

Corvallis School District #1
SPECIAL BOARD MEETING and
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

2/18/2014

Special Session Meeting in High School Library

1. *Called to order at 6:05p.m. by Chairman Wilbur Nisly*

The School Board Trustees of Corvallis School District #1 met at a duly constituted and properly noticed meeting Tuesday evening in the High School Library.

Trustees Present: Wilbur Nisly, Tonia Bloom, Dan Wolsky, Kathy Harder-Brouwer, Ginny Hoffman and Adam Sangster.

Absent: Jennifer Channer

The Superintendent and District Clerk were present throughout the entire proceedings.

Others Present The administrators listed on the sheet attached to the minutes.

2. *Public Comment on Non-Agenda Items* None.

3. *Assessment Conference Presentation – Janice Stranahan, Lisa Nagel, Darci Herbstritt, Holly Snyder, Wendy Ihde, Betty Jo Henry*

Primary school principal, Janice Stranahan, stated that she was pleased to be able to present to the Board the presentation the primary staff presented at the state level. Their presentation discussed how their school incorporated improvements of the CRT test scores for math and reading during the last 10 years for the third and fourth grade students. The primary school has made significant improvements when compared to state's benchmarks.

Handouts were distributed regarding the CRT test scores for the school compared to the state in proficient and advanced math and reading scores from 2003 until 2013 along with a handout detailing how student assessment data is tracked. The tracking data they compile is an indicator of academic progress in scores and not grades.

General discussion took place by each of the presenters regarding the following:

- General history of how the primary school looked at improving their test scores
- The first step to improving the test results was by establishing building accountability
- Combined efforts for each grade level to take steps to review data
- Teachers had to meet once a month in order to accomplish their goals
- Charts were developed to measure the assessment to determine benchmarks for September, January and May
- The setting was based upon the school wide goals
- Scores for advanced learners was discussed
- The steps of how they brought it all together as a team
- The math standards have changed three times in seven years

- The importance of professional development that is required for teachers to allow them to improve because of the constant changes
- A video was shown titled Ted talks education
 - Discussed the value and importance of human connection relationships for student improvement in learning

Mrs. Stranahan stated that she has the utmost respect for her staff, and she thanked them for their commitment to provide the best education to the students.

The board members thanked them for their presentation and for providing the state school wide comparison information. The primary school has done an amazing job in developing ways to improve their students test scores.

Recess 6:58 p.m.

Regular Board Meeting in the High School Library

1. *Called to order at 7:03 p.m.* by Chairman Wilbur Nisly

2. *Public Comment on Non-Agenda Items* None.

Chairman nicely requested to move agenda item number eight to the beginning of the meeting so the district could make a decision and possible bid award for the boiler and heating system installation at Corvallis high school. This change is in order to accommodate the public members attending the meeting.

8. *Discussion and possible approval of bids for boiler and heating system installation at Corvallis High*

Mr. Silk stated that Nick Salmon from CTA Engineers & Architectures was present to discuss the bid opening process and the bid information he received.

Mr. Salmon reported that the bids were opened at 4:05 P.M. in the high school. One (1) bid was received from Quality Construction Company in the amount of \$895,000 with the alternate of \$140,000 for the solar array. And one bid for the control systems from Electric Controls in the amount of 128,000.

Mr. Salmon stated that he was very surprised and disappointed by only having one bid submitted for the project. He has not seen this happen in the last 10 years regarding the projects he has worked on. However, there were quite a few companies interested in doing the project. Some companies stated they would have preferred to use a different type of core components (piping requirements etc.). Mr. Salmon recommended that the district speak to the legal department at MTSBA for their options. He felt the district may reject, redesign, rebid, and re-open the bid process by the end of March.

If the district decides to go and rebid the project, the timeframe for installation would require adjusting the schools schedule in September (working around students). Nick stated that \$550,000 of the project was just for construction the rest was for contingencies and asbestos issues.

Mr. Salmon recommended that the board authorize the administration and CTA to look at the project again and rebid it after checking with the school's legal counsel.

General discussion took place from all the board members regarding the distribution system, potential problems, the scope changes of the project, air exchange and temperature controls adjustments, the impact a rebid would have on the construction timeline.

Vanessa Bargfrede, Business Manager, asked Nick Salmon if CTA planned to increase their fees for the additional engineering costs to reevaluate and rebid the boiler system. Nick Salmon stated that there would not be any additional engineering costs to the district for the rebidding process.

Trustee Wolsky moved to approve that CTA Architects and Engineers and the District Administration contact MTSBA's legal department regarding moving forward based upon the information presented, and proceeded by trying to stay within budget and timelines noted.

Trustee Harder-Brouwer seconded the motion and all voted in favor.

3. General Reports

This agenda item is to allow administration to make any additional comments to their written reports submitted in the Board Packet.

High school principal

Mr. Wirt reported as noted in his board packet that he is working with the Bitterroot College to allow for students to get a head start on earning college credits without ever leaving our campus as well as doing it at a reduced cost rate. Mr. Wirt's goal is to offer one concurrent enrollment in every department if possible.

Technology department

Mr. Hendrickson reported that there had been some vandalism in the technology area. It appears that someone climbed up on the roof top of the primary school area and ripped off a wire that connects the primary's Internet to the high school. Russ stated that he was unsure if the person(s) who did the damage knew if they were actually damaging a technology line or just pulling out a wire. And law enforcement is involved in the investigation.

High school principal, Mr. Wirt, stated they've also had some recent window damage by having rocks thrown through some windows. The approximate cost for the window replacements will be about \$300 each.

Special education department

Mr. Carrasco offered a nice acknowledgment to Karen Chaffin who was awarded the 2013 – 2014 Western Region CSPD paraprofessional award of the year.

Mr. Silk publically gave a “big thank” you to Dan Carrasco for recommending the award to Karen Chaffin.

Curriculum director

Mrs. Ihde reported on the Map testing scores of the kindergarten students from fall to January. The scores increased from 7 points to 13 points. Mrs. Ihde is very encouraged by the scores, especially in math.

4. Personnel

<u>Extra Contracts:</u>	Brady Nagel	High School Assistant Boys Wrestling
<u>Resignations:</u>	Buckie Brawley Judith Burhop Catherine McCormick	High School Assistant Wrestling Coach Primary School Teacher Middle School Teacher
<u>Sub Teacher List:</u>	Jorden Gates Ellen McKern Rebecca Poteat	

Mr. Silk gave a public thank you to Judy Burhop for her 21 years of service to the district, and also to Cathy McCormick for her 17 years. They both served in the special education department and he wished them well in their retirement and their future. He stated that the district is losing some core teachers in the special education department.

Mr. Silk reported that Buckey Brawley was listed as a resignation, but Buckey had never turned in a resignation letter. Therefore, Mr. Silk had instructed Laura Gates, Payroll Clerk, to consider Mr. Brawley's contract null and void as recommended by the Business Manager.

**Trustee Bloom moved to approve the personnel recommendations as presented.
Trustee Hoffman seconded the motion, and all voted in favor.**

5. Requests for Credit Approval

Name	Class	Credits	Lane Change
Burhop, Judith	Life Lessons from Dr. Seuss: Kindness in K-5 Classroom Heritage Institute	3 Quarter	No

**Trustee Hoffman moved to approve the requests for credit approval as listed.
Trustee Sangster seconded the motion, and all voted in favor.**

6. Non-resident Student Requests for Enrollment

<u>Primary School:</u>	Campbell Brown Errol Nagy	Kindergarten-transfer from Hamilton Kindergarten-transfer from Hamilton
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Middle School:Jackson Tully 8th Grade

Jackson has attended CMS since sixth grade. He is a strong student. His family recently moved to Hamilton.

High School:

McKenna Passkey 10 Grade McKenna is a sophomore transferring to us from Hamilton.

Kyle Perkins 10 Grade Kyle lives in Hamilton and has recently been educated through Christian Educator's Academy. Kyle is a sophomore

Krysta Friday 11 Grade Krysta is a junior transferring to us from Stevensville.

Trustee Bloom moved to approve the non-resident student requests for attendance. Trustee Harder-Brouwer seconded the motion, and all voted in favor.

7. *Dissection and possible action regarding first reading of the following policies:*

- BP 8225 – Tobacco Free Policy
- BP 3310 – Student Discipline
- BP 4332 – Conduct on School Property
- BP 1635 Internships.
- BP 2158. Family Engagement Policy
- BP 2171. Significant Writing Program

Mr. Silk reviewed the information as noted in the Board Packet:

BP 8225, 3310, & 4332. Electronic cigarettes or e-cigarettes are not clearly covered in our current policies. At Jason Wirt's request to include e cigarettes in our policies, I contacted MTSBA, and they suggested changes to two of our policies and recommended the addition of a new policy. Policies 8225 is the new policy from the MTSBA, and in order to make e-cigarettes a banned substance in existing policies 3310 and 4332, I have amended them to include **nicotine** products and **e-cigarettes** specifically, because not all e-cigarettes have nicotine in them. I have enclosed a description/definition of e-cigarettes from Wikipedia.

Trustee Wolsky moved to approve Policies 8225, 3310 and 4332 on first reading presented. Trustee Sangster seconded the motion.

General discussion took place regarding some minor recommended wording changes.

All voted in favor.

The following is Joe Brott's explanation of recommended policy changes for:

BP 1635 Internships. The current Internship policy was under the Administration (6000) series and referred only to Superintendents. MTSBA felt it was better to move this policy to the Trustee (1000) series and have it include certified, other administrators, and superintendents. Many districts are employing these people under an internship program. In doing so, many districts are calling and asking the procedure that must be followed. This policy was developed based on the legal references indicated at the bottom of the policy. MTSBA recommends districts adopt this revised policy.

**Trustee Bloom moved to approve Policy 1635 on first reading.
Trustee Wolsky seconded the motion and all voted in favor.**

BP 2158. Family Engagement Policy. ARM 10.55.701(m), Board of Trustees, requires a district have a comprehensive family engagement policy aligned to meet the goals as stated in 10.55.701(m) (i-vi). MTSBA developed the model policy based on this rule and the goals stated. The second page of the policy can be adjusted to meet the district's plan for meeting the goals. The TEAMS report does ask each district if they have a Family Engagement Policy. This is a required policy.

**Trustee Sangster moved to approve Policy 2158 on first reading.
Trustee Hoffman seconded the motion and all voted in favor.**

BP 2171. Significant Writing Program. ARM 10.55.701(2) (p) states that each school district shall make available to the staff and public a policy that defines a significant writing program (SWP). I visited in length with OPI regarding this policy as it is asked for in the recent TEAMS reporting. OPI stated that a district is not required to have a significant writing program, but is required to have a policy. The policy MTSBA developed has two options, one for a district with a SWP and one for a district that does not have a SWP. The teacher maximum load size is a requirement for a SWP. This is a required policy.

Administrators recommended option 2.

**Trustee Hoffman moved to approve Policy 2171 with option 2 as recommended on first reading.
Trustee Sangster seconded the motion and all voted in favor.**

9. Request for approval of the proposed "2014-2015 School Year Calendar"

The School Calendar Committee members included Krista Votaw, Darci Herbstritt, Kristy Schlimgen, Rich Durgin, Dan Carrasco, and Jason Wirt. Dan facilitated the meetings and the District Office handled the voting process. The Calendar Committee recommended two calendars to all employees for a vote. Calendar Option 1 received 102 votes; Option 2 received 50 votes. Options 2 had a shorter spring break.

Mr. Silk, asked Dan Carrasco to report to the board regarding the school calendar committee's decision making process.

Mr. Carrasco said the committee looked at the Five Year Plan, along with the changes that required the additional PIR day for teacher instruction. By adding one full PIR day, the committee recommended making three early releases for teachers during the early out time of students. This would allow for the same 180 pupil instruction days.

Mr. Carrasco reviewed the comparison of the two calendar options offered by the committee.

Trustee Nisly noted that both calendars seem to have long breaks, and asked if that was that in the best interest of educating students. Mr. Nisly also stated that he had concerns with the three early out releases allowed to the teachers in lieu of the one additional PIR day. His concerns were based upon the administrators' recommendation to add a full professional development day for teachers. He said this addition of early release days in the calendar does not actually add an additional full day of teacher's professional development.

Trustee Wolsky stated he would like to have a survey developed to see if the long breaks are in the same interest of the teachers as the students and parents. He also asked if the parents would like to see the student's school year end a week earlier by shortening some break time. And should the Hamilton and Corvallis Schools' look at trying to communicate in a joint effort by having somewhat of a comparable school calendar for the community's sake.

Technology Director, Russ Hendrickson, stated it has been a hard challenge to scheduled SBAC testing around the spring break periods. He said the administration and Calendar Committee should consider that when recommending a calendar option to the Board for approval.

Trustee Harder-Brouwer noted that the committee needed to correct the date numbering in October – the week of 12th.

Mrs. Ihde confirmed the calendar options provided requires the teachers to come to school 185 days next year, instead of 184 (like this year).

The Board noted the teacher's contract says the teacher's salary is based on 187 days.

Trustee Sangster moved to approve Calendar Option #1 for the 2014-2015 School Calendar Year.

Trustee Harder-Brouwer moved to second the motion with an amendment to correct the dates in the month of October.

Trustee Nisly stated that he would be voting against the recommendation because adding staff release time in lieu of adding an additional professional day was not what he understood as the intent by the administration recommendation presented to the Board.

Five trustees voted in favor of the motion.

Trustee Nisly voted against the motion.

10. Discussion of staffing, revenue and expenses, and preliminary enrollment numbers for the 2014-2015 fiscal year.

Mr. Silk reviewed the information as noted in his Board Packet:

Statewide, Senate Bill 175 provides school districts an increase in K-12 BASE aid of \$16.1 million in FY 2014 and \$17.7 in FY 2015. The money is provided to all school districts through inflationary increases to all per-ANB entitlements, a new Data for Achievement payment (\$15/ANB in 2015), and a new K-12 natural resource development funding payment.

Per-ANB inflationary increases guarantee that all district budgets affected by ANB will receive inflationary adjustments for the second year of the biennium. The per-ANB entitlements increased by 0.89% in FY 14 (2013-2014) and will increase by 2.08% in FY 2015 (2014-2015). The average per-ANB amount for the Corvallis School district is \$5,714. All things being equal, the 2.08% increase would be a positive increase to the local budget, however, the district has lost about 20 students during the 2013-2014 school year; thereby, negating any actual increase in state aid to the district. In spite of the difficulty of balancing the budget and still maintaining all current programs for students, it is expected that the same opportunities for all students will be continued for the next fiscal year.

As we plan to maintain programs for next year, the cost of personnel and potential raises will factor into all planning this spring. We do have two resignations in the district in the special education department, but that only provides a cushion in the event federal IDEA revenue is reduced, and we will still need to reduce staff by the equivalent of two teachers, not counting the special education resignations; therefore, I will be working with the administrators to reduce our general fund budget to balance revenues and expenditures.

Mr. Silk and the Business Manager both noted that the final General Fund budget information should be provided to them from OPI during the first week of March.

11. Request the approval of Julie (Jill) Warren to serve a three (3) year term on the Corvallis Schools Foundation Board has voted on and approved at the Corvallis Schools Foundation board meeting held on 1/18/14.

The copy of the bylaws included in the Board Packet, indicate in Section 3 that the nominees for directors of the Corvallis Schools Foundation shall be approved by the School Board of Trustees. The Foundation is asking for approval of Julie Warren for a three (3) year term.

Trustee Wolsky moved to approve Jill Warren's membership on the Corvallis Schools Foundation Board for a three year term.

Trustee Sangster seconded the motion and all voted in favor.

Business Manager, Vannesa Bargfrede, stated that she is excited to have a teacher on the Foundation's Board. And Jill will be a great asset as a Director on the Board. However, Vannesa said she would like for the School Board or Administration to set guidelines as to what type of leave may be used by school staff when the Foundation meetings are held during a school day. Vannesa feels other school staff members may be interested in being on the Board, and that is why she would like to have the leave defined that will set precedence.

The Board noted that it would be up to Mr. Silk to look at the guidelines of leave use, and determine the appropriate type of leave required in this type of situation.

12. Request approval for an extension of a variance to OPI accreditation standards for school counselor requirements

Mr. Silk stated that this request for approval of a variance request to the Board and OPI is a renewal of a previously approved application, because the three year approval period is up. This new application is due on March 3, 2014. Janice Stranahan is requesting that the school keeps the .5 Responsibility Room position to meet the .03 part-time counselor requirements the Primary School is technically short. If the variance is approved, as it was three years ago, the Responsibility Room position will suffice as replacement for the school being short of counseling hours. This application must be approved by the board prior to submission to OPI.

Trustee Bloom moved to approve the variance extension request to OPI as recommended for the school counselor position at the primary school.

Trustee Hoffman seconded the motion and all voted in favor.

13. Request approval for use of the high school lunchroom and library for Hunter Safety classes for the spring of 2014.

Mr. Silk stated the Hunter Safety students will not be using real guns or live ammunition, but simulated weapons still fall under our policy 3311, Firearms and Weapons. That is the reason Mr. Silk is bringing this agenda to the board for approval.

According to Policy 3311, Firearms and Weapons,

“The Board may grant persons and entities advance permission to possess, carry, or store a weapon in a school building. All persons who wish to possess, carry, or store a weapon in a school building must request permission of the Board at a regular meeting. The Board has sole discretion in deciding whether to allow a person to possess, carry, or store a weapon in a school building”.

Trustee Wolsky moved to approve the use of the high school lunchroom area and library for Hunter Safety classes for the spring of 2014.

Trustee Sangster seconded the motion and all voted in favor.

14. Request to approve the renewal of a cooperative wrestling agreement between Corvallis and Darby.

The current cooperative agreement in wrestling between the Corvallis School District and Darby expires this year. Mr. Tucker is requesting a renewal of the same agreement for another three years.

Trustee Wolsky moved to approve the three-year renewal of a cooperative wrestling agreement between the Corvallis School District and the Darby School District with Corvallis designated as the “host” school per MHSAA guidelines.

Trustee Sangster seconded the motion and all voted in favor.

15. Discussion and possible ratification of Superintendent Contract

Mr. Silk stated that he added this agenda item in case the Board of Trustees was ready to approve a contract for Tim Johnson, the future superintendent of the Corvallis School District.

The Board noted that MTSBA has given Tim Johnson the intent to hire offer. A final contract is in the process, but will not be offered until a fingerprint background check has been completed.

Recess 8:57 p.m.

Reconvene 9:02 p.m.

16. Discussion of the January, 2014 Board and Administrator publication.

Mr. Silk summarized the January issue with the following statement from the Board Packet:

When the board faces difficult people or critical comments at the board meetings, it is suggested that listening, rather than answering, is the best way to make the person feel respected and believe that the message was heard. It is the "seek first to understand, then to be understood" advice given by many consultants in corporate and educational leadership seminars.

He appreciates the board's strong commitment to the proper role of the board as stated in the publication:

"We will emphasize planning, policy making, and public relations, leaving management to the administration."

The Board agreed that they always try to handle their board meetings in the way described, and understand the importance of it.

17. Correspondence

- A letter from the Montana School Boards Association to take the opportunity to express their appreciation of the board's ongoing membership and to highlight some of the key benefits of membership for districts and elected trustees.
- A letter from the Corvallis Board of Trustees to the Ravalli Valley County Commissioners that file a formal complaint on behalf of the school district regarding the non-receipt of monthly cash reports. The letter also thanked the commissioners, in advance, for their attention to such an urgent matter.

18. Approval of Minutes

Trustee Sangster moved to approve the minutes dated 01/14/2014, 01/21/2014 and 01/27/2014.

Trustee Hoffman seconded the motion.

It was noted that the minutes dated 1/14/2014 on page 7 of the minutes - the last two numbered items in the minutes need to correlate with the actual agenda item numbers.
All voted in favor.

19. Approval of Bills

Trustee Hoffman moved to approve the bills as presented.
Trustee Bloom seconded the motion.

There was a question regarding the payment to the Ravalli Republic Newspaper regarding what fund covers the expenses for the ad publications for the Adult Education courses offerings. The Business Manager stated that the Adult Education Fund covers the ad advertisements for the courses advertised to the public.

All voted in favor.

Adjournment

Trustee Wolsky moved to adjourn.
Adjournment – 9:36p.m.

District Clerk

Chairman