	2,862.3	2,777.3	2,727.2	2,690.5
	6-8	1,345	1,391	1,379	1,396.4	1,387.2	1,442.1	1,507.4	1,550.4
	9-12	2,114	2,075	2,041	2,030.3	2,040.4	2,051.6	2,053.1	2,078.9
	K-12	6,130	6,213	6,184	6,247.9	6,289.9	6,271.0	6,287.7	6,319.8
		Fall 2013	**Fall 2014**	**Fall 2015**	**Fall 2016**	**Fall 2017**	**Fall 2018**	**Fall 2019**	**Fall 2020**
Special Education Students:	K-5	26	19	27	22.0	22.1	21.7	21.3	21.0
	6-8	20	12	13	20.0	19.9	20.6	21.4	22.0
	9-12	30	34	46	37.0	37.2	37.4	37.4	37.8
	K-12	76	65	86	79.0	79.2	79.3	79.5	79.9
		Fall 2013	**Fall 2014**	**Fall 2015**	**Fall 2016**	**Fall 2017**	**Fall 2018**	**Fall 2019**	**Fall 2020**
Out-of-District Students:	K-5	107	121	128	119.0	119.8	117.2	115.1	113.6
	6-8	51	53	46	47.0	46.7	48.4	50.4	51.7
	9-12	109	140	139	131.0	131.6	132.3	132.4	133.9
	K-12	267	314	313	297.0	297.9	298.0	298.8	300.2
		Fall 2013	**Fall 2014**	**Fall 2015**	**Fall 2016**	**Fall 2017**	**Fall 2018**	**Fall 2019**	**Fall 2020**
Unmatched Students:	K-5	6	6	5	5.0	5.0	5.0	5.0	5.0
	6-8	2	2	3	3.0	3.0	3.0	3.0	3.0
	9-12	3	3	2	2.0	2.0	2.0	2.0	2.0
	K-12	11	11	10	10.0	10.0	10.0	10.0	10.0

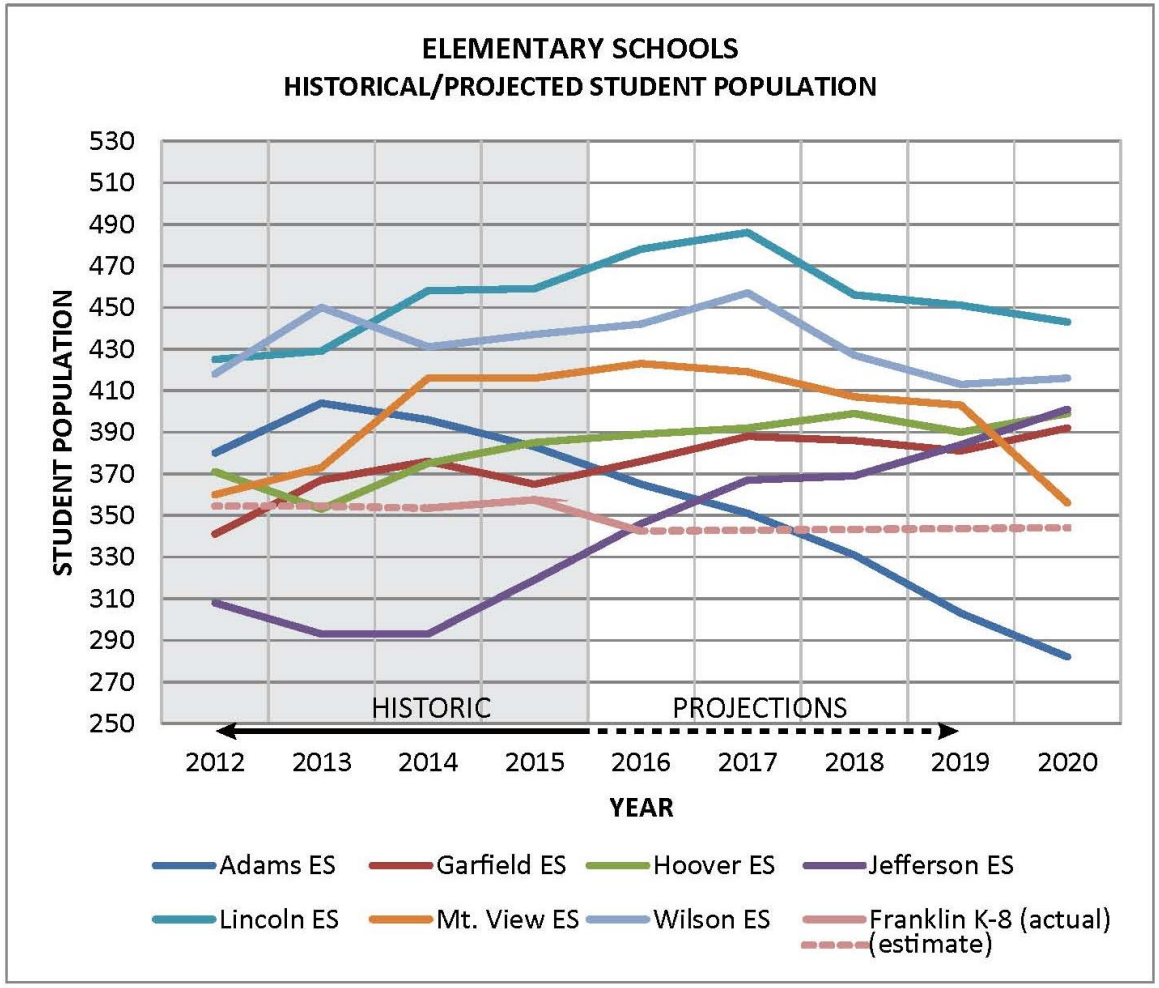
		Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Change from 2015-2020 #	Change from 2015-2020 %
Totals:	**K-5**	**2,810**	**2,893**	**2,924**	**2967.2**	**3009.2**	**2921.1**	**2868.6**	**2830.2**	**-93.8**	**-3.2%**
	6-8	**1,418**	**1,458**	**1,441**	**1466.4**	**1456.8**	**1514.1**	**1582.3**	**1627.2**	**186.2**	**12.9%**
	9-12	**2,256**	**2,252**	**2,228**	**2200.3**	**2211.2**	**2223.2**	**2224.8**	**2252.6**	**24.6**	**1.1%**
	K-12	**6,484**	**6,603**	**6,593**	**6633.9**	**6677.1**	**6658.5**	**6675.7**	**6709.9**	**116.9**	**1.8%**

		From '13 to '14	From '14 to '15	From '15 to '16	From '16 to '17	From '17 to '18	From '18 to '19	From '19 to '20
% Change:	**K-5 Annual Change:**	2.9%	1.1%	1.5%	1.4%	-3.0%	-1.8%	-1.4%
	6-8 Annual Change:	2.7%	-1.2%	1.7%	-0.7%	3.8%	4.3%	2.8%
	9-12 Annual Change:	-0.2%	-1.1%	-1.3%	0.5%	0.5%	0.1%	1.2%
	K-12 Annual Change:	1.8%	-0.2%	0.6%	0.6%	-0.3%	0.3%	0.5%

The above projections are based upon a student data file provided to DDP by the Corvallis SD representing early November 2015.

DLR Group

ELEMENTARY Enrollment



*STUDENT POPULATION DATA GATHERED FROM THE DAVIS DEMOGRAPHICS & PLANNING CSD REPORT
**ESTIMATED DATA PROVIDED BY LIMITED ENROLLMENT DATA MADE AVAILABLE FROM CSD

DLR Group

Fall 2015/2016 K-5 (Elementary School) Attendance Matrix

"Open Enrollment" Patterns

SCHOOL OF RESIDENCE (BASED ON CURRENT ATTENDANCE AREAS)		SCHOOL OF ATTENDANCE (CODE)									
Attendance Area	K-5 Students	Adams ES	Franklin K-8 School (Only K-5 on Matrix)	Garfield ES	Hoover ES	Jefferson ES	Lincoln ES	Mountain View ES	Muddy Creek Charter School	Wilson ES	Transfer Out Rates
Adams ES	**383**	**296**	25	7	14	6	6	0	25	4	22.7%
Garfield ES	**365**	10	37	**222**	8	18	13	6	10	41	**39.2%**
Hoover ES	**385**	2	7	10	**342**	15	1	1	0	7	11.2%
Jefferson ES	**319**	10	19	19	13	**240**	5	1	10	2	24.8%
Lincoln ES	**459**	56	27	10	9	3	**312**	2	30	10	**32.0%**
Mountain View ES	**416**	11	29	33	12	13	12	**256**	3	47	**38.5%**
Wilson ES	**437**	4	23	110	27	16	5	11	1	**240**	**45.1%**
K-5 Sub-Totals:	**2,764**	**389**	**167**	**411**	**425**	**311**	**354**	**277**	**79**	**351**	
Special Education:	**27**	0	0	0	0	27	0	0	0	0	
Out of District:	**128**	10	3	16	8	7	18	27	24	15	
***Unmatched:**	**5**	0	0	3	0	0	0	1	0	1	
K-5 Totals:	**2,924**	**399**	**170**	**430**	**433**	**345**	**372**	**305**	**103**	**367**	
# Enrolled, But Not Living in Attendance Area:	**711**	**103**	**- -**	**205**	**91**	**78**	**60**	**48**	**- -**	**126**	
Open Enrollment % ("Transfer In" %):	**25.7%**	**26.5%**	**N/A**	**49.9%**	**21.4%**	**25.1%**	**16.9%**	**17.3%**	**N/A**	**35.9%**	
	District-wide										

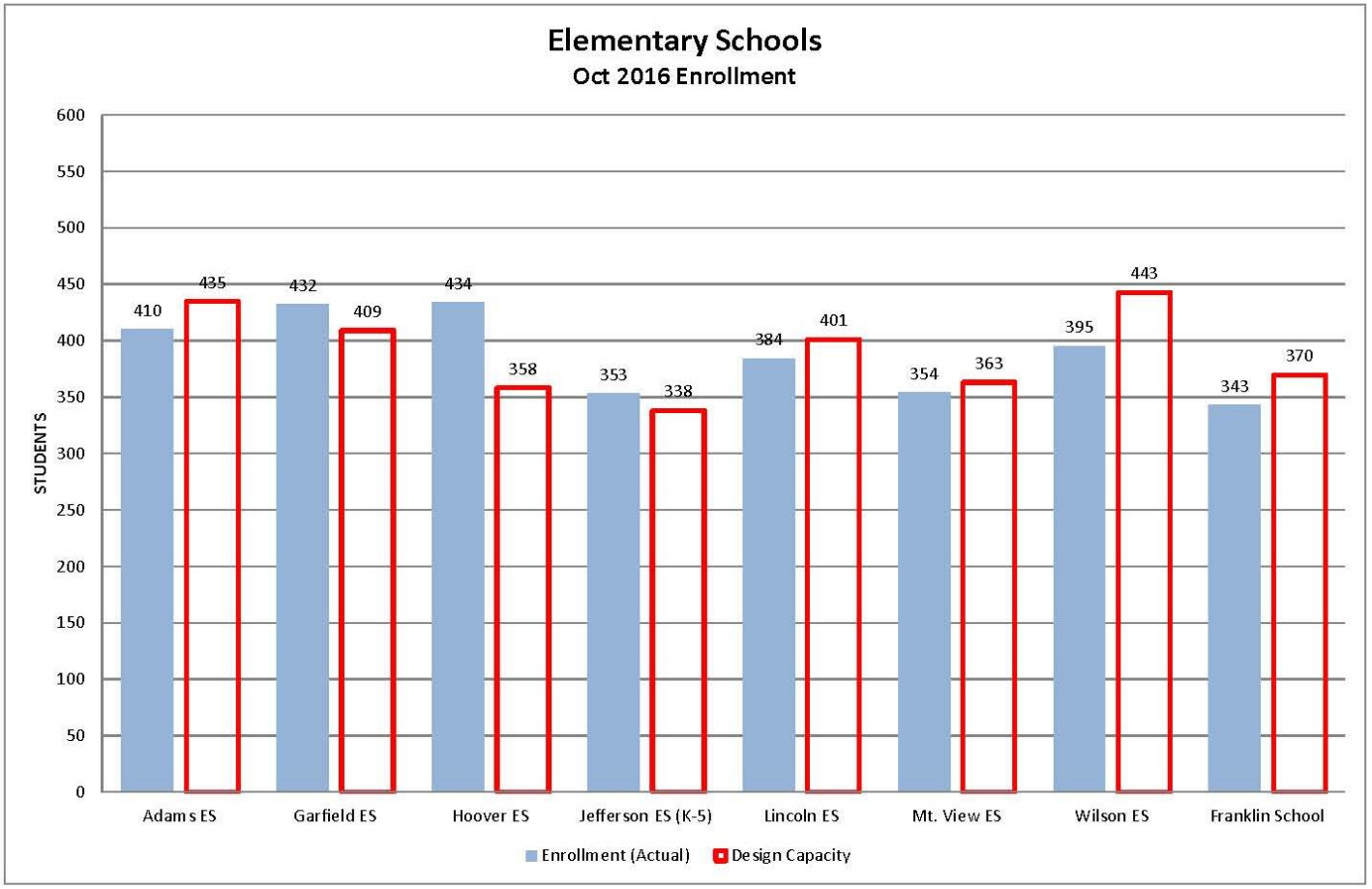
The above data is based upon a database download provided to DDP by the Corvallis PSD representing enrollment in early November 2015.

*Unmatched = Student data that could not be mapped due to incomplete address data.

35 = Large grouping of students attending a school outside of their assigned area.

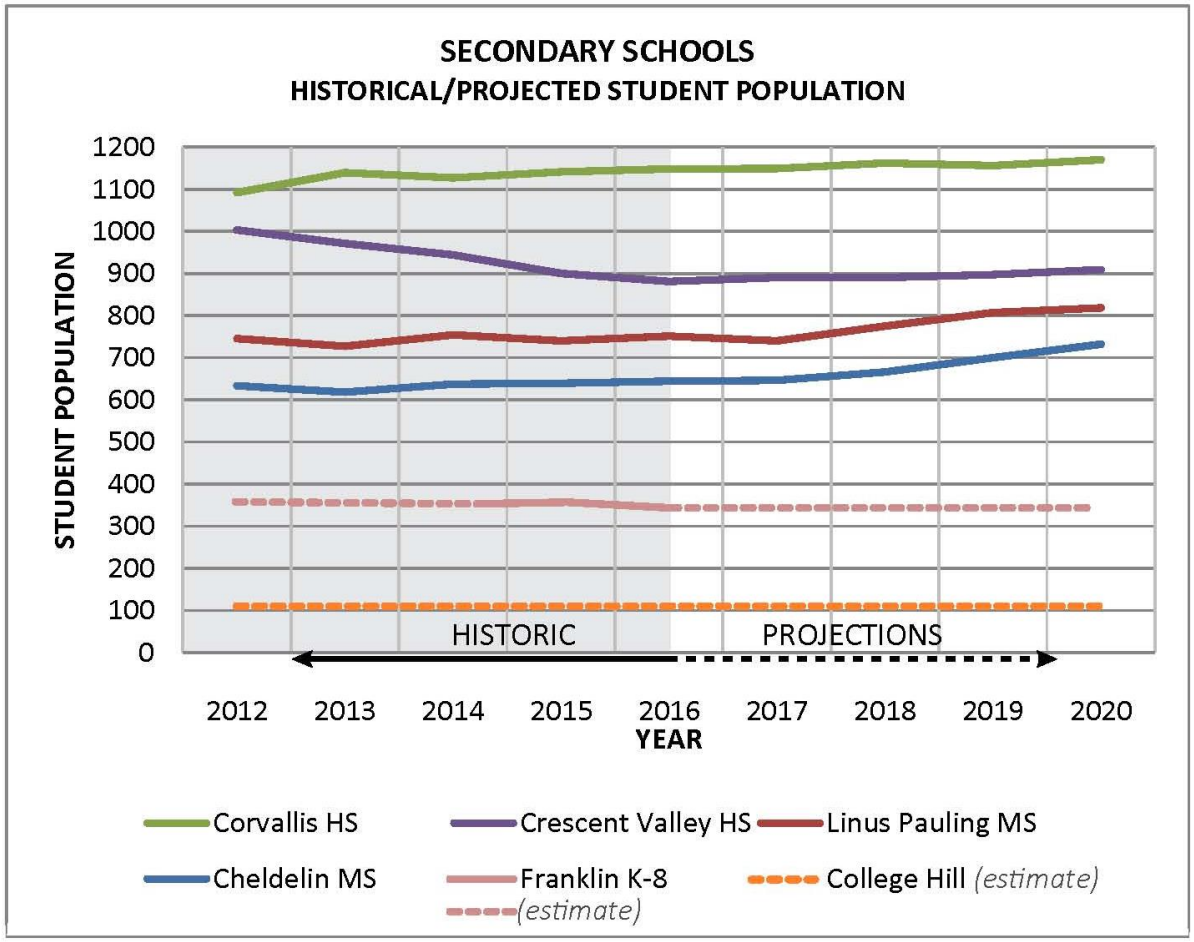
32.2% = Transfer In or Out rates greater than 30%.

ELEMENTARY Enrollment



*ENROLLMENT FIGURES PROVIDED BY CORVALLIS SCHOOL DISTRICT

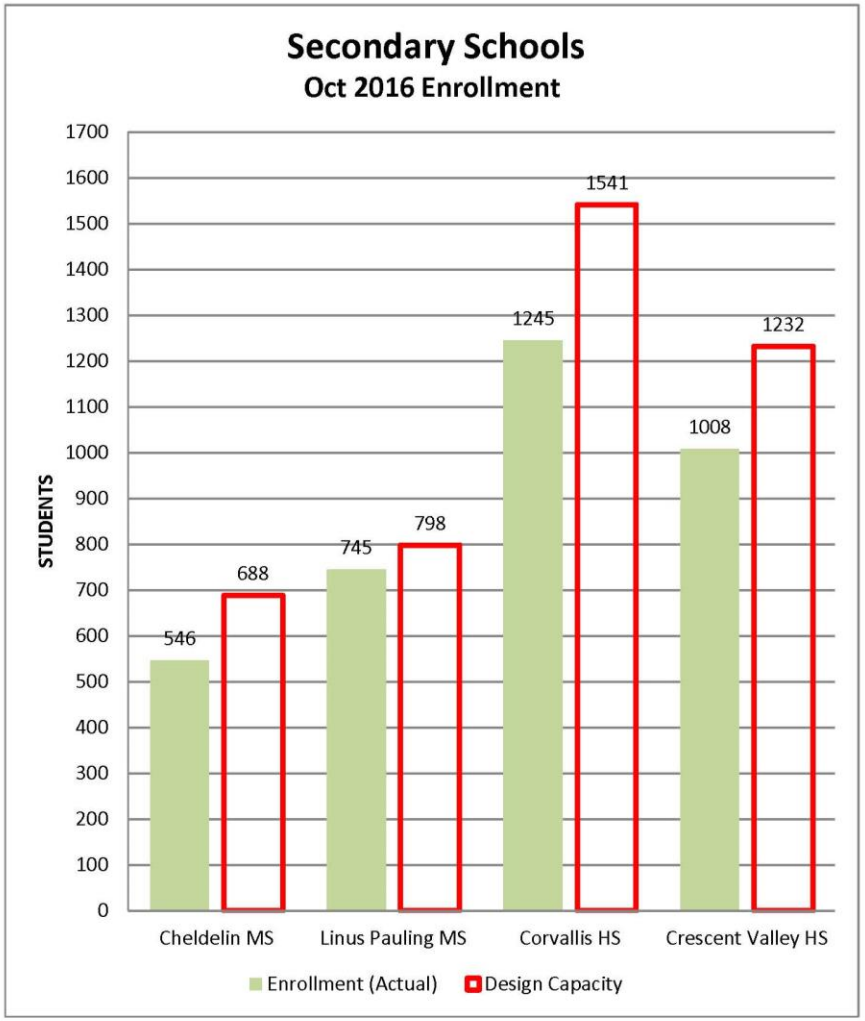
SECONDARY Enrollment



*STUDENT POPULATION DATA GATHERED FROM THE DAVIS DEMOGRAPHICS & PLANNING CSD REPORT
**ESTIMATED DATA PROVIDED BY LIMITED ENROLLMENT DATA MADE AVAILABLE FROM CSD

DLR Group

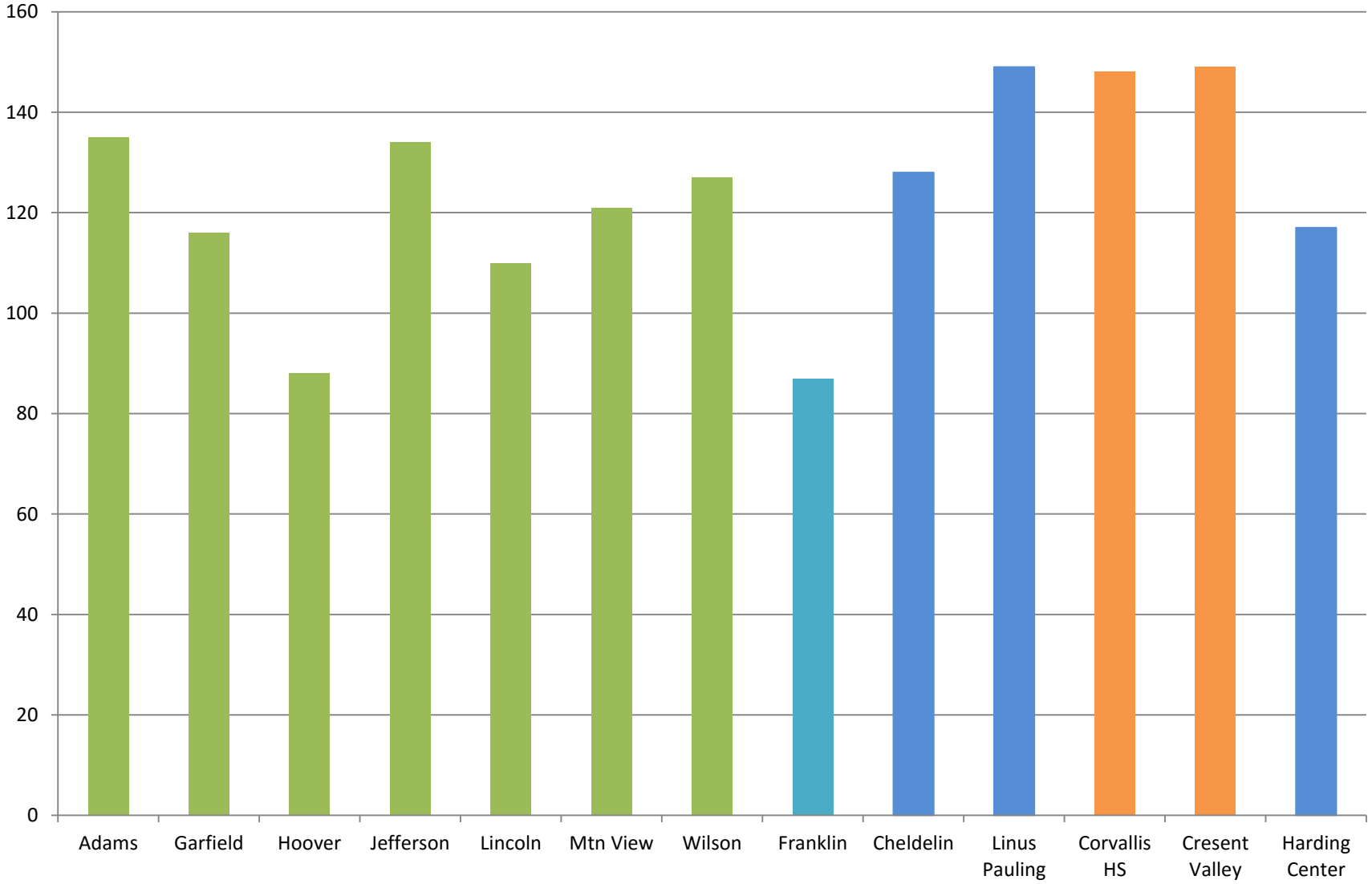
SECONDARY Enrollment



*ENROLLMENT FIGURES PROVIDED BY CORVALLIS SCHOOL DISTRICT

EDUCATIONAL ADEQUACY

Qualitative Assessment Comparison



DLR Group



ENROLLMENT & CAPACITY TAKE-AWAYS

- ✓ Preparing for potentially more early learning programs
- ✓ The role of modular classrooms
- ✓ Accounting for missing program spaces
- ✓ Handling enrollment spikes or bubbles
- ✓ Open enrollment and specialized programming impacts on capacity

EDUCATIONAL ADEQUACY

Key Facilities Issues That Affect Education

Elementary Level

- Entry not secured
- Combined gym/cafeteria space
- No collaboration/group learning areas
- Inadequate number of specialist/small group instruction rooms
- Worn interior finishes and casework
- Poor interior building site lines, disjointed layout
- No interior corridors to access some classrooms
- Not enough bathrooms



EDUCATIONAL ADEQUACY

Key Facilities Issues That Affect Education

Elementary Level

- Lack of visible learning and internal transparency
- No dedicated music room
- No dedicated art/science room
- Inadequate health room
- No designated parent volunteer/community services space
- Poor site drainage
- Not enough on-site parking & vehicular circulation issues
- Mothballed locker rooms



EDUCATIONAL ADEQUACY

Key Facilities Issues That Affect Education

Middle Level

- Lack of visible learning and internal transparency
- Insufficient day-lighting of some spaces
- Collaboration/group learning areas
- Inadequate number of specialist/small group instruction rooms
- Poor interior building site lines
- No commons space/hub (Cheldelin)
- Inadequate locker rooms (Cheldelin)
- Inadequate classroom furniture
- Undersized spaces (Linus Pauling)
- No maker labs



EDUCATIONAL ADEQUACY

Key Facilities Issues That Affect Education

High School Level

- CTE Improvements
- No large lecture hall--for 100 students (CHS)
- Small site issues—fields and parking (CHS)
- No collaboration/group learning areas (CVHS)
- Lack of visible learning and internal transparency
- Insufficient day-lighting in some classrooms
- Library improvements--need differentiation for multi-modal learning & collaboration (CVHS)



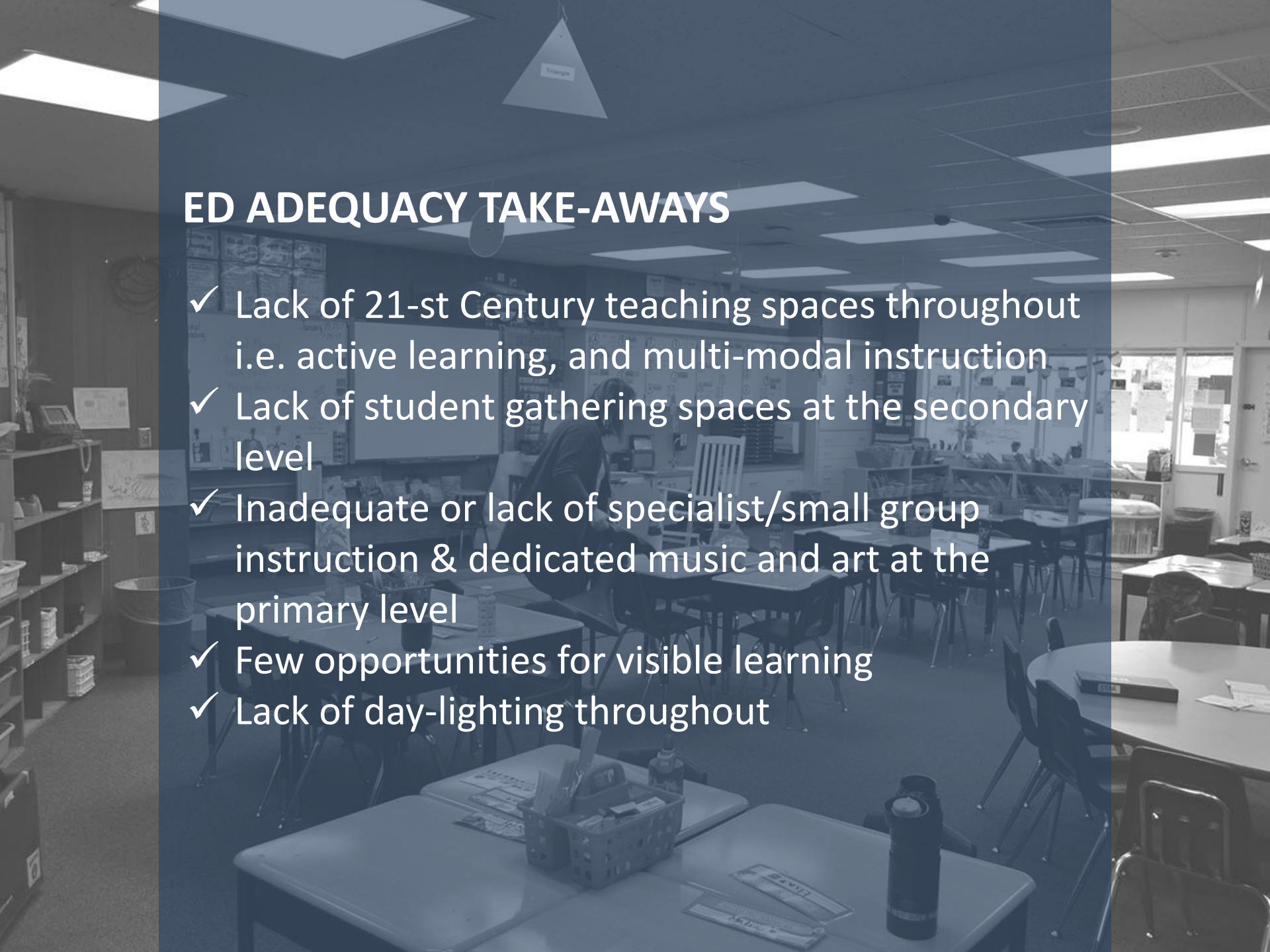
EDUCATIONAL ADEQUACY

Key Facilities Issues That Affect Education

High School Level

- Interior finishes improvements--many spaces too sterile/uninviting or worn (CVHS)
- No artificial turf football field (CVHS)
- Insufficient electrical supply in building/insufficient technology in classrooms (C Hill)
- Lacking several program and gathering spaces (C Hill)





ED ADEQUACY TAKE-AWAYS

- ✓ Lack of 21-st Century teaching spaces throughout i.e. active learning, and multi-modal instruction
- ✓ Lack of student gathering spaces at the secondary level
- ✓ Inadequate or lack of specialist/small group instruction & dedicated music and art at the primary level
- ✓ Few opportunities for visible learning
- ✓ Lack of day-lighting throughout

Learning is . . .



DLR Group

Active



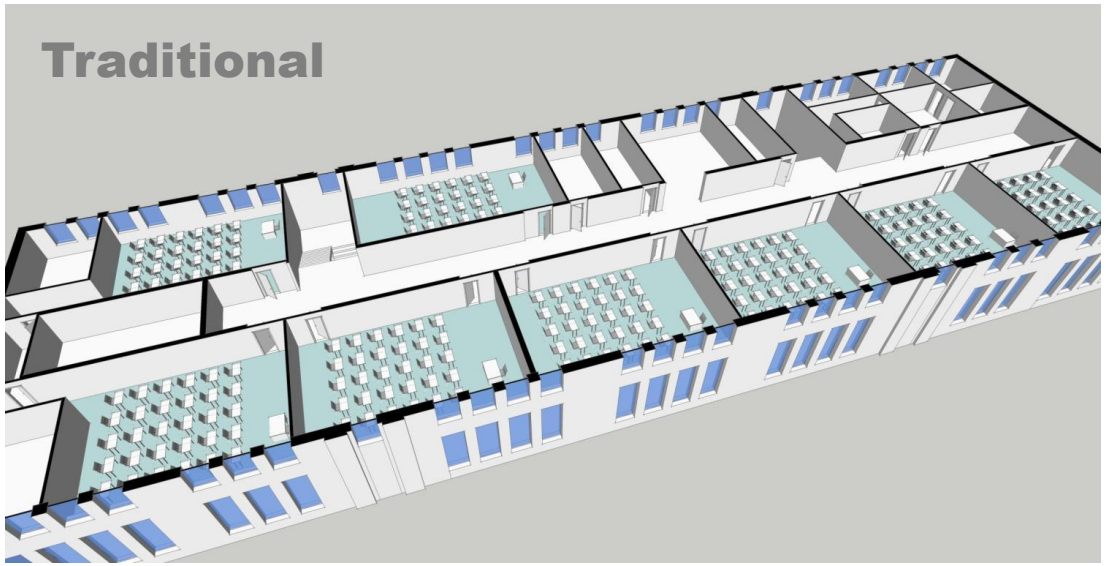
High Tech High, San Diego – Stichler Design Group

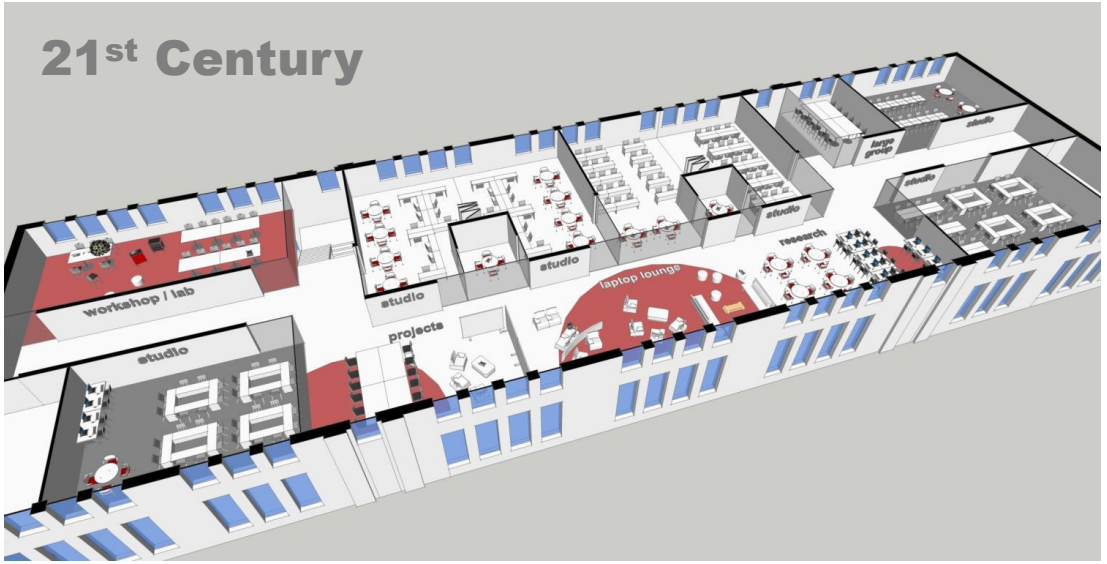
Integrated



Lakeland Elementary – DLR Group

Differentiated





Not Bounded By Walls



Collaborative & Technology Rich



Hazen High School – DLR Group

Shared



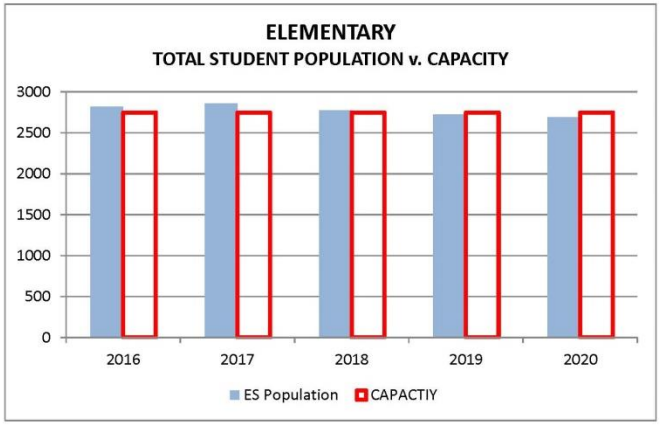
On-Going/Continuing Processes



- **Facility Needs Review**:
  - Site by site review of repair/improvement projects as outlined in 2014 Facilities Assessment Report with District staff

DLR Group

On-Going/Continuing Processes



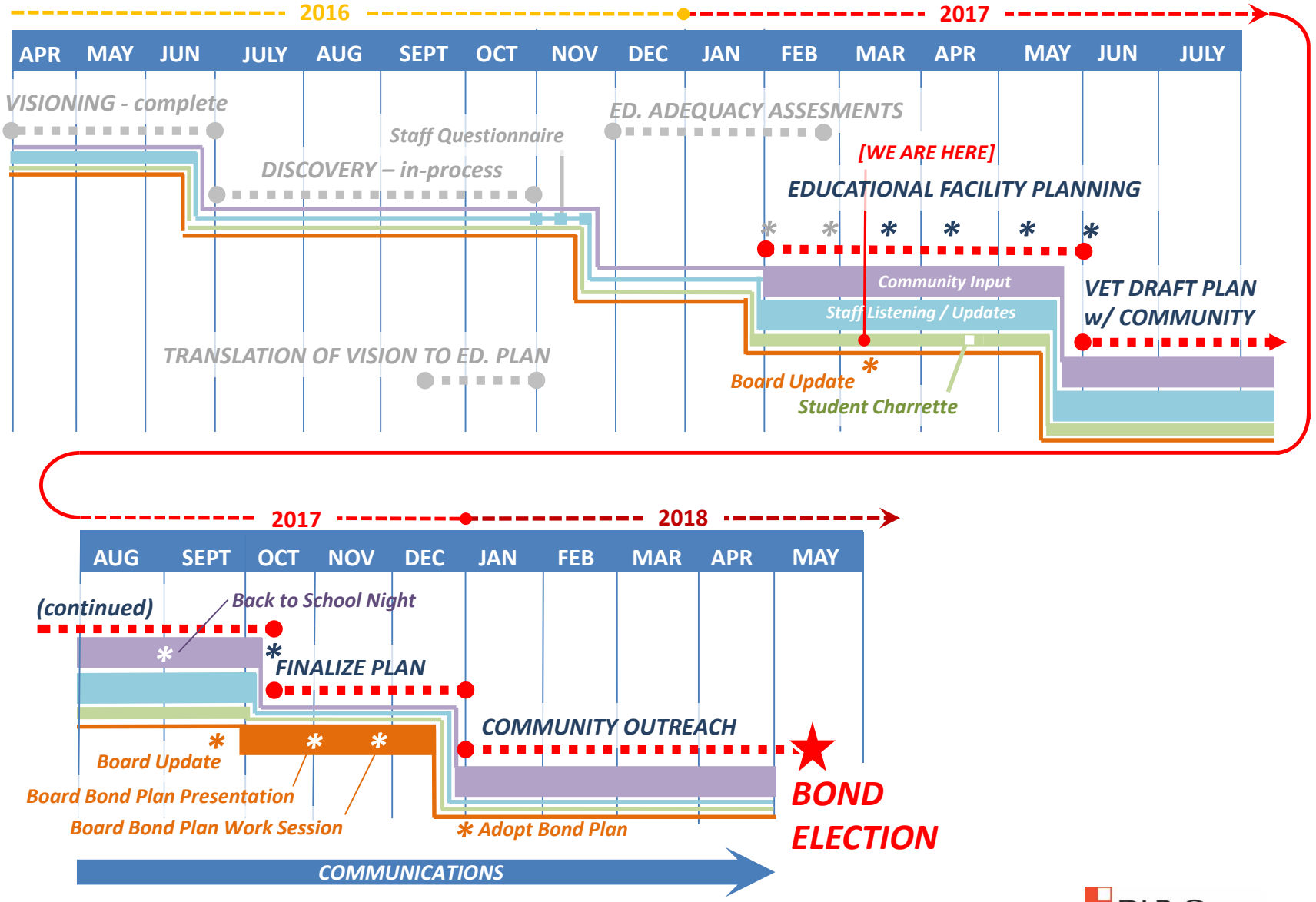
- **Capacity Analysis**:
  - Continued discussion with District staff to determine site capacity
  - Optimal School Program Overlay

DLR Group

NEXT STEPS

- **WORKSHOP 3**: *MARCH 23*
  - BRAINSTORMING BIG IDEAS
- **WORKSHOP 4**: *APRIL 25*
  - FINDING COMMON GROUND
- **WORKSHOP 5**: *MAY 11*
  - PRIORITIZING & CREATING THE DRAFT PLAN
- **WORKSHOP 6***: JUNE 6*
  - FINALIZING THE DRAFT PLAN

Facilities Planning Timeline



DLR Group

Corvallis
SCHOOL DISTRICT

XI. EMERGING MULTILINGUAL LEARNER (EL) UPDATE

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Marcianne Rivero Koetje, Equity and ELL Coordinator
Meeting Date: March 13, 2017

Emerging Multilingual Language Learner (EL) Update NO ACTION REQUIRED

Background and History

This information was adapted from the National Clearinghouse of English Language Acquisition.

It is the responsibility of schools to ensure that all students, including emergent multilingual students, have equal access to a quality education that enables them to progress academically while learning English. The services to be provided are not specified by federal or state law; however, legislation provides broad outlines.

In 1970, the federal Office for Civil Rights (OCR), a sub-agency of the U.S. Department of Education issued a memo regarding school district responsibilities under civil rights law to provide an equal educational opportunity to English Language Learners.

In a 1974 decision in *Lau v. Nichols*, the United States Supreme Court upheld the OCR's 1970 memo. The basis for the case was the claim that the students could not understand the language in which they were being taught; therefore, they were not being provided with an equal education. The Supreme Court agreed, saying that: “There is no equality of treatment merely by providing students with the same facilities, textbooks, teachers, and curriculum; for students who do not understand English are effectively foreclosed from any meaningful education.”

The case reaffirmed that all students in the United States, regardless of native language, have the right to receive a quality education. It also clarified that equality of opportunity does not necessarily mean the same education for every student, but rather the same opportunity to receive an education. An equal education is only possible if students can understand the language of instruction.

Within weeks of the *Lau v. Nichols* ruling, Congress passed the Equal Educational Opportunities Act of 1974 mandating that no state shall deny equal education opportunity to any individual, "by the failure by an educational agency to take appropriate action to overcome language barriers that impede equal participation by students in an instructional program." This was an important piece of legislation because it defined what constituted the denial of education opportunities.

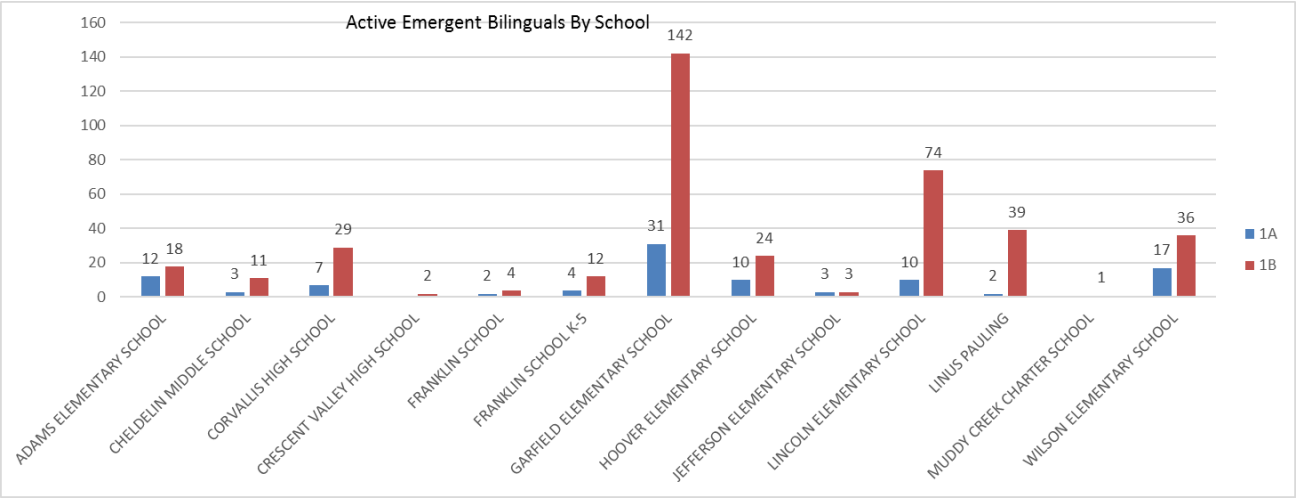
Emerging Multilingual Learners in Corvallis

All school registration packets include a Home Language Survey. If the home language is other than English, students are assessed for English proficiency. Parents are provided with emerging multilingual learner magnet school information. Current magnet program schools include Adams, Garfield, Lincoln, Hoover, and Wilson Elementary Schools, Linus Pauling Middle School, and Corvallis High School. Enrollment data of identified emerging multilingual learners is provided in the table below. In our district

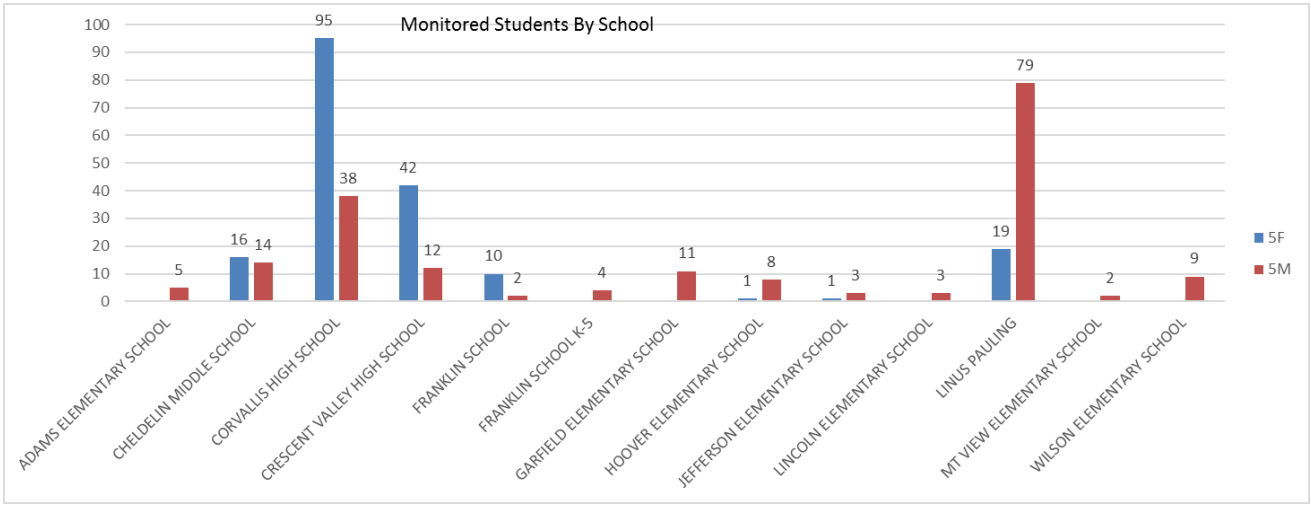
this year, there are 52 languages of origin. The top five languages spoken in students' homes include English, Spanish, Chinese/Mandarin, Arabic, and Korean. Students in our schools come from 77 birth countries. The top five include the United States, China, Mexico, Korea, and Iraq.

Total Identified EL students	Fall	Spring
2013-2014	397	345
2014-2015	465	483
2015-2016	480	470
2016-2017	492	

Active Emerging Multilingual Students are shown in the table below. 1A are newly identified students and 1B are continuing students receiving services.



Monitored Emerging Multilingual Students are students who have reached language proficiency and no longer need services. These students are shown in the table below. 5F students are in year one of monitoring and 5M students are in the second year of monitoring.



New English Language Proficiency Standards

English Language Proficiency (ELP) Standards, developed for students in grades K-12, highlight the language demands found in Common Core State Standards (CCSS) for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects and the CCSS for Mathematics and the Next Generation Science Standards that are necessary for the development of advanced English and academic success across the disciplines. The new ELP standards are intended to guide teachers to support student's English language development as they simultaneously learn rigorous academic content.

The following principles guided the development of the Next Generation English Language Development Standards.

Principle 1: ELLs need opportunities to interact in meaningful ways.
Principle 2: ELLs need opportunities to learn about how English works.
Principle 3: ELLs need opportunities to learn foundational literacy skills.

Inclusive Instructional Practices

Content Integrated English Language Development (CIELD) has been an adaptive shift in English language development instructional practices. CIELD provides an inclusive means for English learners to access grade level content and acquire the academic language necessary to access core instruction in math, language arts, science and social studies.

During the 2015-2016 school year, language specialists, classroom teachers and administrators participated in several co-teaching professional development opportunities that included site visits, workshops and Guided Language Acquisition Design (GLAD) training. The purpose of the visits and professional development, was to provide teachers with the tools and strategies needed to collaborate in a co-teaching setting.

New English Language Proficiency Assessment

Oregon is a member of the English Language Proficiency Assessment for the 21st Century (ELPA21), a group of states committed to supporting educators, school administrators, and communities as they implement the new English Language Proficiency (ELP) Standards and college and career ready standards. The ELPA21 assessment measures English language proficiency in the areas of reading, writing, speaking, listening, and comprehension. Delivered online, ELPA21 is designed to be interactive and includes questions that reflect real-world scenarios. Its main purpose is to qualify students for appropriate language services and help guide schools to best support student needs.

2015-2016 Assessment Results

The new ELPA21 offers an overall proficiency rating per student. Since this is the first year using this new assessment, ratings are not available at the time of this report. This rating is based on the scale score results of the domains tested (reading, writing, speaking and listening). Following are the proficiency level descriptors:

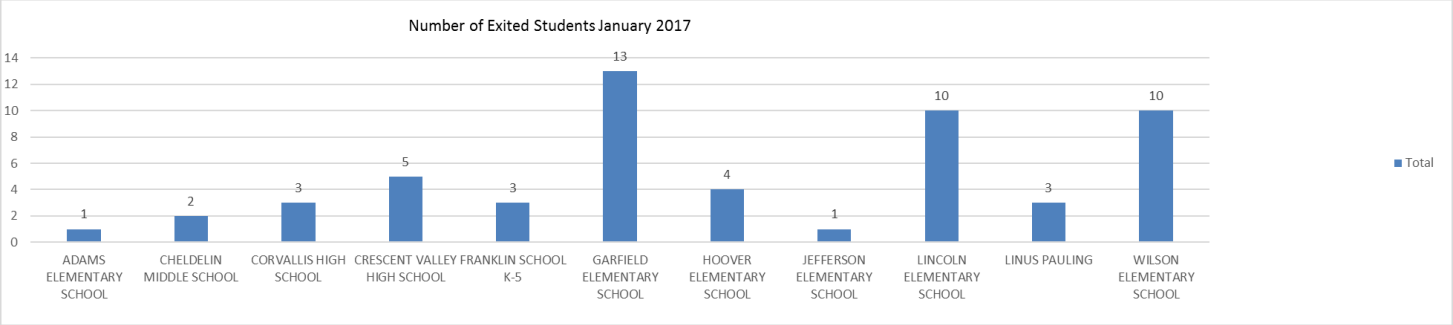
- Emerging – A student at the emerging level does not yet have the ability produce grade-level academic content in the English language. For the ELPA21 annual assessment, this means the student scores either Level 1 or Level 2 in each of the four domains of reading, writing, listening, and speaking.

- Progressing – A student at the progressing level is approaching the ability produce grade-level academic content in the English language with support. For the ELPA21 annual assessment, this means the student scores above a Level 2 on one or more domains, but does not yet meet the requirements to be at the Proficient level on the four domains of reading, writing, listening, and speaking.
- Proficient – A student at the proficient level can produce grade-level academic content in the English language. For the ELPA21 annual assessment, this means the student scores either Level 4 or Level 5 on each of the four domains of reading, writing, listening, and speaking.

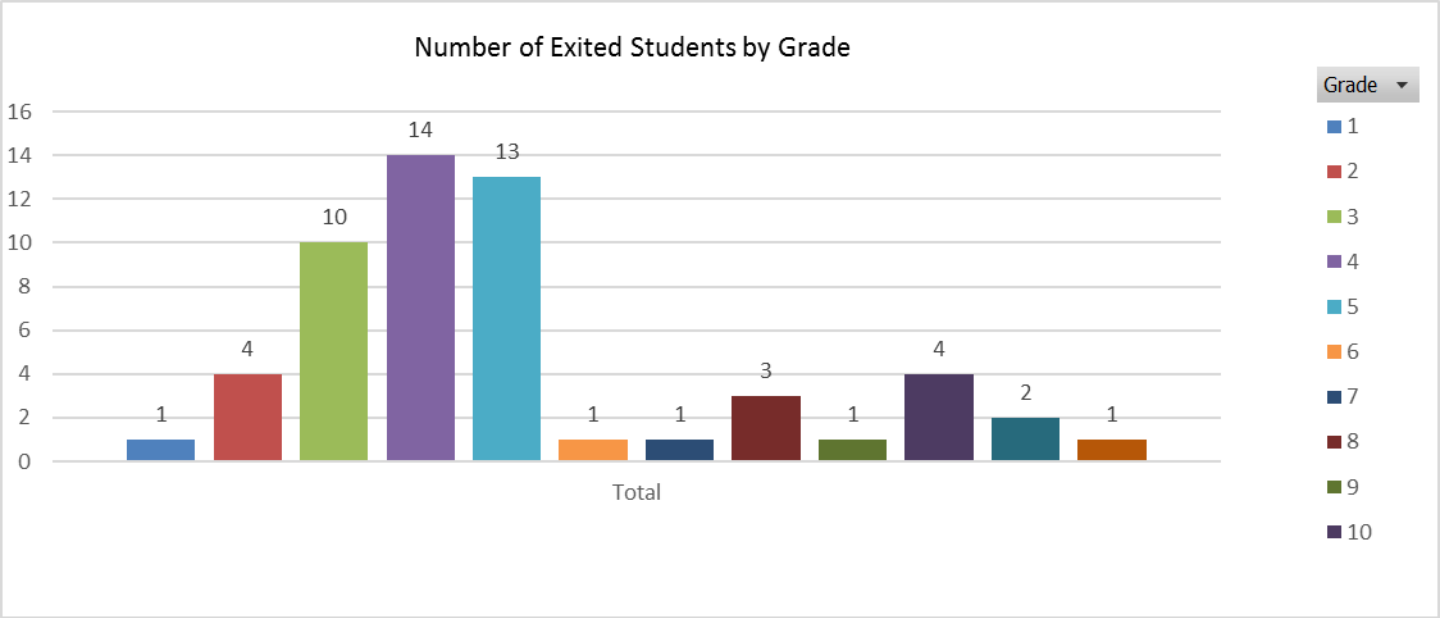
2015-2016 ELPA21 Overall Proficiency Status K-12		
Emerging	53 (12%)	Out of 451
Progressing	324 (72%)	
Proficient	74 (16%)	

Overall Proficiency Status by Grade				
Grade	**Count**	**Proficiency Status**		
		Emerging	**Progressing**	**Proficient**
K	70	16	53	1
1	72	5	63	4
2	58	3	45	10
3	68	8	41	19
4	51	5	32	14
5	37	4	28	5
6	28	4	19	5
7	18	1	12	5
8	9	2	6	1
9	6	0	1	5
10	4	0	0	4
11	9	1	7	1
12	4	0	4	0

Total number students exiting from English learner status as of January 2017



Number of students exiting from English learner status by grade level



A worthwhile video to watch:
Freedom to Talk video by Kenji Hakuta
https://vimeo.com/140276060

Corvallis
SCHOOL DISTRICT

Emerging Multilingual Learner Update

Marcianne Rivero Koetje, Val Boggs, Sarah Thompson

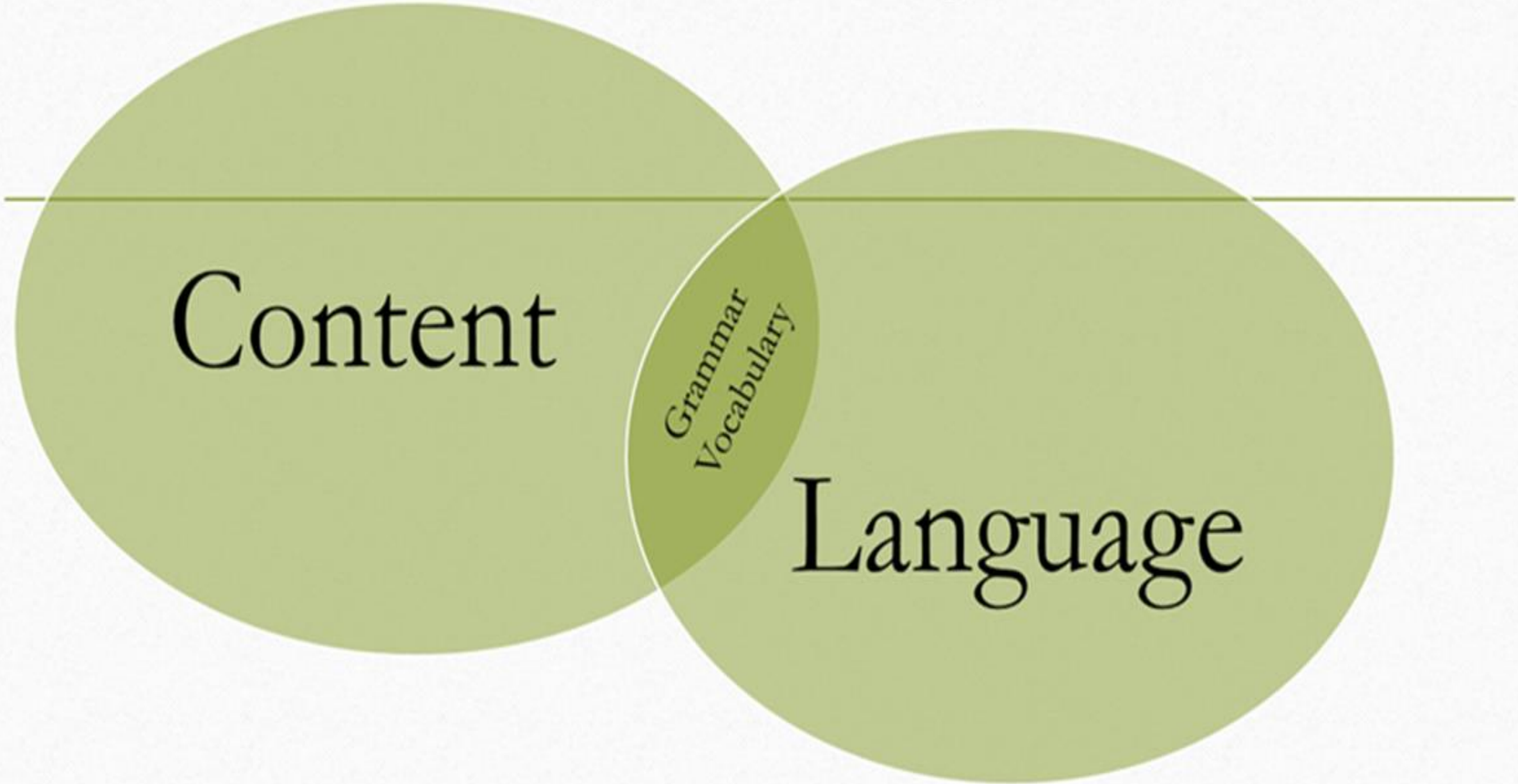
Shifts in Language Instruction

From a conceptualization of	To understanding
Language as structures or functions	Language as action subsuming structure and function
Language acquisition as implying the linear and progressive building on forms and structures, or functions, aimed at accuracy, fluency, and complexity	Non linear and complex developmental process aimed at communication and comprehension
Identifying discrete structural features of language	Exploration of how language is purposeful and patterned to do its particular rhetorical work

OLD PARADIGM



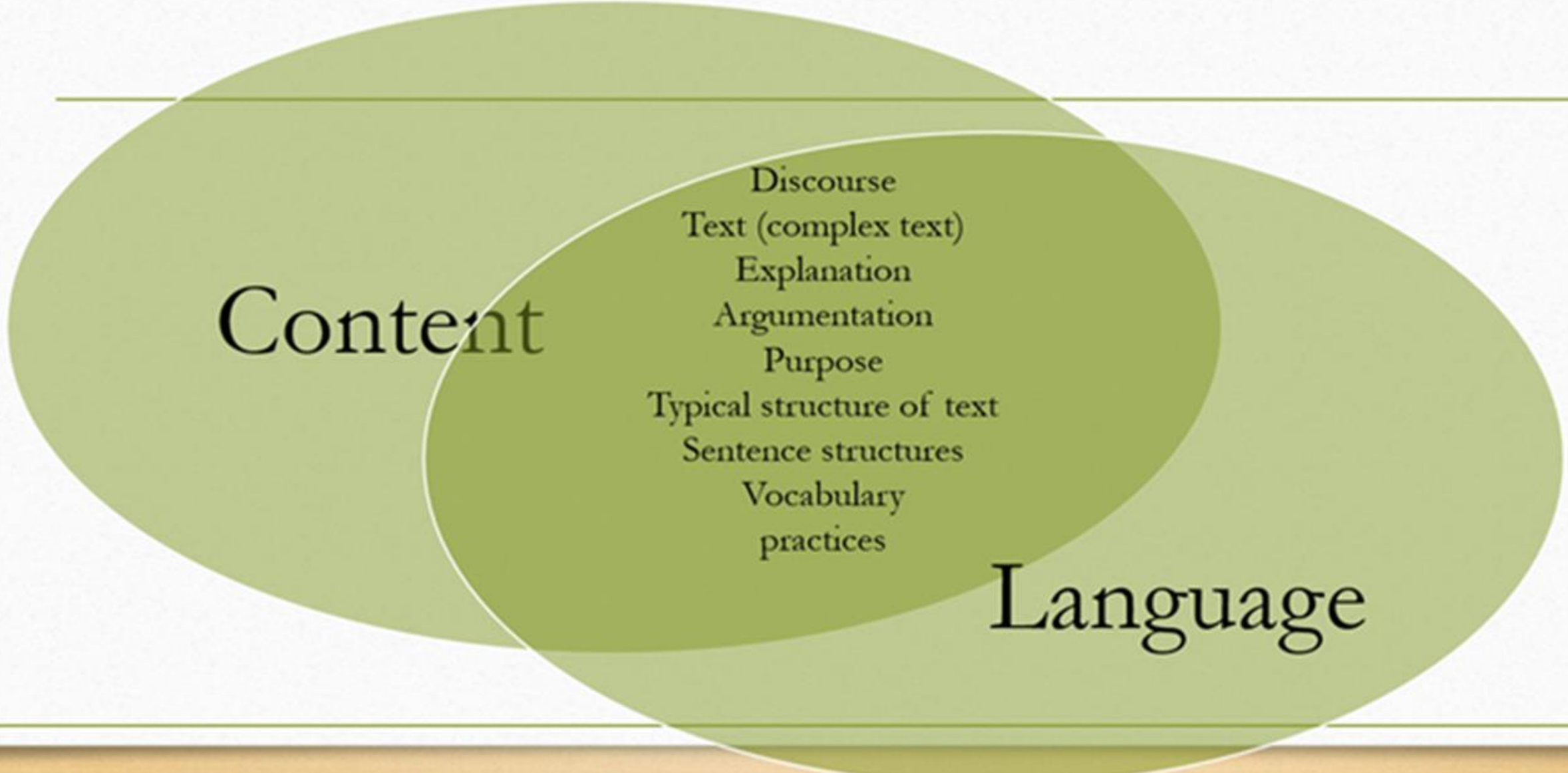
Old Paradigm



NEW PARADIGM

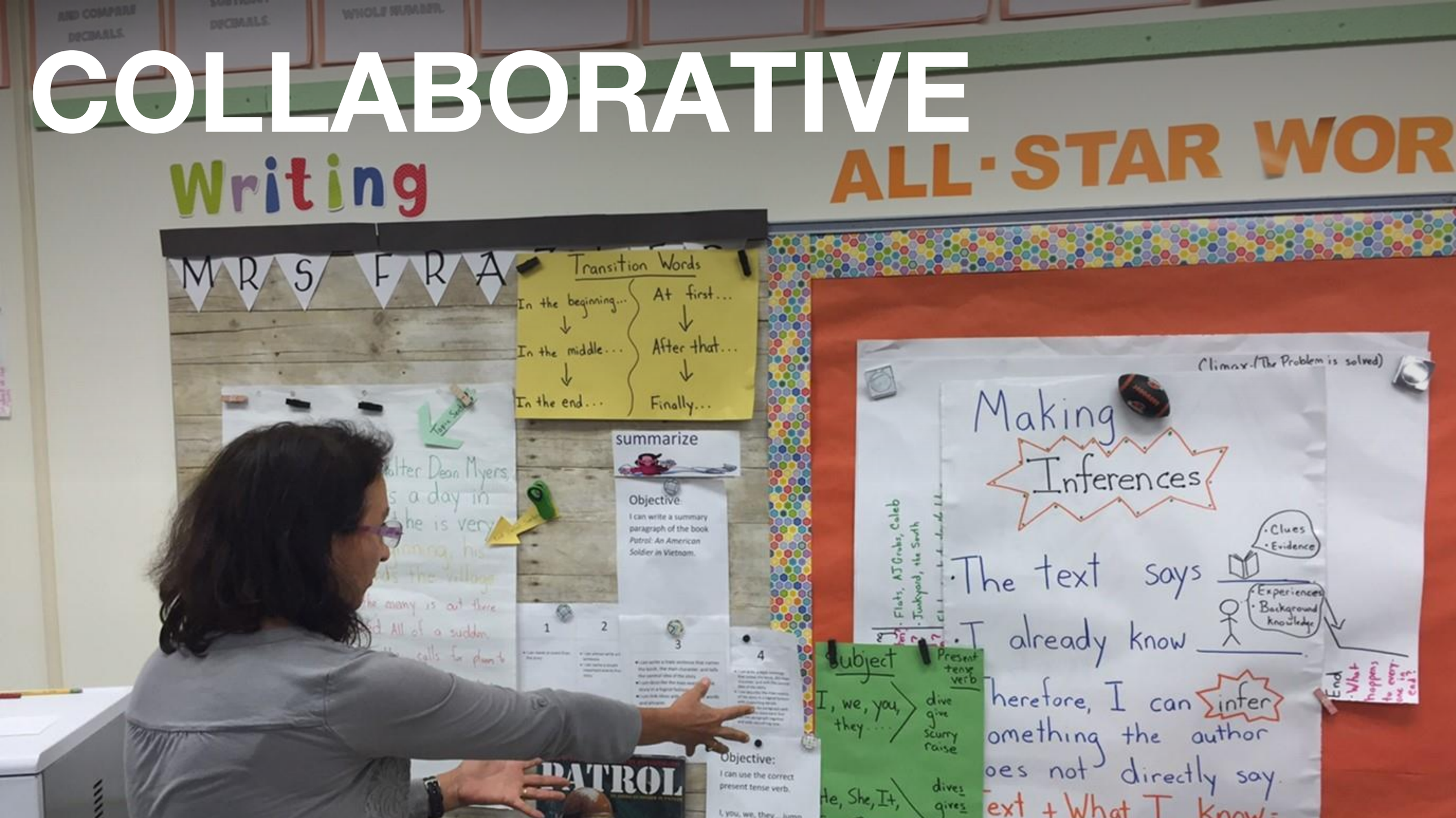


New Paradigm

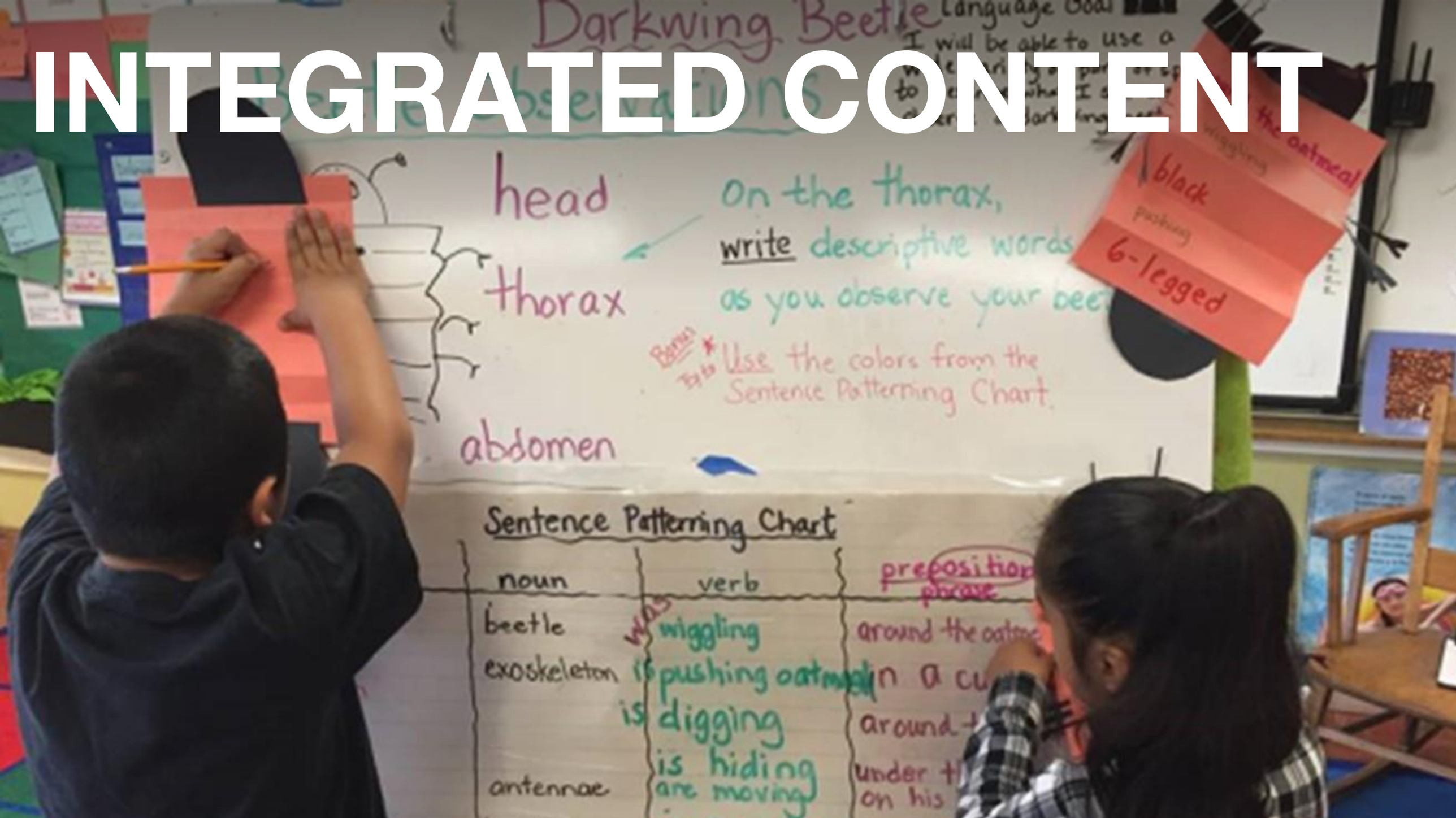



INCLUSIVE

COLLABORATIVE



INTEGRATED CONTENT



Questions

Corvallis
SCHOOL DISTRICT

XII. GENERAL FUND RESERVES

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Olivia Meyers Buch, Finance and Operations Director
Meeting Date: March 13, 2017

Fiscal Policies

NO ACTION REQUIRED

Background

Board policy DA was originally adopted by the board in February 2011 and then readopted in June 2013. The policy covers a wide array of fiscal policy topics including general fund ending fund balance, one-time nonrecurring revenues, budget accountability, financial reports, revenue estimations, equipment replacement, capital improvements, early retirement benefits, and cash carryover.

General Fund Ending Fund Balance

Per the current policy, reserves and ending fund balance designations include the following:

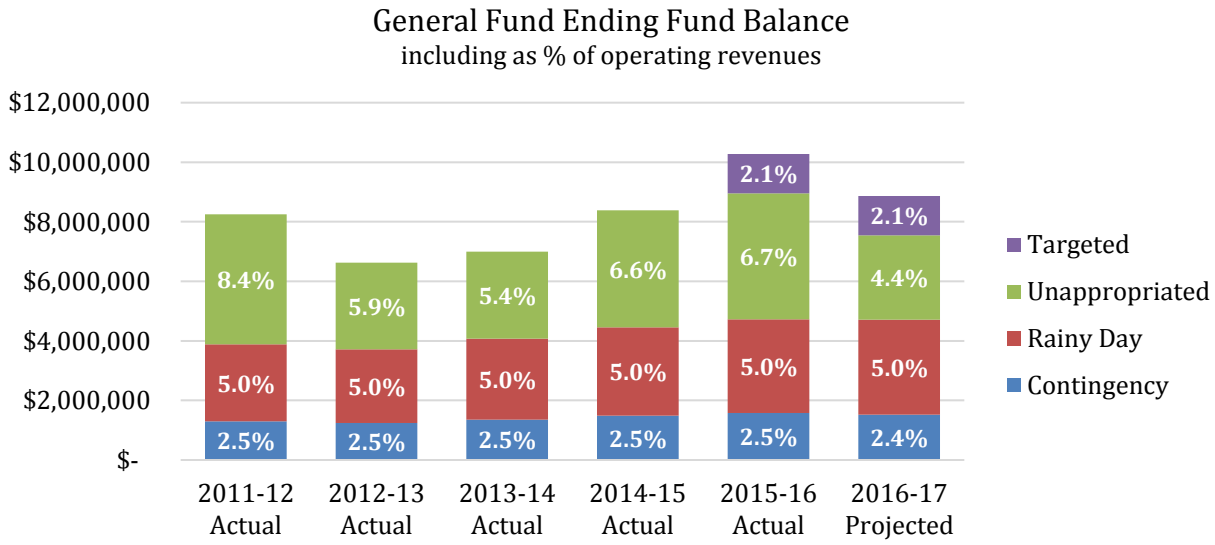
- Appropriated Contingency Reserve
  - 2.5% of general fund operating revenues (total resources net of beginning fund balance)
  - Used for unanticipated expenditures or for emergencies as approved by formal Board resolution
- Appropriated Rainy Day Reserve
  - 5% of general fund operating revenues
  - May be released for use in any year by an affirmative vote of a majority of school board members. Access is triggered when the State School Fund Formula, based on per ADMw estimates from the state for K-12 education fails to increase above prior school years, or when the Board declares a financial emergency
- Unappropriated Ending Fund Balance
  - 5% of general fund operating revenues
  - Unavailable for expenditures as not appropriated
- Targeted Reserves Ending Fund Balance
  - Allocated and designated for special purposes

The Government Finance Officers Association (GFOA) recommends, at a minimum, that governments maintain an unreserved (not earmarked for a specific purpose) ending fund balance of no less than five to fifteen percent of its general fund operating revenues, or of no less than one to two months of regular general fund operating expenditures.

In general practice, levels of fund balance, typically, are less for larger governments than for smaller governments because of the magnitude of the amounts involved and because the diversification of their revenues and expenditures often results in lower degrees of volatility. Higher levels of unreserved fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile. Due to the volatility of state revenues

and PERS employer contribution rates, devoid of any significant changes concerning state taxation or PERS, I believe that our policy designations are set at an appropriate level.

The level of general fund reserves has varied over the last several years; in fiscal years 2013 and 2014 reserves were used to offset budget deficits, and in 2015-16 a new targeted reserve was established to offset future increases in PERS employer contribution rates. Below is the actual general fund ending fund balance for the last five years, and projected for the current year.



Accessing Appropriated Rainy Day Reserve

The circumstances identified in the current policy that allow for access to the rainy day reserve are as follows: *"Access to the fund will be triggered when the State School Fund Formula, based on per ADMw estimates from the state for k-12 education fail to increase above prior school years or when the Board declares a financial emergency."*

Even though we anticipate increases in state school fund revenues over the next few years, there is a possibility that legislatively adopted allocations will not be enough to maintain the level of instructional programs and services we currently offer to students. The release of rainy day reserves would allow the district to deliver a sustainable level of programs through this anticipated period of economic regression.

Recommendation

I recommend preservation of the existing general fund ending fund balance designations and further review of the language regarding access to the rainy day reserve, particularly the interpretation of what constitutes declaration of a financial emergency.

Supplementary Materials

- Corvallis School District 509J Policy DA – Fiscal Policies
- Government Finance Officers Association Best Practice – Appropriate Level of Unrestricted Fund Balance in the General Fund – Approved by GFOA's Executive Board September 2015

Corvallis School District 509J

Code: **DA**
Adopted: 2/07/11
Readopted: 6/17/13

Fiscal Policies

1. General Fund Ending Fund Balance

The Corvallis School District 509J School Board works to ensure that the district delivers the best educational program available within the constraint of well-managed resources. To offer such a program the Board recognizes the importance of a budget that delivers sustainable levels of instruction, staffing, number of instructional days and maintenance of facilities.

The State of Oregon has a volatile tax structure which results in unstable levels of school funding. This instability can cause a significant variance in the level of programs school districts are able to financially support. Until such time that the state creates a stable tax system or a funding mechanism such as a Rainy Day Fund that will see Oregon schools through recessionary periods, the Board directs the superintendent to propose a budget that will allow for sustainability over a two-year period.

The proposed budget will create fund balances in an amount sufficient to:

a. Allow the district to deliver a sustainable level of programs through anticipated recessionary periods;
b. Protect the district from unnecessary borrowing in order to meet cash-flow needs;
c. Provide prudent reserves to meet unexpected emergencies and protect against catastrophic events;
d. Meet the uncertainties of state and federal funding; and
e. Help ensure a district credit rating that would qualify the district for lower interest costs and greater marketability of bonds that may be necessary in the construction and renovation of school facilities.

The Board believes these guidelines support prudent fiscal planning. Reserves and ending fund balance designations include:

a. Appropriated Contingency Reserve of 2.5 percent of the General Fund total resources net of the beginning fund balance. The Contingency may be used for unanticipated expenditures or for emergencies as approved by formal Board resolution;
b. Appropriated Rainy Day Reserve of five percent of the General Fund total resources net of beginning fund balance. These funds may be released for use in any year by an affirmative vote of a majority of the School Board members. Access to the fund will be triggered when the State School Fund Formula, based on per ADMw estimates from the state for k-12 education fail to increase above prior school years or when the Board declares a financial emergency;
c. Unappropriated Ending Fund Balance of five percent of the General Fund total resources net of the beginning fund balance (unavailable for expenditures as not appropriated); and

d. Targeted Reserves Ending Fund Balance as may be allocated and designated for special purposes.

The superintendent shall develop a budget plan to establish the reserves and ending fund balance designations; or as directed by the Board.

2. One-time Nonrecurring Revenues

The budget should match ongoing expenditures to ongoing revenues. One-time resources should be used for one-time expenditures that will not create a continuing obligation for the district or an unsustainable level of expenditures, and should not be expended before revenues are received.

3. Budget Accountability

Accountability to the public to demonstrate the effective use of public funds is a district goal. The district provides information to the public in a variety of methods to accomplish this goal. Budget accountability is a key component of this goal.

The district will incorporate budget accountability as part of performance management for administrators and holds individual managers accountable for ensuring program expenditures stay within budgeted limitations. Budget performance will be a criteria for evaluating management effectiveness. The superintendent will require managers to report discrepancies in their plans versus what was budgeted. Managers will report on the status of their budgets and actions that they have taken to stay within limits at regular intervals to the business manager and superintendent. The business manager is accountable to the superintendent whom is ultimately responsible for the budget.

4. Financial Reports

The Board will receive regular financial reports that include estimates of expenditures for the district's various funds in comparison to budget appropriations, actual receipts in comparison to budget estimates and provide an update on the district's overall financial condition. Reports will keep the Board informed of significant changes impacting the district's overall financial condition due to changes such as state funding, demographics or other key factors. Supplementary reports will be furnished as needed or upon request by the Board or superintendent.

5. Revenue Estimation Policy

All revenue forecasts shall be conservative, though reflective of the latest, best information available. Revenue estimates shall be made through an objective, analytical process. The district will not include revenue in budget preparation that cannot be verified with documentation of its source and amount. Key assumptions will be presented in the budget document.

6. Equipment Replacement Reserves

The district recognizes the need for ongoing equipment replacement to effectively deliver educational services. Equipment includes technology, maintenance, major software or other equipment like items deemed critical to operations.

This district may establish a separate fund to manage these funds. Replacement funding cycles and designated funds will be identified by major equipment type and noted in the annual budget document.

7. Capital Improvements

Major facility and ground improvements will be funded through the most viable and economical method appropriate for the improvements. To assist in funding projects that are more significant in nature but not eligible for bond funding due to the scope or timing, the district may elect to budget an amount each year designated for this purpose. A reserve may be built to carry over from year to year to assist in funding stability.

Capital Improvements are defined within the following guidelines:

a. Cost $20,000 or more, and
b. Be a permanent addition to the fixed assets of the district, and
c. Purchase land, and
d. Construct a new facility, or
e. Remodel or add to an existing facility, or
f. Construct/install public infrastructure, or
g. Replace existing infrastructure including facility HVAC systems.

Any debt instruments proposed for capital improvements will be approved by the board.

8. Early Retirement Benefits

Early retirement benefits will be funded on a pay-as-you-go basis. The program will be valued by an actuary at least every other year for planning purposes.

9. Cash Carryover

To encourage responsible expenditure of budgets, 50 percent of unused budget appropriations for the General Fund will be made available to managers in the following year, or an alternative rate as recommended by the superintendent in the proposed budget document and as adopted by the Board. The Board believes that the current budget allocations should benefit primarily current year students.

END OF POLICY

Legal Reference(s):

ORS 332.107

Government Finance Officers Association

BEST PRACTICE

Appropriate Level of Unrestricted Fund Balance in the General Fund

BACKGROUND:

In the context of financial reporting, the term *fund balance* is used to describe the net position of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net position of governmental funds calculated on a government's budgetary basis.[1] While in both cases *fund balance* is intended to serve as a measure of the financial resources available in a governmental fund; it is essential that differences between GAAP *fund balance* and budgetary *fund balance* be fully appreciated.

1. GAAP financial statements report up to five separate categories of fund balance based on the type and source of constraints placed on how resources can be spent (presented in descending order from most constraining to least constraining): *nonspendable fund balance*, *restricted fund balance*, *committed fund balance*, *assigned fund balance*, and *unassigned fund balance*.[2] The total of the amounts in these last three categories (where the only constraint on spending, if any, is imposed by the government itself) is termed *unrestricted fund balance*. In contrast, budgetary fund balance, while it is subject to the same constraints on spending as GAAP fund balance, typically represents simply the total amount accumulated from prior years at a point in time.
2. The calculation of GAAP fund balance and budgetary fund balance sometimes is complicated by the use of sub-funds within the general fund. In such cases, GAAP fund balance includes amounts from all of the subfunds, whereas budgetary fund balance typically does not.
3. Often the timing of the recognition of revenues and expenditures is different for purposes of GAAP financial reporting and budgeting. For example, encumbrances arising from purchase orders often are recognized as expenditures for budgetary purposes, but never for the preparation of GAAP financial statements.

The effect of these and other differences on the amounts reported as *GAAP fund balance* and *budgetary fund balance* in the general fund should be clarified, understood, and documented.

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. In most cases, discussions of fund balance will properly focus on a government's general fund. Nonetheless, financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance in the general fund.

RECOMMENDATION:

GFOA recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund for GAAP and budgetary purposes.[3] Such a guideline should be set by the appropriate policy body and articulate a framework and process for how the government would increase or decrease the level of unrestricted fund balance over a specific time period.[4] In particular, governments should provide broad guidance in the policy for how resources will be directed to replenish fund balance should the balance fall below the level prescribed.

Appropriate Level. The adequacy of unrestricted fund balance in the general fund should take into account each government's own unique circumstances. For example, governments that may be vulnerable to natural disasters, more dependent on a volatile revenue source, or potentially subject to cuts in state aid and/or federal grants may need to maintain a higher level in the unrestricted fund balance. Articulating these risks in a fund balance policy makes it easier to explain to stakeholders the rationale for a seemingly higher than normal level of fund balance that protects taxpayers and employees from unexpected changes in financial condition. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.[5] The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances.[6] Furthermore, a government's particular situation often may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level. In any case, such measures should be applied within the context of long-term forecasting, thereby avoiding the risk of placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time. In establishing a policy governing the level of unrestricted fund balance in the general fund, a government should consider a variety of factors, including:

1. The predictability of its revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
2. Its perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts);
3. The potential drain upon general fund resources from other funds, as well as, the availability of resources in other funds;
4. The potential impact on the entity's bond ratings and the corresponding increased cost of borrowed funds;
5. Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose). Governments may deem it appropriate to exclude from consideration resources that have been committed or assigned to some other purpose and focus on unassigned fund balance, rather than on unrestricted fund balance.

Use and Replenishment.

The fund balance policy should define conditions warranting its use, and if a fund balance falls below the government's policy level, a solid plan to replenish it. In that context, the fund balance policy should:

1. Define the time period within which and contingencies for which fund balances will be used;
2. Describe how the government's expenditure and/or revenue levels will be adjusted to match any new economic realities that are behind the use of fund balance as a financing bridge;
3. Describe the time period over which the components of fund balance will be replenished and the means by which they will be replenished.

Generally, governments should seek to replenish their fund balances within one to three years of use. Specifically, factors influencing the replenishment time horizon include:

1. The budgetary reasons behind the fund balance targets;
2. Recovering from an extreme event;
3. Political continuity;
4. Financial planning time horizons;
5. Long-term forecasts and economic conditions;
6. External financing expectations.

Revenue sources that would typically be looked to for replenishment of a fund balance include nonrecurring revenues, budget surpluses, and excess resources in other funds (if legally permissible and there is a defensible rationale). Year-end surpluses are an appropriate source for replenishing fund balance.

Unrestricted Fund Balance Above Formal Policy Requirement. In some cases, governments can find themselves in a position with an amount of unrestricted fund balance in the general fund over their formal policy reserve requirement even after taking into account potential financial risks in the foreseeable future. Amounts over the formal policy may reflect a structural trend, in which case governments should consider a policy as to how this would be addressed. Additionally, an education or communication strategy, or at a minimum, explanation of large changes in fund balance is encouraged. In all cases, use of those funds should be prohibited as a funding source for ongoing recurring expenditures.

Notes:

1. For the sake of clarity, this recommended practice uses the terms GAAP fund balance and budgetary fund balance to distinguish these two different uses of the same term.
2. These categories are set forth in Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.
3. Sometimes restricted fund balance includes resources available to finance items that typically would require the use of unrestricted fund balance (e.g., a contingency reserve). In that case, such amounts should be included as part of unrestricted fund balance for purposes of analysis.
4. See Recommended Practice 4.1 of the National Advisory Council on State and Local Budgeting governments on the need to "maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures" (Recommended Practice 4.1).
5. In practice, a level of unrestricted fund balance significantly lower than the recommended minimum may be appropriate for states and America's largest governments (e.g., cities, counties, and school districts) because they often are in a better position to predict contingencies (for the same reason that an insurance company can more readily predict the number of accidents for a pool of 500,000 drivers than for a pool of fifty), and because their revenues and expenditures often are more diversified and thus potentially less subject to volatility.
6. In either case, unusual items that would distort trends (e.g., one-time revenues and expenditures) should be excluded, whereas recurring transfers should be included. Once the decision has been made to compare unrestricted fund balance to either revenues and/or expenditures, that decision should be followed consistently from period to period.

Corvallis
SCHOOL DISTRICT

XIII. CONSOLIDATED ACTION

XIII.A. Minutes

XIII.A.1. February 6, 2017

MINUTES
Business Meeting of the
BOARD OF DIRECTORS
Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:45 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
Vincent Adams, Vice Chair	Ryan Noss, Superintendent
Sami Al-AbdRabbuh	Kevin Bogatin, Assistant Superintendent
Judy Ball	Jennifer Duvall, Human Resources Director
Bill Kemper	Olivia Meyers Buch, Finance and Operations Director
Alexis McQuillan, Chair	
Scott Newsham	STUDENT REPRESENTATIVES PRESENT
Tom Sauret	Claire Rondeau, CHS
	Harrison Schreiber, CVHS

A quorum was present and due notice had been published.

II. EXECUTIVE SESSION

The Board met in Executive Session under ORS 192.660(2)(e)--To consult with persons designated to negotiate real property transactions.

III. PLEDGE OF ALLEGIANCE

Chair McQuillan led the Pledge of Allegiance.

IV. REPORTS FROM BOARD LIAISONS TO DISTRICT COMMITTEES

Board members provided brief updates regarding the committees to which they liaise.

V. BOARD-SCHOOL LIAISON REPORTS

Board members provided brief updates regarding their visits to schools and attendance at school events.

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VI. STUDENT REPRESENTATIVE REPORTS

Student representatives provided highlights about the events and activities involving their schools.

VII. SUPERINTENDENT'S REPORT

Superintendent Noss offered highlights from the past month and provided information regarding current and future initiatives.

VIII. PUBLIC/STAFF COMMENT

Andrew Brumbaugh, 680 NW Oak Avenue, Corvallis, and Norina Nettleton, 36106 Marval Road, Blodgett, are school bus drivers who work for First Student, Inc., the district's contracted transportation provider. They said contract negotiations between the drivers and First Student have been underway for 18 months and there is a real possibility of a strike. They mentioned a couple of their concerns, including the small reimbursement given to employees for the health insurance they must purchase on their own, and the high turnover rate of drivers. They said they are sorry that a strike would hurt the district; however, they believe the only avenue through which to ask management to make changes is contract negotiations. They asked the district to lend its support in this process.

Vice Chair Adams said that although he isn't sure what the district could do to help the employees, he wanted the drivers to know that they carry the district's most precious commodity and are appreciated by the district for the work they do.

IX. 21ST CENTURY LEARNING GRANT

Assistant Superintendent Kevin Bogatin and Boys & Girls Club of Corvallis Chief Operations Officer Clay Higgins provided a PowerPoint presentation, a hard copy of which will be filed with the minutes of this meeting.

The presenters explained that the five year grant is being used for a joint Corvallis School District and Boys & Girls Club of Corvallis (CSD/BGCC) 21st Century Community Learning Center (CLCC) with sites at Garfield and Lincoln Elementary Schools. The grant is from the U.S. Department of Education and is aimed at ensuring that students at high poverty schools have access to high quality and engaging academic and enrichment activities in reading, math, and science during non-school hours.

Some of the information conveyed by the presenters included:

- Our CLCC has been identified as a model for other CLCCs.
- We are a member of the Oregon Department of Education's CCLC State Advisory Board.
- Ours is one of six Oregon programs that received additional funding for a support project under the McKinney–Vento Homeless Assistance Act.

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- The Garfield site was selected as one of 10 in Oregon to pilot the new federal Every Student Succeeds Act (ESSA) program evaluation process.
- We are in year four of the five-year grant.
- In January 2018, a new CCLC grant will become available. CSD and BGCC wish to re-submit their grant proposal with the potential to expand to a third site at Wilson Elementary School.
- Besides the CLCCs, BGCC offers a variety of programs district-wide and at all levels.
- We always need volunteers; anyone interested in doing so can find information at the BGCC website.

X. ASSESSMENT RESULTS – PART 2

Curriculum Co-coordinator Rynda Gregory and Assessment/Data Specialist Laurie Corliss gave a PowerPoint presentation, a hard copy of which will be filed with the minutes of this meeting. Their presentation highlighted graduation rates, career and technical education, and freshmen on track toward graduation. They responded to questions from board members.

Director Ball said that having a graduation rate last year higher than the state's is essentially meaningless. She expressed concern that our graduation rate dropped compared to the prior year. She opined that this could be an example of "regression to the mean." Alternatively, she wondered whether the change in the district's fifth-year program, Running Start, is not the cause because as Running Start grew, our graduation rates grew; when our fifth-year year program was gutted, our graduation rate dropped. Director Ball said Senator Sara Gelser talks at her town meetings about how wonderful the new Post-graduate Scholar program is working but she never mentions that as a result, our district's fifth-year program enrollment dropped from 150 students to just 16. Director Ball asked the extent to which staff believes the graduation rate drop is associated with the ending of Running Start.

Ms. Gregory replied that she believes it's a high correlation, based on the data and conversations with fifth-year program staff members. She explained that what was offered through our Running Start program isn't the same as what's being offered through the Post-graduate Scholar program. Ms. Gregory went on to say that high school staff has adopted the attitude *we have work to do regardless of the program that's currently available*. They are finding different ways to approach student needs from the perspective *how can we help all students with their specific needs?*

Mr. Bogatin added that the graduation rate at College Hill High School (CHHS) last year was the highest it's ever been; there will be a much tighter correlation with what happens this year because last year there was a commitment from students to go to college. Also, there was a lot of unseen success out in the buildings because not all of the Running Start students were from CHHS.

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Some additional information provided as part of the presentation and/or in response to board member questions included:

- Our number of modified diplomas are dropping even though the statewide numbers are rising; that is something for us to be proud of because the requirements for a modified diploma are easier to attain.
- An example of the excellent work being done in our schools is a student who had been with Corvallis High School for five years and finally earned his high school diploma at 5½ years. Even though his graduation doesn't count in our cohort numbers or fifth year numbers, the staff are committed to helping all students attain a diploma. That student went back to the school and gave every staff member a hug and said *thanks for not giving up on me*. That's what this work is about.
- We are coming out of a compliance mindset.
- AVID (Advancement Via Individual Determination) is making a big difference; it's a catalyst for students to graduate.
- An important distinction is that College Hill High School students are still counted as members of their home schools, which means their graduation rates count toward those of their home schools. However, some districts pull out struggling students from the comprehensive high schools and list them as members of a third school, which creates an apples-to-oranges skew of graduation rates between districts.

Vice Chair Adams said Corvallis has similar resources as all other districts in the state; nevertheless, Corvallis has experienced transformational success because we changed the way we do things.

XI. KEY TAKEAWAYS FROM 2016 OREGON SCHOOL BOARDS ASSOCIATION ANNUAL CONVENTION

Board members shared information they'd gleaned from the workshops they attended during the Oregon School Boards Association annual convention in November.

XII. CONSOLIDATED ACTION

MOTION:
It was moved by Director Al-AbdRabbuh and seconded by Vice Chair Adams to approve the Consolidated Action items. The motion was voted on and unanimously approved.

The following items were approved:

A. Minutes – January 17, 2017; January 23, 2017

B. Licensed Personnel Recommendations – (This document will be filed with the minutes of this meeting.)

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C. Budget Committee Vacancy – (This document will be filed with the minutes of this meeting.)

D. Board Policy CBA—Qualifications and Duties of the Superintendent—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)

E. Board Policy EDC/KGF—Authorized Use of District Equipment—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)

F. Board Policy EDCA/KGFA—Removal of District Property—to be Rescinded – (This document will be filed with the minutes of this meeting.)

G. Board Policy GAA—Personnel: Definitions—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)

H. Board Policy IGAI—Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)

I. Board Policy IK—Assessing and Reporting Academic Achievement—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)

J. **Board Policy KJA—Distribution of Announcements and Community Information—Revised—Second Reading** – (This document will be filed with the minutes of this meeting.)

XIII. CONSOLIDATED INFORMATION

The board received the following information:

A. Non-Licensed Personnel Information – (This document will be filed with the minutes of this meeting.)

B. Unaudited Financial Statements - December 31, 2016 – (This document will be filed with the minutes of this meeting.)

Director Sauret asked whether or not the $52,000 balance remaining in the early retirement fund will return to the general fund. Finance and Operations Director Olivia Meyers Buch answered in the affirmative.

Director Sauret noted that the insurance fund is about half of what it had been; he asked whether that was enough. Ms. Meyers Buch answered in the affirmative.

Director Newsham said he sent an extensive list of questions related to the financial reports to Ms. Meyers Buch prior to the meeting. She had answered them all and therefore he had no further questions at this time.

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Director Newsham referred to the February 21, 2017 board meeting, at which public comment will be taken regarding possible changes to the fundraising policy. He asked that the community be notified well in advance of the meeting that the board will be considering its fundraising policy and welcomes their input in the initial stages of the board's review. He opined that going forward the board would benefit by making it easier for the public to be aware of board activities and intentions, and actively encourage their participation in the policy process.

XIV. ADJOURNMENT

There being no further business before the Board, Chair McQuillan adjourned the meeting at 8:55 p.m.

_____ _____

Alexis McQuillan, Board Chair Ryan Noss, Superintendent

Prepared By: Julie Catala
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UNADOPTED MINUTES

Corvallis
SCHOOL DISTRICT

XIII.A.2. February 21, 2017

MINUTES
Special Meeting of the
BOARD OF DIRECTORS
Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

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, OR 97333. The secretary recorded those present as listed below.

BOARD MEMBERS PRESENT	EXECUTIVE STAFF PRESENT
Vincent Adams, Vice Chair	Ryan Noss, Superintendent
Sami Al-AbdRabbuh	Kevin Bogatin, Assistant Superintendent
Judy Ball	Olivia Meyers Buch, Finance and Operations Director
Bill Kemper	Jennifer Duvall, Human Resources Director
Alexis McQuillan, Chair	
Scott Newsham	
Tom Sauret	

A quorum was present and due notice had been published.

II. EXECUTIVE SESSION

The Board met in Executive Session under ORS 192.660(2)(e)--To consult with persons designated to negotiate real property transactions, and ORS 192.660(2)(d)--To consult with persons designated to conduct labor negotiations.

III. PLEDGE OF ALLEGIANCE

Chair McQuillan led the Pledge of Allegiance.

IV. SUPERINTENDENT'S TRAINING PLAN AND ACTIONS REGARDING THE RIGHTS OF UNDOCUMENTED STUDENTS

Superintendent Noss had provided several documents under separate cover; they will be filed with the minutes of this meeting. Superintendent Noss outlined his training plan and the actions taken to date regarding the rights of undocumented students, pursuant to the board's adoption of Resolution No. 16-1201 on December 5, 2016.

Director Ball commended Superintendent Noss on his plan and actions to date and asked when he expected all staff to have been trained. Superintendent Noss said although he doesn't have a

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specific date, he anticipates that all staff will be trained by the end of February. Director Ball opined that conveying a sense of urgency to building leaders would be in keeping with the urgency of the resolution that the board passed.

Director Al-AbdRabbuh asked for clarification around legal language when Immigrations and Customs Enforcement (ICE) personnel who want access to a school but who don't have written documentation. He said he wants to put students at ease. Superintendent Noss said he would consult with the district's attorney about this matter.

Director Sauret asked a question regarding students whose family members have been displaced, and whether there is anything else the district should do besides make sure students are safe until a family member can be found or state agencies can be contacted. Superintendent Noss said it's important for families to make sure that their contact information on file with their child's school is up-to-date and that whoever they want to have contacted is at the top of the list because staff work their way down that contact list until someone can be reached. Director Sauret suggested putting the phrase *Make sure your emergency contact lists are up to date* in bold type as an action for families when they are registering their children.

V. PUBLIC COMMENT REGARDING BOARD POLICY DEDA – FUNDRAISING FOR PROGRAMS, ACTIVITIES OR PROJECTS

Nancy Savage, 1645 NW 13th Street, Corvallis, former Garfield PTA president, said the school's largest fundraiser yielded $6,000 and the total raised was approximately $10,000; that amount was just enough to meet basic supply needs, such as books and physical education equipment but wasn't enough to fund anything extra, such as field trips. She said it's very difficult to ask low income families to contribute more; she hopes the district will find a more equitable way to distribute fundraised dollars among the schools.

Becky Wood, 3415 NE Canterbury Circle, Corvallis, former Wilson PTA treasurer, said just over 50% of their students qualify for free or reduced-price meals. At best, the PTA raised approximately $20,000 for assemblies, grant requests for staff, carnivals, etc., but nothing for an art teacher as some schools have been able to do. She said it feels inequitable that some schools have an art program that other schools can't afford, or that some schools' teachers get more prep time because the students are at an art class. She offered suggestions, such as funding elementary schools at the district level or redesigning school boundaries.

Jeff Goodwin, 3919 NW Walnut Place, Corvallis, said he defines the problem as *how do we encourage donations at all schools, particularly at schools where donations aren't happening?* He opined that one can't solve all inequities by redistributing donations; that would result in fewer donations than before because people give to the schools where their kids attend. He suggested looking at how the district can support this effort, such as hiring a full time district employee whose job would be fundraising.

Christine Benedict, 25041 Llewellyn Road, Corvallis, said she moved here from a very large district in Texas and appreciates that parents aren't expected to donate to a fundraiser every time

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they walk through the door. She said her school in Texas would raise $90,000-$100,000; she offered to share her ideas with any Corvallis parents who would like them. She said Corvallis as a whole is so generous and giving; perhaps the district could reach out to the community, such as Girl Scouts do with their cookie sales, to get the broader community more involved.

Seema Bharwani, 962 NW Polk, Corvallis, reminded the board that art, music, sports, and extra-curricular activities are all part of a basic, sound education. She believes there are two issues at play: some schools can't raise very much money and some schools can; some kids get art once a week, some get it more. She noted that 2/3 of Garfield families are on free or reduced-price meals, which makes it very difficult to fundraise; she opined that parents from all schools could come together around areas they feel all children should have access to.

Joel Inman, staff member of the district as well as a parent, quoted from some research articles and said when some schools can raise more money than others, segregation develops; those schools that can raise a lot of money are then considered *better*. He opined that it provides incentives for parents who can navigate the system; they'll be able to go to certain schools. He cautioned that continuing down the road of *I want to donate for my child* is a trap and is essentially returning to the 1950s; however, fundraising at a district level will provide incentives for families to donate more if they are able to.

Megan Ward, 3605 NW Van Buren Avenue, Corvallis, echoed the comments of the two preceding speakers and emphasized how important it is to not let schools become so disparate. She encouraged equitable fundraising to support all district schools.

Mike Unsworth, 6575 NW Niagara Drive, Corvallis, said he has been a member of school site councils as well as PTAs and he feels there are three branches to the problem: 1) everyone, through their property taxes, is supporting the district to do its best to provide an equitable education for all students; 2) PTAs/PTOs raise money for supplies, field trips, and even teachers; 3) the Corvallis Public Schools Foundation raises money for specific things, such as summer school. He recommended the district look more closely at ways to raise money through the Foundation for particular earmarked items but doing it properly; otherwise, people will stop donating.

Courtney Shaff, 29508 NE Pheasant Avenue, Corvallis, said she is the co-president of Garfield School's bilingual PTA, which is only able to raise about $10,000 a year to fund field trips, physical education equipment, books for classrooms in both English and Spanish, classroom snacks, and extra socks and sweatpants for kids who get wet during the school day. She said Garfield's PTA members focus on the basic needs of families but have started writing grants to expand the school garden, for Lego Robotics, and for geography education and cultural speakers. Garfield has shared resources with another school that doesn't have these types of opportunities, and which was in need of books for its library. She opined that parents from all schools need to collaborate and use resources well to support each other, and commended Liv Gifford, CEO of the Corvallis Public Schools Foundation, for bringing together the PTA/O presidents from all schools to begin these conversations.

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Kelley Guenther, 1918 NW Lance Way, Corvallis, shared a story about her son that reinforced her recommendation to increase the number of educational assistants to help struggling students. She said if funds raised by parent groups could be used to pay for assistants, she would fully support fundraising for staff. She recommended tapping into the community for additional fundraising because the population of Corvallis, which is aging, wants to see students succeed.

Kate Carleski, 7235 NW Ramona Drive, Corvallis, said she and other parents are seeking clarity around the term *equity*. She asked if it meant homogenization across schools or perhaps equal education across the district. She said she has seven children who went through various Corvallis schools, so she has a wide breadth of exposure to the different fundraising models in use. She advocated for the board to consider looking beyond the schools because some can't raise money, even though they want to. She recommended tapping into the community.

Christine Mueller, 1959 NW Woodland Drive, Corvallis, said an image exists that the board wants to take away schools' fundraised money, which caused people to not donate to a recent fun run. She opined that limiting how much money a school can raise or restricting what a school can use the money for is not the answer. She said the income from Hoover Elementary School's auction tripled because the organizers found ways to bring in money from outside of the school and its boundaries; there were incredible businesses in town willing to give money. Additionally, she opined that if fundraising is framed that it is for kids who are in need, more donations will be realized because people want to help those in need.

Terese Jones, 925 NW Beca Avenue, Corvallis, referred to comments made by a couple of people earlier in the evening regarding seeking funds from others besides a school's parents. She said that some parents' extended networks are much larger than others; for example, parents from a school in which 70% of the families qualify for free and reduced-price meals don't have nearly as large a network of people as parents from a school with a more affluent population. She said all of our schools want to be passionate about art but Garfield Elementary School parents are focusing their efforts on simply getting enough to eat; it's reasonable to have a district-wide plan to cover basic education.

John Caster offered some impromptu comments regarding the notion of a buddy school system between schools with a good base of income and those without; schools pair up and work together throughout the year. He added that perhaps something similar could happen with businesses, agencies and organizations adopting certain schools and raising funds for them throughout the year.

Steve Farrell offered some impromptu comments suggesting a tax on fundraised money; part of the money would then go to the district but most of the money would go to the school designated by the donor. He also suggested identifying projects that would benefit all schools, such as the Oregon Battle of the Books competition; everyone would get some feeling of reward out of that.

Jennifer Ades, 900 SE Centerpointe Drive, Corvallis, referenced the difference in the terms *equality* and *equity*, saying that the constitution allows equal access to education but equity is

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making sure that everyone can access it. She suggested increasing the frequency of fundraising so people don't have to donate a lot at one time; it's easier for people to come up with a little bit.

VI. BOARD DISCUSSION REGARDING BOARD POLICY DEDA – FUNDRAISING FOR PROGRAMS, ACTIVITIES OR PROJECTS; AND, SUPERINTENDENT'S TASK FORCE

Chair McQuillan opened the discussion by asking board members if they want to revise the policy; she invited board members to share ideas or general thoughts.

All board members felt the policy needed to be revised. Some of their reflections included:

- Any time there is this level of interest a subject, it shows that there might be a need to revise the policy or at least to look at it to make sure it is the policy we want to move forward with.
- A good representative body from the community needs to provide a recommendation before the board goes any further in terms of revising this policy.
- A representative from every school should participate in developing the recommendation.
- Changing this policy will require a community dialogue and a balanced, data-driven process.
- We don't want to inadvertently give the public the impression that the board wants to stop or constrain donations; the community and its businesses are already generously supporting all our schools and we are truly grateful.
- People will be able to buy in to changes to the policy as long as everyone can agree with the three district goals: closing the achievement gap, every student shows progress, and every student a graduate.
- This needs to be a parent-led process, the policy should be drafted by the parents, all PTA/O groups need to be represented, and the Corvallis Public Schools Foundation needs to be involved.
- The group that will work on the policy revision must be given specific guidance as to the board's desired outcomes.
- Once the revised policy has been developed, the administrative regulation needs to be developed; the group revising the policy might be able to help the superintendent draft the administrative regulation.

Chair McQuillan opened the floor for board members to discuss and reach consensus about who they want as representatives in the revision process, how those representatives will be chosen, the parameters of the work, desired outcomes, and the timeline. Board members discussed these topics and provided parameters and timelines to Superintendent Noss. He will present a plan at the March 6, 2017 board meeting.

VII. BOARD NORMS AND WORKING AGREEMENTS

Superintendent Noss provided the existing board norms and working agreements, which were last adopted in 2011, to the board under separate cover.

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Director Newsham asked why the documents aren't publicly available and why the information they contain isn't in policy, especially regarding committees.

Some of the comments from board members in response included:

- When I joined the board in 2011, these documents were part of the training for new board members but I don't think that there's been training for new board members since then.
- Nobody was trying to hide anything; 2011 is just the last time the board felt they needed to be discussed.
- Policies are quite general and generic and the norms and working agreements are simply the more enumerated specifics of those policies.
- It may be that the more recent Oregon School Boards Association (OSBA) policies need to be incorporated into ours in places that they haven't been.
- Nothing in these norms and working agreements is inconsistent with the policies we have.

Vice Chair Adams agreed that the community should have easy access to the documents; moreover, the board should revisit them every year in the fall.

Chair McQuillan asked board members if they want to add the information from the norms and working agreements to policy or if they are happy with the documents as they exist.

Director Newsham spoke against the norms/working agreements concept. He advocated for the board to adopt policies on board governance and operations, including committees and their charters. He expressed his preference for more closely aligning with the Oregon School Board Association's model policies, saying this would be consistent with the majority of Oregon school boards. He believed clearer policies would increase public awareness and understanding of board operations and hopefully public engagement. He offered to draft policies for board consideration.

Director Kemper concurred with Vice Chair Adams' suggestion to review and agree upon the norms and working agreements at the first board meeting each year because it sets the stage for the year.

Director Al-AbdRabbuh agreed that it would be wise to review these documents every year. He asked a question regarding how the type of committee – board or superintendent – gets decided. Board members offered their insight, including:

- Most policies come about because of law; the district subscribes to OSBA's policy service and review those that are considered necessary to operate the district and follow the law.
- I'm not sure you need to generate a lot of policy if the district is operating well.
- It was the fundraising subject, not the policy itself that raised the public's interest tonight.
- The generation of policy isn't the end-all-be-all of board operations. We need to ensure that our schools are working well and that students are succeeding.

UNADOPTED MINUTES

- I have no problem having these norms and working agreements on the website; the question is whether or not we write a bunch of policies.

A question regarding the difference between work groups and committees was raised. Vice Chair Adams gave the example of the finance work group: the finance and operations director brings information to the work group and discusses it with board members and that information finds its way back to the board to have a conversation; the ethical test he uses is *do I have an expectation that what I say in the meeting will be taken by the director and not changed?* The answer for a work group is *no*; whereas, with a committee, he fully expects his ideas to be considered by the full board.

Director Newsham said that when a board member is not selected as a member of a work group, it effectively excludes them from important discussions on that subject. He questioned why the majority of the board is excluded from the decision-making until after the work group makes its recommendation to the board.

Director Sauret noted that no decisions are made in work group meetings; the idea behind them was to allow staff to exchange ideas with a small group of board members, testing out information, concepts and ideas before bringing them to the board in some form. He added that if the issue involves a decision, it eventually comes to the board to discuss; he said no one is trying to hide anything.

Director Newsham clarified that he isn't implying ill intent by anyone. He expressed his preference for the board to take up more issues in work sessions and operate more frequently as a committee of the whole. He did not view the current work group structure as an effective or efficient use of resources. He stated he would support the will of the board on this issue, but recommended obtaining a second opinion from OSBA or the district's legal counsel before taking a decision.

Director Ball said finance work group meetings happen during the day when the finance and budget staff are here; from a use of time perspective, it's far superior to have those staff members involved during the day instead of making them stay for night meetings.

Director Newsham opined that the board needs to spend more of its resources on its key responsibilities – highlighting the need for strategic planning and goal setting actions.

Chair McQuillan asked the board to indicate their preference between using the working agreements to guide the board's operations and putting information about committees into policy.

Director Sauret said he would be happy either way; however, a policy would have to be properly constructed.

Director Ball opined that adequate policy exists to cover what's in the norms and working agreements, and that there is nothing inconsistent between them and existing policy. She added

UNADOPTED MINUTES

that there has been a lot of discussion about not spending our time on minutiae; however, she considers this conversation to be minutiae.

Director Al-AbdRabbuh said he could support Director Ball's opinion as long as there's something in policy that says the board could develop its own working agreements.

Vice Chair Adams said he is of the mind "if it ain't broke, don't fix it"; what is not currently working is that the norms and working agreements aren't public. He said Director Newsham brings a valid point about checking our blind spot on our work groups to make sure we aren't breaking the law; then we should codify our committees and what can and can't be done by board members in those committees.

Director Kemper opined that if something is working, keep it as is; however, he agreed that the norms and working agreements should be public and clearly accessible, and that our committees and work groups are legal.

Director Sauret indicated his desire for the board to take formal action to adopt the norms and working agreements before they are posted publicly. He added that a few years ago, he tried to start a full review of our policies and quickly realized that we couldn't possibly take that on.

Chair McQuillan summarized consensus that the working agreements and norms shall remain separate from policy but they need to be adopted and made public; additionally, legal counsel is needed regarding the legality of the district's work groups and committees.

Superintendent Noss committed to obtaining that review and bringing information back to the board at a subsequent meeting.

VIII. ADJOURNMENT

There being no further business before the Board, Chair McQuillan adjourned the meeting at 9:45 p.m.

_____ _____

Alexis McQuillan, Board Chair Ryan Noss, Superintendent

Prepared By: Julie Catala
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UNADOPTED MINUTES

Corvallis
SCHOOL DISTRICT

XIII.B. Licensed Personnel Recommendations Including Annual Contract Renewals

Corvallis SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: March 13, 2017

Licensed Personnel Action — ACTION REQUESTED

1. Issue:

   a. Annual Contract Renewals:
   Attached are the personnel recommendations for the 2017-2018 school year, grouped by contract status.

   Recommendations: Approve attached recommendations

   Involvement: District Staff

   b. Recommendation to Hire
   Lynne Griffin: Assistant Coordinator of Teaching and Learning, 1.0 FTE, District Office, effective July 1, 2017 (Probationary). On temporary contract for the 2016-2017 school year.

   Brikena Haxhiraj: Assistant Coordinator of Teaching and Learning, 1.0 FTE, District Office, effective July 1, 2017 (Probationary). On temporary contract for the 2016-2017 school year.

   Olson, Carla: Humanities Teacher, 1.0 FTE, Linus Pauling Middle School, effective March 1, 2017 (Temporary).

   Kristy Davis: Counselor, .5 FTE, Crescent Valley High School, effective February 8, 2017 (Temporary)

   Jesse Papineau: Fifth Grade Teacher, 1.0 FTE, Mountain View Elementary School, effective February 6, 2017 (Temporary)

   c. Leave/Termination/Resignation/Layoff/Retirement
   Theodora Crotti: Spanish Teacher, .67 FTE, Corvallis High School, effective June 30, 2017 (Retirement).

Corvallis
SCHOOL DISTRICT

Robert Harriman: Second Grade Teacher, 1.0 FTE, Mt. View Elementary, effective June 30, 2017 (Resignation).

Olson, Carla: Humanities Teacher, 1.0 FTE, Linus Pauling Middle School, effective February 28, 2017 (Retirement).

Susanna Omundson: Bilingual Kindergarten teacher, 1.0 FTE Lincoln Elementary School, effective February 16, 2017 (Resignation).

MOTION REQUESTED:

"I move to approve the Licensed Personnel action as submitted."

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: March 13, 2017

Licensed Personnel Action — ACTION REQUESTED – ADDENDUM

Leave/Termination/Resignation/Layoff/Retirement

Justin Barron: Third Grade Teacher, 1.0 FTE, Hoover Elementary, effective June 30, 2017 (Resignation)

Gianna Zappettini: Third Grade Teacher, 1.0 FTE, Jefferson Elementary School, effective June 30, 2017 (Resignation)

MOTION REQUESTED:
"I move to approve the Licensed Personnel action as submitted."

Corvallis SCHOOL DISTRICT

LICENSED PERSONNEL
Recommendations
for the 2017-2018 School Year

The following are licensed staff members listed by status with recommendations indicated for the 2017-2018 school year.

CONTRACT EXTENSION FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019

Name	Building	Current Status
Abrams, David P	Adams Elementary	Contract Teacher
Adams, Maria E	Lincoln Elementary	Contract Teacher
Alexander, Kathy O	Garfield Elementary	Contract Teacher
Anderson, Marian P	On Leave	Contract Teacher
Andresen, Carol Ann S	Franklin School	Contract Teacher
Apple McConahy, Angela M	Wilson Elementary	Contract Teacher
Argo, Claudia V	Linus Pauling Middle	Contract Teacher
Arnst, Samantha M	Lincoln Elementary	Contract Teacher
Arroyo, Raquel M	Garfield Elementary	Contract Teacher
Ash, Connie M	Adams Elementary	Contract Teacher
Banuelos, Irma L	Lincoln Elementary	Contract Teacher
Baumgartner, Sandra M	Mt.View Elementary	Contract Teacher
Bay, Eva Annika	Crescent Valley High	Contract Teacher
Beck-Ard, Laura C	Corvallis High	Contract Teacher
Behrens, Gerhard B	Adams Elementary	Contract Teacher
Bell, Sandra S	Cheldelin Middle	Contract Teacher
Benning, Tamara A	Cheldelin Middle	Contract Teacher
Benson, Mary S	Hoover / Mt. View Elementary	Contract Teacher
Beran, David D	Crescent Valley High	Contract Teacher
Berg, Katherine C	Mt.View Elementary	Contract Teacher
Berrey, Thomas P	Cheldelin Middle	Contract Teacher
Blount, Sarah A	Crescent Valley High	Contract Teacher
Boedtker, Beatrice A	Linus Pauling Middle	Contract Teacher
Boggs, Valerie K	Garfield Elementary	Contract Teacher
Bolden, Christy V	Garfield Elementary	Contract Teacher
Boock, Kristin E	Wilson Elementary	Contract Teacher
Boyd-Berman, Holly S	Linus Pauling Middle	Contract Teacher
Bradley, Paul W	Wilson Elementary	Contract Teacher
Bregar, Daniel M	Crescent Valley High	Contract Teacher
Brewer, Jeanette K	District Office	Contract Teacher

CONTRACT EXTENSION FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019 continued

Bryan, Joanne S	Lincoln Elementary	Contract Teacher
Buchanan, Paul V	Crescent Valley High	Contract Teacher
Cadotte, Melissa L	Cheldelin Middle	Contract Teacher
Carpenter, Jennifer M	Lincoln Elementary	Contract Teacher
Carpenter, Laura J	Linus Pauling Middle	Contract Teacher
Caster, Gregory C	Linus Pauling Middle	Contract Teacher
Caster, Trudi J	Corvallis High /Crescent Valley High	Contract Teacher
Chilvers, Jody E	Linus Pauling Middle	Contract Teacher
Ciechanowski, Ian M	Cheldelin Middle	Contract Teacher
Clark-Huyck, Britten R	District Office	Contract Teacher
Colon, Gayle R	Garfield Elementary	Contract Teacher
Cook, Matthew M	Franklin School	Contract Teacher
Cornell, Margaret J	Crescent Valley High	Contract Teacher
Cox, Robert J	Crescent Valley High	Contract Teacher
Criscione, Anicia	Hoover Elementary	Contract Teacher
Criscione, Matthew A	Hoover Elementary	Contract Teacher
Crisostomo, Roseanne E	Lincoln Elementary	Contract Teacher
Crotti, Theodora A	Corvallis High	Contract Teacher
Davila-Williams, Nancy M	Garfield Elementary	Contract Teacher
Davis, Jennifer H	Cheldelin Middle	Contract Teacher
Davis, Laura L	Adams Elementary	Contract Teacher
Day Isaias, Kara M	Wilson Elementary	Contract Teacher
Dazey, William Eric	Corvallis High	Contract Teacher
Delamater, Jeanine M	Hoover Elementary	Contract Teacher
Delp, Laura A	Linus Pauling Middle	Contract Teacher
Demarest, Ellen N	Wilson Elementary	Contract Teacher
Demeo, Barbara C	Mt.View Elementary	Contract Teacher
Diaz, Susan M	Corvallis High	Contract Teacher
Diller, Denise L	District Office	Contract Teacher
Dillon, Timothy L	Hoover Elementary	Contract Teacher
Duerfeldt, Ross G	Corvallis High	Contract Teacher
Duvall, Robert J	Corvallis High	Contract Teacher
Eastwood, Victoria S	Crescent Valley High	Contract Teacher
Egan, Lisa G	Corvallis High	Contract Teacher
Ellingson, Craig T	Crescent Valley High	Contract Teacher
Ellis, Charlyn L	Corvallis High	Contract Teacher
Endo, Linda H	Linus Pauling Middle /Mt.View	Contract Teacher
Erickson, Kristin K	Jefferson Elementary	Contract Teacher
Espinosa, Adriana V	Lincoln Elementary	Contract Teacher
Fell, Alexandra L	Jefferson Elementary	Contract Teacher
Filloy Sharp, Amanda	Corvallis High	Contract Teacher
Fischer, Tracey E	Adams Elementary	Contract Teacher
Fong, Sandra E	Linus Pauling Middle	Contract Teacher
Foster, Dennis C	Linus Pauling Middle	Contract Teacher
Foulkes, Beatriz A	Garfield Elementary	Contract Teacher
Fowler, Sheila J	Crescent Valley High	Contract Teacher

CONTRACT EXTENSION FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019 continued

Free, Stacey K	Franklin School	Contract Teacher
Freedman, Kevin M	Crescent Valley High	Contract Teacher
Froot, Ellen	Crescent Valley High	Contract Teacher
Gable, David C	Cheldelin Middle	Contract Teacher
Garcia, Angela M	Cheldelin Middle	Contract Teacher
Garrison, Gregory J	Corvallis High	Contract Teacher
Giddens, Jayce H	Corvallis High	Contract Teacher
Gollmann, Valerie J	Cheldelin Middle/ Crescent Valley High	Contract Teacher
Gray, Jessica L	Wilson Elementary	Contract Teacher
Green, Alison Popoff	Jefferson Elementary	Contract Teacher
Griffin, Leslie K	Corvallis High	Contract Teacher
Guerrero-Gilliam, Armida C	Lincoln Elementary	Contract Teacher
Hackethorn, Kristen M	Corvallis High	Contract Teacher
Hagel Jr, Maughn C	Corvallis High	Contract Teacher
Hall, Claudia J	Linus Pauling Middle	Contract Teacher
Halsey, Julie L	Crescent Valley High	Contract Teacher
Hammond, Diana M	Garfield Elementary	Contract Teacher
Hannigan, Angela J	Jefferson Elementary	Contract Teacher
Hansen, Cody J	Adams Elementary	Contract Teacher
Harris, Nathan A	Adams Elementary	Contract Teacher
Harrison, John F	Linus Pauling Middle	Contract Teacher
Harry, Deborah R	Cheldelin Middle	Contract Teacher
Hasenstein, Liisa B	Linus Pauling Middle	Contract Teacher
Hawkins, Christine M	Adams Elementary/ District Office	Contract Teacher
Hawkinson, Paige D	Franklin School	Contract Teacher
Heath, Thomas J	Jefferson Elementary	Contract Teacher
Hee, Malia A	Crescent Valley High	Contract Teacher
Hibbert, Kelsey L	Linus Pauling Middle	Contract Teacher
Hicks, Shayna G	Mt.View Elementary	Contract Teacher
Hill, Mary E	Jefferson Elementary	Contract Teacher
Holcomb, Lisa M	Cheldelin Middle	Contract Teacher
Holden, Lori A	Mt.View Elementary	Contract Teacher
Holt, Robert	Corvallis High	Contract Teacher
Howe, Ronald J	Crescent Valley High	Contract Teacher
Huffaker, Roxie A	Cheldelin Middle	Contract Teacher
Huidor Dever, Elvira	Garfield Elementary	Contract Teacher
Hyde, Gregory N	Corvallis High	Contract Teacher
Ingersoll, Amelia V	Lincoln Elementary	Contract Teacher
Jack, Alleya S	Garfield Elementary	Contract Teacher
Janes, Kristine M	Crescent Valley High	Contract Teacher
Johnson, Mary T	Crescent Valley High	Contract Teacher
Johnson, Travis P	Franklin School/Corvallis High	Contract Teacher
Jones, Karen E	Corvallis High	Contract Teacher
Kammerzelt, Daniel J	Corvallis High	Contract Teacher
Kanter, Ryan M	Crescent Valley High	Contract Teacher
Karlin, Jennifer L	Hoover Elementary	Contract Teacher

CONTRACT EXTENSION FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019 continued

Kiekel, Jane	Corvallis High	Contract Teacher
Kikuta, Elton K	Jefferson Elementary	Contract Teacher
Kimes, Millie A	Corvallis High	Contract Teacher
King, Matthew M	Corvallis High	Contract Teacher
Kirby, Matthew J	Corvallis High	Contract Teacher
Kirsch, Fred Adam	Crescent Valley High	Contract Teacher
Knoke, Amy D	Corvallis High	Contract Teacher
Kollath, Jennifer M	Corvallis High	Contract Teacher
Kreta, Jennifer M	Lincoln Elementary	Contract Teacher
Krueger, Karin D	Corvallis High	Contract Teacher
Kussalanant, Gloria	Corvallis High	Contract Teacher
Lahman, Chris W	Crescent Valley High	Contract Teacher
Langner, Marin H	Crescent Valley High	Contract Teacher
Larrowe, Richard L	Corvallis High	Contract Teacher
Lashley, Laura K	Adams Elementary	Contract Teacher
Leclaire, Teresa A	Jefferson Elementary	Contract Teacher
Leonard, Katherine M	Corvallis High/Crescent Valley High	Contract Teacher
Lindsey, Hilary E	Wilson Elementary	Contract Teacher
Loggins, Shannon K	Mt.View Elementary	Contract Teacher
Looney, Dale E	Hoover Elementary	Contract Teacher
Loso, Dana	Crescent Valley High	Contract Teacher
Luftig, Alexandria S	Corvallis High	Contract Teacher
Lundeen, Joel V	Corvallis High	Contract Teacher
Macbeth, Deborah S	Adams Elementary	Contract Teacher
Martin Jr, Thomas R	Corvallis High	Contract Teacher
Martin, Elizabeth L	Jefferson Elementary	Contract Teacher
Martin, Stephanie A	Corvallis High/Jefferson Elementary	Contract Teacher
McCormick, Stephanie L	Adams Elementary/Franklin School	Contract Teacher
McCracken, Marta E	Wilson Elementary	Contract Teacher
McDonough, Matthew R	Corvallis High	Contract Teacher
McFarland Price, Suzanne E	District Office	Contract Teacher
McGowan, Christopher J	Corvallis High	Contract Teacher
McQueen, Megan G	Jefferson Elementary	Contract Teacher
McShane, Margaret S	Adams Elementary	Contract Teacher
Michalski, Derek R	Linus Pauling Middle	Contract Teacher
Miller, Elizabeth Young	Jefferson Elementary	Contract Teacher
Miller, Joshua R	Corvallis High	Contract Teacher
Milner, David E	Corvallis High	Contract Teacher
Mitchell, Becky L	Franklin School	Contract Teacher
Monroe, Dana M	Cheldelin Middle / Lincoln Elementary	Contract Teacher
Mooney, Christopher P	Corvallis High	Contract Teacher
Morrison, Pamela R	Garfield Elementary	Contract Teacher
Moses, Jaclyn J	Lincoln Elementary	Contract Teacher
Moses, Keith J	Crescent Valley High	Contract Teacher
Mulligan, Sheila A	Cheldelin Middle	Contract Teacher
Newton, Sherry M	Garfield Elementary	Contract Teacher

CONTRACT EXTENSION FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019 continued

Olvera, Holly D	Linus Pauling Middle	Contract Teacher
Osterman-Sussman, Irene D	Adams Elementary	Contract Teacher
Paley, Kathryn M	Cheldelin Middle	Contract Teacher
Parrott, Theresa M	Cheldelin Middle	Contract Teacher
Pascuzzi, Talia D	Lincoln Elementary	Contract Teacher
Patching, Andrew D	Linus Pauling Middle	Contract Teacher
Patterson, Aubrey A	Corvallis High	Contract Teacher
Peak, Jefferson D	Harding Center	Contract Teacher
Perdue, Kim E	Hoover Elementary	Contract Teacher
Perrigan, Heather R	Corvallis High	Contract Teacher
Peterson, Karen L	Corvallis High	Contract Teacher
Pobiecke, Penny M	Corvallis High	Contract Teacher
Pokrzywa, Patricia A	District Office	Contract Teacher
Polo, Marilyn	Lincoln Elementary	Contract Teacher
Ponder, Amy L	Hoover Elementary	Contract Teacher
Powers, Shelley L	Corvallis High	Contract Teacher
Prothero, Lindsay M	Franklin School	Contract Teacher
Raleigh, Claudia J	Adams Elementary	Contract Teacher
Raleigh, Stephanie F	Hoover Elementary	Contract Teacher
Rarick, Patrick T	Franklin School	Contract Teacher
Rathja, Laura E	Adams Elementary	Contract Teacher
Reerslev, Nancy L	Garfield Elementary	Contract Teacher
Reeves, Susan J	Adams Elementary	Contract Teacher
Reynolds, Daniel B	Mt.View Elementary	Contract Teacher
Riesenberg, Douglas J	Crescent Valley High	Contract Teacher
Roberts, Cami D	Crescent Valley High	Contract Teacher
Robinson, Emma J	Wilson Elementary	Contract Teacher
Rodriguez, Jennifer S	Adams Elementary	Contract Teacher
Rose, Coulter R	Linus Pauling Middle	Contract Teacher
Roush, Mary Lynn	Mt.View Elementary	Contract Teacher
Russell, Leigh-Ann B	Linus Pauling Middle	Contract Teacher
Ruzek, Maurine A	Jefferson Elementary	Contract Teacher
Sahnow, Shahnaz C	Lincoln Elementary	Contract Teacher
Sanders, Rachael	Adams Elementary/Franklin School	Contract Teacher
Schloss, Christine L	Jefferson Elementary	Contract Teacher
Schmeder, Christa R	Corvallis High	Contract Teacher
Serna, Julie M	Crescent Valley High	Contract Teacher
Shear, Katherine A	Lincoln Elementary	Contract Teacher
Sheppick, Tiffany A	Lincoln Elementary	Contract Teacher
Sherwin, Michael	Crescent Valley High	Contract Teacher
Shimabuku, Jeffrey K	Crescent Valley High	Contract Teacher
Silbernagel, Kristin L	Jefferson Elementary	Contract Teacher
Skaugstad, Amy L	Wilson Elementary	Contract Teacher
Skillings, Kevin D	Corvallis High	Contract Teacher
Skillings, Mary R	Corvallis High	Contract Teacher
Skinner, Charles T	Linus Pauling Middle	Contract Teacher

CONTRACT EXTENSION FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019 continued

Smith, Chaundra J	Garfield Elementary	Contract Teacher
Stair, Michael J	Crescent Valley High	Contract Teacher
Starwalt, Ryan T	Crescent Valley High	Contract Teacher
Stone, Jane E	Wilson Elementary	Contract Teacher
Stone, Katelyn A	Adams / Wilson Elementary	Contract Teacher
Stone, Kristina J	Crescent Valley High	Contract Teacher
Stroup, Tara R	Mt.View Elementary	Contract Teacher
Strowbridge, Jonathan E	Cheldelin Middle	Contract Teacher
Swenson, Stephanie L	Linus Pauling Middle	Contract Teacher
Taylor, Cherie L	Harding Center	Contract Teacher
Taylor, Lucinda L	Adams Elementary	Contract Teacher
Theurer, Sarah L	Corvallis High	Contract Teacher
Thompson, Sarah R	Lincoln Elementary	Contract Teacher
Thorpe, Christopher J	Corvallis High	Contract Teacher
Toman, Pamela A	Cheldelin Middle	Contract Teacher
Tucker, Donald A	Cheldelin Middle	Contract Teacher
Turple, April S	Crescent Valley High	Contract Teacher
Tyrrell, Lisa	Franklin School	Contract Teacher
Ulstad, Anne M	Cheldelin Middle	Contract Teacher
Villaman, Bonnibel J	Garfield Elementary	Contract Teacher
Villani, Danielle A	Wilson Elementary	Contract Teacher
Wells, Denise E	Franklin School	Contract Teacher
Williams, Joseph E	Adams Elementary	Contract Teacher
Williams, Julie A	Corvallis High	Contract Teacher
Wilson, Deanna L	Franklin School	Contract Teacher
Winograd, Melinda S	Franklin School	Contract Teacher
Wofford, Cynthia J	Jefferson Elementary	Contract Teacher
Woodruff, Karrie S	Garfield Elementary	Contract Teacher
Wright, Amy R	Cheldelin Middle	Contract Teacher
Wright, Cathy L	Harding Center	Contract Teacher
Yeh, Dow	Jefferson Elementary/Franklin School	Contract Teacher
Zachariah, Anna	Corvallis High	Contract Teacher
Zeller, Debra K	Corvallis High/Crescent Valley High	Contract Teacher
Zimbrick, Kathryn L	Crescent Valley High	Contract Teacher
Zimmers, Heather L	Crescent Valley High	Contract Teacher

Corvallis SCHOOL DISTRICT

LICENSED PERSONNEL
Recommendations
for the 2017-2018 School Year

The following are certified staff members listed by status with recommendations indicated for the 2017-2018 school year.

PROBATIONARY STATUS – 3RD YEAR FOR THE PERIOD OF JULY 1, 2017-JUNE 30, 2018

Name	Building	Current Status
Abbott, Keli Jo M	Jefferson Elementary	Probationary Teacher, 2nd Year
Arauz, Mariela L	Lincoln Elementary	Probationary Teacher, 2nd Year
Babcock, Katelyn E	Hoover Elementary	Probationary Teacher, 2nd Year
Beran, Catherine	Harding Center	Probationary Teacher, 2nd Year
Birulin, Konstantine	Lincoln Elementary	Probationary Teacher, 2nd Year
Brennan, Caitlin S	Linus Pauling Middle	Probationary Teacher, 2nd Year
Bryant, Zachariah S	Franklin School	Probationary Teacher, 2nd Year
Echeverria, Wilfredo	Linus Pauling Middle	Probationary Teacher, 2nd Year
Flores, Brenda M	Corvallis High	Probationary Teacher, 2nd Year
Foltz, Anne Marie D	Harding Center	Probationary Teacher, 2nd Year
Garcia, Elizabeth A	Corvallis High	Probationary Teacher, 2nd Year
Hemmele, Jessica	Lincoln Elementary	Probationary Teacher, 2nd Year
Hoopes, Jessica*	On Leave	Probationary Teacher, 3rd Year
Hutchinson, Heather S	Linus Pauling Middle	Probationary Teacher, 2nd Year
Johnson, Brandon J	Linus Pauling Middle	Probationary Teacher, 2nd Year
Lockette, Shikira E	Franklin School	Probationary Teacher, 2nd Year
McCune, Sara M	Crescent Valley High	Probationary Teacher, 2nd Year
Meeker, Joya M	Mt.View Elementary	Probationary Teacher, 2nd Year
Meyer, Taylor L	Corvallis High	Probationary Teacher, 2nd Year
Meyers, Kimberly D	Garfield Elementary	Probationary Teacher, 2nd Year
Nason, Kristin*	On Leave	Probationary Teacher, 3rd Year
Nelson, John	Jefferson Elementary	Probationary Teacher, 2nd Year
Oleson, Kathleen E	Garfield Elementary	Probationary Teacher, 2nd Year
Schneiter, Rebekah D	Linus Pauling Middle	Probationary Teacher, 2nd Year
Shorey, Michael Troy	Crescent Valley High	Probationary Teacher, 2nd Year
Stalter, Rachel D	Harding Center	Probationary Teacher, 2nd Year
Stefan, Melissa J	Crescent Valley High	Probationary Teacher, 2nd Year
Zappettini, Gianna D	Jefferson Elementary	Probationary Teacher, 2nd Year

*Ms. Hoopes and Ms. Nason were on unpaid leave for the 2016-2017 school year. They will remain as Probationary 3 teachers for the 2017-2018 school year.

Corvallis SCHOOL DISTRICT

LICENSED PERSONNEL
Recommendations
for the 2017-2018 School Year

The following are licensed staff members listed by status with recommendations indicated for the 2017-2018 school year.

PROBATIONARY STATUS – 2ND YEAR FOR THE PERIOD OF JULY 1, 2017-JUNE 30, 2018

Anderson, Nicole G	Mt.View Elementary	Probationary Teacher, 1st Year
Arning, Bonnie L	Corvallis High	Probationary Teacher, 1st Year
Bannister, Leonne B	Adams /Jefferson Elementary	Probationary Teacher, 1st Year
Becerra, Jose R	Linus Pauling Middle	Probationary Teacher, 1st Year
Blum, Rebecca J	Adams Elementary	Probationary Teacher, 1st Year
Boss, Jenna	Linus Pauling Middle	Probationary Teacher, 1st Year
Boyer, Dennis Michael	Lincoln Elementary	Probationary Teacher, 1st Year
Burke, Mara J	Franklin School	Probationary Teacher, 1st Year
Callis, Jared S	Cheldelin Middle	Probationary Teacher, 1st Year
Cox, Christine E	Hoover Elementary	Probationary Teacher, 1st Year
Deffenbacher, Holly N	Linus Pauling Middle	Probationary Teacher, 1st Year
Dickerson, Sherry M	Crescent Valley High	Probationary Teacher, 1st Year
Dumble, Isley S	Cheldelin Middle	Probationary Teacher, 1st Year
Epperley, Erica A	Hoover Elementary	Probationary Teacher, 1st Year
Foley-Thornburgh, Audrey	Cheldelin Middle	Probationary Teacher, 1st Year
Gabriel, Shannon J	Garfield Elementary	Probationary Teacher, 1st Year
Gish, Helen E	Linus Pauling Middle	Probationary Teacher, 1st Year
Gough, Christine E	Wilson Elementary	Probationary Teacher, 1st Year
Hackett, Andrea T	Cheldelin Middle/Franklin School	Probationary Teacher, 1st Year
Hanson, Mark A	Linus Pauling Middle	Probationary Teacher, 1st Year
Harty, Georgeann	District Office	Probationary Teacher, 1st Year
Howitt, Karen E	Wilson Elementary	Probationary Teacher, 1st Year
Hunter, Erin	Lincoln Elementary	Probationary Teacher, 1st Year
Hunter, Mandy L	Hoover Elementary	Probationary Teacher, 1st Year
Inman, Joel W	Garfield Elementary	Probationary Teacher, 1st Year
Lafontaine, Elizabeth	Hoover Elementary	Probationary Teacher, 1st Year
Maxwell, Megan C	Wilson Elementary	Probationary Teacher, 1st Year
Megale, Elise N	Lincoln Elementary	Probationary Teacher, 1st Year

PROBATIONARY STATUS – 2ND YEAR FOR THE PERIOD OF JULY 1, 2017-JUNE 30, 2018 continued

Michalski, April C	Wilson Elementary	Probationary Teacher, 1st Year
Moncrief, Molly E	Wilson Elementary	Probationary Teacher, 1st Year
Mourey, Zoe T	Cheldelin Middle	Probationary Teacher, 1st Year
Mudd, Kira C	Linus Pauling Middle	Probationary Teacher, 1st Year
Nicol, Gregory A	Crescent Valley High	Probationary Teacher, 1st Year
Norris, Myra A	Garfield Elementary	Probationary Teacher, 1st Year
Postelwait, Megan K	Adams Elementary/Crescent Valley	Probationary Teacher, 1st Year
Reed, Lorin L IV	Corvallis High	Probationary Teacher, 1st Year
Rietmann, Mary	Hoover Elementary	Probationary Teacher, 1st Year
Rossman, Elena J	Garfield / Hoover Elementary	Probationary Teacher, 1st Year
Schultz, Katherine	Mt.View Elementary	Probationary Teacher, 1st Year
Seesz, Jennifer J	Harding Center	Probationary Teacher, 1st Year
Spencer, Deidra M	Corvallis High	Probationary Teacher, 1st Year
Thornburgh, Christopher P	Cheldelin Middle	Probationary Teacher, 1st Year
Torres-Montano, Vanesa	Lincoln Elementary	Probationary Teacher, 1st Year
Van Fleet, Rachael S	Franklin School	Probationary Teacher, 1st Year
Vandermeer, Leslynn K	Franklin School/Hoover	Probationary Teacher, 1st Year
Walenza-Slabe, Casey L	Cheldelin Middle/Crescent Valley	Probationary Teacher, 1st Year
Wieland, Elizabeth E	Cheldelin Middle	Probationary Teacher, 1st Year

Corvallis SCHOOL DISTRICT

LICENSED PERSONNEL
Recommendations
for the 2017-2018 School Year

The following are licensed staff members listed by status with recommendations indicated for the 2017-2018 school year.

INITIAL CONTRACT FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019

Name	Building	Current Status
Ahola, Kristie L	Mt.View Elementary	Probationary Teacher, 3rd Year
Appanaitis, Cindy M	Corvallis High	Probationary Teacher, 3rd Year
Armentano, Josh	Crescent Valley High	Probationary Teacher, 3rd Year
Baker, Michael A	Hoover Elementary	Probationary Teacher, 3rd Year
Beyer, Rachel M	Mt.View Elementary	Probationary Teacher, 3rd Year
Chapman, Robyn L	Linus Pauling Middle	Probationary Teacher, 3rd Year
Clarno, Jill E	Hoover Elementary	Probationary Teacher, 3rd Year
Faulkner, Alicia	Garfield Elementary	Probationary Teacher, 3rd Year
Fogarty, Katherine M	Crescent Valley High	Probationary Teacher, 3rd Year
Frazier, Rachel D	Lincoln Elementary	Probationary Teacher, 3rd Year
Garcia Canovas, Isabel	Lincoln Elementary	Probationary Teacher, 3rd Year
Geissler, Danielle R	Mt.View Elementary	Probationary Teacher, 3rd Year
Goranson, Nelson F	Corvallis High	Probationary Teacher, 3rd Year
Gourley, Joyce A	Hoover Elementary	Probationary Teacher, 3rd Year
Gregory, Christopher M	District Office	Probationary Teacher, 3rd Year
Haid, Shana J	Linus Pauling Middle	Probationary Teacher, 3rd Year
Haun, Jason D	Linus Pauling Middle	Probationary Teacher, 3rd Year
Hoffman, Nichole R	Wilson Elementary	Probationary Teacher, 3rd Year
Keady, Joshua R	Corvallis High	Probationary Teacher, 3rd Year
Kummerow, Susana	Garfield Elementary	Probationary Teacher, 3rd Year
Kurlak, Vicki E	Linus Pauling Middle	Probationary Teacher, 3rd Year
Laney De Battro, Savannah L	Garfield Elementary	Probationary Teacher, 3rd Year
McConnell, Jennifer M	Garfield Elementary	Probationary Teacher, 3rd Year
Meneghin, Margaret K	Garfield Elementary	Probationary Teacher, 3rd Year
Mock, Aaron D	Crescent Valley High	Probationary Teacher, 3rd Year

INITIAL CONTRACT FOR THE PERIOD OF JULY 1, 2017 TO JUNE 30, 2019

Mohler, Sara E	Wilson Elementary	Probationary Teacher, 3rd Year
Moss, Janelle L	Wilson Elementary	Probationary Teacher, 3rd Year
Nelson, Stephanie B	Garfield Elementary	Probationary Teacher, 3rd Year
Pedersen, Emily	Jefferson Elementary	Probationary Teacher, 3rd Year
Phillips, Tyler J	Adams / Mt.View Elementary	Probationary Teacher, 3rd Year
Rakos, Stephanie L	Corvallis High	Probationary Teacher, 3rd Year
Renaud, Anne H	Linus Pauling Middle	Probationary Teacher, 3rd Year
Schas, David R	Cheldelin Middle	Probationary Teacher, 3rd Year
Smith, Kathleen M	Cheldelin Middle	Probationary Teacher, 3rd Year
Stark, Rebecca R	Garfield Elementary	Probationary Teacher, 3rd Year
Still, Jennifer	Linus Pauling Middle	Probationary Teacher, 3rd Year
Tucksen, Amanda F	Jefferson Elementary	Probationary Teacher, 3rd Year
Viramontes, Aimee E	Hoover Elementary	Probationary Teacher, 3rd Year
Wight, Lars E	Crescent Valley High	Probationary Teacher, 3rd Year
Wollemann, Kelly L	Mt.View Elementary	Probationary Teacher, 3rd Year

Corvallis SCHOOL DISTRICT

LICENSED PERSONNEL
Recommendations
for the 2017-2018 School Year

The following are licensed staff members listed by status with recommendations indicated for the 2017-2018 school year.

CANNOT RECOMMEND FOR REHIRE DUE TO TEMPORARY STATUS

Arevalo, Isela	Lincoln Elementary	Temporary Teacher
Babbel, Carly H	Hoover Elementary	Temporary Teacher
Eggerton, Jimmie D	Crescent Valley High	Temporary Teacher
Flocker, Kalia A	Lincoln Elementary	Temporary Teacher
Graham, Cheryl A	Wilson Elementary	Temporary Teacher (Retired)
Grimm, Shane V	Linus Pauling Middle	Temporary Teacher
Gutoski, Maria A	District Office (Muddy Creek)	Temporary Teacher
Haag, Lisa C	Mt.View Elementary	Temporary Teacher
Huang, Margaret Anne	Franklin School	Temporary Teacher
Juarez-Hernandez, Mayra	Lincoln Elementary	Temporary Teacher
Kurlak, Kenneth G	District Office	Temporary Teacher
Lasswell, Scott	Corvallis High	Temporary Teacher (Retired)
McClintock, Lesley K	Garfield/Jefferson Elementary	Temporary Teacher
McGuire, Jaclyn T	Mt.View Elementary	Temporary Teacher
Meza, Estela	Garfield Elementary	Temporary Teacher
Mills, Nicholas A	Cheldelin Middle	Temporary Teacher
Morales Mendez, Nancy M	Lincoln Elementary	Temporary Teacher
Muir, Harriet B	Adams Elementary	Temporary Teacher
Olson, Carla S	Linus Pauling Middle	Temporary Teacher (Retired)
Pederson-Pastor, Sue A	Wilson Elementary	Temporary Teacher(Retired)
Rapp, Brenda	District Office	Temporary Teacher
Ritter, Laurel K	Wilson Elementary	Temporary Teacher
Roberts, Carie V	Hoover/Wilson Elementary	Temporary Teacher
Sandoval, Ruben D	Garfield Elementary	Temporary Teacher
Stalter, Matthew T	Linus Pauling Middle	Temporary Teacher
Thomas, Lia M	Corvallis High	Temporary Teacher
Trejo Romo, Miguel Angel G	Linus Pauling Middle	Temporary Teacher

Corvallis SCHOOL DISTRICT

ADMINISTRATORS
Personnel Recommendations
for the 2017-2018 School Year

The following are administrators listed by status with recommendations indicated for the 2017-2018 school year.

1. Executive team administrators currently in the first year of a three-year contract for the period of July 1, 2016 to June 30, 2019, will continue in second year of contract for 2017-2018 school year.

Duvall, Jennifer	District Office
Meyers Buch, Olivia	District Office

2. Executive team administrators currently in the second year of a three-year contract to be extended and offered a new three-year contract for the period of July 1, 2017 to June 30, 2020, replacing a current 2015-2018 contract.

Bogatin, Kevin	District Office

3. Administrators currently in the first year of a three-year contract for the period of July 1, 2016 to June 30, 2019, will continue second year of contract for the 2017-2018 school year.

Beasley, Eric	Wilson Elementary
Bethards, Byron	Adams Elementary
Boring, Matt	Corvallis High
Gregory, Rynda	District Office
Hale, Aaron	Lincoln Elementary
Harder, Melissa	Jefferson Elementary
Koetje, Marcianne	District Office
Krause, Lisa	Mt.View Elementary
Santy, Leigh	Garfield Elementary
Ward-Satey, Alicia	Linus Pauling
Works, Colleen	Corvallis High
Wright, Eric	College Hill High

Administrators Personnel Recommendations continued

4. Administrators currently in the second year of a three-year contract to be extended and offered a new three-year contract for the period of July 1, 2017 to June 30, 2020, replacing a current 2015-2018 contract.

Lesan, Amy	District Office

5. Administrators currently in the third probationary year to be renewed and offered an initial three-year contract for the period of July 1, 2017 to June 30, 2020.

Bland, Darren	Cheldelin Middle
McKee, Aaron	Crescent Valley

6. Administrators currently in second probationary year to be renewed and offered a one-year contract for the period July 1, 2017 to June 30, 2018.

Gosser, Anna Marie	Hoover Elementary
McFarland, Nikki	Crescent Valley
Navarra, Paul	Corvallis High
Welch-Radabaugh, Trinity	Crescent Valley

7. Administrators currently in first probationary year to be renewed and offered a one-year contract for the period July 1, 2017 to June 30, 2018.

Mabry, Kyle	Cheldelin Middle

8. Administrators currently on a temporary contract and cannot recommend for rehire due to temporary status.

Kunke, Steven	Crescent Valley High
Monson, Patricia	Franklin School

Corvallis
SCHOOL DISTRICT

XIII.C. Budget Committee Appointment

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Olivia Meyers Buch, Finance and Operations Director
Meeting Date: March 13, 2017

Budget Committee Appointment — ACTION REQUESTED

Background

The Budget Committee consists of seven members appointed by the Board plus the seven elected Board members. To be eligible for appointment, the appointive member must live and be registered to vote in the district, and not be an officer, agent, or employee of the district.

Pursuant to Board Policy DBEA – Budget Committee, "If any appointive member is unable to complete the term for which he/she was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting if practicable."

On February 6, 2017, the Board declared Sami Al-AbdRabbuh's citizen member seat on the Budget Committee as vacant. The term of this vacancy expires June 30, 2018. My recommendation to the Board at this time is to appoint Terese Jones, recent school board member applicant, to the budget committee.

ACTION REQUESTED:

Accept this recommendation and appoint Terese Jones to the budget committee.

MOTION REQUESTED:

"I move that Terese Jones be appointed to the budget committee as recommended."

Corvallis
SCHOOL DISTRICT

XIV. CONSOLIDATED INFORMATION

XIV.A. Non-Licensed Personnel Information

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: March 13, 2017

Non-licensed Personnel Information NO ACTION REQUIRED

Recommendation to Hire

Oriana Mulatero: Educational Assistant 2/ ELL, 3.45 hrs, Garfield Elementary School, effective February 13, 2017 (Limited Term)

Vern Jennings: Maintenance Lead 1, 8 hrs, Corvallis High School, effective February 17, 2017 (Regular/Probationary)

Huong Nguyen: Educational Assistant 3, 6.5 hrs, Crescent Valley High School, effective February 14, 2017 (Regular/Probationary)

Christy Fitch: Human Resource Specialist, 8 hrs, District Office/Human Resources, effective March 2, 2017 (Regular/Probationary)

Termination/Resignation/Layoff/Retirement

Donna Cowger: Administrative Assistant 1, 3.5 hrs, Western View Center, effective June 22, 2017 (Resignation)

Christine Madar: Educational Assistant 2/LRC, 7 hrs, Linus Pauling Middle School, effective June 22, 2017 (Retirement)

Deborah Johnson, Food Service Specialist, 5.5 hrs, Hoover Elementary School, and Food Service Assistant, 1.25 hrs, Central Kitchen, effective March 3, 2017 (Resignation)

Katherine Blake: Educational Assistant Life Skills, 7 hrs, Corvallis High School, effective June 22, 2017 (Resignation)

Christine Halcrow, Administrative Assistant, 4 hrs, District Office/Technology, effective February 6, 2017 (Declined)

Abigail Miller: Fiscal Clerk 2, 8 hrs, District Office/Business Services, effective February 17, 2017 (Resignation)

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: March 13, 2017

Non-licensed Personnel Information **NO ACTION REQUIRED – ADDENDUM**

Recommendation to Hire

Annette Lindenfeld: Educational Assistant 2/LRC, 6.50 hrs, Wilson Elementary School, effective date March 1, 2017 (Regular/Probationary)

Monique Arnold: Educational Assistant 2, 6 hrs, Wilson Elementary School, effective start date is March 8, 2017 (Limited Term)

Elena Valdes-Chavarria: Family Outreach Advocate, 3 hrs, District Office, effective start date March 1, 2017 (Limited Term)

Corvallis
SCHOOL DISTRICT

XIV.B. Unaudited Financial Statements - January 31, 2017

Corvallis
SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Olivia Meyers Buch, Finance and Operations Director
Meeting Date: March 13, 2017

January 31, 2017 Financial Statements (Unaudited) NO ACTION REQUIRED

Background

The Statement of Resources and Requirements for the General Fund for the period ending January 31, 2016 and 2017 follow this report. Year-to-date operating revenues through the end of January 2017 total $52.2 million or 81.4 percent of total budgeted operating revenues as compared to $47.9 million or 76.8 percent through the end of January 2016.

General Fund expenditures through January 31, 2017 are up $2.2 million as compared to the prior year. Salaries and benefits constitute 69.0 percent of the increase or $1.5 million. Maintenance of the district facilities including lead remediation, planned technology purchases for software and equipment, the Benton County Health Navigator contract, increased capacity to support access to technology, and increased insurance premiums for property and liability represent other key factors.

Projected resources and requirements through June 30, 2017 result in an ending fund balance of $8.87 million, or 13.9 percent of projected operating revenues. The projected ending fund balance reflects a change in fund balance, or operating deficit, of $1.4 million. As a result, some General Fund reserves are projected to be slightly below the designations outlined in board policy on June 30, 2017.

An annual feature incorporated this month is an update on the status of financial operations. As part of the 2013-14 independent audit, the auditors recommended a best practice to help ensure the board is informed during the course of the year as well as at the end of a fiscal year. This best practice was reviewed with the Finance Workgroup and it was determined to include an update to the Board at mid-year. Auditors conduct two onsite visits, typically in late spring and again in early fall, with the Comprehensive Annual Financial Report issued in December. A mid-year point serves as another status check during the course of the year.

2016-17 status report provides the following notations:

- ✓ Monthly comparative financial statements are submitted to the Board along with an investment report, check register report, and narrative of pertinent information
- ✓ Cash and investments are reconciled to the general ledger in a timely manner and are current
- ✓ Payroll reports are filed in a timely manner and are current
- ✓ Payroll taxes are paid in a timely manner and are current

- ✓ Federal and state reimbursement requests are filed timely and are current
- ✓ No significant changes to the accounting system or policies have occurred

Please contact me with questions or if you would like additional information.

Supplementary Materials

1. Statements of Resources and Requirements as of January 31, 2016 and 2017
2. Schedule of Investments as of January 31, 2017
3. Schedules of Cash Disbursements greater than or equal to $1,000 for the period of January 1 – January 31, 2017

Corvallis School District 509J
Statement of Resources and Requirements
Fiscal Year to Date as of Jan 31, 2016 and 2017 Respectively (Unaudited)

General Fund

	FY 2015-16					FY 2016-17				
	Amended Budget	Actuals Thru 31-01-16	% of Budget	Actuals Thru 30-06-16	% of Budget	Adopted Budget	Actuals Thru 31-01-17	% of Budget	Projected Thru 30-06-17	% of Budget
RESOURCES										
State School Fund Formula Revenue										
State School Fund - General Support	$ 31,722,494	$ 20,363,110	64.2%	$ 31,100,248	98.0%	$ 31,748,251	$ 22,095,485	69.6%	$ 30,856,573	97.2%
Property Taxes Levied by District	24,678,358	23,011,026	93.2%	24,620,354	99.8%	26,014,907	24,516,465	94.2%	26,022,907	100.0%
Common School Fund	903,506	451,753	50.0%	1,129,382	125.0%	834,692	592,306	71.0%	1,184,612	141.9%
County School Funds	100,000	126,397	126.4%	146,185	146.2%	140,000	-	0.0%	140,000	100.0%
Federal Forest Fees	18,000	-	0.0%	18,888	104.9%	-	-	-	-	-
Local Option Taxes Levied by District	4,064,897	3,797,317	93.4%	4,061,954	99.9%	4,545,040	4,294,784	94.5%	4,544,065	100.0%
Earnings on Investments	100,000	68,406	68.4%	181,581	181.6%	180,000	116,598	64.8%	180,000	100.0%
State School Fund Prior Year Adjustment	-	-	-	824,580	-	(54,226)	-	-	(118,945)	-
Other	884,539	134,196	15.2%	884,451	100.0%	795,003	631,195	79.4%	987,978	124.3%
Total Operating Revenues	**$ 62,471,794**	**$ 47,952,204**	**76.8%**	**$ 62,967,623**	**100.8%**	**$ 64,203,667**	**$ 52,246,833**	**81.4%**	**$ 63,797,190**	**99.4%**
Beginning Fund Balance	$ 8,388,192	$ 8,388,192	100.0%	$ 8,388,192	100.0%	$ 10,278,573	$ 10,278,573	100.0%	$ 10,278,573	100.0%
TOTAL RESOURCES	**$ 70,859,986**	**$ 56,340,396**	**79.5%**	**$ 71,355,815**	**100.7%**	**$ 74,482,240**	**$ 62,525,406**	**87.6%**	**$ 74,075,763**	**99.5%**
REQUIREMENTS										
Salaries	$ 32,438,617	$ 14,711,245	45.4%	$ 32,433,363	100.0%	$ 34,920,419	$ 15,852,040	45.4%	$ 34,571,215	99.0%
Associated Payroll Costs	18,397,586	7,999,117	43.5%	17,795,748	96.7%	19,366,811	$ 8,376,584	43.3%	19,173,143	99.0%
Purchased Services	8,008,679	3,742,761	46.7%	8,006,543	100.0%	7,702,555	$ 3,873,852	50.3%	7,625,529	99.0%
Supplies and Materials	2,077,428	1,231,454	59.3%	1,979,496	95.3%	2,929,169	$ 1,704,553	58.2%	2,899,877	99.0%
Capital Outlay	83,000	61,952	74.6%	102,021	122.9%	86,000	$ 52,750	61.3%	85,140	99.0%
Other Objects	761,175	742,561	97.6%	760,071	99.9%	861,009	829,070	96.3%	852,399	99.0%
Total Operating Expenditures	**$ 61,766,485**	**$ 28,489,089**	**46.1%**	**$ 61,077,242**	**98.9%**	**$ 65,865,963**	**$ 30,688,850**	**46.6%**	**$ 65,207,303**	**99.0%**
Transfers	$ 2	-		-		$ -	-		-	
Contingency	1,554,136	-		-		1,530,092	-		-	
Rainy Day Reserves	3,108,272	-		-		3,210,183	-		-	
Unappropriated Reserves	3,108,272	-		-		2,553,183	-		-	
Unappropriated Reserve (PERS)	1,322,819	-		-		1,322,819	-		-	
TOTAL REQUIREMENTS	**$ 70,859,986**	**$ 28,489,089**		**$ 61,077,242**		**$ 74,482,240**	**$ 30,688,850**		**$ 65,207,303**	
ENDING FUND BALANCE		**$ 27,851,308**		**$ 10,278,573**			**$ 31,836,556**		**$ 8,868,460**	
Contingency				1,574,191	2.5% *				1,530,092	2.4% *
Rainy Day Reserves				3,148,381	5.0% *				3,210,183	5.0% *
Unappropriated Reserves				4,233,182	6.7% *				2,805,366	4.4% *
Unappropriated Reserve (PERS)				1,322,819	2.1%				1,322,819	2.1% *
* Percent of Operating Revenue				**10,278,573**	**16.3%**				**8,868,460**	**13.9%**

Corvallis School District 509J
Schedule of Investments
January 31, 2017

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond Equivalent Yield	Purchase Price	Par (Maturity) Value
US Government-Sponsored Enterprises (Total):	03-29-16	09-29-17	549	0.850%	$100.00	1,000,000.00
	05-17-16	11-17-17	549	0.875%	$100.00	1,000,000.00
	11-17-16	02-08-18	448	0.825%	$100.06	1,000,000.00
	11-17-16	03-08-18	476	0.850%	$99.94	1,000,000.00
	11-17-16	04-09-18	508	0.869%	$99.84	1,000,000.00
	11-17-16	05-14-18	543	0.891%	$99.76	1,000,000.00
Total Investments outside of Local Government Investment Pool:						$ 6,000,000

Local Government Investment Pool:	Average Annualized Rate	
General Account	1.15%	$ 46,763,407
Debt Service Account	1.15%	270
Subtotal LGIP [1]		$ 46,763,677
Amount in Custody with Bank of America:		
Collateralized Money Market	0.00%	$0.00
Local Government Investment Pool - Pension Bond Debt Service:		
Pension Bond Debt Service Account:[2]	1.15%	$ 1,046,206
Total Investments		$ 53,809,883

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is $47,012858
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%	11.2%
US Treasury Obligations	100.0%	0.0%
Local Government Investment Pool	100.0%	88.8%
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%	0.0%
TOTAL		100.00%

Benchmarks as of 1/31/17:

3-Month U. S. T-Bill bond equivalent yield:	0.52%
3-Mo. Jumbo CDs	0.92%

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of January 1, 2017 - January 31, 2017

Vendor by Fund and Object	Check Total
100 - General Fund	
Charter School Payments	
INAVALE COMMUNITY PARTNERS, INC	58,034.64
Computer Software	
APPLE, INC	1,000.00
DOCUSIGN INC CREDIT CARD CHARGE	1,403.10
WORKFORCE SOFTWARE	34,150.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	6,061.31
CHOWN HARDWARE	5,045.50
COASTWIDE LABORATORIES	7,378.82
COSTCO - ALBANY	2,017.77
HOME DEPOT CREDIT SERVICES	1,171.01
NCS PEARSON INC	1,012.20
OFFICE MAX	5,863.53
PLATT ELECTRIC SUPPLY CO	2,279.50
PLUMBMASTER, INC	1,276.44
SHIRT CIRCUIT	1,550.40
Copier Charges	
CTX - SAN FRANCISCO	6,886.99
Electricity	
PACIFIC POWER AND LIGHT	48,278.48
Equipment-like items $1,000 - $4,999	
DRY BOX INC	2,800.00
Fuel	
BENTON COUNTY PUBLIC WORKS	1,047.69
NW NATURAL	37,350.10
Garbage	
REPUBLIC SERVICES	13,732.64
Instructional, Professional and Technical Service	
CORWIN PRESS / SAGE PUBLICATIONS INC	7,500.00
INAVALE COMMUNITY PARTNERS, INC	2,186.18
LINN BENTON COMMUNITY COLLEGE	10,481.94
Library Books	
INGRAM LIBRARY SERVICES	1,141.45
Other Communication Services	
CENTURYLINK	1,139.59
COMCAST/INSTITUTIONAL NETWORKS	14,978.44
Other Non-instructional Professional and Technical	
DLR GROUP	12,718.97
LIVING VOICES INC	1,103.00
MAXIM HEALTHCARE SERVICES	6,312.50

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of January 1, 2017 - January 31, 2017

Vendor by Fund and Object	Check Total
PACIFIC EDUCATIONAL GROUP, INC.	18,000.00
SELECTEMP EMPLOYMENT SERVICES	4,422.33
TECHNOLOGY INTEGRATION GROUP	9,995.00
Other Property Services	
US Bank Equipment Finance	4,177.42
Reimbursable Student Transportation	
DIAL-A-BUS OF BENTON COUNTY	31,361.59
FIRST STUDENT INC	2,328.15
Repairs and Maintenance Services	
BENTON COUNTY PUBLIC WORKS	2,395.64
BOILER & COMBUSTION SERVICE INC	1,199.03
CAMPBELL CONSTRUCTION NW	5,133.00
CITY OF CORVALLIS - DEVELOP SRVS	4,186.45
ECO HOME COMFORT, LLC	2,184.00
MCGOVERN MAINTENANCE	1,700.00
REYNOLDS ELECTRIC, INC.	5,390.30
ROTO ROOTER	1,847.50
SYNERGY SECURITY SOLUTIONS	5,491.00
TIM BREWER TREE & STUMP SERVICE INC	3,800.00
Telephone	
AT&T MOBILITY-ACCT#837370420 (TECH)	1,565.79
Textbooks	
CENGAGE LEARNING	3,342.08
LEARNING A-Z	1,819.05
Travel, Out of District	
OETC Credit Card	1,814.00
Travel, Student Out of District	
SEATTLE MARRIOT- BELLEVUE	1,740.06
Water and Sewage	
CITY OF CORVALLIS	23,673.38
Legal Services	
LUVAAS COBB	2,028.00
Other General Professional and Technological Servi	
DHS|OHA RECEIPTING UNIT	11,675.56
Scholarships	
Myrold, Dolcie	2,579.97
Audit Services	
PAULY, ROGERS AND CO. P.C.	20,000.00
100 - General Fund Total	**469,751.49**

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of January 1, 2017 - January 31, 2017

Vendor by Fund and Object	Check Total
203 - Food Service Fund	
Computer Software	
CASCADE CONSULTING	19,204.00
Food - Food Service Only	
DUCK DELIVERY PRODUCE INC	12,722.29
FRANZ FAMILY BAKERIES	1,698.53
LOCHMEAD DAIRY	6,908.14
Inventories	
MCDONALD WHOLESALE CO	32,243.32
NORTHWEST DISTRIBUTION SERVICES	1,100.05
Taxes and Licenses	
BENTON COUNTY ENVIRONMENTAL HEALTH DEPT.	4,302.00
203 - Food Service Fund Total	**78,178.33**
204 - District Donation Fund	
Computer Software	
IXL LEARNING	2,363.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	2,247.93
EVOLLVE, INC	1,000.00
OFFICE MAX	1,051.57
Equipment-like items $1,000 - $4,999	
AMAZON.COM CREDIT SERVICES	1,599.95
Other Non-instructional Professional and Technical	
ROLAND SMITH, INC	3,000.00
Travel, Student Out of District	
BOYS & GIRLS CLUB OF CORVALLIS	2,086.00
OMSI	2,425.00
OREGON STATE UNIVERSITY	1,600.00
204 - District Donation Fund Total	**17,373.45**
296 - Grants Fund	
Consumable Supplies and Materials	
HIGH TEMP INC	1,070.40
INDUSTRIAL WELDING SUPPLY INC	1,250.00
PITSCO	1,008.30
SCHOOL SPECIALTY	1,549.42
VEX ROBOTICS, INC	1,588.43
Equipment-like items $1,000 - $4,999	
WOODCRAFT OF EUGENE	2,124.99
Travel, Out of District	
COSA	1,643.00
296 - Grants Fund Total	**10,234.54**

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of January 1, 2017 - January 31, 2017

Vendor by Fund and Object	Check Total
297 - Student Body Funds	
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	1,862.58
EASTBAY	1,683.50
FAN CLOTH	2,352.00
GRAFTOBIAN MAKEUP CO.	1,760.18
SEW ON	2,073.41
Non-reimbursable Student Transportation	
FIRST STUDENT INC	4,888.78
Other Non-instructional Professional and Technical	
BROOKS, DAVE	1,320.00
MID-VALLEY BASKETBALL OFFICIALS	14,821.00
Rentals	
CORVALLIS COUNTRY CLUB	1,000.00
Travel, Student Out of District	
ANAHEIM MAJESTIC GARDEN HOTEL	1,560.00
WASHINGTON MUSIC EDUCATORS ASSOCIATION	1,035.00
297 - Student Body Funds Total	**34,356.45**
298 - Designated Revenue Fund	
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	1,781.57
CAROLINA BIOLOGICAL SUPPLY CO	1,422.79
GEORGIE'S CERAMIC & CLAY CO - PORTLAND	1,491.52
R3 ENGRAVING & SIGNS	8,630.97
Other Non-instructional Professional and Technical	
TRILLIUM FAMILY SERVICES	75,705.00
Textbooks	
VISTA HIGHER LEARNING	1,035.59
Travel, Student Out of District	
OMSI	2,747.00
PATHFINDER TRAVEL	41,068.89
Technology Taggable Equip <$5,000	
GOVCONNECTION INC	1,125.00
298 - Designated Revenue Fund Total	**135,008.33**

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of January 1, 2017 - January 31, 2017

Vendor by Fund and Object	Check Total
601 - Insurance Fund	
Equipment-like items $1,000 - $4,999	
DAY WIRELESS SYSTEMS	3,479.14
Other Non-instructional Professional and Technical	
DAY WIRELESS SYSTEMS	2,720.00
PacificSource Administrators	1,200.00
Group Insurance	
LIFEMAP ASSURANCE COMPANY	21,483.48
SAIF CORPORATION	2,829.54
WILLAMETTE DENTAL GROUP (GROUP Z1329)	39,960.00
601 - Insurance Fund Total	**71,672.16**
Grand Total	**816,574.75**

Corvallis
SCHOOL DISTRICT

XV. 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