

Corvallis School District #1

SPECIAL BOARD MEETING and
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

1/12/2015

Special Session Meeting in High School Library

1. *Called to order at ?? p.m. by Wilbur Nisly, Chairman.*

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, Jennifer Channer, Ginny Hoffman, and Adam Sangster

Absent: None

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

Others present: Administrators, employees and /or community members as listed on the sign in sheet attached to the minutes.

2. *Public Comment on Non-Agenda Items*

No public comment was made.

3. *Strategic Plan – Identify Scope of Review for Strategic Plan*

The Superintendent reported that “The Strategic Plan” is an integral document guiding the efforts of the board and staff. He proposed that the document be re-examined to review some of the current language which could be done on a monthly basis during the Regular Meetings starting at 6:00 pm.

General discussion took place:

- It was agreed the plan should be reviewed annually
- The “core ideology” for the plan for our District was a long process. The Board had assistance from the legal department of MTSBA. All Board Members and Administrators were involved in the process to ensure that the plan met the needs of the District for the future
- The Board postponed last year’s annual review of the plan because a new Superintendent had been hired; and that the Superintendent should be involved in the review process

- The assumptions regarding the future of the district and the mega issues facing the District are still pertinent for now, but it was agreed to start discussing them along with the goals at the next meeting
- The Strategic Plan Goals should be aligned before the 5 Year Goals are set
- It is import to have the goals and strategic objectives overlap with the District's 5 Year Goal Plan
- The Board would like to have more reports from the administration regarding how the Strategic Goals are helping them meet the District objectives
- The administrators' were asked for their input regarding the benefits of the two different reports:
 - The primary school uses the 5 Year Goal Report more, as it seems to have more specifics
 - The middle school likes both reports
 - The high school feels the 5 Year Goal Report gives more input
 - The Curriculum Director will include a copy of the 5 Year Goal Report in the January Board Packet

It was agreed that the monthly Regular Board meetings beginning at 6:00 PM would be the agenda topic item for the strategic planning framework during the next few months; for both the Board Members and all the Administration staff.

Trustee Wolsky left the meeting at 7:00 p.m.

Recess: 7:11 pm

Reconvene: 7:18 pm

Regular Board Meeting in the High School Library

1. *Called to order at 7:18 p.m. by Chairman Wilbur Nisly*

2. *Public Comment on Non-Agenda Items*

No public comment was made.

3. *General Reports*

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

Superintendent

Mr. Johnson discussed the following topics as noted in his Board Report:

- Per Lance Melton from MTSBA the Early Learning Standards for the preschool needs in the future from the proposed State funding are not likely to pass.
 - Mr. Johnson has talked with the two local preschool providers.

4. *Personnel*

Superintendent, Mr. Johnson, distributed a revised personnel page for Board approval. The changes presented are noted below in *italic*.

CORVALLIS SCHOOL DISTRICT #1

Agenda Item #4 Personnel

Certified:

Classified:

Extra Contracts: Jenifer Powell MS Science Olympiad Coach \$1500.00 extra
 Darci Herbstritt MS Science Olympiad Coach \$1500.00 extra

These contracts are for the same amount as the initial coaching contracts that were issued for the team to prepare for the November state competition. The current contract will be for the coaches to prepare their team for Nationals and undertaking some significant fundraising to fund the May 15-16 trip to Nationals at the University of Nebraska. For 2014-15 SY

Wilson, Tom	Softball HS Girls Assistant Coach	2014/2015 SY
Cleveland, Joanne	Coach Cross Country	2015/2016 SY
Yoakam, Mark	Coach Cross Country HS Track Assistant	2015/2016 SY
Evison, Jeff	Football Assistant HS Coach	2015/2016 SY
Greco, Brian	Football Assistant HS Coach	2015/2016 SY
Hochhalter, Loren	Football Assistant HS Coach	2015/2016 SY
Liedle, Rob	Football Assistant HS Coach	2015/2016 SY
Sylvester, Jared	Football Assistant HS Coach	2015/2016 SY
Curley, Clayton	Football HS Head Coach	2015/2016 SY
Shifflett, Greg	Soccer HS Boys Head	2015/2016 SY
Neils, Allison	Soccer HS Girls Head Coach	2015/2016 SY
Larson, Yvette	Volleyball Freshman Girls HS Coach	2015/2016 SY
Garber, Laurie	Volleyball HS Assistant Coach	2015/2016 SY
Arceniega, Kasey	Volleyball HS HEAD Coach	2015/2016 SY

Resignations: Joan Kientiz Primary School Special Ed Para-professional
 Larry Bays Transportation Director

Transfers:

Long Term Sub:

Sub Teacher List:

Sub Custodian List:

Volunteer Coach: Emily Krenke Middle School Volley Coach

Leaves of Absence:

Recommendation: Approve employment recommendations.

Trustee Hoffman moved to approve the employment recommendations as amended.

Trustee Sangster seconded the motion.

General discussion took place regarding the recommended Head Softball Coach experience. It was noted that Steve Tintzman has a lot of prior history in coaching softball and would be a good Head Coach for the District.

All voted in favor.

5. Requests for Credit Approval

Name	Name of Class And Description of Class	Credits	Lane Change
Gingerich, Onita	Library Media K-12 Minor Library Literacy, Library Media, Library Technology U of M	25 Semester Credits	No
Plakke, Rob	Nature, Language & Politics IEPA focus on Literacy in Grade Level U of M	3 Semester Credits	Yes
Nagel, Jeff	Exercise the Brain for Peak Performance Research proving that exercise defends against ADD and other diagnosis Antioch U	2 Semester Credits	No
Bisel, Laura	Master Ed Program in Curriculum & Instruction- Emphasis in Mathematics K-14 Concordia University (See attached-Mrs. Bisel is changing a few of her classes in her Master's Program that the board had previously approved in September 2014)	30 Semester Credits	Yes

6. Non-resident Student Requests for Attendance

Superintendent, Mr. Johnson, distributed a revised Non-resident Student Request for attendance page for Board approval. The changes presented are noted below in *italic*.

Primary School:

Middle School:

Haliegh Golden 7th Grade

Haliegh has been attending Hamilton Middle School. Her sister already has been approved as an out-of-district student at CHS.

Jaci L Johnson 7th Grade

Transfer from Florence

were presented.

7. *Discussion and possible action regarding first reading of the following policies not currently in the District Policy Manual:*

Recommendations:

Approve the first readings for

- **1310 District Policy and Procedures** – MTSBA states that this policy is optional. There is no law requiring any number of readings to adopt, revise, or delete a policy. Recommendation by MTSBA is to make sure adequate notice is given (board agenda) so that public comment can be made prior to a vote. I recommend this version to allow for the option to adopt/delete/revise a policy in a timely manner (ie changes in law, technology, safety, drug issues, etc). My recommendation is to approve the first reading of this policy as written.
 - **3110 Entrance Placement and Transfer** – Language allowing the board to approve the early entrance of a potential student does not exist in current policy. This proposed version allows for board approval of early enrollment and the ability to then collect ANB funds. The impact would increase revenue in our existing early ed. program. *(Two copies of the policy are provided: current and proposed)* My recommendation is to approve the first reading of this policy as written.
 - **3210 Equal Education, Nondiscrimination, and Sex Equity** – MTSBA requires this change. Language in Title IX was changed by the Department of Education in April of 2014, therefore we must accept these changes. My recommendation is to approve the first reading of this policy as written.
 - **3231 Search and Seizures** – MTSBA recommends the changes in this policy to guide procedures for search and seizures. *(Two copies of the policy are provided: current and proposed)* My recommendation is to approve the first reading of this policy as written.
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- **5510 HIPPA** This policy is for the rare occasion that HIPPA related information may be accessed (worker's comp is the best example)
 - **5510F HIPPA Form**

The Superintendent reported that he contacted the MTSBA legal staff and policy 5510 is a required policy; the policy relates to employees. It was noted that the District 504 Coordinator would be the designated Privacy Officer on the policy. And that policy 5510F should have the policy number written on the policy.

Trustee Sangster moved to approve Policy 5510 and 5510F on first reading with the discussed and recommended amendments.

Trustee Hoffman seconded the motion and all voted in favor

8. *Discussion and possible action regarding second reading of the following policy*

Discussion and possible action regarding first reading of the following policies not currently in the District Policy Manual:

- **5510** HIPAA This policy is for the rare occasion that HIPPA related information may be accessed (worker's comp is the best example)
- **5510F** HIPAA Form

Trustee ??? moved to approve Policy on second reading as presented.

Trustee Channer seconded the motion and all voted in favor.

9. *Discussion and possible action regarding increasing The District's Substitutes'' daily rate of*

Item #9. Notice of Potential Reduction in Force.

A notice to the Board and the Corvallis Faculty Group regarding a potential reduction in force is required by law and the Master Agreement with the Corvallis Faculty Group. Even though a reduction in the teaching force may not be anticipated, this required notice of a potential reduction in force is sent out annually because of unknown student enrollment figures and possible uncertainty in state funding for schools.

The percentage of the district budget that in non-personnel is about 15 percent, so any cut backs in the general fund budget would come largely from a reduction in the administrative, classified, and certified teaching staff.

The minutes of this meeting will reflect that legal notice of a "Potential Reduction in Force" was properly executed by a letter from the Superintendent to the School Board of Trustees with a copy of said letter sent to the Corvallis Faculty Group.

Recommendation: No action is necessary.

10. *Discussion and possible action regarding increasing The District's Substitutes'' daily rate of*

#10. Request approval to add an 'S Club' account to the high school student activities accounts.

Money has been raised for the CHS Soroptomist Club (junior version). They are requesting a numbered account called 'CHS S Club' in the student activities account.

Recommendations: Approve a new student activities account named "CHS S Club".

11. Discussion of the December 2014 Board and Administrator publications.

#11. Discussion of the January, 2015 *Board and Administrator* publication.

General discussion took place regarding the publications and how important it was to discuss the publications as a group each month. The Board also agreed to have the Superintendent's annual evaluation at the Regular January Board Meeting. Mr. Johnson will send out two evaluation forms for the Board to considering using, along with a copy of his job description.

12. Correspondence

- An appreciation Thank You card from the Ravalli County Clerk and Recorder's Office regarding all the help the District provided during the election; noting we have amazing staff.
- A Thank You note from Dan Kimzy, thanking our Superintendent, Tim Johnson, for his help in running the response to an armed intruder training at the Hamilton High School.
- A letter from Montana Senator, Jon Tester, congratulating our Corvallis Boys' Soccer Team, and Coach Greg Shifflett for winning the Class A Boys' State Championship.
- A Thank You note from the Elks Lodge for letting them use our high school gym for their annual "hoop shoot". And they noted that our custodial staff were all extremely helpful and accommodating.

13. Approval of Minutes

**Trustee Sangster moved to approve the minutes dated 11/11/14 as presented.
Trustee Channer seconded the motion and all voted in favor.**

14. Approval of Bills

**Trustee Bloom moved to approve the bills as presented.
Trustee Channer seconded the motion and all voted in favor.**

Agenda Item #15 Superintendent Evaluation

Recommendation: Closed session

16. Adjournment

**Trustee ??? moved to adjourn.
Adjourned ???? p.m.**

District Clerk

Board Chair