



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
Thursday, December 7, 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

Thursday, December 7, 2017
6:30 PM

AGENDA

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

Meeting Details: Thursday, December 7, 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. CALL TO ORDER AND ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. REPORTS FROM BOARD LIAISONS TO DISTRICT WORK GROUPS/COMMITTEES
- IV. BOARD-SCHOOL LIAISON REPORTS
- V. REPORTS FROM STUDENT REPRESENTATIVES
- VI. SUPERINTENDENT'S REPORT



Corvallis
SCHOOL DISTRICT

Superintendent's Update

Shared with the Corvallis School Board during the December 7, 2017 meeting.

Professional Development Focused on Supporting Behavioral Needs

Based on the work of Dr. Stuart Ablon, the guiding philosophy of Collaborative Problem Solving (CPS) is "Kids do well if they can." This week, our district provided CPS training to more than 60 district staff including teachers, educational assistants, counselors, and administrators to bring these principles to life in our schools. We are excited to offer this training that will give district staff additional tools and skills to foster strong relationships of trust and support between students and staff.

The trainers, Jordan Spikes and Randi Cooper, both have extensive knowledge and experience working with all age levels and abilities as well as students with significant behavioral challenges. The work will continue with coaching from the instructors collaborating with district staff and principals. This is a continuation of the one-day training provided to all elementary staff prior to the start of the 2017-18 school year.

PERS Contribution Rates Released

PERS released projected employer contribution rates last week. Even though the system is now experiencing higher-than-assumed investment returns, contribution rates are still expected to increase for the next two biennia before beginning to decline. The district's rates are projected to increase by nearly 8% beginning in July 2019. With projected salaries of \$40 million, that would require an additional \$3.2 million in resources annually starting in fiscal year 2019-2020. The \$3 million lump-sum payment that is part of the supplemental budget on the December 7 board agenda is expected to provide future rate relief of about 1%.

Community Partner Spotlight: Benton County

We are fortunate in our district to have a number of community partners and this month I would like to acknowledge Benton County for the significant ways that we work together to support our students. The health and safety of our school communities and the well-being of students are greatly enhanced by this partnership.

Some of the ways the county works with our district is emergency management cooperation and communications, public health department communications, student resource officer services at Crescent Valley High School and Mt. View Elementary School and vehicle fleet maintenance through the county shop buildings. From these important services to the co-funding for Health Navigators and mental health counseling staffing throughout the district, to the operation of a health center located adjacent to Lincoln Elementary School, county leaders have consistently provided important resources to improve the quality of life for our students. Thank you to Benton County Commissioners and staff for our continued partnership.

Youth Voices of Diversity Winter Writing Festival and Literary Scholarship

The NAACP Corvallis/Albany Chapter in partnership with the King Legacy Advisory Board of the City of Corvallis and the Corvallis School District is hosting Youth Voices of Diversity, a 2-part program that aims to work with youth to share their own stories and thoughts while also working to develop their critical reading, writing, and public speaking skills. All students in grades 9 through 12 are eligible to participate.

The goals of the program are to:

- provide participants with an opportunity to learn about Dr. King and other social justice activists, their messages and their works.
- give an opportunity to reflect on our present and the future in light of the works of influential social justice activists.
- encourage students to continue pursuing their studies through modest financial scholarships with an appreciation for Dr. King and other social justice activists and their legacies.
- encourage youth to share their thoughts and experiences as part of the local community.

Part I of the program is the Literary Workshop and Part II is the Poem or Essay submission with scholarships awarded to the first and second place winners for each submission category. The deadline to apply is December 7 and to be eligible to submit an essay or poem for scholarship, students must attend the January 15 literary workshop. More information is on our website on the [District News page](#).

Ryan Noss, Superintendent



Corvallis

SCHOOL DISTRICT

VII. 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.



Providing Input to the School Board

(Revised 08-31-17)

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; 541-240-4055	Ed Junkins	801-706-1892
Sami Al-AbdRabbuh	541-283-6611	Terese Jones	541-230-1673
Judy Ball	541-758-1671; 240-997-1222	Sarah Finger McDonald	541-908-3756
Jay Conroy	541-912-4380		

Testimony Given to the Corvallis School District Board

December 7, 2017

The march toward a new bond began when Erin Prince was superintendent and I was chair of the board. Director Ball and Director Adams have been involved since the beginning.

Our hope was that the bond would not simply fund brick and mortar projects. We hoped it would provide an opportunity for innovation. Whether the district uses the bond to just build and repair, or to truly innovate, remains to be seen.

The public advisory process has produced a long list of recommendations. I would like to suggest priorities for the board to consider.

But first, I want to look at the bigger picture of financial risks at the federal, state, and local levels.

At the federal level, we have an administration that is hostile to public education. The massive transfer of wealth and income to corporations and the already wealthy, the limitation or abolition of tax measures that have a direct bearing on state and local revenues, the methodical subversion of the Affordable Care Act, and the coming assault on medicaid, medicare, social security, and other social programs, all work to increase social precarity and damage education.

At the state level, the relentless pressure of PERS and health insurance costs comprise a significant drag on state revenues and the state school fund. The eventual tax bill will reduce state revenues due to the elimination or limitation of deductions for mortgage interest, property taxes, state and local taxes, and special purpose municipal bonds.

At the local level, the dynamics I just described will put downward pressure on home values, property taxes and charitable donations; they will compromise public willingness to vote for bonds, levies and taxes; and they will pit counties, cities and school districts against one another in a competition for revenue.

To return to the bond. In a school district, needs always exceed resources. A \$300 million bond would still not pay for everything that needs to be done. The question is: How do you reconcile needs with public tolerance for higher taxes?

You reconcile it by prioritizing needs and setting a politically acceptable bond rate.

My priorities would be:

1. Cap the bond rate at \$2.00 or less.
2. Build a new Hoover with capacity for 600 students.
3. Defer a new Lincoln – but when you build it, build it on the existing site.
4. Take out enough expenditures to hold the rate at \$2.00 or less; a good place to start would be to drastically reduce expenditures on Franklin.

Remember, finally, that the bond is about education and equity, not just architecture.



LWV Corvallis

PO Box 1679, Corvallis, OR 97339-1679

541-753-6036 • <http://www.lwv.corvallis.or.us>

Read @ 12/7/17 Bd Mtg.
by Sara Ingle.

December 7, 2017

To: Corvallis 509J Board of Directors

From: Laura Lahm-Evenson, President, League of Women Voters of Corvallis

Re: Planning for School Facilities Bond

The League of Women Voters of the U.S. has a longstanding position in support of equal access to education, and since the 1960s, the League has advocated for housing as a basic human need. The position of the League of Women Voters of Corvallis is that the City and County should aggressively support the development of low income housing units.

You are now faced with difficult, yet potentially rewarding, decisions about the construction and renovation of school facilities to serve the students of the Corvallis school district. In your roles as School Board members, we are confident that you will be looking out for the best educational interests of students. We support these efforts, without reservation.

However, your decisions to undertake these construction projects also have the potential for secondary, negative effects on the affordability of housing in the Corvallis area. According to recent reports in the *Corvallis Gazette-Times*, the estimated size of the bond has risen from \$178 million to \$214 million. The size of the bond needed to finance the projects and the increment in the levy that repays it will directly impact property taxes and, therefore, housing costs throughout the community. As housing becomes less affordable, that, too, adversely affects students and their families. For some families, less affordable housing will cause them to move to other school districts. For others, the results may be more dire.

We want to thank you for considering the trade-offs in front of you, including how to balance both the primary and secondary effects of your choices.



Corvallis
SCHOOL DISTRICT

VIII. LONG RANGE FACILITIES MASTER PLAN



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Kim Patten, Director of Facilities & Transportation
Meeting Date: December 7, 2017

Long Range Facilities Planning Update

NO ACTION REQUIRED

Facilities planning activities since the November 16, 2017, board meeting included a Sustainability Workshop on November 20, 2017, and the final Long Range Facilities Planning Committee on November 28, 2017.

The Sustainability Workshop was a continuance of the October 7, 2017, Eco-Charrette. Although we had a smaller turnout at this event, we dove into the work and identified three over-arching statements in support of sustainable practices to be considered in our remodel projects. *(The district will host independent Eco-Charrettes for any new buildings.)*

Sustainability Considerations for Remodel:

- Provide thermal comfort, air quality, and lighting that support well-being, optimal learning, and productivity.
- Design to Leaders in Energy and Environmental Design (LEED) standards, but not necessarily seek LEED Certification.
- Create buildings that model and stimulate learning about sustainability. *An example is the installation of an energy "dashboard" at all schools to monitor energy use.*

These statements will be incorporated into the final long range facilities plan to help guide design of the recommended projects.

The final meeting of the Long Range Facilities Planning Committee was held on November 28, 2017, at Western View Center, with a primary goal of finalizing a recommendation for Superintendent Noss. Of the 27 voting members, 21 were in attendance at the meeting.

Committee members were given the following tools to aide them in preparation for the meeting: classroom utilization projections, a scenario planning tool, and three scenarios created by staff with committee feedback from Workshop #7. One week prior to the workshop, committee members were surveyed regarding their values relating to educational programming components of the plan and how they would vote on outstanding decision points for Franklin K-8 School, Hoover Elementary School and Mountain View School. (All of these tools and survey results are available on the district website: <https://tinyurl.com/csd-2017facilities>.)

The committee reviewed and voted on every school concept plan. In a final vote of 19 in favor, the committee finalized the following recommendation for Superintendent Noss (specific voting by school is included in the attached Workshop #8 meeting notes).

Facilities Planning Committee Recommendation (\$214.4 Million)

- **Capital Repairs at all buildings***
- **Educational Programming Improvements:**
 - Eliminate the use of modular classrooms at Adams, Garfield, Jefferson, Mt. View, and Wilson.
 - Modernize learning spaces with upgraded flooring, paint, and ceilings in hallways & shared spaces at Adams, Garfield, Jefferson, Mt. View, Wilson, and Franklin.
 - Modernize learning spaces by creating collaboration spaces at Adams, Garfield, Jefferson, and Wilson.
 - Modernize learning spaces by providing dedicated music and art/science classrooms at Adams, Garfield, Jefferson, and Wilson.
 - Create separate gym & dining commons at Adams, Jefferson, and Wilson.
 - Create secured entry/office expansion at Adams, Garfield, Jefferson, Mt. View, and Wilson.
 - Create flexible community space at Adams, Garfield, Jefferson, and Wilson.
- **Lincoln & Hoover:** Construct new buildings on the existing site.
- **Garfield:** Construct a new wing to support current educational programs.
- **Mountain View:** Relocate the office and improve site circulation.
- **Cheldelin Middle School:** Renovate the old shop room to a STEM lab, renovate library/media center and dining commons.
- **Linus Pauling Middle School:** Reduce to only include resurfacing of the track and construction of an outdoor learning area. *Capital repairs were deferred to the district to seek an alternate funding source.
- **Corvallis High School:** Renovate CTE spaces, create an outdoor learning area to support CTE instruction, create a covered walkway to connect the main building to CTE spaces.
- **Crescent Valley High School:** Renovate CTE spaces, create an outdoor learning area to support CTE instruction, renovate library/commons.
- **Harding Center:** Construct two new classrooms to support alternative learning pathways, construct a new dining commons.

A written report from the committee is being prepared by DLR Group in preparation for the December 18, 2017, school board work session.

Corvallis School District

Facility Planning Committee

Facilities Planning Committee Workshop 8—Meeting Notes

Western View Center

November 28, 2017

COMMITTEE MEMBERS PRESENT: Kevin Balzer, Darren Bland, Katy Blye, Avery Briggs, Jared Callis, Bill Dougherty, Byron Bethards, Paul Jennison, Adam Kirsch, Catherine Law, Stephanie Mehlenbacher, James Mellein, Melissa Miller, Rocio Muñoz, Kevin Russell, KC Stewart, Laura Peterson, Michael Unsworth, Eric Wright, Elizabeth Wyatt, Gordon Zimmerman *Absent: Ana Bechtel, Idela Folgate Laura King, Jennifer Richmond, Adam Steele, Feliciano Torres*

Steering Committee

Ryan Noss, Superintendent

Kim Patten, Facilities and Transportation Director (Project Leader)

Kevin Bogatin, Assistant Superintendent

Olivia Meyers Buch, Director of Finance

Rynda Gregory, Teaching & Learning Coordinator (absent)

Amy Lesan, Teaching & Learning Coordinator

Brenda Downum, Communications Coordinator

Consultant

Karen Montovino, DLR Group

I. Meeting Objectives

Superintendent Noss welcomed the committee and members of the public and introduced Facilities & Transportation Director Kim Patten who provided a brief presentation and led discussion at the meeting.

The meeting agenda included the following objectives

- Discussion and agreement on projects by school
- Prioritize projects
- Finalize recommendation to superintendent

II. Facilities Sustainability Priorities

At the October 7 Eco-Charrette, five sustainability priority areas were identified for school facilities including innovation, energy, water, outdoor/well-being, and building materials. At a follow-up sustainability workshop held on November 20, a small group of attendees participated in a prioritization exercise that resulted in three overarching themes for sustainability related facilities improvements in our district:

1. Provide thermal comfort, air quality and lighting that support well-being, optimal learning, and productivity.
2. Design to LEED standards, but not necessarily LEED certification.
3. Create buildings that model and stimulate learning about sustainability. An example is the installation of a sustainability “dashboard” at all schools to monitor energy use.

III. Addressing Projected Enrollment Growth and Classroom Capacity

The committee raised the question of planning for growth in elementary student enrollment. The additional classrooms in the original draft plan will add capacity by 15% throughout the district for K-5 schools. The plan does not include additional classrooms for middle and high schools. The committee discussed the utilization report and it was noted by staff that compared to historical enrollment figures, the 3% annual growth assumption is actually larger than what we would expect. Long-term enrollment trends don't indicate that the district is going to see significant growth. Staff believe that the draft plan provides room as a district for growth. In addition to classrooms, the formula used accounts for art, music, and counseling rooms to support extra programs and services for students.

IV. Prioritization Exercise- Committee Survey Results

Based on community input and committee feedback from Workshop 7, three scenarios were developed and shared with committee members to review and prioritize before the November 28 meeting.

Scenario 1 (\$185 M): Draft Plan presented in June 2017

- Critical capital repairs at all buildings
- Educational programming upgrades
- Rebuild Lincoln Elementary School on the existing site
- Additional wing at Garfield School

Scenario 2 (\$211 M): Everything in the Draft Plan and add:

- Franklin: Collaborative space, and a light refresh in hallway and shared spaces
- Hoover: Construct a new building on the existing site
- Mt. View: relocate office, light remodel in hallway & shared spaces
- Linus Pauling: Recommend the district seek other funding sources for this work

Scenario 3 (\$216.7 M): Everything in Scenario 2 and add:

- Franklin: Add new gym
- Mt. View: renovate the locker room to become a collaboration space

The total costs by school building are as follows:

	Scenario 1(Draft Plan)	Scenario 2	Scenario 3
ADAMS Elementary	\$ 12,482,000	\$ 12,482,000	\$ 12,482,000
GARFIELD Elementary	\$ 20,861,000	\$ 20,861,000	\$ 20,861,000
HOOVER Elementary	\$ 13,050,000	\$ 37,084,487	\$ 37,084,487
JEFFERSON Elementary	\$ 15,795,000	\$ 15,795,000	\$ 15,795,000
LINCOLN Elementary	\$ 36,917,000	\$ 36,917,000	\$ 36,917,000
MT VIEW Elementary	\$ 8,622,000	\$ 11,152,000	\$ 11,412,000
WILSON Elementary	\$ 13,724,000	\$ 13,724,000	\$ 13,724,000
FRANKLIN K-8	\$ 8,188,000	\$ 8,838,000	\$ 12,770,000
CHELDELIN Middle	\$ 10,063,000	\$ 10,063,000	\$ 10,063,000
LINUS PAULING Middle	\$ 2,307,000	\$ 810,000	\$ 2,307,000
CORVALLIS High	\$ 8,834,000	\$ 8,834,000	\$ 8,834,000
CRESCENT VALLEY High	\$ 20,709,000	\$ 20,709,000	\$ 20,709,000
COLLEGE HILL/Harding Ctr	<u>\$ 13,801,000</u>	<u>\$ 13,801,000</u>	<u>\$ 13,801,000</u>
TOTAL	\$ 185,353,000	\$ 211,070,487	\$ 216,759,487

Committee Feedback

A digital *prioritization survey* was sent to 29 committee members and 19 participated by completing the survey prior to the meeting. Survey questions were based on the three scenarios. The language used in the questions was similar to Community Information Night presentations. The committee was also asked to rank the importance of improvements at Linus Pauling. Several community comments questioned the need to invest significantly in the district's newest school building. The weighted average of responses represent a first look at the committee's prioritization of educational program projects:

Educational Program Priorities	Weighted Average
1. Eliminate use of modulars	4.74
2. Enhance CTE spaces	4.68
3. Modernize learning spaces in all K-5 schools	4.37
4. Provide dedicated music & art/science classrooms	4.26
5. Separate gym and dining commons in all K-5 schools	3.95
6. Provide flexible community space	3.84
7. Create collaboration spaces	3.68
8. Provide improvements at LPMS	2.05

Ms. Patten asked for discussion on the last three priorities. There was general agreement that projects at Linus Pauling are not a priority since it is the newest school and not in great need of educational program improvements.

Committee members were asked to reconsider the “collaboration spaces” question. It was agreed that the “modernize learning spaces” and “collaboration spaces” questions appeared to be saying the same thing. The committee also discussed possible different configurations of collaborative spaces and most agreed that a “nook” or “bump-out” in the hallway is less flexible than an actual room designed for flexible use. The committee emphasized the importance of clarifying that collaboration spaces are for student collaboration, not teacher collaboration.

The committee agreed that “modernizing spaces” is easier to understand. The language preferred for the committee is “Modernize educational spaces, including collaboration areas”. With that change, the committee agreed to remove *collaboration spaces* from the weighted average list and add it to the “Modernize learning spaces in all K-5 schools” statement.

Providing flexible community spaces was also discussed. Committee members felt that the term is not clear for voters and that a change of wording is needed and agreed on the following wording: *areas for student and family support services*.

V. Prioritization of Scenarios

Committee members provided a 1-5 ranking of support for the various scenarios for three buildings that had limited improvements in the June draft plan: Franklin K-8, Hoover K-5, and Mt. View K-5.

While Franklin and Hoover had a clear majority, support for improvements at Mt. View were split between Scenario 2 and 3. Additionally, committee members were invited to submit their own scenario for consideration. Two ideas were submitted but were not championed by the committee.

School/Scenario	Majority vote
<i>Franklin/Scenario 1, June Draft Plan</i>	63.16%
<i>Hoover/Scenario 3, replace on existing site</i>	63.16 %
<i>Mt. View/Scenario 3, (36.84% Scenario 2)</i>	42.11%

VI. Core Values for Educational Design

Kevin Bogatin reviewed the core values that were articulated by the district Innovation Team as a prelude to the facilities planning process. The core values form the basis for district decision-making in facilities planning and educational programming. The core values include collaboration, real-world learning, inclusivity, community, and adaptability. Time was then provided for general discussion.

Several committee members expressed the difficulty in the planning process. “Taking away the touchy feely and look at the building- when we invest community member money- what does that do to the lifespan? Are the plans based on community feedback or are they based on the facility needs?” Kim Patten responded that from her perspective, as a committee, we have explored many options for our facilities and we looked at our highest need schools first (schools with the highest needs populations) and have built on that. There was also discussion of limitations of annual funding for painting and floor replacements (light refresh work) and the importance of including this work for the shared spaces at our elementary schools.

VII. School Concept Plan Discussion

The committee discussed each school concept plan and voted on the concept plan by a show of hands.

Adams: Scenario 1, the committee prefers the alternate collaboration spaces (full classroom, not hallway bump out).

In favor: 21

Garfield: Scenario 1, concern about the school garden and the loss of play field. It was noted that all design plans would have to go through a city planning process for approval.

In favor: 20

Hoover: Scenario 3, important to align vehicular circulation with Aspen. Keep as much green space as possible in the design phase. This plan provides room for growth at Hoover.

In favor: 18

Jefferson: Scenario 1, no additional discussion.

In favor: 21

Lincoln: Scenario 1, no additional discussion

In favor: 21

Mt. View: Scenario 2, no additional discussion

In favor: 20

Wilson: Scenario 1, no additional discussion

In favor: 21

Franklin: Scenario 1. Committee wants to know- what is the 20 year plan for Franklin? If all other elementary schools are getting light refresh- it seems reasonable that Franklin would get it too. Two votes requested:

In favor (Scenario 1): 20

In favor (Include light refresh in hallways and shared spaces, flooring, walls, ceiling tiles): 15

Cheldelin: Scenario 1, no additional discussion

In favor: 21

Linus Pauling: From Scenario 1, capital repairs will be covered under other funding sources. Three votes requested.

In favor (resurface track only): 21

In favor (convert auditorium): 1

In favor (resurface track and add outdoor covered educational area): 21

CHS: Scenario 1, no additional discussion

In favor: 21

College Hill: Scenario 1. What it would take to receive grants to upgrade the other part of the building. College Hill is not an eligible site for funding, it is not technically a school, it is a program. Two votes requested.

In favor: 21

In favor: Scenario 1 and add classrooms as money and planning is available: 14

CVHS: Scenario 1, no additional discussion

In favor: 21

VIII. Did we articulate the committee's priorities correctly?

Committee members had a final opportunity to voice their ideas. Capital repairs are a baseline for the plan; educational program priorities will follow. Does the committee have any suggestions for lower priority projects?

Committee Member Comments and Questions:

- Is the light refresh important for educational outcomes? Let's be consistent across all schools. The light refresh is easier to cut- not related to safety, educational outcomes.
- Our plan will be voted on by the general public. Keeping it inclusive allows every parent in the district to have a stake in it.
- What about eliminating collaboration spaces across all schools?
- For everything proposed as a potential cut, we need to explain why it was originally included.
- Cut size of addition of Garfield.
- If the board wants to cut the cost, go back to what it looked like in the spring- with reconciled numbers.
- Keep the lifespan of buildings in the forefront, don't invest more money into the two newest schools.
- Another way to look at that is to not invest in the two oldest schools. Don't invest in cafeteria at College Hill in this planning cycle.
- The light refresh impacts a massive amount of square footage and will modernize the spaces.
- Picking items to cut across the board is not the way to do it. It would be better to have staff look at the individual pieces and make that decision. It might be that staff could finesse projects to cut the costs. There was agreement on this point. "This is how we get to equity. Looking at cutting down the size of Garfield would not be equitable. Look at the schools case by case."
- Dollars were not associated with the prioritization survey.
- The committee would prefer not to make a list of what could be cut to reduce the total bond levy.

Kim reminded the committee about the remainder of the facilities planning process. The superintendent will make the recommendation to the board. There is opportunity for people to provide input at future board meetings. The board will be looking deeply into the committee's recommendation. Catherine Law, Avery Briggs, and Anna Bechtel are representatives from this committee.

Looking at the potential costs of the plan: A total project cost of \$211.5 M would be \$2.07 per \$1,000. Ryan reviewed the polling results and noted that we polled on the \$2.00 per \$1,000 and there was support once people learned more about the planned improvements. The committee was also reminded that bond levy figures are a projection and may differ once levied. For the 2002 bond, \$1.77 was the anticipated levy rate, the actual average rate was and average of \$1.68.

Final committee vote

After more discussion, the committee felt strongly that a plan that will include improvements at all schools will best meet the needs of the district. The committee voted on the following revised scenario as a final recommendation to the superintendent

Final Scenario for Recommendation (\$214.4 M)

In favor: 19 Abstained: 2

Include all projects in the June draft plan and add:

- Franklin: add light refresh in hallway and shared spaces
- Hoover: construct a new building on the existing site
- Mt. View: relocate office, light refresh in hallway and shared spaces
- Linus Pauling: resurface track and add covered outdoor learning area only; recommend the district seek other funding sources for the other capital improvement projects
- College Hill: add two classrooms to support alternative learning pathways



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Ryan Noss, Superintendent
Meeting Date: December 7, 2017

Long Range Facilities Master Plan – Superintendent’s Recommendation

NO ACTION REQUIRED

Background

The Long Range Facilities Planning Task Force met eight times between January 2017 and November 2017 to develop a long-range facilities master plan that will address the district’s aging infrastructure. The full report, which includes meeting notes and all background materials, will be available at the December 18, 2017, board work session. I attended and observed all task force meetings and reviewed the committee’s recommendation from the November 28 meeting.

The task force was charged to develop a Long Range Facilities Master Plan recommendation that:

- Supports learning environments that are safe and accessible,
- Inspires innovative learning, accommodates evolving instructional practices, and promotes collaboration among students, staff and community,
- Is cost-effective for the taxpayer, energy efficient, and adaptable for future use by students, staff and the community, and
- Complies with the requirements of ORS 195.110.

The task force completed this work and accomplished their charge. I greatly value the time, talent, and expertise provided by members of the task force. The ideas, input, and enthusiasm for improving school infrastructure in support of our educational programs have assisted me in making my decision about a recommended course of action for our long-range facilities plan.

I applaud the task force’s emphasis on keeping students at the center and being very clear that our facilities are an investment for the entire community. They believe the district should be prepared to explain why we might want to renovate versus replace an older school building or why these investments are needed now, rather than waiting until another bond cycle. With each committee discussion, I heard many perspectives that informed my thinking and I deeply appreciate their work.

The participation of more than 300 parents, staff, and community members also played a role in shaping my thoughts on our long-range facilities plan. Conversations at the August Open Streets event, the September Corvallis Farmer’s Market booths, and the fourteen community information nights in October, provided the task force and me with a rich set of ideas, concerns, and comments to consider. Most of the public input reminds us that

education is highly valued in Corvallis and there is strong support to make our schools safer and to protect our investments in our infrastructure. As the school board considers this recommendation, it is important to remember that student safety and educational programs are at the heart of the plan.

Capital Facility Improvements

I believe it is essential to complete the identified capital facility improvements included in the task force recommendation. Board members have received detailed information about the condition of our facilities including the comprehensive facilities assessments completed last fall. The recommendation includes an estimated \$67,444,187 in capital facility improvements with seismic upgrades, piping replacement, HVAC upgrades, boiler replacements, and electrical system replacements comprising a significant percentage of those improvements. It is important to include these large maintenance projects in our long range facilities plan to extend the life span and safety of our facilities. While our regular maintenance practices are commendable, we are limited in the scope of the projects that can be funded through the annual budget process due to Oregon's school funding formula.

Educational Programming Improvements

We began the work of educational visioning in 2016 and we have carried that work forward in the articulation of the district's five core values of relationships, inclusiveness, real-world learning, community connections, and adaptability. These values were a helpful framework for our discussions about the many possible improvements in our school buildings and they helped guide the task force in creating spaces for educational programming priorities.

I agree with the committee's recommendation to focus resources on expanding and modernizing at all elementary schools with the goal of eliminating modular classrooms and providing for dedicated music, art/science, and student support spaces. All K-5 schools will see an increase in capacity and if this plan is approved, all K-5 schools will have a separate gym and cafeteria to create greater flexibility in the use of those spaces throughout the school day and during non-school hours.

The construction of two new elementary schools to replace Lincoln Elementary and Hoover Elementary schools were supported by a clear majority of task force members and I fully support that recommendation. Neither of these buildings could be cost-effectively renovated in a manner similar to the improvements at the other K-5 schools. I believe the replacement of these two schools at their current locations will serve the needs of those school communities, help address district capacity, and will provide a safe and modern educational experience.

The projects included for the remaining K-5 schools (Adams, Garfield, Jefferson, Mt. View, and Wilson) will add decades of lifespan to those buildings, enhance modern educational design, and secure front entries and office areas to enhance safety in our schools.

Franklin K-8 is one of our oldest buildings and while the committee wrestled with the return on investment in projects for this building, a majority of task force

members were ultimately in favor of completing the work that will protect the community's investment in this building.

Middle and high school educational programming projects are limited to collaboration and career and technical education areas and I heard loud and clear from the task force and community members that Linus Pauling Middle School, our newest building, should receive limited improvements in this bond cycle.

Overall, I am in support of the task force recommendation. It accomplishes significant educational program improvements especially at our elementary schools with the greatest number of students navigating poverty and other barriers. The recommendation stays true to the belief that all schools should be safe and welcoming and that modern educational spaces can create excitement and engagement in student learning.

The task force recommendation came to an estimated total of \$211million and task force members discussed the implications of that cost to voters. They had difficulty identifying projects to eliminate and felt it was important to include all projects that included investing in capital improvements at all schools and providing equitable educational program investments.

Recommendation

I recommend the committee's plan with the following revisions:

- reduce collaboration space at Adams, Jefferson, and Wilson Elementary,
- include collaboration spaces at Mt. View Elementary and Franklin K-8,
- utilize alternative funding for the covered learning area at Linus Pauling, and
- exclude additional classrooms at the Harding Center.

The Long Range Facilities Master Plan table provided as an addendum to this report is my recommendation to the school board. The table includes three categories of improvements including capital facility improvements, building replacement costs, and educational program improvements. Numbers displayed in red are the areas where my recommendation differs from the task force. With a total estimated project cost of \$206,121,941, this plan brings us close to a levy rate of \$2.02 per \$1,000 of assessed value over 20 years.

These investments in our facilities represent good stewardship of taxpayer funds and will significantly extend the life of our school buildings. I believe this plan aligns with our core values and will serve the future needs of students and our district.

CORVALLIS SCHOOL DISTRICT
Long Range Facilities Master Plan
Superintendent's Recommendation
12/7/2017

	ADAMS ELEMENTARY	GARFIELD ELEMENTARY	HOOVER ELEMENTARY	JEFFERSON ELEMENTARY	LINCOLN ELEMENTARY	MT VIEW ELEMENTARY	WILSON ELEMENTARY	FRANKLIN SCHOOL	CHELDELIN MIDDLE SCHOOL	LINUS PAULING MIDDLE SCHOOL	CORVALLIS HIGH SCHOOL	CRESCENT VALLEY HIGH SCHOOL	HARDING CENTER	TOTAL
CAPITAL FACILITY IMPROVEMENTS	\$ 3,719,786	\$ 6,302,205	\$ -	\$ 3,515,324	\$ -	\$ 3,631,692	\$ 3,944,641	\$ 6,949,647	\$ 9,836,607	\$ 809,698	\$ 6,918,084	\$ 12,999,241	\$ 8,817,262	\$ 67,444,187
REPLACE BUILDING ON SAME SITE	\$ -	\$ -	\$ 37,084,000	\$ -	\$ 36,917,098	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,001,098
EDUCATIONAL PROGRAM IMPROVEMENTS	\$ 8,627,455	\$ 15,133,599	\$ -	\$ 9,595,235	\$ -	\$ 5,710,019	\$ 8,626,235	\$ 2,385,375	\$ 1,445,033	\$ -	\$ 2,290,565	\$ 5,879,084	\$ 4,984,056	\$ 64,676,656
New Space (no modulars, secure entry (MV relocate), dedicated music & art/science)	\$ 4,034,211	\$ 10,126,827	\$ -	\$ 4,992,921	\$ -	\$ 3,888,040	\$ 4,023,921	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,065,920
Upgrade Finishes in Hallways & Shared Spaces (ceilings, flooring, paint)	\$ 1,272,318	\$ 1,106,865	\$ -	\$ 1,281,388	\$ -	\$ 1,561,979	\$ 1,281,388	\$ 1,657,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,161,438
Upgrade Finishes Throughout Building (ceilings, floors, casework, paint)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,441,519	\$ 2,441,519
Create Collaboration Spaces	\$ 1,100,000	\$ 2,200,000	\$ -	\$ 1,100,000	\$ -	\$ 260,000	\$ 1,100,000	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,020,000
Improve Areas for Career and Techcial Education (CTE) Instruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 568,969	\$ -	\$ 2,290,565	\$ 3,842,677	\$ -	\$ 6,702,211
Separate Gymnasium & Dining Commons	\$ 1,546,520	\$ -	\$ -	\$ 1,546,520	\$ -	\$ -	\$ 1,546,520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,629,102	\$ 6,268,662
Upgrade Gym Floors (Wood)	\$ 182,000	\$ -	\$ -	\$ 182,000	\$ -	\$ -	\$ 182,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 546,000
Create or Improve Outdoor Learning Spaces	\$ 360,044	\$ 360,044	\$ -	\$ 360,044	\$ -	\$ -	\$ 360,044	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,440,176
Create Student & Family Support Spaces	\$ 132,362	\$ 629,315	\$ -	\$ 132,362	\$ -	\$ -	\$ 132,362	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,026,401
Renovate Classrooms into Designated Science/Maker Space Classrooms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 467,875	\$ -	\$ -	\$ -	\$ -	\$ 616,818	\$ 1,084,693
Renovate Library/Media Center	\$ -	\$ 710,548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 431,374	\$ -	\$ -	\$ 2,036,407	\$ -	\$ 3,178,329
Renovate Dining Commons	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 444,690	\$ -	\$ -	\$ -	\$ -	\$ 444,690
Renovate Locker Rooms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 296,617	\$ 296,617
TOTAL	\$ 12,347,241	\$ 21,435,804	\$ 37,084,000	\$ 13,110,559	\$ 36,917,098	\$ 9,341,711	\$ 12,570,876	\$ 9,335,022	\$ 11,281,640	\$ 809,698	\$ 9,208,649	\$ 18,878,325	\$ 13,801,318	\$ 206,121,941

estimated levy rate over next 20 years with no step down (+/- \$0.03) \$ 2.02
estimated levy rate over 20 years with \$0.50 step down after 15 years (+/- \$0.03) \$ 2.14

Changes from COMMITTEE recommendation (in red above): \$ (4,593,443)
Reduce number of collaboration spaces at Adams, Jefferson, and Wilsor \$ (3,300,000)
Add collaboration spaces at Mt View and Franklin \$ 520,000
Utilize alternative funding for covered learning area at Linus Pauling \$ (175,443)
Exclude additional classrooms at Harding Center \$ (1,638,000)

A green rectangular road sign with a white border and white text. The sign is tilted upwards and to the right. The text 'Finish Line' is in a large, bold, sans-serif font, and 'Ahead' is in a smaller, bold, sans-serif font below it. The sign is mounted on a wooden post. The background is a clear blue sky with some light clouds.

Finish Line
Ahead

Long Range Facilities Planning

Update to the School Board

December 7, 2017

Sustainability Workshop

Top 3 Feedback Themes



- Provide thermal comfort, air quality and lighting, that support well-being, optimal learning, and productivity.
- Design to LEED standards, but not necessarily LEED certification
- Create buildings that model and stimulate learning about sustainability

Dashboard



Planning for Growth

School	Current Planning Capacity	Current Enrollment (2017-18)	Classroom Utilization (2017-18)	Scenario 1 Classrooms	Scenario 1 Specialty Rooms (Art/Sci & Music)	Scenario 1 Classrooms	Scenario 1 Planning Capacity	Scenario 1 Classroom Utilization (3% Growth)
K-5 Totals	3,124	2,809	89.9%	146	14	160	3,925	73.7%
6-8 Totals	1,642	1,307	79.6%	69	-	69	1,642	82.0%
9-12 Totals	3,414	2,438	71.4%			149	3,398	73.9%

Educational Programs

Committee Survey

- **29 surveys sent**
- **19 surveys completed**

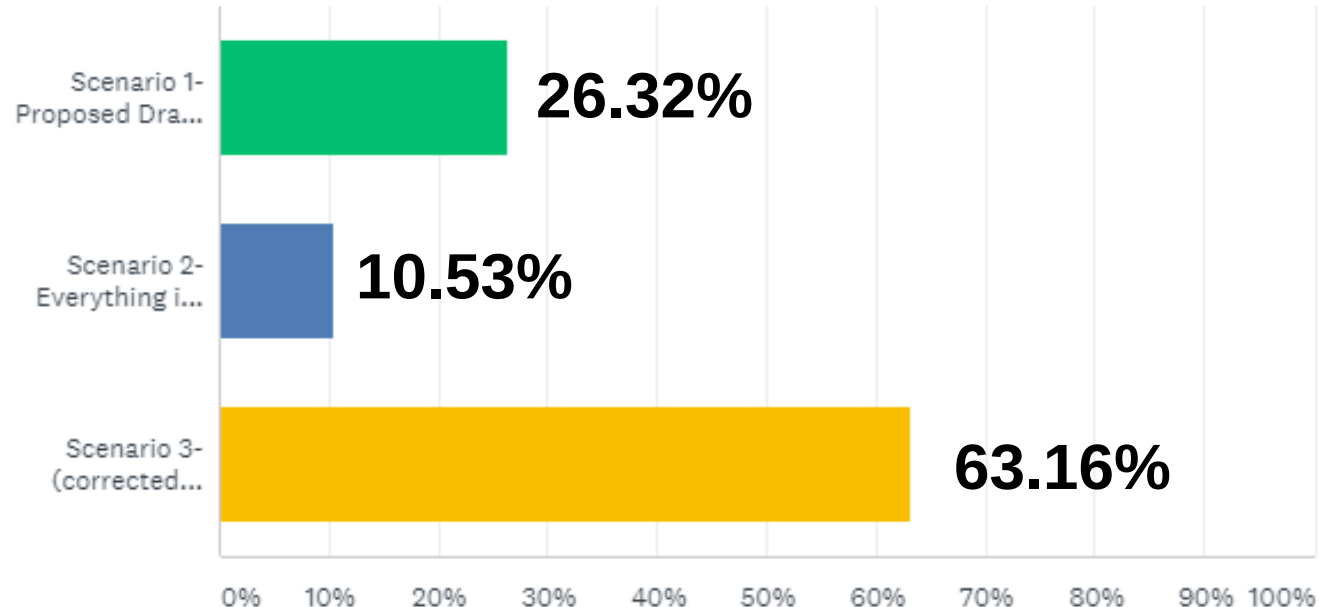
Prioritization Survey Results

Educational Program	Weighted Average
Eliminate use of modulars	4.74
Enhance CTE spaces	4.68
Modernize learning spaces in all K-5 schools	4.37
Provide dedicated music & art/science classrooms	4.26
Separate gym and dining commons in all K-5 schools	3.95
Provide flexible community space	3.84
Create collaboration spaces	3.68
Provide improvements at LPMS	2.05

Hoover K-5 Scenario

The scenario that I support for Hoover Elementary (K-5) is:

Answered: 19 Skipped: 0

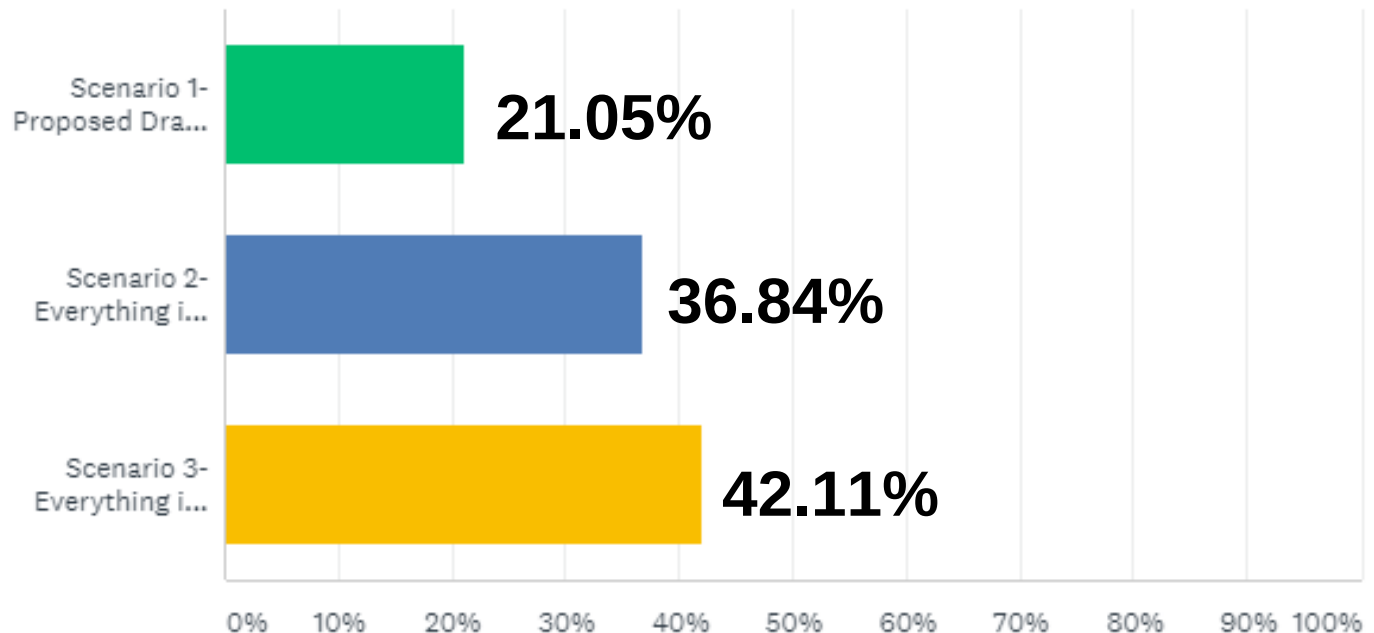


Scenario 3 includes the replacement of Hoover on the existing site.

Mt. View K-5 Scenario

The scenario that I support for Mt. View Elementary (K-5) is:

Answered: 19 Skipped: 0

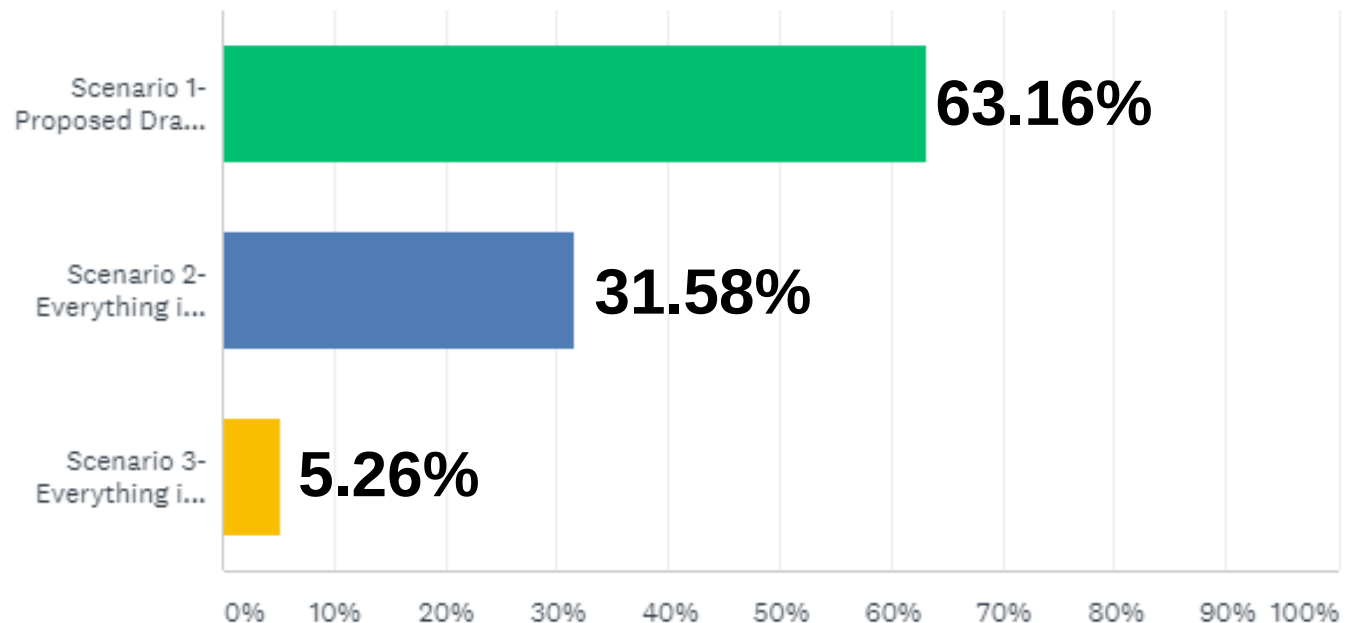


Scenario 3 includes capital repairs, elimination of modular classrooms, finish upgrades in hallways/shared spaces, collaboration space, relocation of office to create a secure entry and improved site circulation.

Franklin K-8 Scenario

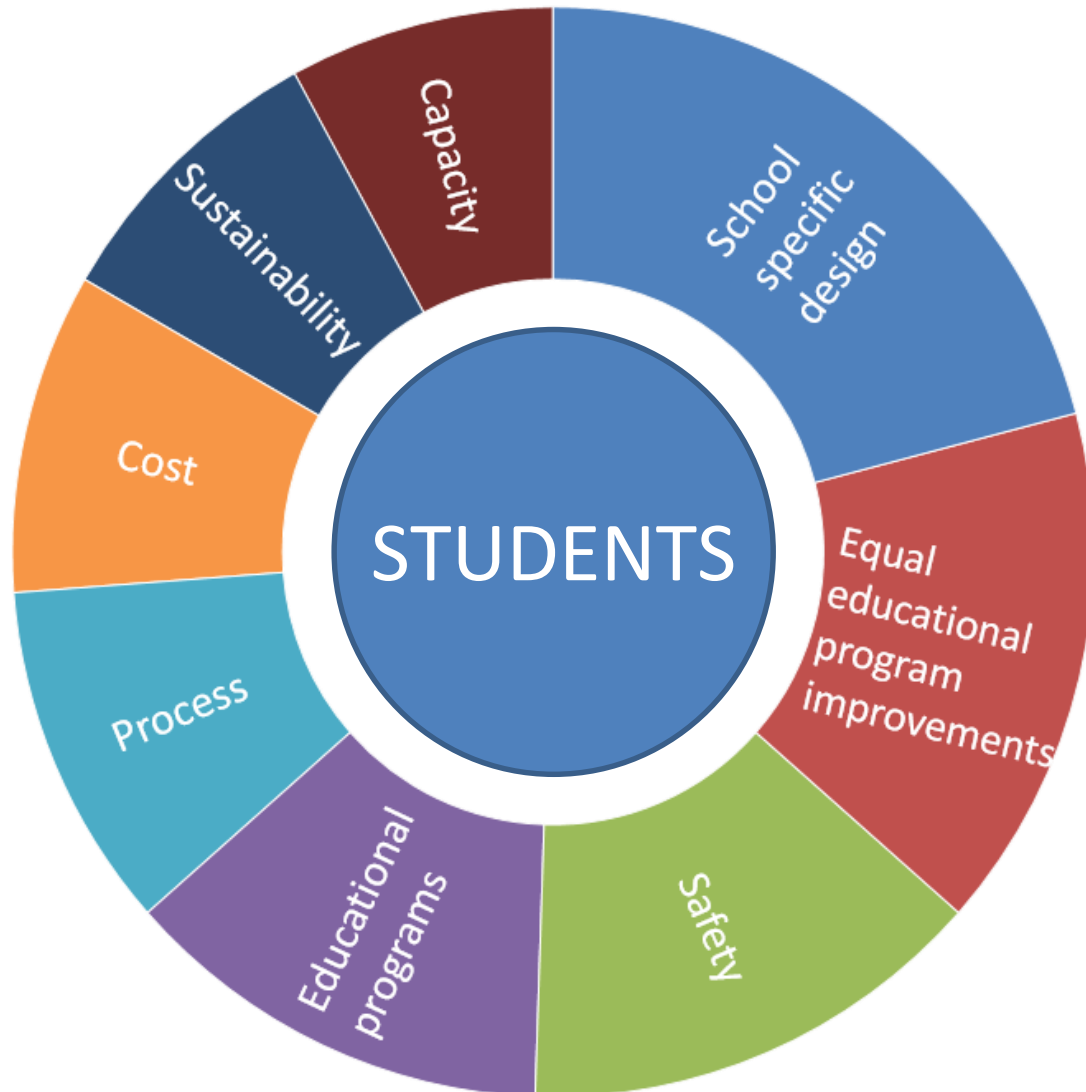
The scenario that I support for Franklin K-8 is:

Answered: 19 Skipped: 0



Scenario 1 includes capital repairs, replacement of windows, and renovation of two science classrooms.

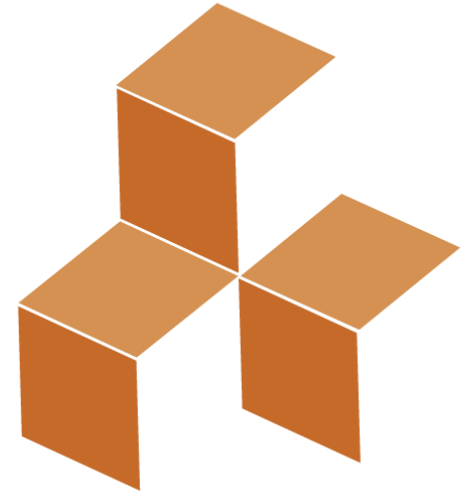
Balancing our Priorities



Core Values



Collaboration



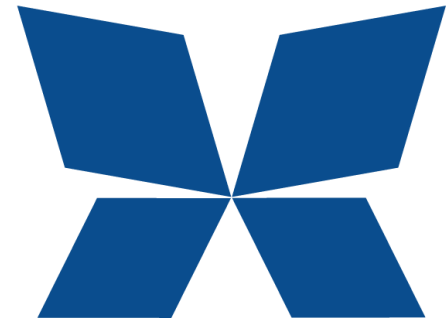
Real-World



Community



Inclusive

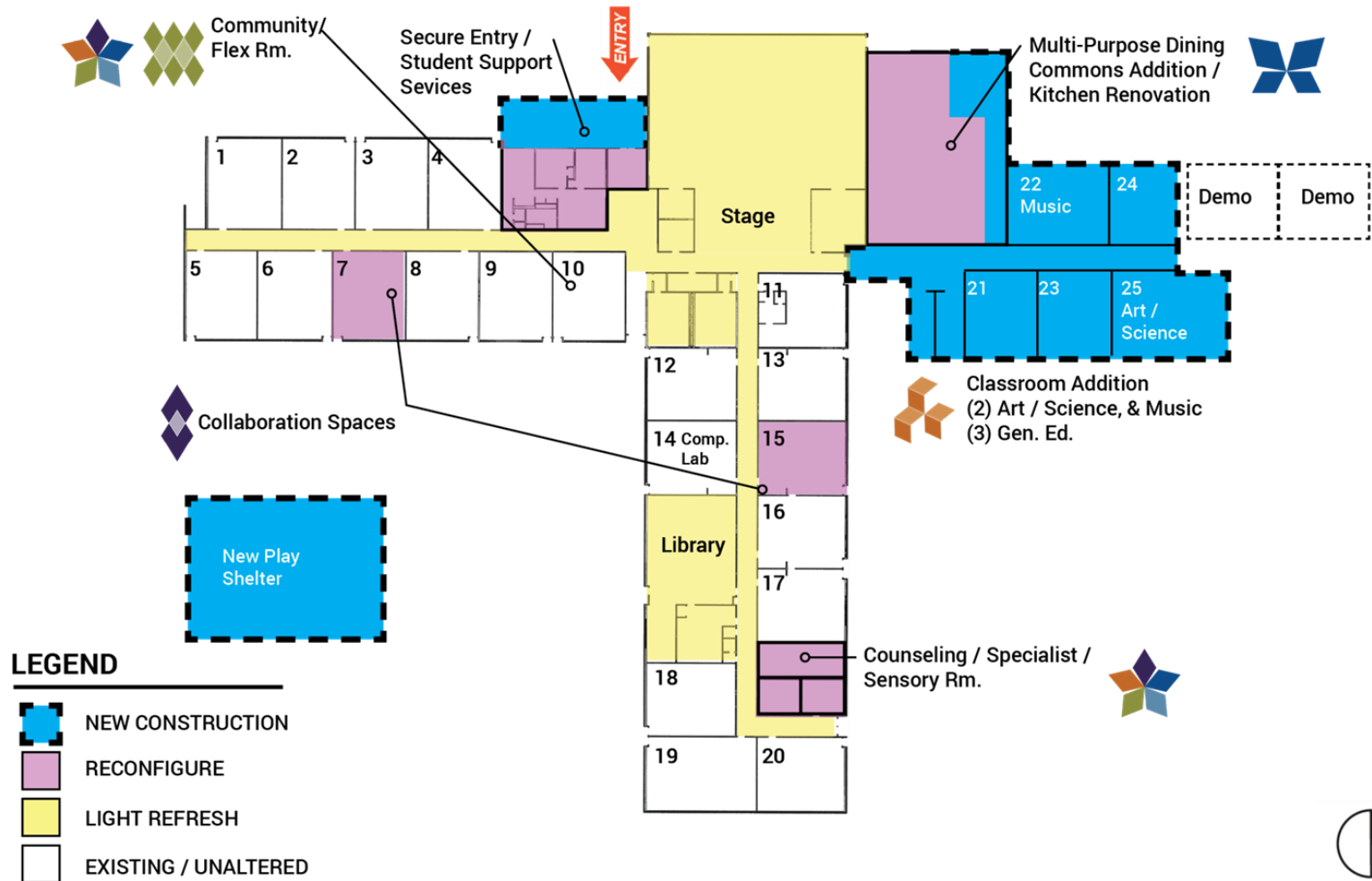


Adaptable

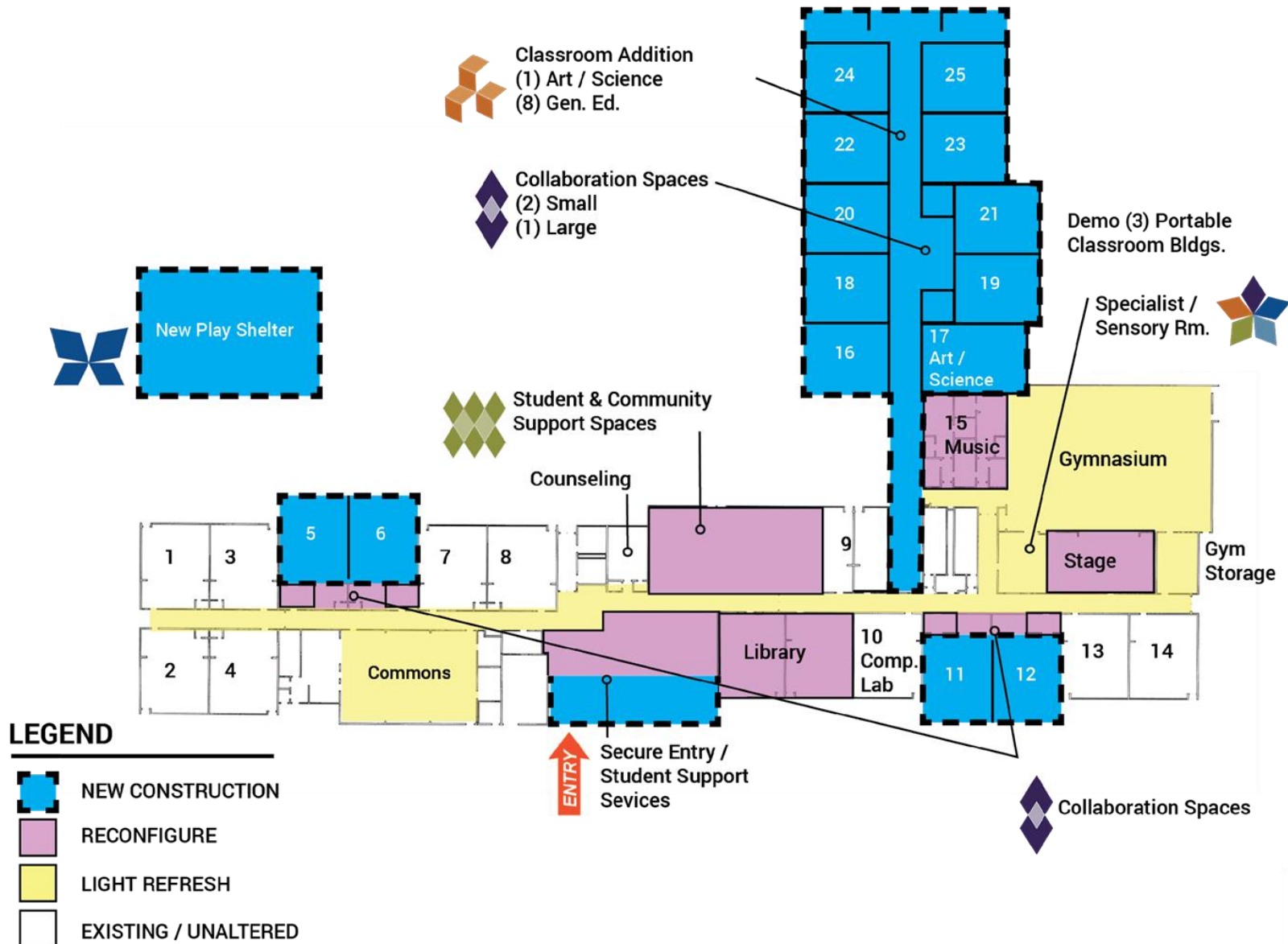
UPDATED SITE PLAN TEST FITS

Recommended Project Concepts

Adams ES



Garfield ES



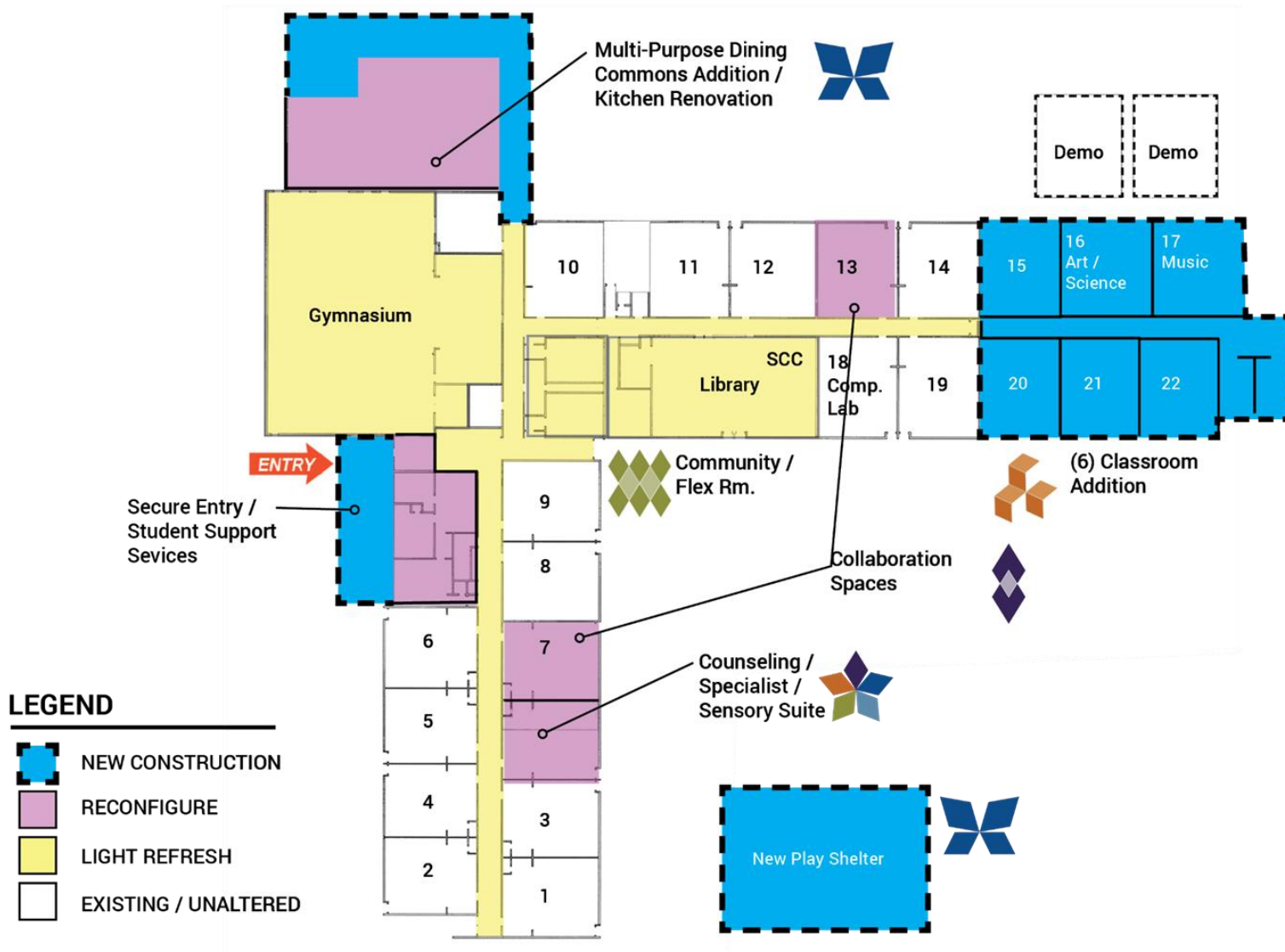
Hoover ES

Existing Site – Two Story Option



Hoover Elementary School Two Story Scheme

Jefferson ES



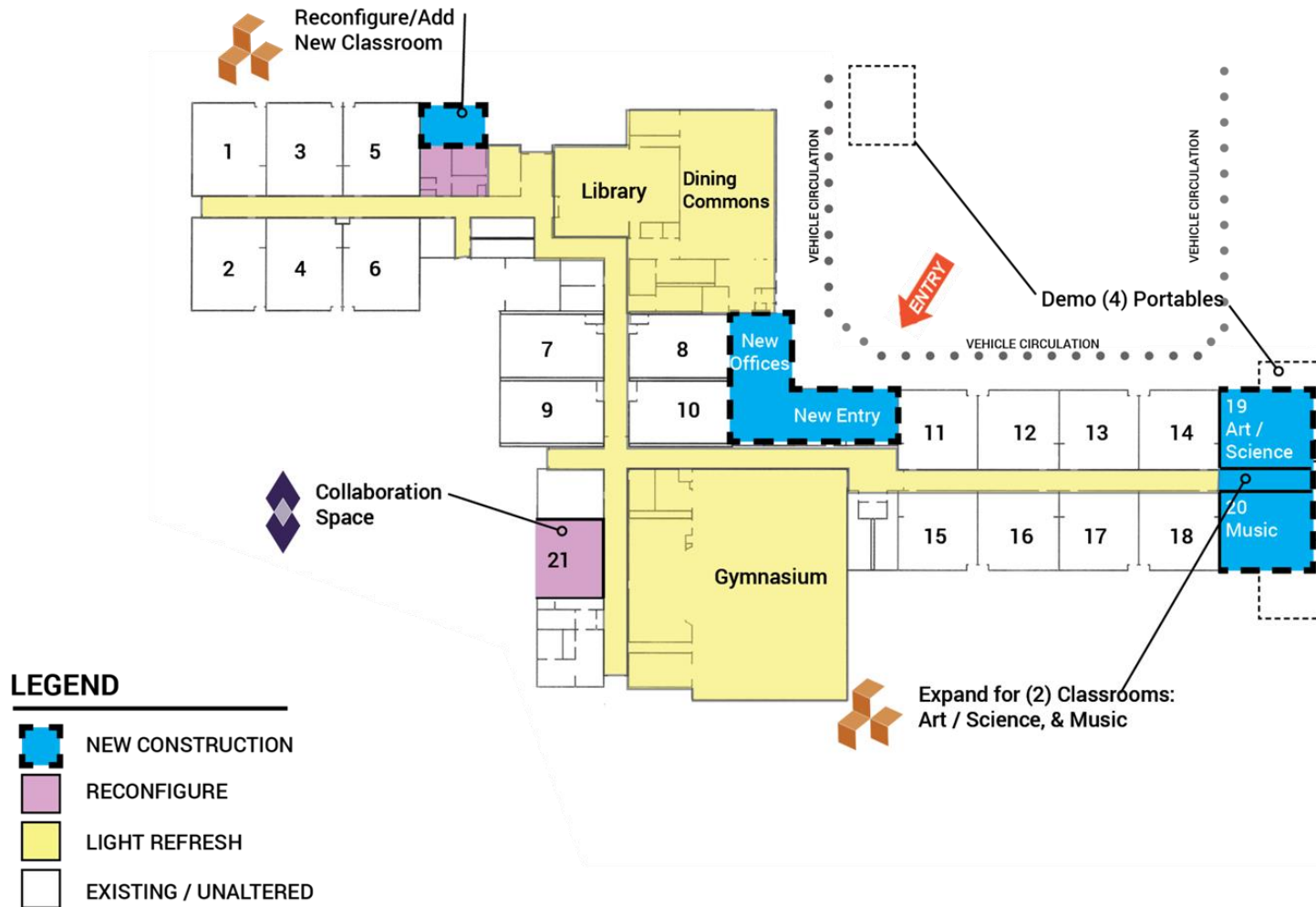
Lincoln ES

Existing Site – One Story Option



Lincoln Elementary School One Story Scheme

Mountain View ES



Wilson ES



Franklin K-8

LEGEND

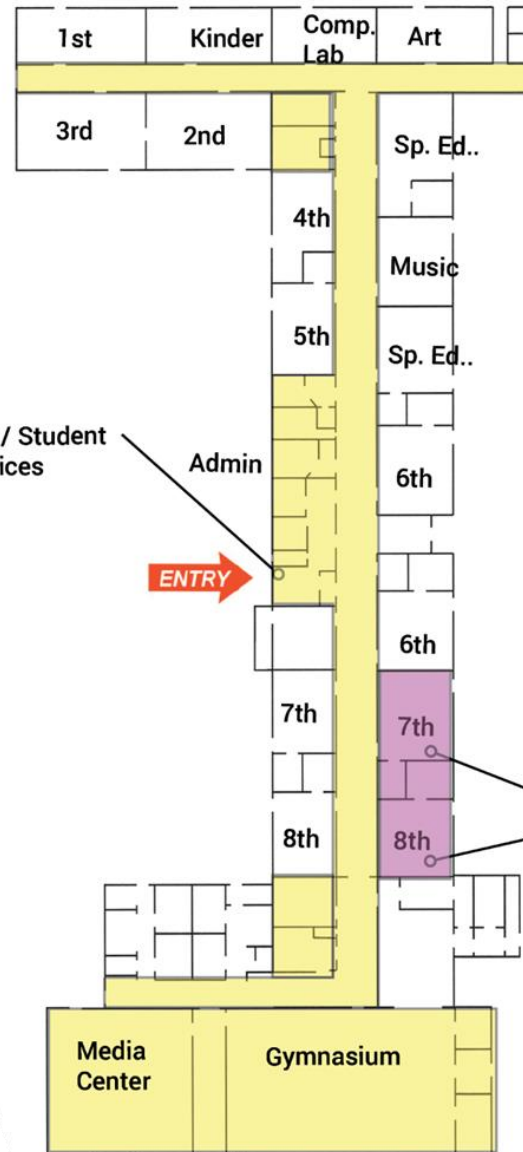
-  NEW CONSTRUCTION
-  RECONFIGURE
-  LIGHT REFRESH
-  EXISTING / UNALTERED



Secure Entry / Student Support Services



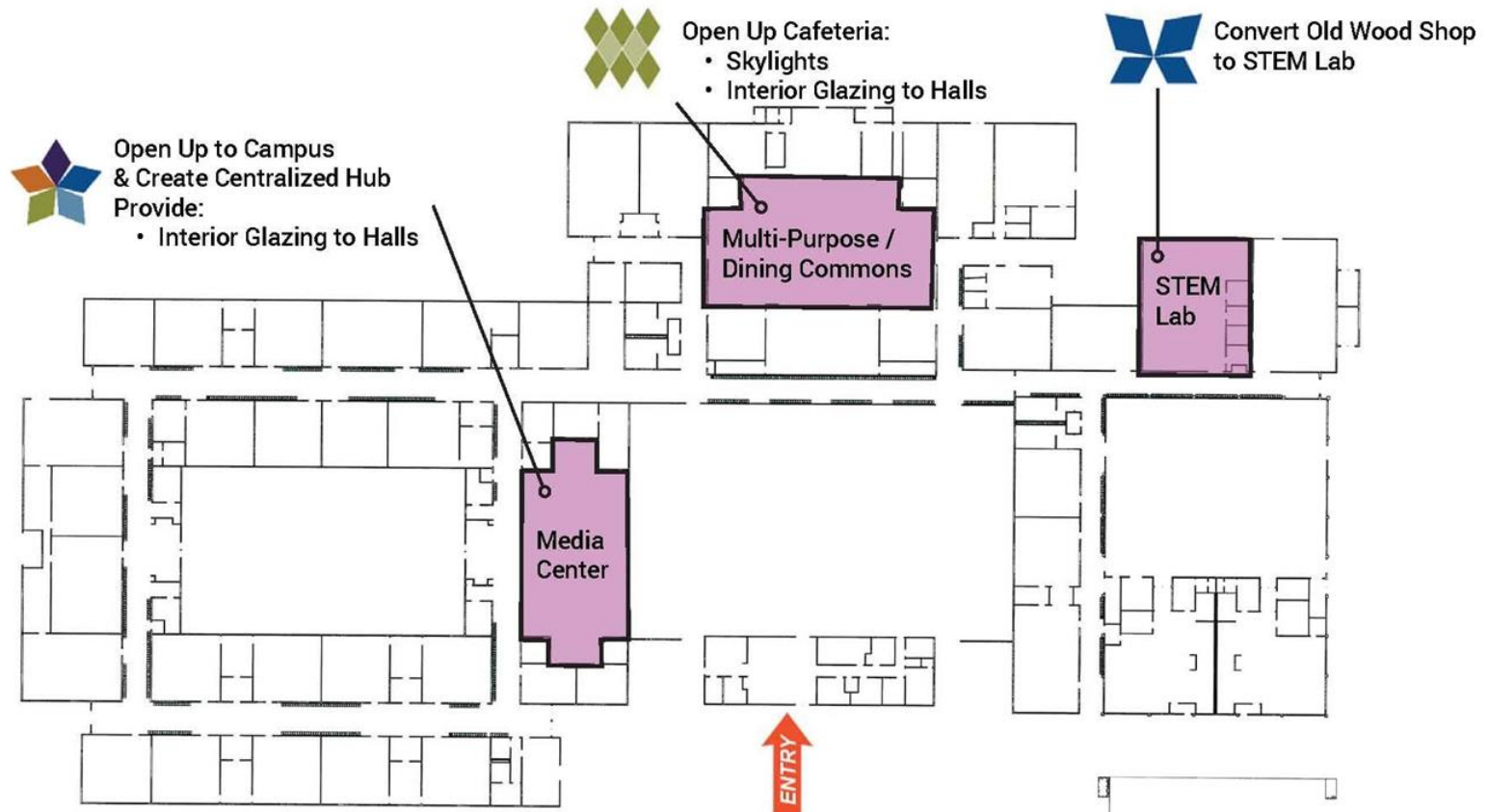
Admin



Renovate (2) General Ed. Classrooms to (2) Science Classrooms



Cheldelin MS

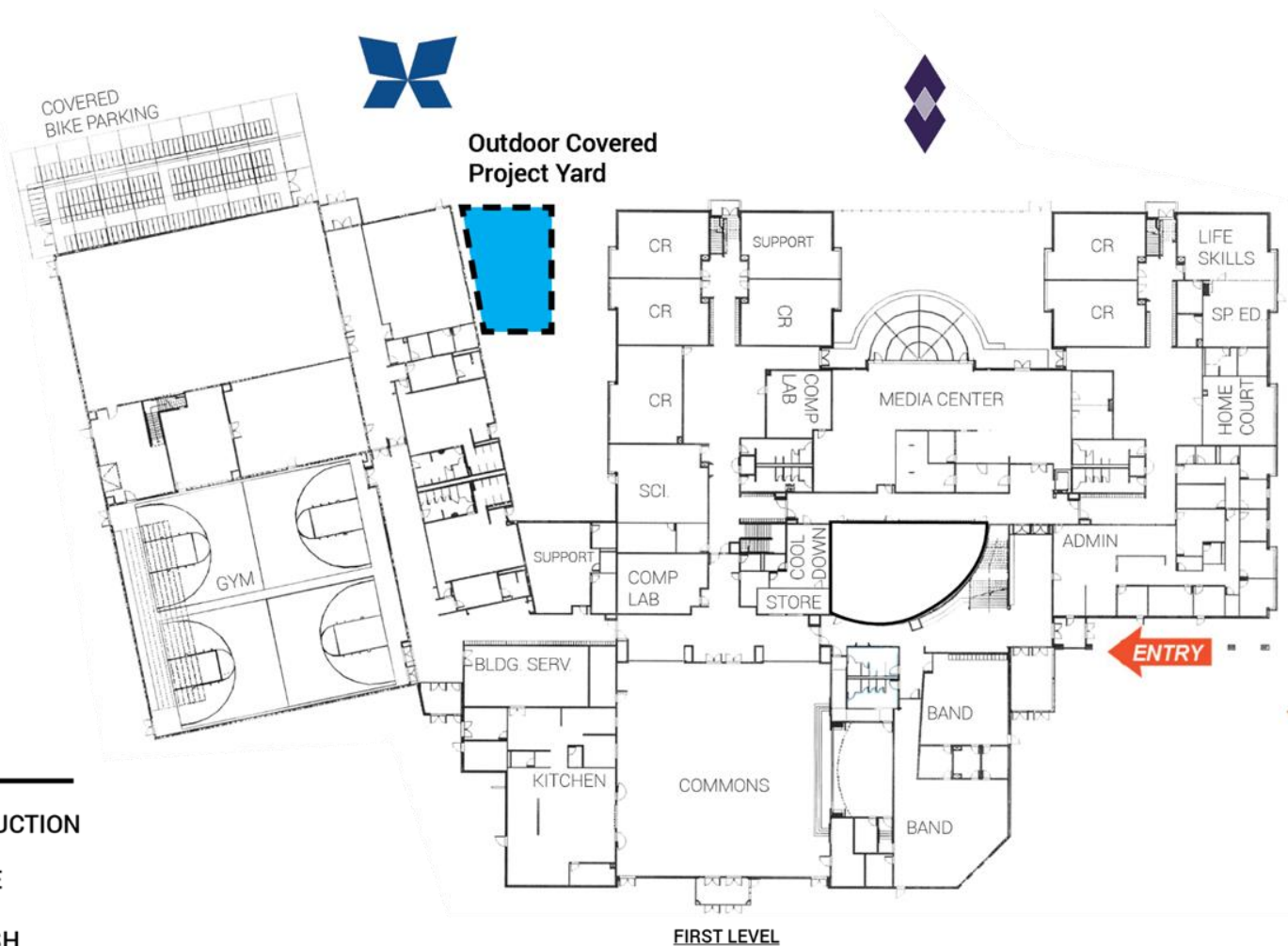


LEGEND

-  NEW CONSTRUCTION
-  RECONFIGURE
-  LIGHT REFRESH
-  EXISTING / UNALTERED



Linus Pauling MS



LEGEND



NEW CONSTRUCTION



RECONFIGURE



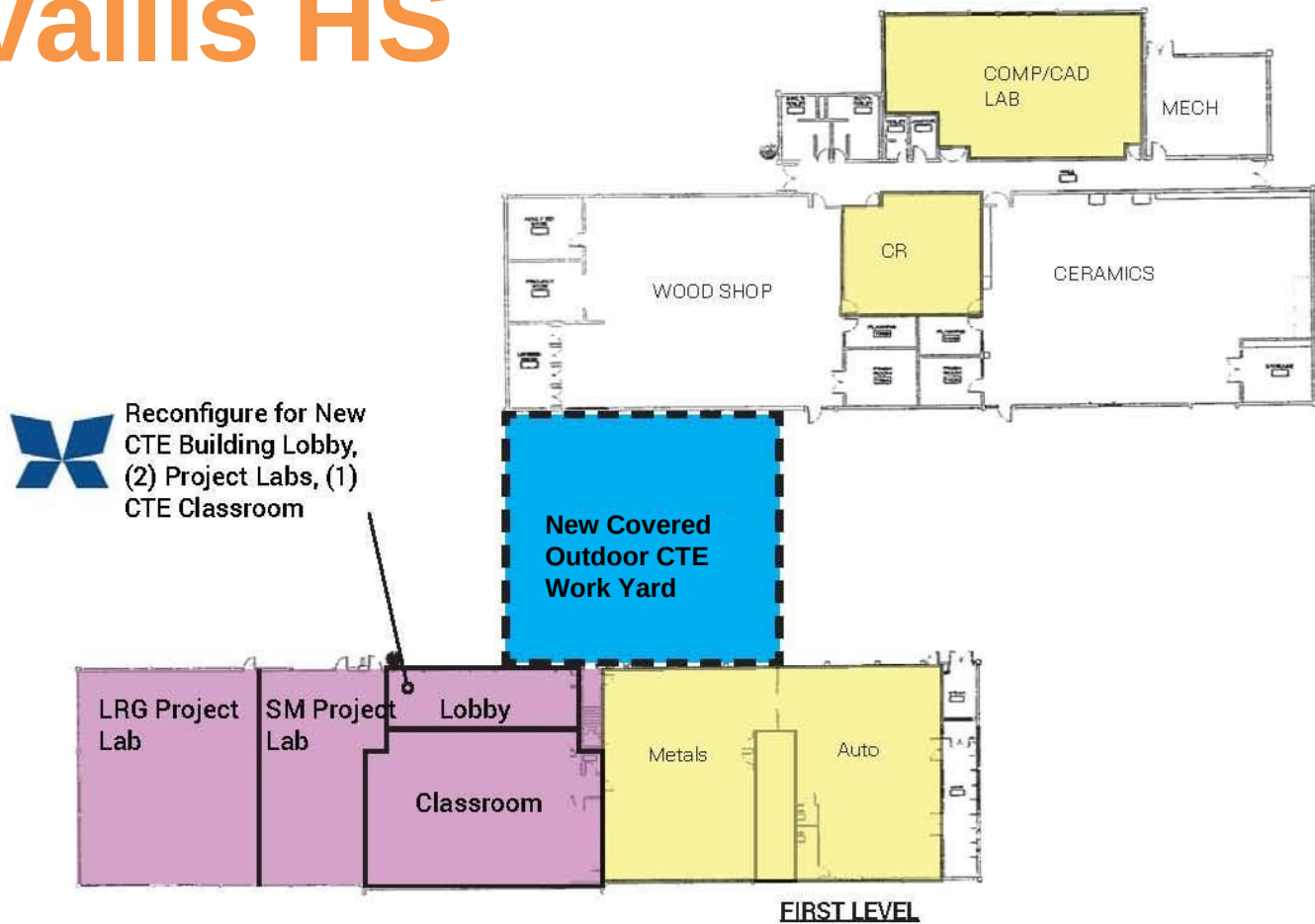
LIGHT REFRESH



EXISTING / UNALTERED

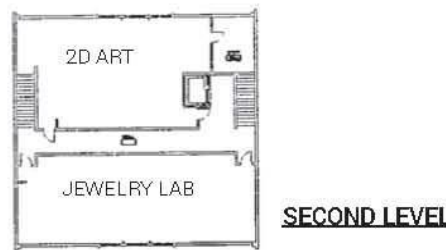


Corvallis HS



LEGEND

-  NEW CONSTRUCTION
-  RECONFIGURE
-  LIGHT REFRESH
-  EXISTING / UNALTERED



Corvallis HS



Upgrade Site Connection
(Approx. 18,000 SF Improved)



LEGEND

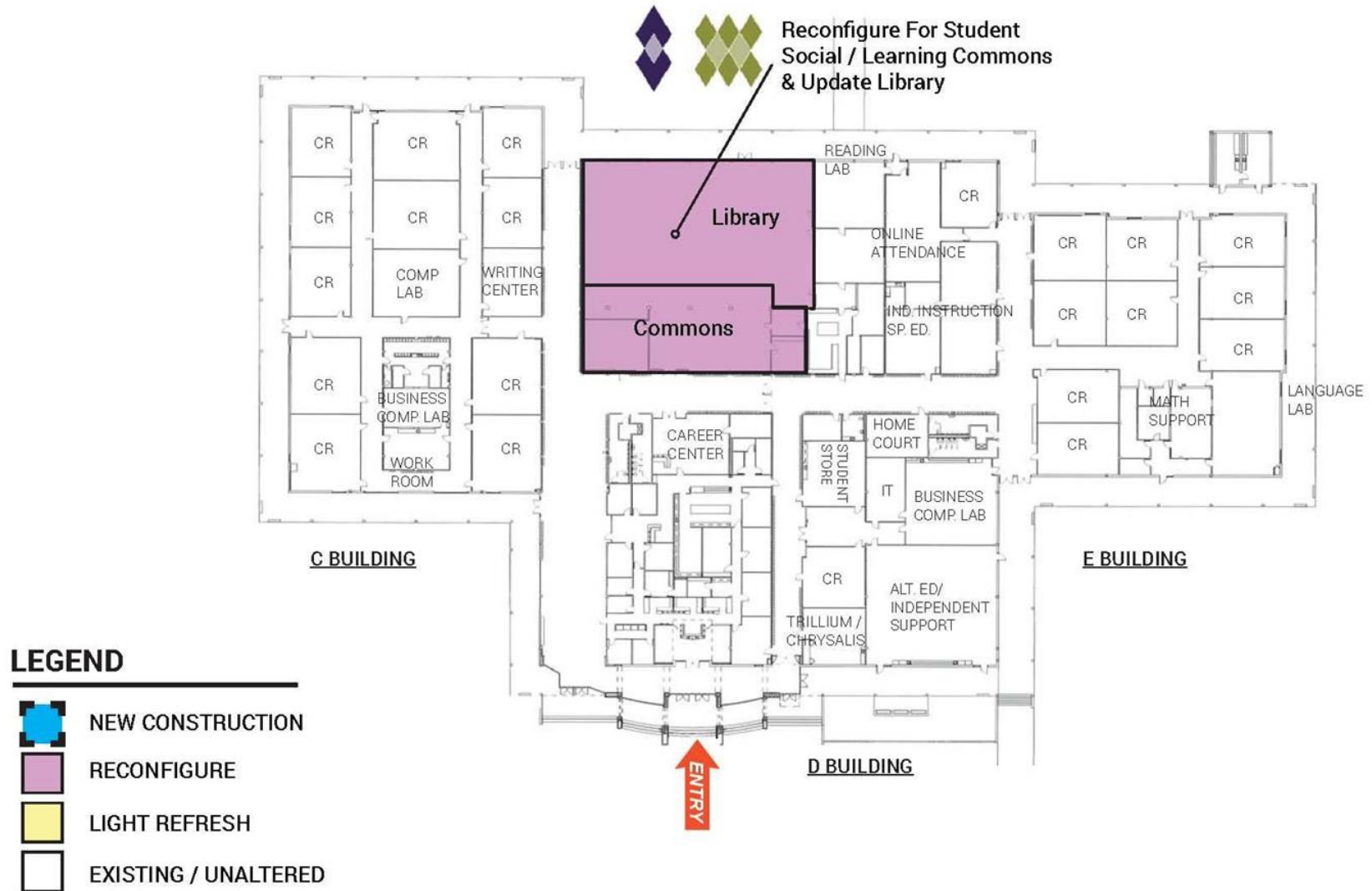
-  NEW CONSTRUCTION
-  RECONFIGURE
-  LIGHT REFRESH
-  EXISTING / UNALTERED



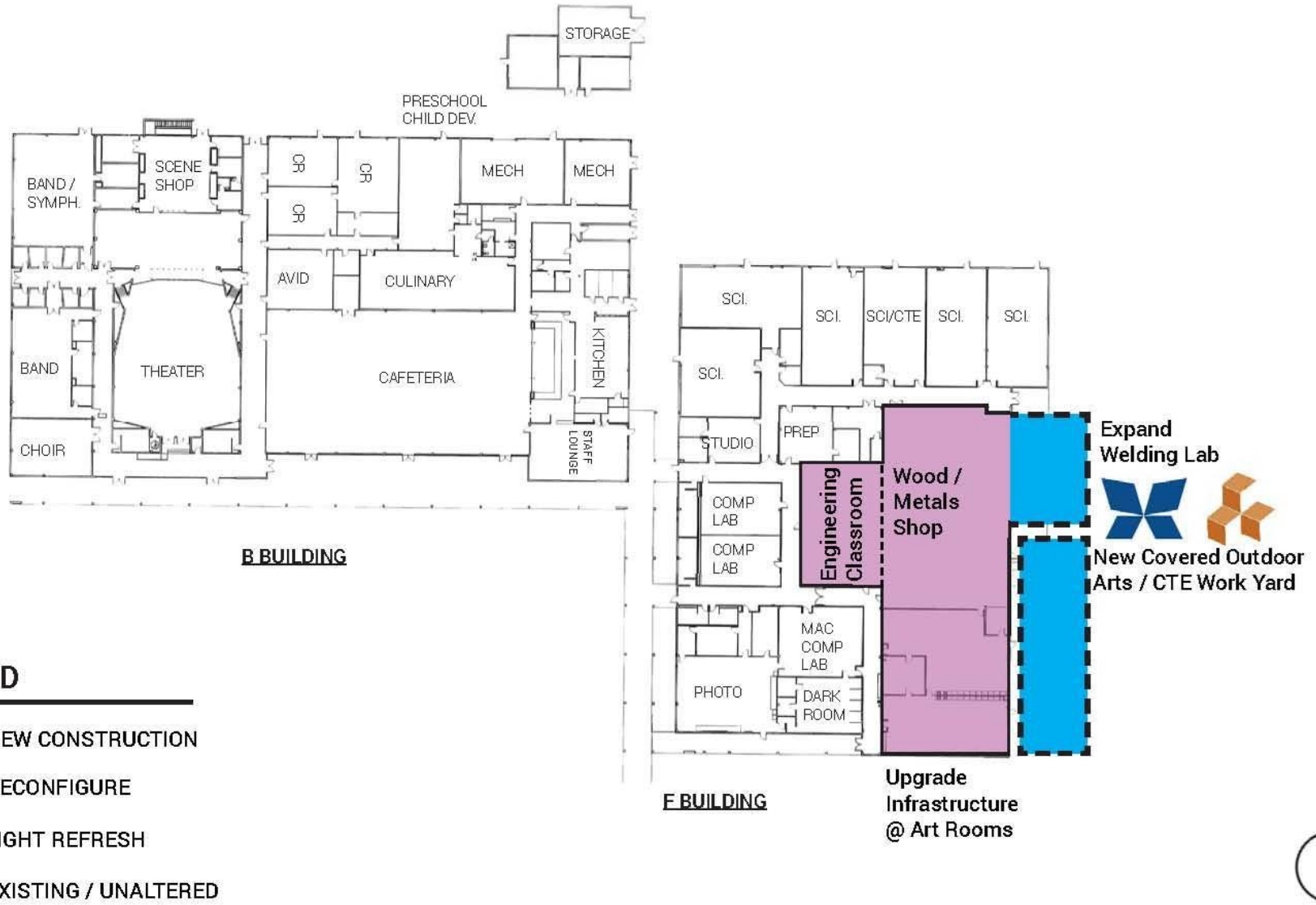
New Covered
Outdoor CTE Work
Yard



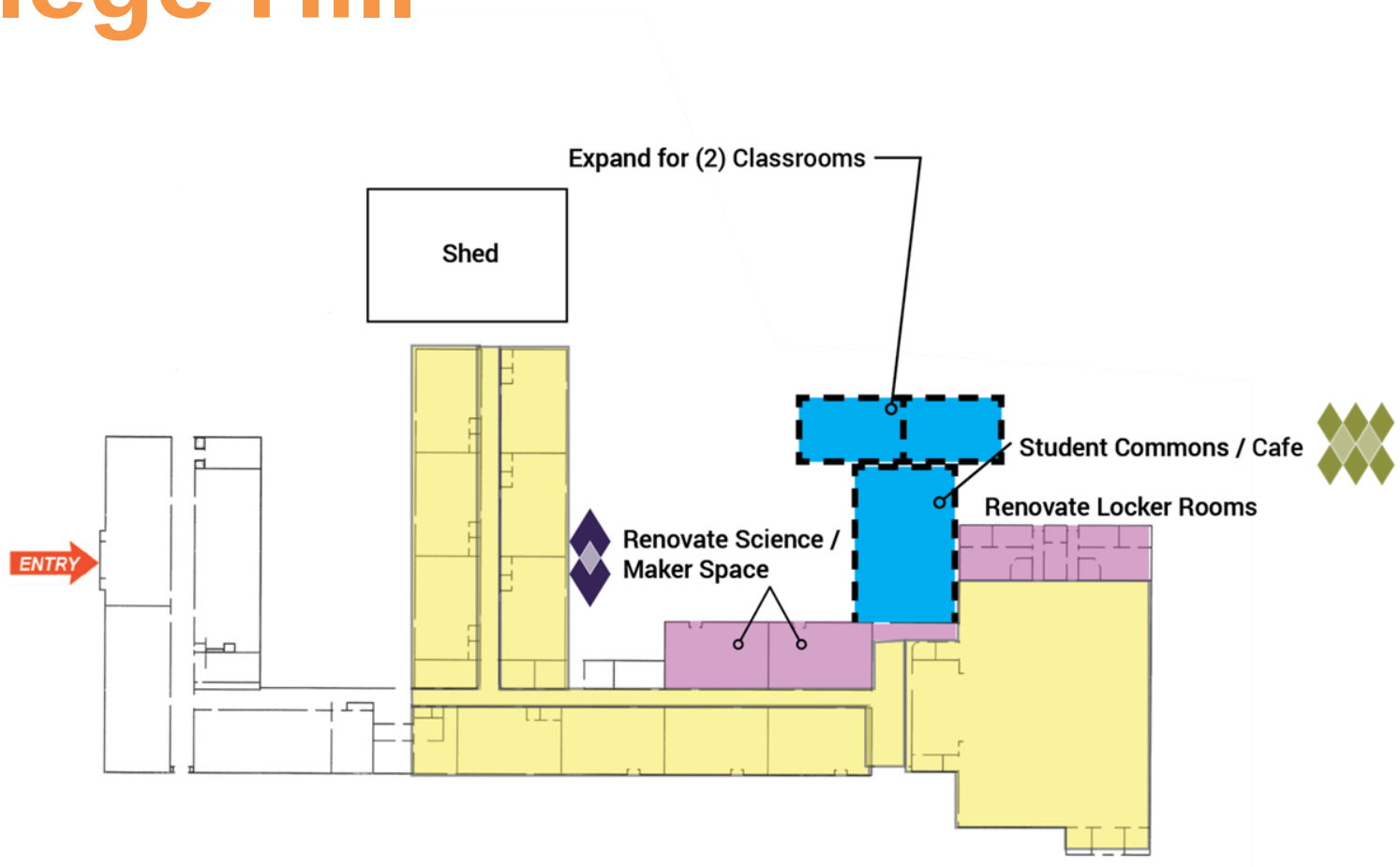
Crescent Valley HS



Crescent Valley HS



College Hill



LEGEND

-  NEW CONSTRUCTION
-  RECONFIGURE
-  LIGHT REFRESH
-  EXISTING / UNALTERED



LONG RANGE FACILITIES COMMITTEE RECOMMENDATION

Estimated Project Total: \$214.4 M

Summary Comments

- Prioritize improvements that will improve safety and educational outcomes.
- Keep the lifespan of buildings in the forefront of decision making.
- Plan and prioritize school improvement projects using an equity lens.

Prioritizing Potential Reductions

The committee was asked where they might reduce project costs in their recommended plan.

After discussion, the committee deferred any prioritizations for reductions to district staff.





Corvallis

SCHOOL DISTRICT

- IX. PUBLIC HEARING FOR TESTIMONY REGARDING RESOLUTION NO. 17-1201 – SUPPLEMENTAL BUDGET
- X. RESOLUTION NO. 17-1201 – SUPPLEMENTAL BUDGET



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Olivia Meyers Buch, Finance and Operations Director

Meeting Date: December 7, 2017

Supplemental Budget

ACTION REQUESTED

Background

Oregon Revised Statute (ORS) 294.471 allows the district to make a supplemental budget during the fiscal year for which the original budget was adopted. The purpose of this supplemental budget is to recognize new resources and create or increase appropriations as needed for spending authority in the following funds: 296 – Grants Fund; 299 – Early Retirement Fund; and 301 – PERS Bond Debt Service Fund.

Proposed changes in the **Grants Fund** recognize new resources of state funds and appropriates a like amount as follows:

- *Seismic Rehabilitation Grants* – appropriate \$1,811,116 to complete seismic rehabilitation projects at Adams Elementary, Jefferson Elementary, and Wilson Elementary to bring the buildings to life-safety standards.
- *High School Graduation and College and Career Readiness Fund (Measure 98)* – appropriate \$1,022,534 to improve high school graduation rates through specific, targeted program areas that have evidence of improved outcomes for students.
 - o \$599,476 (1.75 FTE) to *establish or expand career and technical education programs* in grades eight through twelve. This includes new STEM elective courses for students in eighth grade, a new CTE program of study (Health Occupations) for students in high school, equipment and technology improvements in high school CTE classrooms, and funds for program development.
 - o \$311,931 (1.87 FTE) to *establish or expand dropout prevention strategies in high schools*. This includes specific school-based strategies (i.e. increasing focus on student attendance and coordinating responses of student support teams), and professional development for school staff.
 - o \$60,000 to *establish or expand college-level educational opportunities for students in high school*. This includes professional and program development.
 - o \$51,127 for administrative allowance (5% of allocation).

- *Outdoor School Education Fund (Measure 99)* – appropriate \$150,000 to provide an outdoor school experience for all fifth grade students in the district.

Proposed changes in the **Early Retirement Fund** recognize the actual beginning fund balance of \$103,330 and appropriates a like amount to function 5200 – Interfund Transfers to allow the transfer out of all remaining funds to the General Fund. The district's early retirement incentive program ended on June 30, 2017.

Proposed changes in the **PERS Bond Debt Service Fund** transfers \$3,000,000 in appropriations from function 6000 – Contingencies and Reserves to function 5400 – PERS UAL Lump Sum Payment to PERS to allow for a lump sum payment into one of the district's existing side accounts to pre-pay part of the district's unfunded actuarial liability. The lump sum payment is estimated to provide an additional 1.03% in rate relief starting in 2019-2021.

The proposed supplemental budget is presented below. **The increase in appropriations exceed 10 percent of total appropriations for the Grants Fund so a public hearing is required.**

	<u>As Adopted</u>	<u>Proposed</u>	<u>Change</u>
296 – Grants Fund			
Resources			
Other Restricted Grants-in-Aid	\$ 966,152	\$ 3,949,802	\$ 2,983,650
Total Change in Resources			\$ 2,983,650
Requirements			
1000 – Instruction	\$ 3,289,362	\$ 4,203,996	\$ 914,634
2000 – Support Services	1,879,446	2,165,614	286,168
3000 – Enterprise and Community Services	331,192	302,924	(28,268)
4000 – Facilities Acquisition and Construction	-	1,811,116	1,811,116
Total Change in Expenditures			\$ 2,983,650
299 – Early Retirement Fund			
Resources			
Beginning Fund Balance	\$ -	\$ 103,300	\$ 103,300
Total Change in Resources			\$ 103,300
Requirements			
5200 – Interfund Transfers	\$ -	\$ 103,300	\$ 103,300
Total Change in Expenditures			\$ 103,300
301 - PERS Bond Debt Service Fund			
Requirements			
5400 – PERS UAL Lump Sum Payment to PERS	\$ -	\$ 3,000,000	\$ 3,000,000
6000 – Contingencies and Reserves	3,176,591	176,591	(3,000,000)
Total Change in Expenditures			\$ -

Involvement

Business Services staff.

Cost Impact

The budget for all fund expenditures will increase by \$3,086,950. The budget for Grants Fund expenditures will increase by \$2,983,650, and the budget for Early Retirement Fund expenditures will increase by \$103,300.

ACTION REQUESTED:

Accept the proposed adjustments and adopt a resolution amending budgeted resources and appropriations in the Grants Fund, Early Retirement Fund, and PERS Bond Debt Service Fund.

ATTACHED:

Resolution No. 17-1201

MOTION REQUESTED:

“I move that Resolution No. 17-1201 be adopted to amend budgeted resources and appropriations in the Grants Fund, Early Retirement Fund, and PERS Bond Debt Service Fund, in accordance with ORS 294.471.”

Corvallis School District 509J
**Supplemental Budget for Grants Fund, Early Retirement Fund,
and PERS Bond Debt Service Fund
Resolution No. 17-1201**

WHEREAS, ORS 294.471 provides for a governing body to make supplemental budgets for the fiscal year in certain cases;

AND WHEREAS, the Grants Fund, Early Retirement Fund, and PERS Bond Debt Service Fund require an increase of budgeted resources which were not included in the adopted budget because the amounts were not known with certainty at the time the budget was prepared;

AND WHEREAS, the Grants Fund, Early Retirement Fund, and PERS Bond Debt Service Fund require an increase of budgeted appropriations to recognize programmatic changes.

BE IT RESOLVED, that the School Board of Corvallis School District 509J hereby adopts a supplemental budget to the 2017-2018 budget for the Grants Fund, Early Retirement Fund, and PERS Bond Debt Service Fund as set forth below, and that the amounts for the 2017-18 fiscal year and for the purposes shown below are hereby appropriated as follows:

296 – GRANTS FUND

TOTAL RESOURCES - ADOPTED BUDGET	5,500,000	TOTAL REQUIREMENTS - ADOPTED BUDGET	5,500,000
Supplemental Budget			
Other Restricted Grants-in-Aid	2,983,650	1000 – Instruction	914,634
		2000 – Support Services	286,168
		3000 – Enterprise and Community Services	(28,268)
		4000 – Facilities Acquisition and Construction	1,811,116
Total Resources	2,983,650	Total Requirements	2,983,650
TOTAL RESOURCES - AMENDED BUDGET	8,483,650	TOTAL REQUIREMENTS - AMENDED BUDGET	8,483,650

299 – EARLY RETIREMENT FUND

TOTAL RESOURCES - ADOPTED BUDGET	-	TOTAL REQUIREMENTS - ADOPTED BUDGET	-
Supplemental Budget			
Beginning Fund Balance	103,300	5200 – Interfund Transfers	103,300
Total Resources	103,300	Total Requirements	103,300
TOTAL RESOURCES - AMENDED BUDGET	103,300	TOTAL REQUIREMENTS - AMENDED BUDGET	103,300

301 – PERS BOND DEBT SERVICE FUND

TOTAL RESOURCES - ADOPTED BUDGET	5,348,424	TOTAL REQUIREMENTS - ADOPTED BUDGET	5,348,424
Supplemental Budget			
		5400 – Interfund Transfers	3,000,000
		6000 – Contingencies and Reserves	(3,000,000)
Total Resources	-	Total Requirements	-
TOTAL RESOURCES - AMENDED BUDGET	5,348,424	TOTAL REQUIREMENTS - AMENDED BUDGET	5,348,424

Resolution No. 17-1201 - Supplemental Budget

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon, at its regular meeting this 7th day of December, 2017.

ATTEST:

Vincent Adams, Board Chair

Olivia Meyers Buch, Deputy Clerk



Corvallis

SCHOOL DISTRICT

XI. SPECIAL REPORTS

XI.A. Communications Spotlight



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Brenda Downum, Communications Coordinator
Meeting Date: December 7, 2017

Communications Spotlight

NO ACTION REQUIRED

Scope of Communications Activities

District communications activities support the superintendent with district-wide communications to families, the Corvallis community, and local media. There is currently 1.0 FTE assigned to this role. The following objectives serve to focus resources available:

- *Establishing communications as a priority as outlined in board policy and administrative regulations*
Ensure district policy and guidelines clearly define communications roles, responsibilities, and activities,
- *Deploying multiple and varied communications strategies*
Includes delivering messages via our audience's preferred media and practicing inclusive messaging for non-digital and non-English speaking communities.
- *Creating and maintaining effective partnerships with local news media*
Includes providing the news media with access to accurate and timely information while protecting the privacy rights of students and staff.
- *Modeling effective communications strategies for use across all district department and building operations*
District communications does not lie with the communications coordinator alone. Ensuring all district and building level leaders and staff are effective communicators maximizes services to students and stakeholders.
- *Providing clear, concise, and efficient crisis communications planning and procedures*
A safe environment for students and staff in the school district is our first priority. Effectively communicating with all stakeholders during a school crisis helps ensure safety and builds trust.
- *Advancing the identity of the Corvallis School District*
Includes consistent, accurate, and positive messaging about the district.
- *Evaluating communication effectiveness to inform strategy*
Includes management and oversight of the district communications process and planning for continuous improvement.

Activities Highlights from the Last 12 Months

- Worked with crisis support team and building principals for communications related to time-critical crisis/safety information;
- Served on the district's safety leadership team, created messages and materials for staff and family communications;
- Designed strategic rollout plan for redesigned district and school websites and integrated school event calendars;
- Facilitated professional contracted services agreements aimed at the development and roll-out of the new CSD website, provided ongoing content management;
- Developed and launched the E-Friday Folder, reducing paper handouts at elementary schools;
- Implemented School Messenger, the district's emergency auto-dial service;
- Managed five district communications channels including Twitter (@CSDNow), Facebook (Corvallis School District), CSD News (email), FlashAlert Newswire, and School Messenger (automated dialer); researched and secured solutions to ensure compliance with public records law in regards to presence online and social media accounts;
- Monitored local media and social media for district related coverage;
- Developed digital and print materials for the successful levy renewal;
- Supported the implementation of new web-based student registration system;
- Prepared and published 90 news updates for district website;
- Prepared and distributed 36 media releases;
- Redesigned and published Superintendent's Report and Superintendent's Educational Update Reports on district website;
- Developed 2017 Community Update and mailed to 22,000 households;
- Consultation and assistance to a variety of district executives for special projects, including: sustainability background report, superintendent's community presentations, outreach publications for district departments, realtor outreach presentations and board room student art exhibit coordination;
- Developed digital and print materials for the long range facilities planning process;

Fun Facts

Facebook "likes" have increased to 1,814 since July 2015. Eighty percent of district FB followers are women. Engagement on the CSD FaceBook page spikes when specific individuals are celebrated and after inclement weather announcements.

For July 1- October 31, 2017, there were 271,371 page views on the district website. Visitors accessed the site via desktop computer (27.6%), mobile device (30.6%), and tablet (30.4%).

Last year, 46,508-school delay/cancellation School Messenger calls were made. The first school cancellation day of the year was December 8 and the last was March 6, 2017.

Key Activities Planned for the Next 12 Months

- Work collaboratively with Facilities Steering Committee to educate stakeholders about the long range facilities plan;
- Develop and launch a welcome page on the district website with resources tailored to the needs of our Spanish speaking families. Content will be developed and written in Spanish rather than translated from English;
- Conduct a website accessibility audit to ensure compliance with Web Content Accessibility Guidelines 2.0 (WCAG 2.0);
- Enhance the district's communications processes by focusing on policy and administrative regulations. Examples include developing policy recommendations for Crisis Communications (EBC), District Web Services Guidelines (EHAD), and Media Relations (KBC);
- Support the use of consistent brand identity throughout the district (logo, publications, school communications practices);
- Support and monitor the use of social media for individual schools (Facebook and Twitter);
- Integrate school events calendars on district website for a "global" view of district and school events;
- Facilitate professional contracted services agreements aimed at the development and roll-out of two middle school websites;
- Develop a strategic plan for final phase of elementary school website development and school website management;
- Provide training and support to new staff responsible for school communications.

Impact on Student Learning

These activities support student achievement by fostering dialogue, collaboration, understanding, engagement, and trust with our stakeholders including parents, guardians, staff, and the Corvallis community.



Corvallis

SCHOOL DISTRICT

XII. OREGON SCHOOL BOARDS ASSOCIATION ELECTIONS AND RESOLUTIONS

XII.A. Oregon School Boards Association's Resolution To Reorganize As A Non-Profit Corporation And Adopt The Proposed 2017 Bylaws



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Vincent Adams, Board Chair
Meeting Date: December 7, 2017

Oregon School Boards Association's Resolution to Reorganize as a Non-Profit Corporation and Adopt the Proposed 2017 Bylaws

ACTION REQUESTED

Background

The Oregon School Boards Association (OSBA) is seeking to reorganize as a nonprofit to ensure it can continue its legislative advocacy while remaining tax exempt, and has put forth a resolution to its members for that purpose. Attached is the resolution.

Corvallis School District is a member of OSBA. The Corvallis school board must take action during a public meeting to decide how the board as a whole will vote on the resolution. Board Secretary Julie Catala will submit the official vote to OSBA on behalf of the board.

ACTION REQUESTED:

Adopt this resolution.

MOTION REQUESTED:

"I move to adopt OSBA's Resolution to Reorganize as a Non-Profit Corporation and Adopt the Proposed 2017 Bylaws."



Resolution

Resolution to Reorganize the Oregon School Boards Association as a Non-Profit Corporation and Adopt the Proposed 2017 Bylaws

WHEREAS, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards; and

WHEREAS, at the direction of the Board of Directors of OSBA, an organizational review was initiated with the goal of confirming OSBA's tax-exempt status and all related requirements; and

WHEREAS, the OSBA Board of Directors determined, based on the review, that it was in the membership's best interest to formally incorporate under ORS Chapter 65 as a nonprofit to ensure OSBA can maintain its political and legislative advocacy program; and

WHEREAS, a more clear recognition of OSBA's legal status will help ensure Board members' protection from individual liability; and

WHEREAS, the decision to formally incorporate under ORS Chapter 65 to nonprofit status requires replacement of the current OSBA Constitution with proposed Bylaws; and

WHEREAS, the OSBA Board of Directors received updates and discussed the transition at several OSBA Board meetings throughout 2016 and 2017 and conducted a review of the Bylaws at their June 2017 meeting; and

WHEREAS, after reviewing the recommended OSBA Bylaws as proposed by staff and legal counsel, the OSBA Board of Directors supports the recommendation to convert to a non-profit entity formed in accordance with the attached Bylaws:

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the proposed Bylaws be submitted to the membership for consideration during the 2017 OSBA election; and

BE IT FURTHER RESOLVED that the proposed Bylaws and a copy of this resolution be forwarded to all member boards of the Association in accordance with the OSBA Board of Directors adopted elections calendar.

Submitted by: OSBA Board of Directors

Oregon School Boards Association

Proposed Bylaws

Approved by the Board of Directors on September 15, 2017

Submitted to Membership for consideration in the 2017 Election Process

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SECTION 1: PURPOSE

- a) The Oregon School Boards Association (the “Association”) exists solely to perform essential governmental functions and all of its income accrues to the State of Oregon or its political subdivisions as required under IRC Section 115. In particular, the Association’s mission and purpose are as follows:
- b) To work for the general advancement and improvement of the education of all public school children of the State of Oregon.
- c) To gather and disseminate information pertinent to the successful operation of public schools.
- d) To work for the most efficient and effective organization of public schools of this state. “Public schools” include local school districts, education service districts, the State Board of Education and community colleges classified as a political subdivision.
- e) To work for adequate and dependable financial support for the public schools of this state.
- f) To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.
- g) To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.
- h) To study and interpret educational programs and to relate them to the needs of pupils.
- i) To promote public understanding of the role of school boards and school board members in the improvement of education.
- j) To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.
- k) To endeavor to implement the policies, beliefs and resolutions of the Association members and board of directors.
- l) To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.
- m) To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

SECTION 2: MEMBERS

- 2.1 Admission.** All members must qualify as (1) a “political subdivision” as defined under Treas Reg § 1.103-1(b) and Revenue Ruling 78-276, 1978-2 CB 256 and (2) as one of the following:
- 2.1.1** Local School District as defined under ORS Chapter 332;
 - 2.1.2** Education Service District as defined under ORS Chapter 334;
 - 2.1.3** Community College District as defined under ORS Chapter 341;
 - 2.1.4** State Board of Education as defined under ORS Chapter 326; and
 - 2.1.5** Any other governmental educational organization qualifying as a political subdivision, as approved by resolution of the board of directors.

- 2.2 Dues.** Annual dues shall be set by majority vote of the members and shall be based on resident Average Daily Membership (ADMr) as of December 31 of the preceding year as reported to the Oregon Department of Education. Dues shall be payable on July 1 of each year and shall become delinquent on September 1 of each year. Member status shall automatically terminate for members failing to pay dues by September 1 unless an extension is requested and granted by the board of directors.
- 2.3 Reserved Powers of the Members.** The following corporate actions require the consent and approval of the members:
- 2.3.1** Election and removal of directors;
- 2.3.2** Election and removal of the Legislative Policy Committee (“LPC”) members;
- 2.3.3** Approval of resolutions to effectuate any of the following:
- a) Adoption, amendment, or restatement of the articles of incorporation or bylaws;
 - b) Modification to the region descriptions set forth in Section 2.6.1; and the
 - c) Dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association’s assets.
- 2.4 Voting Power.**
- 2.4.1** Election of Directors and LPC Members. For the purposes of nominating and electing directors and LPC members, each member shall have one vote.
- 2.4.2** Resolution. For the purposes of approving a resolution, each member shall have one vote on all resolutions except as follows:
- a) K-12 Local Districts with an ADMr between 15,600 and 23,400 shall have 2 votes.
 - b) K-12 Local Districts with an ADMr between 23,400.1 and 31,200 shall have 3 votes.
 - c) K-12 Local Districts with an ADMr between 31,200.1 and 39,000 shall have 4 votes.
 - d) K-12 Local Districts with an ADMr between 39,000.1 and above shall have 5 votes.
- 2.5 Process of Approval of Member Resolutions.**
- 2.5.1** Generally, members shall approve resolutions annually by ballot vote. Members or the board of directors may submit a resolution for member approval. Such resolutions shall be submitted to the board of directors no later than September 30th. The board of directors shall distribute all timely submitted resolutions, together with an official ballot, to the members no later than October 15. Members shall vote by ballot submitted to the board of directors no later than December 15.
- 2.5.2** The board of directors may call a special meeting of the members under Section 2.9, as necessary.
- 2.6 Regional Election of Directors and LPC Members**
- 2.6.1 Regional Voting.** For the purposes of nominating and electing the board of directors and LPC members, the Association members shall be organized into and represented by region:
- a. Eastern Region includes all of the members located in the counties of Baker, Grant, Malheur, Union, Wallowa, and Wheeler.

- b. Gorge Region includes all of the members located in the counties of Gilliam, Morrow, Sherman, Umatilla, and Wasco.
- c. Central Region includes all of the members located in the counties of Crook, Deschutes, and Jefferson.
- d. Southeast Region includes all of the members located in the counties of Harney, Klamath, and Lake.
- e. Southern Region includes all of the members located in the counties of Jackson and Josephine.
- f. Lane Region includes all of the members located in the county of Lane.
- g. Clackamas Region includes all of the members located in the county of Clackamas and Hood River.
- h. Douglas/South Coast Region includes all of the members located in the counties of Coos, Curry, and Douglas.
- i. Linn, Benton, Lincoln Region includes all of the members located in the counties of Benton, Lincoln, and Linn.
- j. Marion Region includes all of the members located in the county of Marion.
- k. Yamhill, Polk Region includes all of the members located in the counties of Polk and Yamhill.
- l. North Coast Region includes all of the members located in the counties of Clatsop, Columbia, and Tillamook.
- m. Washington Region includes all of the members located in the county of Washington.
- n. Multnomah Region includes all of the members located in the county of Multnomah.

Members shall be assigned to the region in which their main administrative office is located. If a member's district boundaries span more than one region, the member board must declare which region it intends to vote and shall vote only in that region.

2.6.2 Regional elections shall be taken by majority vote of the members within the region.

- 2.7 Modification of Regions.** A formal review of the regional organizations described in Section 2.6.1 shall be conducted by the board of directors at least every three years commencing with 2017. Any recommended changes to the regional organization shall be submitted to the members in the form of a resolution in accordance with the provisions of Section 2.11.
- 2.8 Annual Meetings.** An annual meeting of members shall be held in November of each year unless a different date or time is fixed by the board of directors and stated in the notice of the meeting. Failure to hold an annual meeting on the stated date shall not affect the validity of any corporate action. At the annual meeting, the president and secretary-treasurer of the board of directors, any other officer or person whom the president may designate, shall report on the state of the Association, the activities and financial condition of the Association.
- 2.9 Special Meetings.** A special meeting of members shall be held upon the call of the president or 25 percent of the board of directors. All members shall be officially notified of a special meeting by written notice, mailed via U.S. mail or electronic mail to all members at least 15 days prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the members, the place and time of the meeting, and instructions describing the method by

which members can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.

- 2.10 Telephonic/Video Meetings.** The board of directors may permit any member to participate in an annual or special meeting, or conduct the meetings through, use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A member participating in the meeting by this means is deemed to be present in person at the meeting.
- 2.11 Place of Meetings.** Meetings of the members shall be held at any place in or out of Oregon designated by the board of directors. If a meeting place is not designated by the board of directors, the meeting shall be held at the Association's principal office.
- 2.12 Action by Written Ballot.** Any action required or permitted to be taken at a members' meeting may be taken without a meeting if the Association delivers a written ballot to every member entitled to vote on the matter. A written ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action. Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast is the same as the number of votes cast by ballot. A written ballot shall set forth each proposed action, indicate the number of responses needed to meet the quorum requirements, state the percentage of approvals necessary to approve each matter, and specify a reasonable time by which a ballot must be received by the Association in order to be counted. Once delivered, a written ballot may not be revoked.
- 2.13 Unanimous Written Consent.** Any action required or permitted to be taken at a members' meeting may be taken without a meeting if the action is taken by all members entitled to vote on the matter. The action shall be evidenced by one or more written consents describing the action taken, signed by each member, and included in the minutes or filed with the corporate records reflecting the action taken. Action taken under this section is effective when the last member entitled to vote on the matter signs the consent, unless the consent specifies an earlier or later effective date.
- 2.14 Quorum and Voting.** A quorum of the members shall consist of those votes represented at a meeting of the members. If a quorum is present when a vote is taken, the affirmative vote of a majority of the votes represented and voting when the action is taken is the act of the members except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of members.

SECTION 3: DIRECTORS

- 3.1 Powers.** Except as provided under Section 2.2, all corporate powers shall be exercised by or under the authority of and the affairs of, are managed under the direction of a board of directors. The board of directors shall adopt policies defining specific obligations of the board of directors.
- 3.2 Qualifications.** Directors must serve on the board of a member of the Association.
- 3.3 Number.** The board of directors shall consist of not fewer than three (3) nor more than 23 persons. The number of directors may be fixed or changed periodically, within the minimum, and maximum by the members.
- 3.4 Term.** Directors shall take office on January 1 and shall serve for a term of two calendar years or until their successors are elected and qualified. Terms shall be staggered as per the election calendar.
 - 3.4.1** Directors who took office prior to January 1, 2018, and are re-elected may serve for any number of terms as long as they continuously remain members of the Board of Directors.

3.4.2 Directors taking office on or after January 1, 2018, may serve five (5) consecutive two (2) year terms and, if eligible, may rerun after a 2-year hiatus.

3.4.3 If a director serving as an officer requires additional time beyond the term limits outlined above, the term limits will be held in abeyance to allow the director to complete their term as past president.

3.5 Composition. Each region, as described under Section 2.6.1, shall elect one (1) director except as follows:

- a) Clackamas Region shall elect two (2) directors;
- b) Marion Region shall elect two (2) directors;
- c) Washington Region shall elect three (3) directors; and
- d) Multnomah Region shall elect three (3) directors.
- e) Provided, however, that if the president or immediate past president of the board of directors is a representative director from a region that elects only one (1) director, that region shall elect an additional director or directors to serve for the duration of the president and/or the immediate past president's term.

3.6 Regional Election. The nomination and election of directors shall be in accordance with the elections calendar adopted by the board. Each regional candidate for a director position shall be nominated by a member within the region by means of a nomination form. The board of directors shall distribute notice of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions. To nominate a director candidate, one or more of the members in the region must timely submit to the board of directors a formal resolution or motion of the member and the completed nomination form(s). Nominations in regions where there is more than one open director position shall indicate the numbered position for which the nomination is being submitted. Each member in a region shall have one vote in the regional elections for the board of directors. The director candidate receiving a majority of the votes of the members shall be elected. In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second ballot shall be required between the two candidates receiving the highest number of votes; the one receiving a majority of the votes is elected.

3.7 Ex-Officio. The following individuals or their designee may serve as ex-officio nonvoting advisors to the board of directors:

- a) Any director of the National School Boards Association elected from Oregon;
- b) Any officer of the National School Boards Association, National School Boards Advocacy Committee, or an officer of the NSBA Pacific Region.
- c) The immediate past president of the Oregon Association of School Executives;
- d) The immediate past president of the Confederation of School Administrators;
- e) The board section president of the Oregon Association of Education Service Districts;
- f) The board section president of the Oregon Community College Association;
- g) The chair of the State Board of Education; and
- h) Any other person as the board of directors may appoint.

- 3.8 Vacancies.** In the event that any director position, other than the immediate past president, is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year. If the board of directors cannot recruit a candidate from the region they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the Board. The members shall elect, using the procedures in Section 3.6, an interim director to serve from January 1 of the next year until the end of the remaining term.
- 3.9 Resignation.** A director may resign at any time by delivering written notice to the president or the secretary. A resignation is effective when notice is effective under ORS 65.034 unless the notice specifies a later effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors.
- 3.10 Removal.** A director may be removed for cause by vote of two-thirds majority of the directors. A director may be removed with or without cause by a majority vote of the members who elected the director. The board may provide guidance or adopt and amend policies regarding what types of actions the board considers to be sufficient cause for removal.
- 3.11 Meetings.** An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting. All other meetings are special meetings. A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. The board of directors may hold annual, regular or special meetings in or out of the State of Oregon.
- 3.12 Notice of Meetings.** All members shall be officially notified of a special meeting by written notice delivered personally, by telephone or electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.
- 3.13 Waiver of Notice.** A director may at any time waive any notice required by these bylaws. A director's attendance at or participation in a meeting waives any required notice to the director of the meeting unless the director, at the beginning of the meeting or promptly upon the director's arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to any action taken at the meeting. Except as provided in the preceding sentence, any waiver must be in writing, must be signed by the director entitled to the notice, must specify the meeting for which the notice is waived, and must be filed with the minutes or the corporate records.
- 3.14 Quorum and Voting.** A quorum of the board of directors shall consist of a majority of the number of directors in office immediately before the meeting begins. If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.
- 3.15 Presumption of Assent.** A director who is present at a meeting of the board of directors when corporate action is taken is deemed to have assented to the action taken unless:
- a) The director objects at the beginning of the meeting, or promptly upon the director's arrival, to holding the meeting or transacting the business at the meeting; and
 - b) The director's dissent from the action taken is entered in the minutes of the meeting.

- 3.16 Compensation.** Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution or policy of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.
- 3.17 Director Conflict of Interest.** The Association shall maintain a Conflict of Interest policy the terms of which comply with ORS 65.361 and ORS Chapter 244. The board of directors shall annually review and notify its members and directors of the current Conflict of Interest policy. Each director shall annually complete and return a Conflict of Interest statement.

SECTION 4: COMMITTEES

- 4.1 Standing Committees.** The board of directors shall maintain the standing committees described below:
- 4.1.1 Executive Committee.** The executive committee shall consist of five (5) officers of the board of directors: the president as chairman, the president-elect, the vice president, the secretary-treasurer and the immediate past president. The executive committee may act, pursuant to delegation of authority to such committee by the board of directors, in place and instead of the board of directors between board meetings on all matters except those specifically reserved to the board under the terms of the bylaws. Actions of the executive committee shall be reported to the board by mail, email or at the next board meeting.
- 4.1.2 Finance Committee.** The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the Association secretary/treasurer and vice president, one Association board director from the PACE board, one district business official and one at-large board member. The finance committee shall operate within the guidelines of the corporation's investment policy and the Finance Committee Operating Manual.
- 4.1.3 Legislative Policy Committee.** The board of directors shall maintain a Legislative Policy Committee.
- a) **Purpose.** The LPC shall develop legislative policies which are recommended to and approved by the members as a resolution proposed by the board of directors and voted on by the membership in accordance with Section 2.4. The LPC also advises the executive director and staff during legislative sessions.
 - b) **Composition.** The LPC shall be composed of the voting members of the board of directors and the regional representatives elected under the procedures defined in 4.1.2c) and d). All committee members must be elected or appointed directors of a member. The vice president of the board shall chair the LPC.
 - c) **Nomination.** The board of directors shall cause the nomination form to be distributed to all members in eligible regions. A member may nominate a candidate to the LPC and shall do so by formal resolution of the member and timely submission of the nomination form(s) to the office of the Association. Nominations in regions where there is more than one representative position shall indicate the numbered position for which the nomination is being submitted. Nominations will be closed by a date identified in the elections calendar adopted by the board.
 - d) **Election.** Each LPC member shall be elected by majority of member boards of a region. Each region shall elect the number of LPC members as described in Section 3.5, without regard to Section d). Such elections shall be held using the procedures described in Section 3.6.

- e) **Term.** Each committee member shall take office on January 1 in even numbered years and serve for a term of two (2) years.
- f) **Vacancies.** In the event that there is a vacancy on the LPC, the board of directors may appoint an interim LPC member from the same region to fill the unexpired term of office. If the board of directors cannot recruit an LPC member from the region they may appoint a person from a contiguous region to serve to represent the open region to fill the unexpired term of office.

4.2 Other Board Committees. The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the action is taken. The provisions of these bylaws governing meetings, action without meetings, notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors; provided, however, that no committee of the board of directors may:

- a) Authorize distributions, provided that this restriction does not apply to payment of value for property received or services performed or payment of benefits in furtherance of the Association's purposes;
- b) Approve or recommend dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets;
- c) Elect, appoint, or remove directors or fill vacancies on the board or on any of its committees; or
- d) Adopt, amend, or repeal the articles of incorporation or bylaws.

4.3 Administration. Each committee shall prepare minutes of each of its meetings, and such minutes shall be kept on file at the Association's principal office and made available on request to any member of the board of directors. Each committee shall also report on its activities at the regular meetings of the board of directors. Each committee shall comply with the public meetings laws requirements under ORS Chapter 192.

4.4 Advisory Committees. The board of directors may create one or more other committees. Members of these committees need not be members or directors, but at least one director shall serve on each such committee. These committees shall have no power to act on behalf of, or to exercise the authority of, the board of directors, but may make recommendations to the board of directors.

SECTION 5: OFFICERS OF THE BOARD OF DIRECTORS

- 5.1 Appointment.** The board of directors shall elect officers by majority vote at least 10 days prior to the November member meeting. In cases where there are more than two (2) candidates nominated for any position, and none receives a majority of the votes, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes is elected.
- 5.2 Designation.** The officers of the Association shall be a president, president-elect, past president, vice president, a secretary-treasurer, and such other officers as the board of directors may appoint.
- 5.3 Compensation and Term of Office.** Officer terms are one calendar year. No officer except the secretary-treasurer shall serve two consecutive terms in the same office unless the director completed a term for another officer who was unable to complete a term and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms.

Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

5.4 Removal and Resignation. Any officer may be removed, either with or without cause, at any time by action of the board of directors. An officer may resign at any time by delivering notice to the board of directors, the president, or the secretary-treasurer. A resignation is effective when the notice is effective under ORS 65.034 unless the notice specifies a later effective date. If a resignation is made effective at a later date and the Association accepts the later effective date, the board of directors may fill the pending vacancy before the effective date if the board of directors provides that the successor does not take office until the effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors. No removal or resignation shall prejudice the rights of any party under a contract of employment.

5.5 Officers. The officers of the Association are as follows:

- 5.5.1 President:** The president shall preside at all member meetings of the Association and of the board of directors; shall appoint, committees subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be ex-officio voting member of all committees. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one (1) calendar year.
- 5.5.2 President-elect:** In the absence of the president, the president-elect shall assume the powers and duties of the president, and when a vacancy occurs in the office of president, shall serve in that capacity for the remainder of the term. The president-elect shall automatically serve as president for the following term, even if required to fill an uncompleted term as president. In addition, the president-elect shall assume duties related to the oversight of Association member elections and resolutions processes and such other administrative duties as are assigned by the president. The president-elect serves for a term of one (1) calendar year.
- 5.5.3 Vice president:** In the absence of the president-elect shall assume the powers and duties of the president-elect. The vice president shall also serve as the chair of the LPC. The vice president serves for one (1) calendar year.
- 5.5.4 Secretary-treasurer:** The secretary-treasurer shall be responsible for keeping in a suitable minute book accurate minutes of all board of director meetings; shall carry on official correspondence of the Association; shall arrange for proper banking facilities; and shall receive, account for and disburse funds in a businesslike manner as provided for by the board of directors; shall see that the minutes of the previous meetings are read, and shall give an itemized and detailed report of the financial condition of the Association at each annual meeting and at such other times as may be required by the board of directors. Such duties of the secretary-treasurer as may be specified by the board of directors may be delegated to the executive director or a designated member of the staff. The secretary-treasurer serves for a term of one (1)calendar year.
- 5.5.5 Immediate past president:** The immediate past president shall advise and counsel with other officers. The immediate past president chairs the officer succession planning process. The past president serves for one (1) calendar year.
- 5.5.6 Assistants:** The board of directors may appoint or authorize the appointment of an assistant to the secretary-treasurer. Such assistant may exercise the powers of the secretary-treasurer, as the case may be, and shall perform such duties as are prescribed by the board of directors.

SECTION 6: NONDISCRIMINATION

The Association shall not discriminate in providing services, hiring employees, or otherwise, upon the basis of gender, race, creed, marital status, sexual orientation, religion, color, age, or national origin.

SECTION 7: GENERAL PROVISIONS

7.1 Amendment of Bylaw.

7.1.1 Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors. Amendments must be approved by a vote of two-thirds majority of the members at any regular or special meeting. The board of directors shall provide written notice to the members containing a statement that the members will be asked to approve the amendment and a copy of the proposed amended bylaws. Such notice shall be provided by US mail or email at least 15 days prior to the member meeting at which the vote will take place.

7.1.2 Whenever an amendment or new bylaw is adopted, it shall be copied in the minute book with the original bylaws in the appropriate place. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be stated in such book and place.

7.2 Inspection of Books and Records. All books, records, and accounts of the Association shall be open to inspection by the directors in the manner and to the extent required by law.

7.3 Checks, Drafts, Etc. All checks, drafts, and other orders for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the Association shall be signed or endorsed by such person or persons and in such manner as shall be determined by resolution of the board of directors.

7.4 Deposits. All funds of the Association not otherwise employed shall be deposited to the credit of the Association in those banks, trust companies or other depositories as the board of directors or officers of the Association designated by the board of directors select, or be invested as authorized by the board of directors.

7.5 Loans or Guarantees. The Association shall not borrow money and no evidence of indebtedness shall be issued in its name unless authorized by the board of directors. This authority may be general or confined to specific instances. Except as explicitly permitted by ORS 65.364, the Association shall not make a loan, guarantee an obligation or modify a pre-existing loan or guarantee to or for the benefit of a director or officer of the Association.

7.6 Execution of Documents. The board of directors may, except as otherwise provided in these bylaws, authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Unless so authorized by the board of directors, no officer, agent, or employee shall have any power or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or for any amount.

7.7 Insurance. The Association may purchase and maintain insurance on behalf of an individual against liability asserted against or incurred by the individual who is or was a director, officer, employee, or agent of the Association, or who, while a director, officer, employee, or agent of the Association, is or was serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise; provided, however, that the Association may not purchase or maintain such insurance to indemnify any director, officer, or agent of the Association in connection with any proceeding charging improper personal benefit to the director, officer, or agent in which the

director, officer, or agent was adjudged liable on the basis that personal benefit was improperly received by the director, officer, or agent.

7.8 Fiscal Year. The fiscal year of the Association shall begin on the first day of July 1 and end on the last day of June in each year.

7.9 Severability. A determination that any provision of these bylaws is for any reason inapplicable, invalid, illegal or otherwise ineffective shall not affect or invalidate any other provision of these bylaws.

* * * * *

The foregoing bylaws were duly adopted by the Board of Directors of Oregon School Boards Association on September 15, 2017 and approved by the membership on (insert date election closes).

Betty Reynolds, President

Date



Corvallis
SCHOOL DISTRICT

XII.B. Oregon School Boards Association's Board of Directors Election –
Position #10



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Vincent Adams, Board Chair
Meeting Date: December 7, 2017

Oregon School Boards Association's Board of Directors Election – Position #10

ACTION REQUESTED

Background

Corvallis School District is a member of the Oregon School Boards Association (OSBA) and is represented by position #10 on the OSBA board of directors. That position is up for election and the Corvallis school board is required to vote for the candidate they wish to represent them on the OSBA board.

The candidates for position #10 on the OSBA board are Sami Al-AbdRabbuh and Terry Deacon. Information about the candidates can be found at http://www.osba.org/About-OSBA/Election_Center/Article/OSBA_Elections-Board.aspx

Action during a public meeting is necessary to decide how the board as a whole will vote. Board Secretary Julie Catala will submit the official vote on behalf of the board.

ACTION REQUESTED:

Vote for Sami Al-AbdRabbuh for position #10 on the OSBA board of directors.

MOTION REQUESTED:

"I move to vote for Sami Al-AbdRabbuh for position #10 on the OSBA board of directors."



Corvallis
SCHOOL DISTRICT

XII.C. Oregon School Boards Association's Legislative Policy
Committee Election – Position #10



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Vincent Adams, Board Chair
Meeting Date: December 7, 2017

Oregon School Boards Association's Legislative Policy Committee Election – Position #10

ACTION REQUESTED

Background

Corvallis School District is a member of the Oregon School Boards Association (OSBA) and is represented by position #10 on the OSBA legislative policy committee. That position is up for election and the Corvallis school board is required to vote for the candidate they wish to represent them on the committee.

The candidate for position #10 on the OSBA legislative policy committee is David Dowrie. Information about Mr. Dowry can be found at http://www.osba.org/About-OSBA/Election_Center/Article/OSBA_Elections-LPC.aspx

Action during a public meeting is necessary to decide how the board as a whole will vote. Board Secretary Julie Catala will submit the official vote on behalf of the board.

ACTION REQUESTED:

Vote for David Dowrie for position #10 on the OSBA legislative policy committee.

MOTION REQUESTED:

"I move to vote for David Dowrie for position #10 on the OSBA legislative policy committee."



Corvallis

SCHOOL DISTRICT

XIII. BOARD MEMBERS SHARE KEY TAKEAWAYS FROM OREGON SCHOOL
BOARDS ASSOCIATION ANNUAL CONVENTION

XIV. CONSOLIDATED ACTION

XIV.A. Minutes

XIV.A.1. November 16, 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 6:30 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.

<u>BOARD MEMBERS PRESENT</u> Vincent Adams, Chair Sami Al-AbdRabbuh, Vice Chair Judy Ball Jay Conroy Terese Jones Ed Junkins <u>BOARD MEMBERS EXCUSED</u> Sarah Finger McDonald	<u>EXECUTIVE STAFF PRESENT</u> Ryan Noss, Superintendent Kevin Bogatin, Assistant Superintendent Jennifer Duvall, Human Resources Director Olivia Meyers Buch, Finance and Operations Director <u>STUDENT REPRESENTATIVES PRESENT</u> Elias Melchor, College Hill Rose Martines, CHS Sarita Ahmad, CVHS
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A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Adams led the Pledge of Allegiance.

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

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

IV. BOARD-SCHOOL LIAISON REPORTS

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

V. REPORTS FROM STUDENT REPRESENTATIVES

Student representatives provided brief updates regarding their schools.

VI. SUPERINTENDENT'S REPORT

Superintendent Noss offered highlights from the past month and information regarding current and future initiatives. (His report has been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)

VII. PUBLIC/STAFF COMMENT

Gerry Kosanovic, 3096 NW Snowberry, Corvallis, opined that the K-8 configuration at Franklin is excellent for educating students. He urged the board to upgrade Franklin as part of the facilities bond measure.

Scott Newsham, 3050 NW Fillmore Avenue, Corvallis, referred to comments he had emailed to the board prior to the meeting regarding the sustainability specialist position. (His comments have been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)

Peter Banwarth, 3060 NW Princess Street, Corvallis, read from a prepared statement. (His comments have been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.) He opined that making necessary repairs and updates to the current Hoover Elementary School as part of a facilities bond would provide the biggest overall benefit to all families rather than moving the school to a new location.

Elena Hart, CHS student and co-president of the school's sustainability club said that CHS and CVHS students support the addition of a district sustainability specialist.

Mary Vedaa, 3015 NW Christine Street, Corvallis, requested that the board use facilities bond funds to either rebuild Hoover Elementary School at its current site, or remodel the school, in order to keep it as a neighborhood school.

Tim Reidy, 3851 NW Wisteria Way, Corvallis, is the parent of a student at Hoover Elementary School. He urged the board to develop transparent criteria and use it to assess what is best for the future of the school in terms of a facilities bond.

Maria DuBose, 4327 NW Silverbelle Place, Corvallis, said there are many things wrong with the existing Hoover Elementary School facility. She challenged the board to find a real solution to the problems that invests the community's money wisely.

Jen Adler, 2835 NW Glenwood, Corvallis, said there are many problems at the Hoover Elementary School facility that are in dire need of improvement. She asked the board to hire an architect and designer for the facilities bond that will not only stand behind their work but will provide a building that will be viable long term.

Megan McClelland, 4437 NW Honeysuckle Drive, Corvallis, said that Hoover Elementary School is the least safe school in the district due to the building's design. She urged the board to address immediate and basic safety concerns.

Virginia Balbi, 3180 NW Seneca Place, Corvallis, said she collected signatures from over 120 Hoover Elementary School parents indicating their deep concern about the severe safety issues at the school. She urged the board to address those concerns as a way to show they care about Hoover students.

Gabriel Shea, 3720 NW Boxwood Place, Corvallis, said there are very real safety issues at Hoover Elementary School that must be addressed but not with the installation of a big razor wire fence around the school. She asked the board to ensure that the community feel of the school is maintained.

Gordon Zimmerman, 3312 NW Roosevelt Drive, Corvallis, said that as the board considers how to address the safety concerns at Hoover Elementary School, they should keep in mind what is necessary for all district schools. He encouraged the board to get the appropriate level of funding in a facilities bond request in order to do things right the first time, instead of addressing needs piecemeal.

VIII. SPECIAL REPORTS

A. Annual Update Regarding Muddy Creek Charter School

Bryan Traylor, Executive Director of Muddy Creek Charter School (MCCS), Barb Holt, MCCS head teacher, Annelise Benson, 5th grade MCCS student, and Kevin Bogatin, Assistant Superintendent of Corvallis School District, co-presented and responded to questions from board members. Board members received a report prior to the meeting, and were given a data sheet and pledge drive brochure at the meeting. (All have been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)

B. Update on Long Range Facilities Planning

Facilities and Transportation Director Kim Patten presented, and responded to questions from board members. Board members received two reports prior to the meeting, and were given a PowerPoint presentation at the meeting. (All have been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)

IX. APPOINT BUDGET COMMITTEE CITIZEN MEMBERS

Board members received a report and recommendation for appointments prior to the meeting. (It has been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.) Finance and Operations Director Olivia Meyers Buch responded to questions from board members.

MOTION:

It was moved by Director Conroy and seconded by Vice Chair Al-AbdRabbuh, to appoint the budget committee members that had been recommended by staff. The motion was voted on and unanimously approved.

X. FINANCE AND OPERATIONS DEPARTMENT SPOTLIGHT

Olivia Meyers Buch, Finance and Operations Director, and Debbie Bell, Controller, co-presented and responded to questions from board members. Board members received a report prior to the meeting. (It has been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)

XI. CONSOLIDATED ACTION**MOTION:**

It was moved by Director Ball and seconded by Director Conroy to approve the Consolidated Action items. The motion was voted on and unanimously approved.

The following items were approved:

- A. Minutes** – October 12, 2017; October 26, 2017; October 26-27, 2017
- B. Licensed Personnel Action** – (This document has been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)

XII. CONSOLIDATED INFORMATION

The board recommended revisions to many of the policies in Consolidated Information. Those will be submitted to the district's policy coordinator and vetted through the attorneys at Oregon School Boards Association (OSBA). Any changes deemed appropriate by OSBA will be incorporated into the versions of the policies submitted for second reading at the December 7, 2017, board meeting.

The board received the following information:

- A. Non-Licensed Personnel Information** – (This document has been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)
- B. Unaudited Financial Statements – September 30, 2017** – (This document has been posted online with the informational packet of this meeting, and will be filed with the official 2017-18 board records.)
- C. Board Policy—Nondiscrimination—AC—Revised—First Reading**
- D. Administrative Regulation—Discrimination Complaint Procedure—AC-AR—Revised—For Information**

E. Board Policy BA—Board Goals (fka Board Role)—Revised—First Reading

F. Board Policy BBA—Board Powers and Duties—Revised—First Reading

G. Board Policy BBAA—Individual Board Member’s Authority and Responsibilities—New—First Reading

H. Board Policy BBB—Board Elections—Revised—First Reading

I. Board Policy BBC—Board Member Resignation—New—First Reading

J. Board Policy BBD—Board Member Removal from Office—Revised—First Reading

K. Board Policy BBE—Vacancies on the Board—Revised—First Reading

L. Board Policy BBFA—Board Member Ethics and Conflicts of Interest—Revised—First Reading

M. Board Policy BBFB—Board Member Ethics and Nepotism—Revised—First Reading

XIII. ADJOURNMENT

There being no further business before the Board, Chair Adams adjourned the meeting at 9:59 p.m.

Vincent Adams, Board Chair

Ryan Noss, Superintendent

Prepared By: Julie Catala

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Corvallis

SCHOOL DISTRICT

XIV.A.2. November 30, 2017

MINUTES
Work Session of the
BOARD OF DIRECTORS
Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 4:56 p.m. in the Western View Center, 1435 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<u>BOARD MEMBERS PRESENT</u>	<u>EXECUTIVE STAFF PRESENT</u>
Vincent Adams, Chair	Ryan Noss, Superintendent
Sami Al-AbdRabbuh, Vice Chair	Kevin Bogatin, Assistant Superintendent
Judy Ball	Jennifer Duvall, Human Resources Director
Jay Conroy	Olivia Meyers Buch, Finance and Operations Director
Terese Jones	
Ed Junkins	
Sarah Finger McDonald	

A quorum was present and due notice had been published.

II. WELCOME AND INTRODUCTIONS

Vice Chair Al-AbdRabbuh and Superintendent Noss welcomed the group and reviewed the process for the evening. Chair Adams joined the meeting at 5:05 p.m.

III. SCHOOL IMPROVEMENT PLANS

Board members rotated through stations and engaged in dialogue with principals from the following schools regarding their school improvement plans for 2017-18:

- Adams Elementary
- Franklin K-8 School
- Linus Pauling Middle School
- Jefferson Elementary
- Corvallis High School
- Garfield Elementary
- Lincoln Elementary School

IV. DEBRIEF – BOARD AND PRINCIPALS

Board members and principals shared their reflections from the evening.

V. ADJOURNMENT

There being no further business before the board, Chair Adams adjourned the meeting at 7:59 p.m.

Vincent Adams, Board Chair

Ryan Noss, Superintendent

Prepared By: Julie Catala

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Corvallis
SCHOOL DISTRICT

XIV.B. Licensed Personnel Action



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Jennifer Duvall, Human Resources Director

Meeting Date: December 7, 2017

Licensed Personnel Action

ACTION REQUESTED

1. Issue:

a. Leave/Termination/Resignation/Layoff/Retirement

Valerie Boggs: Intervention Specialist & ELL Teacher, 1.0 FTE, Mt. View Elementary School, effective December 22, 2017 (Resignation)

Andrea Casey: Language Arts Teacher, 1.0 FTE, Cheldelin Middle School, effective December 22, 2017 (Resignation)

MOTION REQUESTED:

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



Corvallis
SCHOOL DISTRICT

XIV.C. Ratify Additional 2017-18 Actions Taken in May and June, 2017



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Julie Catala, Board Secretary
Meeting Date: December 7, 2017

Ratify Additional 2017-18 Actions Taken in May and June, 2017

ACTION REQUESTED

Background

On May 8, 2017, the Board approved its 2017-18 meeting schedule. On June 19, 2017, the Board elected Vincent Adams as chair and Sami Al-AbdRabbuh as vice chair for 2017-18.

Board policy BC/BCA – Board Organization/Board Organizational Meeting, requires ratification of those actions at its first meeting of 2017-18 because the actions took place prior to the start of the 2017-18 fiscal year. On July 10, 2017, the board ratified the adoption of Resolution No. 17-0603 – Designation of District Officers, Clerks, Agents, and Depositories of Funds (2017-18 Organizational Resolution); however, ratification of the board meeting schedule and the election of officers were inadvertently omitted from the July 10, 2017, board meeting agenda.

Involvement

Board Secretary.

Cost Impact

There is no cost impact to ratify; this simply reaffirms the actions that had been taken prior to the start of the 2017-18 fiscal year.

ACTION REQUESTED:

Ratify the board meeting schedule and election of chair and vice chair for 2017-18.

MOTION REQUESTED:

"I move to ratify the actions taken by the board in May and June 2017, to approve the 2017-18 board meeting schedule and to elect Vincent Adams as chair and Sami Al-AbdRabbuh as vice chair of the Board, respectively, for 2017-18."



Corvallis
SCHOOL DISTRICT

XIV.D. Board Policy—AC—Nondiscrimination—Revised—Second Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Kerry Richey
Meeting Date: December 7, 2017

ACTION REQUIRED

Board Policy—Nondiscrimination—AC—Revised—First Reading

Background

The recommended changes from OSBA update our current policy. There is better clarification of roles of parties in the complaint process, and procedural steps have been combined in the administrative regulation.

Complaints relating to discrimination, retaliation, restraint and seclusion, and Division 22 standards are the only type of complaints that may be appealed to the Deputy Superintendent of Public Instruction.

The appeal procedure for a complaint is limited to complaints pursued by attending students, their parents or guardians, or local residents.

We are adding information to our home page on the district's website for easier access to the complaint procedures.

Involvement

District staff.

Cost Impact

None.

ACTION REQUESTED

Adoption of the revised policy.

Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race, color, religion, sex, gender identity, sexual orientation¹, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, or veteran's status; or because of the perceived or actual race, color, religion, sex, gender identity, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, or veteran's status of any other person with whom the individual associates.

~~The district shall promote a climate of civility and inclusiveness and an environment free of discrimination based on an individual's race, color, religion, sex, gender identity, gender expression, national origin, citizenship, sexual orientation, disability, parental or marital status, or age; or because of the race, color, religion, sex, gender identity, gender expression, national origin, citizenship, sexual orientation, disability, parental or marital status, or age of any other persons with whom the individual associates.~~

The district seeks to avoid endorsement of any activity or organization that does not adhere to these principles.

~~In keeping with requirements of federal and state law, the district strives to remove discrimination~~

The district prohibits discrimination and harassment, including but not limited to, in employment, assignment, and promotion of personnel; in educational opportunities and services offered students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings.

~~The Board affirms the value of human diversity in a learning organization by honoring all people regardless of race, color, religion, sex, gender identity, gender expression, national origin, citizenship, sexual orientation, disability, parental or marital status, or age; or because of the race, color, religion, sex, gender identity, gender expression, national origin, citizenship, sexual orientation, disability, parental or marital status, or age of any other persons with whom the individual associates.~~

The Board encourages staff to improve human relations within the schools, to respect all individuals, and to establish channels through which citizens can communicate their concerns to the administration and the Board. ~~Staff will establish channels through which citizens can communicate their concerns to the administration and the Board.~~

The superintendent shall appoint and make known the individuals to contact on issues concerning the Americans with Disabilities Act of 1990, Americans with Disabilities Act Amendments Act of 2008, Section 504 of the Rehabilitation Act of 1973, Title VI, Title VII,

¹Sexual orientation means an individual's actual or perceived heterosexuality, homosexuality, bisexuality, or gender identity, regardless of whether the individual's gender identity, appearance, expression, or behavior differs from that traditionally associated with the individual's sex at birth.

Title IX and other civil rights or discrimination issues². The Board will adopt and the district will publish complaint grievance procedures providing for prompt and equitable resolution of complaints from students, and employees and the public. complaints. Such procedures will be available at the district's administrative office and available on the home page of the district's website.

Federal civil rights laws prohibit The district prohibits retaliation and discrimination against an individual who because he/she has opposed any discrimination act or practice or because that person has filed a charge, testified, assisted, or participated in an investigation, proceeding, or hearing. The ADA The district further prohibits anyone from coercing, intimidating, threatening, or interfering with an individual for exercising any the rights guaranteed under state and federal law. the Act.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)
[ORS 192.630](#)
[ORS 326.051\(1\)\(e\)](#)
[ORS 342.934\(3\)](#)
[ORS 659.150](#)
[ORS 659.805](#)
[ORS 659.815](#)
[ORS 659.850 to 860](#)
[ORS 659.865](#)
[ORS 659.870](#)
[ORS 659A.003](#)
[ORS 659A.006](#)

[ORS 659A.009](#)
[ORS 659A.029](#)
[ORS 659A.030](#)
[ORS 659A.040](#)
[ORS 659A.100 to 1453](#)
[ORS 659A.109](#)
[ORS 659A.112 — 659A.139](#)
[ORS 659A.142](#)
[ORS 659A.145](#)
[ORS 659A.233](#)
[ORS 659A.236](#)
[ORS 659A.309](#)

[ORS 659A.321](#)
[ORS 659A.409](#)
[SB 2 \(2007\)](#)
[OAR 581-015-0054](#)
[OAR 581-021-0045](#)
[OAR 581-021-0046](#)
[OAR 581-021-0049](#)
[OAR 581-022-11402310](#)
[OAR 581-022-2370](#)
[OAR 839-003](#)
[OAR 581-021-0044](#)
[OAR 581-021-0045](#)

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2006 2017).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2006 2017); 29 C.F.R Part 1626 (2006 2017).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2006 2017); 28 C.F.R. Part 35 (2006 2017).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2006 2017).

Rehabilitation Act of 1973, 29 U.S.C. §§ 503, 791, 793-794 (2006 2017).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2006 2017); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2006 2017).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2006 2017).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2006 2017).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008.

The Vietnam ERA Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. § 4212 (2017).

Title II of the Genetic Information Nondiscrimination Act of 2008 (2017).

Cross Reference(s):

Policy ACA—Americans with Disabilities Act

Policy GBA—Equal Employment Opportunity

Policy JB—Equal Educational Opportunity

²Districts are reminded that the district is required to notify students and employees of the name, office address, and telephone number of the employee or employees appointed.



Corvallis
SCHOOL DISTRICT

XIV.E. Board Policy BA—Board Goals (fka Board Role)—Revised—Second
Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Kerry Richey

Meeting Date: December 7, 2017

ACTION REQUIRED

Board Policy BA—Board Goals (fka Board Role)—Revised—First Reading

Board Policy BBA—Board Powers and Duties—Revised—First Reading

Board Policy BBAA—Individual Board Member’s Authority and Responsibilities—New—First Reading

Board Policy BBB—Board Elections—Revised—First Reading

Board Policy BBC—Board Member Resignation—New—First Reading

Board Policy BBD—Board Member Removal from Office—Revised—First Reading

Board Policy BBE—Vacancies on the Board—Revised—First Reading

Board Policy BBFA—Board Member Ethics and Conflicts of Interest—Revised—First Reading

Board Policy BBFB—Board Member Ethics and Nepotism—Revised—First Reading

Background

OSBA Policy Services reviewed several policies of section AB—Board Governance and has made a number of suggestions for “clean up,” updating, and adoption.

Although considered optional, we are recommending the Board adopt two new policies: BBAA—Individual Board Member’s Authority and Responsibilities and BBC—Board Member Resignation.

Involvement

District staff.

Cost Impact

None.

ACTION REQUESTED

Adoption of the revised policy.

Board Role and Goals

The Board is responsible to the people for whose benefit the district has been established. Further, the Board's current decisions will influence the future course of education in the district's schools. By virtue of this responsibility, the Board and each of its members must look to the future and to the needs of all district residents. This requires a comprehensive perspective and a long-range plan in addition to addressing immediate problems.

The Board's primary ~~for most~~ responsibility is to establish policies, purposes, and programs that will most effectively result educational achievement. ~~further student learning and stakeholder satisfaction.~~ The Board is charged with accomplishing this while also being responsible for wise management of available resources. The Board must fulfill these responsibilities by functioning primarily as a legislative body that formulates and adopts policy, by selecting an executive officer to implement policy, and by evaluating the results. Further, it must carry out its functions openly and seek the involvement of students, staff, and the public during its decision-making processes.

In accordance with these principles, the Board, through its operations, will review and adopt Board goals that align with the following: ~~will operate in a way that:~~

1. Concentrate the Board's collective effort on policymaking and planning responsibilities;
2. Formulate Board policies that best serve each student's educational interests;
3. Provide the superintendent with sufficient and adequate guidelines for implementing Board policies;
4. Maintain effective ~~two-way~~ communication with the students, staff, and the public to maintain awareness of attitudes, opinions, desires, and ideas;
5. Conduct Board business openly, soliciting and encouraging broad-based involvement of the students, staff, and the public in the Board's decision-making processes;
6. Assure sound fiscal management of district resources.

END OF POLICY

Legal Reference(s):

ORS 332.107



Corvallis
SCHOOL DISTRICT

XIV.F. Board Policy BBA—Board Powers and Duties—Revised—Second
Reading

Board Powers and Duties

The legislature of the state of Oregon delegates to the Board responsibility for the conduct and governance of ~~programs and services in the district, schools.~~ The general powers granted to the Board are:

1. Legislative or Rule-Making Authority

In regular or special public meetings, after open discussion and after members' votes are recorded, the Board will establish rules or policy to govern the conduct of its members and the proceedings of the Board.

The Board shall establish ~~policies~~ ~~rules~~ for governing ~~the programs and services of the district~~ ~~schools and students~~ consistent with State Board of Education rules and with local, state, and federal laws.

The Board is responsible for providing adequate and direct means for keeping informed about the needs and wishes of the public and for keeping local citizens informed about the schools.

2. Judicial Authority

As provided by law, policy, or contract, ~~the Board acts as a fact-finding body or~~ ~~hearings will be conducted whereby the Board will serve as~~ a court of appeal for staff members, students, and the public when issues involve Board policies or agreements and their implementation, and when the Board must determine the rights, duties, or obligations of those who address the Board.

3. Executive/Administrative Authority

The Board ~~shall~~ ~~will~~ appoint a superintendent delegated to establish administrative regulations to implement Board policy and goals. The Board will evaluate the superintendent's performance.

The Board ~~will~~ ~~may~~ establish academic and financial goals for the district and evaluate the superintendent's implementation of those goals.

~~The Board will direct and review the district's appraisal or evaluation process which seeks, through careful examination and study, to determine the effectiveness of the educational program in terms of the stated objectives.~~

The Board will oversee the district's financial affairs by authorizing, appropriating, and adopting budgets and by proposing ~~local options tax levy~~ or bond elections, when appropriate and as allowed by law, to provide for program operation and maintenance or acquisition of district property.

The Board will authorize the superintendent to approve payment on all contracts and business transactions of the district in accordance with Board policies on purchasing and budget requirements. The Board will provide for an annual audit of the district's assets.

The Board will employ the staff necessary to carry out the district's educational program and will provide for regular evaluation of staff.

The Board will direct the collective bargaining process to establish ~~collective bargaining agreements labor contracts~~ with the district's personnel. The Board will establish, through the collective bargaining process where appropriate, salaries and salary schedules, other terms and conditions of employment, and personnel policies for district-wide application.

The Board will establish the days of the year and the hours of the day when school will be in session.

END OF POLICY

Legal References:

[ORS 192.630](#)
[ORS 243.656](#)
[ORS Chapters 279A, 279B and 279C](#)
[ORS 294.305 to -294.565](#)
[ORS 328.205 to -328.304](#)
[ORS 332.072](#)
[ORS 332.075](#)
[ORS 332.105](#)
[ORS 332.107](#)
[ORS Chapter 339](#)
[ORS 342.805 to -342.937](#)
[ORS Chapter 343](#)

~~ORS 294.321~~
~~ORS 294.326~~
~~ORS 332.072 - 332.111~~
~~ORS 332.505~~
~~ORS 336.035~~
~~ORS 336.095~~
~~ORS 342.905~~



Corvallis
SCHOOL DISTRICT

XIV.G. Board Policy BBAA—Individual Board Member’s Authority
and Responsibilities—New—Second Reading

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. An affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

A Board member has the right to express personal opinions. When expressing such opinions in public, the Board member must clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

A request for a legal opinion by a Board member must be approved by a majority vote of the Board before the request is made to legal counsel. If the legal opinion sought involves the superintendent's employment or performance, the request should be made to the Board chair. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

When Board members receive complaints from staff, students, or members of the public, the Board members will direct the staff, students, or members of the public to the appropriate complaint policy. Such information also will be conveyed to the superintendent.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information, and may request information from the superintendent. Board members will not intervene in the administration of the district or its schools. Visits to schools or other facilities by individual Board members should be arranged in advance, with notification to the superintendent, to avoid disruption.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval through the annual organizational resolution, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

[ORS 332.045](#)

[ORS 332.055](#)

[ORS 332.057](#)

[ORS 332.075](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).



Corvallis
SCHOOL DISTRICT

XIV.H. Board Policy BBB—Board Elections—Revised—Second Reading

Board Elections

1. Number of Directors

The Board will consist of seven members elected at large and will be known as the district school board. The term of office shall be four years.

2. Designation of Board Positions

Board members' positions and their respective successors in office will be designated by numbers as Position No. 1, No. 2, No. 3, No. 4, No. 5, No. 6, and No. 7. In all proceedings for the nomination or election of candidates for or to the office of Board member, every petition for nomination, declaration of candidacy, certificate of nomination, ballot, or other document used in connection with the nomination or election will state the position number to which the candidate aspires.

Individuals may seek more than one elected position such as school board and education service district board.

Re-elections for Board positions will occur as follows:

Position No. 1: Spring 2017 ~~2001~~, and every four years thereafter;
Position No. 2: Spring 2019 ~~2003~~, and every four years thereafter;
Position No. 3: Spring 2019 ~~2003~~, and every four years thereafter;
Position No. 4: Spring 2017 ~~2001~~, and every four years thereafter;
Position No. 5: Spring 2017 ~~2001~~, and every four years thereafter;
Position No. 6: Spring 2019 ~~2003~~, and every four years thereafter;
Position No. 7: Spring 2019 ~~2003~~, and every four years thereafter.

3. Elections

Elections for Board members will be held each odd-numbered year on the third Tuesday in May.

4. Polling Places and Precincts

School ~~Board~~ elections shall be conducted by the Records and Elections Department of Benton County. Polling places designated by the county clerk will be the only polling

places used in district **Board** elections. This includes election by mail as set out in Oregon Revised Statutes.

END OF POLICY

Legal Reference(s):

[ORS 249.013](#)

[ORS 255.235](#)

[ORS 255.245](#)

[ORS 332.011](#)

[ORS 332.018](#)

[ORS 332.118—332.138](#)



Corvallis

SCHOOL DISTRICT

XIV.I. Board Policy BBC—Board Member Resignation—New—Second
Reading

Board Member Resignation

The Board believes that any citizen who files and seeks election or appointment to the Board should do so with full knowledge of and appreciation for the investment in time, effort, and dedication expected of all Board members, and that the citizen's intent is to serve a full term of office.

When a member decides to terminate service, the Board requests the earliest possible notification of intent to resign so the Board may plan for the continuity of Board business. Resignations must be made in writing. Board members may resign their office effective at a future date. If the resignation is effective at a future date, the resignation is binding unless withdrawn in writing by the end of the third business day after the resignation is made.

The Board will announce the resignation and declare the vacancy at a Board meeting.

The Board will determine the procedures to be used in filling the vacancy. The Board may begin a replacement process and select a successor prior to the effective date of resignation; however, the actual appointment shall not be effective before the resignation date.

END OF POLICY

Legal Reference(s):

[ORS 236.320](#)

[ORS 236.325](#)

[ORS 332.030](#)



Corvallis

SCHOOL DISTRICT

XIV.J. Board Policy BBD—Board Member Removal from Office—Revised—
Second Reading

Board Member Removal from Office

The Board shall declare the office of a director vacant upon any of the following:

1. The death or resignation of an incumbent;
2. When an incumbent ceases to be a resident of the district;
3. When an incumbent ceases to discharge the duties of office for two consecutive months, unless prevented by sickness or unavoidable cause;
4. When an incumbent is removed from office by judgment or decree of any competent court;
5. When an incumbent has been recalled from office by district voters;
6. When an incumbent ceases to discharge the duties of office for four consecutive months for any reason.

Vacancies will be filled through appointment by the Board unless a majority of the positions are vacant at the same time. In that case, vacancies will be filled by the Linn-Benton-Lincoln Education Service District.

END OF POLICY

Legal Reference(s):

ORS 249.865—249.877
ORS 332.030
ORS 408.240

Cross Reference(s):

Policy BBE—Vacancies on the Board



Corvallis
SCHOOL DISTRICT

XIV.K. Board Policy BBE—Vacancies on the Board—Revised—Second Reading

Vacancies on the Board

Vacancies will be filled through Board appointment. The Board appointee must be a legally registered voter and a resident within the district for one year immediately preceding the appointment.

~~No person who is an employee of the district is eligible to serve as a board member while so employed. A person who is an employee of a public charter school may not serve as a member of the Board of the district in which the public charter school that employs the person is located.~~

Board elections are held every odd-numbered year which for the purposes of this policy are termed "election" years. The appointee:

1. Will serve until June 30 following the next election, at which time the individual elected in May of that year will fill the remaining portion of an unexpired term or serve a full four-year term; or
2. Will serve until June 30 of a subsequent election year if the vacancy occurs after the filing date in an "election" year.

A Board member so elected as a replacement will serve the remaining year(s) of the term of office of the Board member being replaced.

In the event of multiple vacancies, the position vacated first will be filled first.

Upon appointment by the Board, the newly appointed Board member(s) will be sworn and seated immediately.

If the offices of a majority of Board members are vacant at the same time, the Directors of the Linn-Benton-Lincoln Education Service District shall appoint persons to fill the vacancies from qualified school district voters.

END OF POLICY

Legal Reference(s):

ORS 249.865 - 249.877

ORS 332.030

ORS 255.245

ORS 332.122

ORS 255.335

ORS 332.124

Cross Reference(s):

Policy BBBA—Board Member Qualifications



Corvallis
SCHOOL DISTRICT

XIV.L. Board Policy BBFA—Board Member Ethics and Conflicts of Interest—
Revised—Second Reading

Board Member Ethics and Conflicts of Interest

No Board member will use ~~their his/her~~ official position or office to obtain personal financial benefit or to avoid financial detriment for ~~themselves him or herself~~, relatives, or household members, or for any business with which the Board member, relative, or a household member is associated.

This prohibition does not apply to:

1. Any part of an official compensation package,
2. Honorarium allowed by ORS 244.042,
3. Reimbursement of expenses, ~~or~~
4. Unsolicited awards of professional achievement,
5. ~~Further, this prohibition does not apply to~~ Gifts from one without a legislative or administrative interest.
6. ~~Nor does it apply if the gift is~~ Gifts under the annual \$50 gift limit from one who has a legislative or administrative interest in any matter subject to the decision or vote of the Board member.

District-provided meals at board meetings are acceptable under the reimbursement of expenses exception.

Conflicts of Interest

“Business” means any corporation, partnership, proprietorship, enterprise, association, franchise, firm, organization, self-employed individual, or any legal entity operated for economic gain. This definition excludes any income-producing tax exempt 501(c) not-for-profit corporation with which a public official or a relative of the public official is associated only as a member or board director or in a nonremunerative capacity.

“Business with which a Board member or relative is associated” means any private business or closely held corporation of which a Board member or relative is a director, officer, owner, employee, or agent or any private business or closely held corporation in which a Board member or relative owns or has owned stock, another form of equity interest, stock options or debt instruments worth \$1,000 or more at any point in the preceding year; any publicly held corporation in which a Board member or relative owns or has owned \$100,000 or more in stock or another form of equity interest, stock options or debt instruments at any point in the preceding calendar year; or any publicly held corporation of which a Board member or relative is a director or officer.

“Relative” means the ~~1. The Board member’s or candidate’s~~ spouse¹, parent, step-parent, child, sibling, step-sibling, son-in-law, or daughter-in-law of the Board member; or the ~~2. The spouse of the Board member’s or candidate’s~~ parent, step-parent, child, sibling, step-sibling, son-in-law, or daughter-in-law of the spouse of the Board member. “Relative” also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits² to the Board member, or who receives any benefit from the Board member’s public employment.

“Member of the household” means any person who resides with the Board member.

No Board member will solicit or receive, either directly or indirectly, any pledge or promise of future employment based on any understanding that the Board member’s vote, official action, or judgment would be thereby influenced.

No Board member will attempt to use or use for personal gain any confidential information gained through ~~their~~ his/her official position or association with the district. A Board member will respect individuals’ privacy rights when dealing with confidential information gained through association with the district.

If a Board member participates in the authorization of a public contract, the Board member may not have a direct beneficial financial interest in that public contract for two years after the date the contract was authorized.

Individual Board members and the Board as a public entity are bound by the Code of Ethics for public officials as stated in Oregon law.

Potential Conflict of Interest

“Potential conflict of interest” means any action or any decision or recommendation by a Board member that could result in a financial benefit or detriment for self or relatives or for a business with which the Board member or relatives are associated, unless otherwise provided by law.

A Board member must publicly declare a potential conflict of interest. A Board member may, after declaring ~~their~~ his/her potential conflict of interest, either vote or abstain on the issue. Abstaining from a vote does not meet the legal requirement of publicly stating a potential conflict.

¹The term spouse includes domestic partners.

²Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

Actual Conflict of Interest

“Actual conflict of interest” means any action or any decision or recommendation taken by a Board member that would result in a financial benefit or detriment to self or relatives or for any business with which the Board member or relatives are associated, unless otherwise provided by law.

A Board member must publicly declare an actual conflict of interest. The Board member may not vote lawfully if an actual conflict of interest exists unless a vote is needed to meet a minimum requirement of votes to take official action. Such a vote does not allow the Board member to participate in any discussion or debate on the issue out of which an actual conflict arises.

Class Exception

It will not be a conflict of interest if the Board member’s action would affect to the same degree a class consisting of all inhabitants of the state, or a smaller class consisting of an industry, occupation or other group including one of which or in which the person, or the person’s relative or business with which the person or the person’s relative is associated, is a member or is engaged. For example, if a Board member’s spouse is a member of the collective bargaining unit, the Board member may vote to approve the contract, as it will affect all members of that class to the same degree. However, if the collective bargaining unit is very small, the class exception may not apply. Similarly, if the contract contains special provisions that might apply only to particular persons, then the class exception may not apply. For example, if a Board member’s spouse is the only one in the bargaining unit that has a doctorate and there is a pay differential for employees with doctorates in the collective bargaining agreement, the Board member should not vote on the contract.

Gifts

Board members are public officials and therefore will not solicit or accept a gift or gifts with an aggregate value in excess of \$50 in a calendar year from any single source that has a legislative or administrative interest in any matter subject to the decision or vote of the Board member. All gift-related provisions apply to the Board member, their relatives, and members of their household. The \$50 gift limit applies separately to the Board member and to the Board member’s relatives or members of the household, meaning that the Board member and each member of their household can accept up to \$50 each from the same source/gift giver.

“Gift” means something of economic value given to a Board member without valuable consideration of equivalent value, which is not extended to others who are not public officials on the same terms and conditions.

Determining the Source of Gifts

Board members should not accept gifts in any amount without obtaining information from the gift giver as to who is the source of the gift. It is the Board member’s personal responsibility to ensure that no single source provides gifts exceeding an aggregate value of \$50 in a calendar year, if the source has a legislative or administrative interest in any matter subject to the decision

or vote of the Board member. If the giver does not have a legislative/administrative interest, the ethics rules on gifts do not apply and the Board member need not keep track of it, although they are advised to do so ~~anyway~~ in case of a later dispute.

Determining Legislative and Administrative Interest

A ‘legislative or administrative interest’ means an economic interest distinct from that of the general public, in any action subject to the decision or vote of a person acting in the capacity of a Board member. For example, everyone within a county has a general interest in the fire department, but the person who sells the uniforms to the fire department has a legislative/administrative interest in the fire department that is distinct from the general public.

Determining the Value of Gifts

The fair market value of the merchandise, goods, or services received will be used to determine benefit or value.

“Fair market value” is the dollar amount goods or services would bring if offered for sale by a person who desired, but was not obligated, to sell and purchased by one who is willing, but not obligated, to buy. Any portion of the price that was donated to charity, however, does not count toward the fair market value of the gift if the Board member does not claim the charitable contribution on personal tax returns. Below are acceptable ways to calculate the fair market value of a gift:

1. In calculating the per person cost at receptions or meals the payor of the Board member’s admission or meal will include all costs other than any amount donated to a charity.

For example, a person with a legislative or administrative interest buys a table for a charitable dinner at \$100 per person. If the cost of the meal was \$25 and the amount donated to charity was \$75, the benefit conferred on the Board member is \$25. This example requires that the Board member does not claim the charitable contribution on personal tax returns.

2. For receptions and meals with multiple attendees, but with no price established to attend, the source of the Board member’s meal or reception will use reasonable methods to determine the per person value or benefit conferred. The following examples are deemed reasonable methods of calculating value or benefit conferred:
 - a. The source divides the amount spent on food, beverage, and other costs (other than charitable contributions) by the number of persons whom the payor reasonably expects to attend the reception or dinner;
 - b. The source divides the amount spent on food, beverage, and other costs (other than charitable contributions) by the number of persons who actually attend the reception or dinner; or

- c. The source calculates the actual amount spent on the Board member.
3. Upon request by the Board member, the source will give notice of the value of the merchandise, goods, or services received.
4. Attendance at receptions where the food or beverage is provided as an incidental part of the reception is permitted without regard to the fair market value of the food and beverage provided.

Value of Unsolicited Tokens or Awards: Resale value

Board members may accept unsolicited tokens or awards that are engraved or are otherwise personalized items. Such items are deemed to have a resale value under \$25 (even if the personalized item cost the source more than \$50), unless the personalized item is made from gold or some other valuable material that would have value over \$25 as a raw material.

Entertainment

Board members may not solicit or accept any gifts of entertainment over \$50 in value in a calendar year from any single source that has a legislative or administrative interest in any matter subject to the decision or vote of the Board member unless:

1. The entertainment is incidental to the main purpose of another event (i.e., a band playing at a reception). Entertainment that involves personal participation is not incidental to another event (such as a golf tournament at a conference); or
2. The Board member is acting in their official capacity for a ceremonial purpose.

Entertainment is ceremonial when a Board member appears at an entertainment event for a “ceremonial purpose” at the invitation of the source of the entertainment who requests the presence of the Board member at a special occasion associated with the entertainment. Examples of an appearance by a Board member at an entertainment event for a ceremonial purpose include throwing the first pitch at a baseball game, appearing in a parade, and ribbon cutting for an opening ceremony.

Exceptions

The following are exceptions to the ethics rules on gifts.

1. Campaign contributions are not considered gifts under the ethics rules.
2. Gifts from “relatives” and “members of the household” to the Board member are permitted in an unlimited amount; they are not considered gifts under the ethics rules.
3. Informational or program material, publications, or subscriptions related to the recipient’s performance of official duties.

4. Contributions made to a legal expense trust fund if certain requirements are met.
5. Food, lodging, and travel generally count toward the \$50 aggregate amount per year from a single source with a legislative/administrative interest, with the following exceptions:
 - a. Organized Planned Events. Board members are permitted to accept payment for travel conducted in the Board member's official capacity, for certain limited purposes:
 - (1) Reasonable expenses (i.e., food, lodging, travel, fees) for attendance at a convention, fact-finding mission or trip, or other meeting do not count toward the \$50 aggregate amount IF:
 - (a) The Board member is scheduled to deliver a speech, make a presentation, participate on a panel, or represent the district; AND the giver is a unit of:
 - i) A Federal, state, or local government;
 - ii) An Oregon or federally recognized Native American Tribe; OR
 - iii) Non-profit corporation.
 - (b) The Board member is representing the district:
 - i) On an officially sanctioned trade-promotion or fact-finding mission; OR
 - ii) Officially designated negotiations or economic development activities *where receipt of the expenses is approved in advance by the Board.*
 - (2) The purpose of this exception is to allow Board members to attend organized, planned events and engage with the members of organizations by speaking or answering questions, participating in panel discussions or otherwise formally discussing matters in their official capacity. This exception to the gift definition does not authorize private meals where the participants engage in discussion.
6. Food or beverage, consumed at a reception, meal, or meeting IF held by an organization and IF the Board member is representing the district. Again, this exception does not authorize private meals where the participants engage in discussion.

“Reception” means a social gathering. Receptions are often held for the purpose of extending a ceremonial or formal welcome and may include private or public meetings during which guests are honored or welcomed. Food and beverages are often provided, but not as a plated, sit-down meal.

7. Food or beverage consumed by Board member acting in an official capacity in the course of financial transactions between the public body and another entity described in ORS 244.020(6)(b)(I)(i).
8. Waiver or discount of registration expenses or materials provided to Board member at a continuing education event that the Board member may attend to satisfy a professional licensing requirement.
9. A gift received by the Board member as part of the usual or customary practice of the Board member's private business, employment, or position as a volunteer that bears no relationship to the Board member's holding of public office.

Honoraria

A Board member may not solicit or receive, whether directly or indirectly, honoraria for the Board member or any relative or member of the household of the Board member if the honoraria are solicited or received in connection with the official duties of the Board member.

The honoraria rules do not prohibit the solicitation or receipt of an honorarium or a certificate, plaque, commemorative token or other item with a value of \$50 or less; or the solicitation or receipt of an honorarium for services performed in relation to the private profession, occupation, avocation or expertise of the Board member or candidate.

END OF POLICY

Legal Reference(s):

[ORS 162.015](#) to 162.035

[ORS 162.405](#) to 162.425

[ORS 244.010](#) to 244.400

[ORS 332.055](#)

[OAR 199-005-0001](#) to 199-010-0150

38 OR. ATTY. GEN. OP. 1995 (1978)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS ~~(2008)~~.



Corvallis
SCHOOL DISTRICT

XIV.M. Board Policy BBFB—Board Member Ethics and Nepotism—Revised—
Second Reading

Board Member Ethics and Nepotism

In order to avoid both potential and actual conflicts of interests, Board members will abide by the following rules when a Board member's relative or member of the household is seeking and/or holds a position with the district:

1. A Board member may not appoint, employ, promote, discharge, fire, or demote, or advocate for such an employment decision for a relative or member of the household, unless the Board member complies with the conflict of interest requirements of ORS Chapter 244;
2. This policy does not apply to decisions regarding unpaid volunteer positions unless it is a Board member position or another Board-related unpaid volunteer position (i.e., a Board committee position);
3. A Board member may not participate as a public official in any interview, discussion, or debate regarding the appointment, employment, promotion, discharge, firing, or demotion of a relative or member of the household. A Board member may still serve as a reference or provide a recommendation.

For the purposes of this policy, a "member of the household" means any person who resides with the Board member and "relative" means ~~1. The Board member's or candidate's~~ spouse¹, parent, step-parent, child, sibling, step-sibling, son-in-law, or daughter-in-law ~~of the Board member; or the~~ ~~2. The spouse of the Board member's or candidate's~~ parent, step-parent, child, sibling, step-sibling, son-in-law, or daughter-in-law ~~of the spouse of the Board member.~~ Relative also includes any individual for whom the Board member has a legal support obligation, whose employment provides benefits² to the Board member, or who receives any benefit from the Board member's public employment.

Class Exception

It will not be a conflict of interest if the Board member's action would affect to the same degree a class including the Board member's relative or household member. For example, if a Board member's spouse is a member of the collective bargaining unit, the Board member may vote to approve the contract, as it will affect all members of that class to the same degree.

END OF POLICY

¹The term spouse includes domestic partners.

²Examples of benefits may include, but not be limited to, elements of an official compensation package including benefits such as insurance, tuition or retirement allotments.

Legal Reference(s):

[ORS 244.010 to-244.400](#)[ORS 659A.309](#)

[OAR 199-005-0001 to-199-010-0150](#)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS



Corvallis

SCHOOL DISTRICT

XV. CONSOLIDATED INFORMATION

XV.A. Non-Licensed Personnel Information



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: December 7, 2017

Non-licensed Personnel Information

NO ACTION REQUIRED

Recommendation to Hire

Lily Smith: Educational Assistant Life Skills, 7 hours, Corvallis High School, effective November 20, 2017 (Regular/Probationary)

Charity Vandehey: Administrative Assistant 1, 8 hours, Linus Pauling Middle School, effective November 20, 2017 (Regular/Probationary)

Sydney Sturner: Educational Assistant 2, 6.5 hours, Crescent Valley High School, effective November 15, 2017 (Limited Term)

Keri Spreadbury: Administrative Assistant 2, 8 hours, Crescent Valley High School, effective November 13, 2017 (Regular/Probationary)

Kristen Beckstead: Educational Assistant 2, 5 hours, Mt. View Elementary, effective November 13, 2017 (Limited Term)

Chelsea Williams: Educational Assistant 2, 5 hours, Mt. View Elementary, effective November 13, 2017 (Limited Term)

Timothy Haag: Technology Computer Lab Assistant 2, 6.50 hours, Franklin Elementary, effective November 9, 2017 (Regular/Probationary)

Marilynda Dye: Food Service Assistant, 4 hours, Central Kitchen, effective November 13, 2017 (Regular/Probationary)

Termination/Resignation/Layoff/Retirement



Corvallis

SCHOOL DISTRICT

XV.B. Unaudited Financial Statements – October 31, 2017



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Olivia Meyers Buch, Finance and Operations Director
Meeting Date: December 7, 2017

October 31, 2017 Financial Statements (Unaudited)

NO ACTION REQUIRED

Background

The Statement of Resources and Requirements for the General Fund for the period ending October, 2016 and 2017 follow this report.

Year-to-date operating revenues through the end of October 2017 total \$15.2 million or 22.1% of total budgeted operating revenues as compared to \$14.1 million or 21.9% through the end of October 2016. Typically, at this point in the year, revenues from the state school fund constitute the significant source of funds, which is true this year. State school fund revenue is projected to exceed budgeted revenue by \$1.8 million due to an increased state budget appropriation (from legislative action in July 2017) and higher than projected enrollment. Local option taxes levied by the district are projected to exceed budgeted revenue by \$1.1 million due to a significant decrease in compression loss as real market value growth outpaced assessed value growth.

The beginning fund balance reflects an increase of \$0.7 million over the adopted budget of \$9.5 million. Overall, total resources in 2016-17 were 100.5% of budget while total expenditures were 98.2% of budget.

Year-to-date operating expenditures through the end of October 2017 total \$15.4 million or 22.2% of total budgeted operating expenditures as compared to \$15.0 million or 22.8% through the end of October 2016. Capital outlay requirements are projected to exceed budgeted expenditures by \$0.25 million due to the boiler replacement project at Corvallis High School.

Projected resources and requirements through June 30, 2018 result in an ending fund balance of \$12.6 million. All General Fund reserves are projected to be at or above the designations outlined in board policy June 30, 2018. The projected ending fund balance reflects a change in fund balance, or operating surplus, of \$2.5 million; however, as state school funds are being distributed equally over the biennium (instead of the standard 49%-51% distribution), some funds will be set aside to cover a portion of roll up costs in 2018-19 (primarily salary and benefit increases).

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

October 31, 2017 Financial Statements (Unaudited)

Supplementary Materials

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

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

General Fund

	FY 2016-17					FY 2017-18				
	Amended Budget	Actuals Thru 10/31/2016	% of Budget	Actuals Thru 06/30/2017	% of Budget	Adopted Budget	Actuals Thru 10/31/2017	% of Budget	Projected Thru 06/30/2018	% of Budget
RESOURCES										
State School Fund Formula Revenue										
State School Fund - General Support	\$ 31,748,251	\$ 13,811,610	43.5%	\$ 30,803,517	97.0%	\$ 34,106,224	\$ 14,972,599	43.9%	\$ 35,950,917	105.4%
Property Taxes Levied by District	26,014,907	106,989	0.4%	26,014,937	100.0%	26,747,906	89,512	0.3%	26,913,981	100.6%
Common School Fund	834,692	-	0.0%	1,184,612	141.9%	829,828	-	0.0%	829,401	99.9%
County School Funds	140,000	-	0.0%	373,614	266.9%	140,000	-	0.0%	160,000	114.3%
Local Option Taxes Levied by District	4,545,040	17,747	0.4%	4,554,757	100.2%	4,769,350	15,131	0.3%	5,825,284	122.1%
Earnings on Investments	180,000	44,834	24.9%	314,241	174.6%	170,000	62,113	36.5%	170,000	100.0%
State School Fund Prior Year Adjustment	(54,226)	-	-	274,920	-	-	-	-	(22,999)	-
Other	795,003	85,021	10.7%	1,032,618	129.9%	2,165,500	75,291	3.5%	1,393,524	64.4%
Total Operating Revenues	\$ 64,203,667	\$ 14,066,201	21.9%	\$ 64,553,217	100.5%	\$ 68,928,808	\$ 15,214,647	22.1%	\$ 71,220,108	103.3%
Transfers	\$ -	\$ -	-	\$ -	-	\$ -	\$ -	-	\$ 103,299	-
Beginning Fund Balance	10,278,573	10,278,573	100.0%	10,278,573	100.0%	9,469,325	10,138,976	107.1%	10,138,976	107.1%
TOTAL RESOURCES	\$ 74,482,240	\$ 24,344,774	32.7%	\$ 74,831,790	100.5%	\$ 78,398,133	\$ 25,353,623	33.9%	\$ 81,462,384	103.9%
REQUIREMENTS										
Salaries	\$ 34,920,419	\$ 7,175,847	20.5%	\$ 34,848,046	99.8%	\$ 36,718,304	\$ 7,365,954	20.1%	\$ 35,876,542	97.7%
Associated Payroll Costs	19,366,811	3,732,055	19.3%	18,557,192	95.8%	20,509,491	3,846,093	18.8%	20,287,801	98.9%
Purchased Services	7,702,555	1,971,883	25.6%	7,892,125	102.5%	8,047,371	1,741,062	21.6%	7,735,438	96.1%
Supplies and Materials	2,929,169	1,323,784	45.2%	2,449,145	83.6%	3,076,655	1,182,630	38.4%	3,521,022	114.4%
Capital Outlay	86,000	22,900	26.6%	106,601	124.0%	286,000	424,011	148.3%	530,640	185.5%
Other Objects	861,009	818,272	95.0%	839,703	97.5%	926,809	854,906	92.2%	917,541	99.0%
Total Operating Expenditures	\$ 65,865,963	\$ 15,044,741	22.8%	\$ 64,692,813	98.2%	\$ 69,564,630	\$ 15,414,655	22.2%	\$ 68,868,984	99.0%
Contingency	\$ 1,530,092	\$ -		\$ -		\$ 1,723,220	\$ -		\$ -	
Rainy Day Reserves	3,210,183	-		-		3,446,440	-		-	
Unappropriated Reserves	2,553,183	-		-		2,750,794	-		-	
Unappropriated Reserve (PERS)	1,322,819	-		-		913,049	-		-	
TOTAL REQUIREMENTS	\$ 74,482,240	\$ 15,044,741		\$ 64,692,813		\$ 78,398,133	\$ 15,414,655		\$ 68,868,984	
ENDING FUND BALANCE		\$ 9,300,033		\$ 10,138,976			\$ 9,938,969		\$ 12,593,400	
Contingency				1,613,830	2.5% *				1,780,503	2.5% *
Rainy Day Reserves				3,227,661	5.0% *				3,561,005	5.0% *
Unappropriated Reserves				3,974,666	6.2% *				5,044,136	7.1% *
Unappropriated Reserve (2018-19 Roll up)				-	0.0% *				884,937	1.2% *
Unappropriated Reserve (PERS)				1,322,819	2.0% *				1,322,819	1.9% *
* Percent of Operating Revenue				10,138,976	15.7% *				12,593,400	17.7% *

Corvallis School District 509J

Schedule of Investments

October 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):						
	05/17/16	11/17/17	549	0.875%	\$100.00	1,000,000
	11/17/16	02/08/18	448	0.825%	\$100.06	1,000,000
	11/17/16	03/08/18	476	0.850%	\$99.94	1,000,000
	11/17/16	04/09/18	508	0.869%	\$99.84	1,000,000
	11/17/16	05/14/18	543	0.891%	\$99.76	1,000,000
	10/30/17	04/17/19	537	1.500%	\$100.00	1,000,000
	10/30/17	04/26/19	546	1.500%	\$100.00	1,000,000
	10/30/17	04/30/19	550	1.480%	\$99.96	1,000,000

Total Investments outside of Local Government Investment Pool: \$ 8,000,000

Local Government Investment Pool:	Average Annualized Rate	
General Account	1.45%	\$ 14,085,966
Debt Service Account	1.45%	540
Subtotal LGIP ¹		<u>\$ 14,086,506</u>

<u>Local Government Investment Pool - Pension Bond Debt Service:</u>		
Pension Bond Debt Service Account: ^c	1.45%	<u>\$ 987,386</u>

Total Investments \$ 23,073,892

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is \$47,012,858
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%	34.7%
US Treasury Obligations	100.0%	0.0%
Local Government Investment Pool	100.0%	65.3%
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 10/31/17:

3-Month U. S. T-Bill bond equivalent yield:	1.13%
3-Mo. Jumbo CDs	1.33%

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

Vendor by Fund and Object	Check Total
100 - General Fund	
Charter School Payments	
INAVALE COMMUNITY PARTNERS, INC	64,402.76
Computer Software	
APPLE, INC	1,100.00
COMPVIEW.	2,019.60
LEARNING A-Z	4,457.28
NORTHWEST TECHNICAL PRODUCTS	3,000.00
ROBERT LLOYD SHEET METAL, INC	13,500.00
SHI INTERNATIONAL CORP	1,030.00
TECHNOLOGY INTEGRATION GROUP	2,394.50
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	4,256.85
BARIATRICKS UNLIMITED	1,388.00
BEST BUY BUSINESS ADVANTAGE ACCOUNT	2,935.39
DAY WIRELESS SYSTEMS	1,773.50
GEORGIE'S CERAMIC & CLAY CO - PORTLAND	1,891.06
HOME DEPOT CREDIT SERVICES	2,949.58
LAKESHORE LEARNING STORE	2,778.64
LEARNING WITHOUT TEARS	4,679.64
MOUNTAIN HOME BIOLOGICAL	2,088.98
OETC	2,558.00
OFFICE DEPOT, INC	7,068.46
OFFICE MAX	13,941.49
PART WORKS INC	2,352.05
PLATT ELECTRIC SUPPLY CO	4,268.81
SCHOOL OUTFITTERS	1,199.23
SCHOOL SPECIALTY	2,293.07
SHIRT CIRCUIT	1,834.36
STEVE WEISS MUSIC	2,100.00
VOYAGER SOPRIS LEARNING	1,526.75
WAXIE SANITARY SUPPLY	3,143.61
Copier Charges	
CTX - SAN FRANCISCO	5,222.91
Electricity	
CONSUMERS POWER INC	10,854.95
PACIFIC POWER AND LIGHT	45,006.50
Equipment \$5,000 and greater	
GLUMAC	11,541.51
HYDRO-TEMP MECHANICAL	363,450.00

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

Vendor by Fund and Object	Check Total
Equipment-like items \$1,000 - \$4,999	
JEFF SAHS VIOLINS	1,800.00
Fuel	
BENTON COUNTY PUBLIC WORKS	2,740.30
NW NATURAL	3,345.46
Garbage	
REPUBLIC SERVICES	12,316.53
Other Communication Services	
COMCAST/INSTITUTIONAL NETWORKS	15,353.64
Other Non-instructional Professional and Technical	
ABIDE WEB DESIGN	1,935.00
CRIMINAL INFORMATION SERVICES INC	2,753.00
DLR GROUP	1,075.21
EDUCATION NORTHWEST	7,443.70
ELLIS, JORIE	3,552.04
GOLDEN, NANCY	1,500.00
MAXIM HEALTHCARE SERVICES	3,607.50
NATIONAL EQUITY PROJECT	21,200.00
PBS ENGINEERING & ENVIRONMENTAL INC	6,550.00
SELECTEMP EMPLOYMENT SERVICES	4,439.06
Other Property Services	
US Bank Equipment Finance	4,090.41
Postage	
GARTEN SERVICES, INC	2,493.55
Printing and Binding	
OFFICE DEPOT, INC	1,397.86
Reimbursable Student Transportation	
FIRST STUDENT INC	300,314.09
Repairs and Maintenance Services	
BENTON COUNTY PUBLIC WORKS	2,130.24
CHOWN HARDWARE	8,376.98
DAIKIN APPLIED	2,994.00
NORTHWEST DRYWALL	1,275.00
PACIFIC SPORTS TURF, INC	11,069.00
PRECISION RECREATION CONTRACTORS, INC.	4,300.00
PUROCLEAN CERTIFIED RESTORATION	7,054.00
REXIUS	6,260.00
RJH ENTERPRISES, INC	1,262.50
SYNERGY SECURITY SOLUTIONS	2,318.00
VALLEY CUSTOM SEALCOATING	25,000.00
Scholarships	
Myrold, Dolcie	2,594.83

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

Vendor by Fund and Object	Check Total
Technology Taggable Equip <\$5,000	
OETC	4,012.00
Telephone	
AT&T MOBILITY-ACCT#837370420 (TECH)	1,458.45
CENTURYLINK	3,230.76
CENTURYLINK.	4,396.12
Textbooks	
AMAZON.COM CREDIT SERVICES	2,134.56
CENGAGE LEARNING.	2,573.45
FOLLETT SCHOOL SOLUTIONS, INC	1,125.00
GLYNLYON, INC	10,500.00
RED CROSS STORE	2,894.80
Travel, Out of District	
COSA	1,562.00
LARSON STURTEVANT CONSULTING LLC	1,375.00
PACIFIC EDUCATIONAL GROUP INC	3,135.00
Water and Sewage	
CITY OF CORVALLIS	36,348.82
100 - General Fund Total	1,142,295.34
203 - Food Service Fund	
Dues and Fees	
BENTON COUNTY HEALTH DEPARTMENT	4,136.00
Food - Food Service Only	
DUCK DELIVERY PRODUCE INC	13,781.40
FRANZ FAMILY BAKERIES	7,593.86
LOCHMEAD DAIRY	14,905.02
RIVERWOOD ORCHARD AND FARM	4,280.25
Inventories	
FOOD SERVICE OF AMERICA	14,923.61
MCDONALD WHOLESALE CO	39,755.89
NORTHWEST DISTRIBUTION SERVICES	10,742.79
ROSES EQUIPMENT & SUPPLY	1,034.58
SYSCO FOOD SERVICE	1,729.59
Repairs and Maintenance Services	
ADVANCED ENVIRONMENTAL SYSTEMS	5,447.50
203 - Food Service Fund	Total
	118,330.49

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

Vendor by Fund and Object	Check Total
204 - District Donation Fund	
Computer Software	
IXL LEARNING	3,071.00
Consumable Supplies and Materials	
ACADEMIC CHOIR APPAREL	8,198.66
JEFF SAHS VIOLINS	1,800.00
SHERWIN WILLIAMS	1,091.74
Periodicals	
SCHOLASTIC INC	1,463.05
TIME FOR KIDS	1,116.28
Travel, Student Out of District	
OREGON STATE UNIVERSITY REC SPORTS	1,920.00
204 - District Donation Fund Total	18,660.73
208 - Designated Facilities Fund	
Rentals	
MODERN BUILDING SYSTEMS	1,350.00
Repairs and Maintenance Services	
CAMPBELL CONSTRUCTION NW	4,935.00
FITZPATRICK PAINTING INC	124,798.50
SUNBELT RENTALS, INC.	2,293.62
208 - Designated Facilities Fund Total	133,377.12
297 - Student Body Funds	
Cash Donations to Other Agencies	
PASTEGA GUEST HOUSE	20,000.00
Consumable Supplies and Materials	
ACADEMIC CHOIR APPAREL	6,080.09
AMAZON.COM CREDIT SERVICES	3,362.76
ARMORZONE	5,905.00
BSN SPORTS	4,536.58
EASTBAY	1,551.50
GREEN & WHITE ROCK PRODUCTS INC	1,978.91
HOME DEPOT CREDIT SERVICES	3,556.80
IDEA EXPRESS GROUP	1,200.16
JOSTENS/MICHAEL THUL	1,142.50
NO DINX INC	1,277.13
OACA.	1,140.00
OFFICE MAX	1,389.49
RUBBER GRANULATORS INC	3,754.00
SEW ON	2,322.20
SHIRT CIRCUIT	2,878.75
SPAETH LUMBER & HOME CENTER	4,162.53
WILLAMETTE GRAYSTONE, INC	4,752.13

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

Vendor by Fund and Object	Check Total
Equipment-like items \$1,000 - \$4,999	
AMAZON.COM CREDIT SERVICES	1,299.00
Non-reimbursable Student Transportation	
FIRST STUDENT INC	8,813.98
Other Non-instructional Professional and Technical	
KANG, MICHAEL	1,000.00
MID-VALLEY SOCCER REFEREES ASSN	5,421.00
OREGON ELITE	2,870.00
Postage	
SYSTEM TRANSPORT	1,250.00
Textbooks	
VISTA HIGHER LEARNING	1,771.67
Travel, Student Out of District	
OREGON SCHOOL ACTIVITIES ASSOCIATION	3,110.00
297 - Student Body Funds Total	96,526.18
298 - Designated Revenue Fund	
Computer Software	
NW TECH, INC.	4,250.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	2,745.18
FITNESS GIANT LLC	2,899.00
JUICE PLUS COMPANY	2,221.90
NORTHWEST TEXTBOOK DEPOSITORY	5,200.19
OFFICE MAX	1,253.02
PC & MACEXCHANGE	2,000.00
WEST COAST INNOVATIONS INC	5,951.00
Equipment-like items \$1,000 - \$4,999	
BARBO MACHINERY CO.	4,568.00
Printing and Binding	
OREGON STATE UNIVERSITY PRINTING	3,116.89
Textbooks	
LEARNING WITHOUT TEARS	6,551.76
Travel, Out of District	
ACTE	2,800.00
298 - Designated Revenue Fund	Total
	43,556.94

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

Vendor by Fund and Object	Check Total
601 - Insurance Fund	
Consumable Supplies and Materials	
KING OFFICE EQUIPMENT INC	1,948.77
Group Insurance	
LIFEMAP ASSURANCE COMPANY	10,885.45
SAIF CORPORATION	17,159.07
WILLAMETTE DENTAL GROUP (GROUP Z1329)	19,260.00
Other Non-instructional Professional and Technical	
CPR WORKS, LLC	4,950.00
PacificSource Administrators	1,200.00
Property Insurance Premiums	
AMERICAN BANKERS INSURANCE CO	2,199.00
601 - Insurance Fund	Total
	57,602.29
Grand Total	1,610,349.09



Corvallis
SCHOOL DISTRICT

XV.C. Board Policy BFC—Adoption and Revision of Policies—Revised—First
Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Kerry Richey

Meeting Date: December 7, 2017

NO ACTION REQUIRED

Board Policy BFC—Adoption and Revision of Policies—Revised—First Reading

Board Policy BFD—Board Policy Implementation—Revised—First Reading

Board Policy BH/BHA—Orientation of New Board Members—Revised—First Reading

Background

OSBA Policy Services reviewed several policies of Section AB—Board Governance and has made a number of suggestions for “clean up,” updating, and adoption.

Involvement

District staff.

Cost Impact

None.

Adoption and Revision of Policies

Adopting new policies and changing or repealing existing policies ~~is~~ ~~are~~ solely the Board's responsibility. ~~ies~~. Policy will be adopted and amended or repealed only by the affirmative vote of a majority of the Board members. ~~Such action will be scheduled on the agenda of a regular or special meeting.~~

Proposed policies or policy changes and repeal of existing policies will be presented in writing for consideration by the Board.

To permit time for studying all new policies or amendments to policies and to provide an opportunity for interested parties to react, proposed policies or amendments will be presented as a Board agenda item in the following sequence:

- ~~1. Distribution with agenda as an information item. This announces that a policy is being developed in a particular area and that interested parties may submit suggestions;~~
1. ~~2.~~ First reading of a proposed policy or policies: This is information item and no action is required by the Board. A first reading announces that a new policy, a revision of an existing policy, or consideration to rescind a policy is being considered by the Board. Comments, questions, concerns, and recommended edits should be forwarded to the superintendent for consideration prior to the meeting in which the policy is recommended for a second reading and/or adoption.
~~;~~ response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and directions for any redrafting. During discussion of a policy proposal, the views of the public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require the policy go through an additional reading except as the Board determines that the amendment needs further study and an additional reading would be advantageous;
2. ~~3.~~ Second reading/adoption of a proposed policy or policies: This is an action by the Board and may be placed on the consolidated action agenda. Any revisions to a policy from the first reading will not require the policy to go through an additional reading, except as the Board determines that the revision(s) need(s) further study and an additional reading would be advantageous.
~~;~~ response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and directions for any redrafting. During discussion of a policy proposal, the views of the public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require the policy go through an additional reading except as the Board determines that the amendment needs further study and an additional reading would be advantageous.

When, in the best interests of the district, immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Policies and amendments adopted by the Board will be attached to, and made a part of, the minutes of the meeting at which they are adopted and also will be included in the district's **online board** policy manual.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.505](#)

[OAR 581-022-1610](#)

[OAR 581-022-1720](#)



Corvallis

SCHOOL DISTRICT

XV.D. Board Policy BFD—Board Policy Implementation—Revised—First
Reading

Board Policy Implementation

Effective Date of Policies

All new or amended policies will become effective on the day after adoption by the Board, unless a specific date is included in the motion for adoption. Policies are available for review online or by contacting the district's administrative office.

Policy Implementation

The superintendent and administrative staff will implement Board policies. The superintendent may formulate administrative regulations and procedures to assist policy implementation. It will be the Board's duty to evaluate the effectiveness of the policy and the effectiveness of the administration's implementation of the policy.

Policy Dissemination

~~The written policies that govern the district will be maintained in a policy manual to be updated by district staff as new policies are developed or existing policies are revised or repealed. Each Board member will be provided with a current policy manual. Each school shall provide at least one copy of the Board's policy manual in the school's library and one copy in the business office. Each employee will be specifically notified of the existence and availability of personnel policies. The Board's policy manual will be considered a public record and will be open for inspection at the district office during regular working hours. The superintendent will provide channels for disseminating appropriate policies to the community.~~

END OF POLICY

Legal Reference(s):

[ORS 192.410\(4\)](#)
[ORS 332.107](#)
[ORS 332.505](#)
[OAR 581-022-1610](#)
[OAR 581-022-1720](#)



Corvallis

SCHOOL DISTRICT

XV.E. Board Policy BH/BHA—Orientation of New Board Members—Revised—
First Reading

Orientation of New Board Members

A new member is to be given the Board's and staff's fullest measure of courtesy and cooperation. The Board and designated staff will make every effort to assist the new member to become fully informed about the Board's functions, policies, procedures, and issues. In the interim between election and assuming office, the new Board member(s) will be assisted in the following ways:

1. The newly elected or appointed Board member will be given materials on the role of a Board member;
2. The newly elected or appointed Board member will be invited to attend Board meetings to observe the operation of the Board but will not be a voting member until they assume office;
3. The newly elected or appointed Board member will be shown how to access Board policies, and will be given Board guiding principles, Board norms, Board and superintendent working agreements, guidelines for providing input to the Board, relevant publications from the Oregon School Boards Association and the National School Boards Association, given a copy of Board policies, Board priorities, long-range plans, and district adopted budget;
4. The members of the Board will serve as mentors to newly elected Board members;
5. The superintendent or designee will supply material pertinent to meetings and will explain its content;
6. The incoming member will meet with the superintendent and other administrative personnel by arrangement with the superintendent, to discuss services they perform for the district.
7. ~~The newly elected or appointed Board member will receive all reports and communications normally sent to Board members;~~

END OF POLICY

Legal Reference:
ORS 332.107



Corvallis

SCHOOL DISTRICT

XV.F. Board Policy CA/CAA—Administration Responsibilities and Goals—
Revised—First Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Kerry Richey

Meeting Date: December 7, 2017

NO ACTION REQUIRED

Board Policy CA/CAA—Administration Responsibilities and Goals—Revised—First Reading

Board Policy CBEA—Professional Growth—Administrative—Revised—First Reading

Board Policy CCC—Hiring of Licensed Administrators—Revised—First Reading

Board Policy CH—Policy Implementation—Revised—First Reading

Board Policy CHCA—Approval of Handbooks and Directors—Revised—First Reading

Background

OSBA Policy Services reviewed several policies of Section C—Administration, and has made a number of suggestions for “clean up,” updating, and adoption.

Involvement

District staff.

Cost Impact

None.

Administration Responsibilities and Goals

The purpose of administration is to improve student learning, social and emotional growth, and increase stakeholder satisfaction. All administrative duties and functions will be appraised in terms of the contributions they make to improve instruction and to higher student motivation and achievement.

Administrative responsibilities will include, but not be limited to:

1. Developing the organizational culture—articulating the guiding beliefs of the school and shaping schooling around the learner's need.
2. Planning strategically.
3. Enabling others to act in behalf of student learning.
4. Demonstrating positive political skills—making improvements in a way that maintains and enhances stakeholder support.
5. Providing leadership—in behalf of curriculum, instruction, and assessment around the district's performance standards.
6. Delivering on administrative standards.
7. Managing the district's various facilities, funds, and programs effectively.
8. Providing professional advice and counsel to the Board and to any committees established by Board action.

Additionally, licensed administrators will be responsible for: ~~1. Serving on one or two site councils;~~

~~9.2.~~ Evaluating licensed staff.

~~10.3.~~ Interpreting policies, procedures, and agreements.

END OF POLICY

Legal Reference(s):

ORS 332.107
ORS 332.505

ORS 332.515
OAR 581-022-1720



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XV.G. Board Policy CBEA—Professional Growth—Administrative—Revised—
First Reading

Professional Growth—Administrative

Permission will not normally be granted for attendance of a college course during the employee's working day. In unusual circumstances a request may be considered using the following guidelines:

1. No loss of district work time will occur;
2. All requests must be approved in advance by the superintendent;
3. Professional growth classes during the work year by administrators must be related to district goals. ~~direction and Site Student Learning Improvement Plan.~~

END OF POLICY

Legal Reference(s):

ORS 329.095
ORS 329.125
ORS 329.705
OAR 581-022-0606
OAR 581-022-1720

Clackamas Intermediate Education District Association v. Clackamas Intermediate Education District, Case No. C-141-77, 3 PECBR 1848 (1978).

Eugene Education Association v. Eugene School District 4J, Case No. C-93-79, 5 PECBR 3004 (1980).

Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq. 29 CFR Part 1630



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XV.H. Board Policy CCC—Hiring of Licensed Administrators—Revised—First
Reading

Hiring of Licensed Administrators

Licensed administrators are hired by the district to serve the district as a whole. Upon hire, licensed administrators are assigned to a school or site with the clear understanding that an administrator is unlikely to spend his/her entire career with the Corvallis School District at the same school or site. When administrative vacancies occur, transfer amongst existing district administrative staff may be considered. Although the process for hiring a licensed administrator will vary, the Board recognizes there are several critical elements:

1. Staff and parents will have the opportunity to contribute their ideas concerning the most important qualities and attributes for an administrator for the school/site where a vacancy has occurred.
2. The pool of applications will be screened for minimum qualifications for the job and evaluated in relationship to the job posting, the administrative responsibilities, the administrator standards, and the list of characteristics and attributes generated by staff and parents.
3. Staff, administrators, parents, and students (where appropriate) will be involved in the interview process. Some staff, parents, and students may be associated with the school or site with the vacancy, others will represent the district as a whole.
4. The committee(s) will recommend to the superintendent at least two candidates who, in the committee's judgment, can satisfactorily meet the job requirements. The superintendent will make the final selection.
5. The superintendent reviews the recommendations of the committee and may select one of the finalists to submit to the Board. If, in the judgment of the superintendent, none of the candidates satisfactorily meets the requirements of the position, all may be rejected and the position readvertised.

END OF POLICY

Legal Reference(s):

ORS 332.505
ORS 342.845



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XV.I. Board Policy CH—Policy Implementation—Revised—First Reading

Policy Implementation

The superintendent is responsible for implementing Board policies and for interpreting them to staff, students, and the public. Other administrators share in this responsibility.

Some board policies require implementing an administrative regulation. Whenever appropriate, the superintendent will develop these administrative regulations, in consultation with principals, staff members, and other persons and groups and the superintendent will submit them to the Board for review or approval as appropriate.

~~Many of the Board's policies require implementing regulations. The superintendent will develop these regulations, in consultation with principals, staff members, and other persons and groups as appropriate and will submit them to the Board.~~

Policies officially adopted by the Board and other administrative regulations formulated to implement adopted Board policies will be included in the Board policy manual located on the district's website. ~~Policies officially adopted by the Board will be included in the district's policy handbook. Administrative regulations will be maintained in a separate handbook.~~ Staff, student, and parent handbooks also will be used for disseminating policies and regulations to persons directly affected by them. ~~Each school shall provide at least one copy of the district's policy and administrative regulations handbooks in the library and one copy of each in the business office.~~ Each employee will be specifically notified of the existence and availability of personnel policies.

Principals are authorized to establish rules and procedures for the staff and student bodies of their schools as long as these rules and procedures are consistent with policies and regulations established by the Board and superintendent.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 332.505](#)
[OAR 581-022-1610](#)
[OAR 581-022-1720](#)
~~OAR 581-022-0705~~

Cross Reference(s):

Policy BFD—Board Policy Implementation



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XV.J. Board Policy CHCA—Approval of Handbooks and Directors—Revised—
First Reading

Approval of Handbooks and Directives

In order that pertinent Board policies, regulations, school rules, and procedures may be known by all staff members, patrons, students, and parents affected; district administrators and principals are granted authority to issue staff and student/parent handbooks.

It is essential that the contents of all handbooks conform with districtwide policies and administrative regulations. It is also important that all handbooks bearing the name of the district or one of its schools be of a quality that reflects favorably on the district. The Board ~~therefore,~~ expects all handbooks to be approved by the Board and/or superintendent or designee before publication.

The district will make all published handbooks available to the Board for informational purposes.

~~The Board will review and approve district personnel handbooks in order that the contents may be accorded the legal status of Board-approved policy and regulation. The superintendent will use his/her judgment as to whether other specific handbooks need Board approval. However, all handbooks published are to be made available to the Board for informational purposes.~~

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)



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XVI. ADJOURNMENT

*All times are approximate.

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



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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