

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

3/11/2014

Special Session Meeting in High School Library

1. *Called to order at 6:02p.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, Jennifer Channer, Kathy Harder-Brouwer, and Ginny Hoffman

Absent: Adam Sangster

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

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

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

3. *Tour of Health Fitness Center - Andy Knapp*

The board members and administrators toured the new health/fitness classroom that was remodeled from an overflow lunchroom this school year. Teacher, Andy Knapp, was present and gave an update of the added benefits from adding the new program.

- By implementing the additional fitness classroom time it has added 1/8 more time for seventh and eighth grade students to participate in physical education
- Fifth and sixth graders are allowed to participate in using the equipment when time permits
- Mr. Knapp reviewed the program structure, and how all the equipment was used during classroom instruction time
- The program seems to have helped tremendously in student participation, because it was not a competitive environment like many team activities tend to be.

It was noted that the school staff also use the facility and equipment. And it could be opened up to an Adult Education course offering in the future.

The board members thanked Mr. Knapp for the review of the program and noted that the additional offering of the fitness program appeared to be working out very well and was a great benefit for our students.

4. *Presentation on service learning Community Cooking Connections (CCC) – Wendi Fawns*

Wendy Fawns and some youth advisory students were present to discuss the Community Cooking Connections Program (CCC). The program was a service learning program for teens in the community. The following advisory students from CCC were Megan Kirkland, from our middle

school, Josephine Lange, from our high school, and Rebecca Fawns. Ms. Fawns explained the program was objective to teach students how to cook and provide some free meals to the community. Three short video presentations were shown, and it was noted that the videos were made by students that participate in the valley's MAP Program.

Each advisory student spoke regarding how participating in the CCC program has benefited them individually:

- The program allows teens to feel the value of learning in a group setting
- The students volunteer to prepare a meal to feed the community every Friday night
- Families and community members of all ages were welcome to attend the weekly dinner
- The students do their own grocery shopping to learn how to control their food expense cost and staying within a budget
- Being in the program allows the students to interact with people of all ages
- The students provide a presentation to the individuals that attend the dinner regarding the meals nutritional value
- Next year the CCC project would be expanding to three days a week
- School credit may be given to the students that participate in the program
- Discussed the process for student registration, and how to get into the program
- Handouts were distributed of some of the menus the students prepare

The student volunteers thanked the board for allowing them to inform them of the CCC program and its benefits.

The board thanked the group for their presentation stating that it was very informative, and it really was a great benefit to the community members as well as to the students that participate in the program.

Recess 6:50 p.m.

Regular Board Meeting in the High School Library

1. *Called to order at 7:00 p.m.* by Chairman Wilbur Nisly

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

3. *General Reports*

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

Special Education Department

Mr. Carrasco reported that the District would like to present Karen Chaffin an Award plaque from the Board thanking Karen for her contributions to the special education department. Karen was the recipient of this year's Western Montana CSPD Paraprofessional Award. Mr. Carrasco reported that this was a statewide award and the high school staff did a lot of work to complete the application recommending Karen for the award because it was well-deserved. Karen was presented the state award from the Western Montana CSPD by Dave Padnok from OPI at the annual meeting held in Missoula.

Superintendent, Mr. Silk, thanked Karen Chaffin for all her efforts and Mr. Carrasco for recommending the award to a highly qualified person in our district.

High School Principal

Mr. Wirt reported that the high school was applying for another US Forest Service grant for the CWW program in the amount of \$32,607. This would be the second grant they have applied for. The current grant will expire in December 2014.

Chairman Nisly requested to move agenda item number # 11 to the beginning of the meeting. This change was in order to accommodate the staff and public members attending the meeting.

11. Request approval of the following out of state field trips:

- May, 2014 – MS Science Olympiad Nationals – Orlando
- May, 2014 – MS Band Festival in Coeur d'Alene
- June, 2014 - MS 8th grade Yellowstone trip
- Spring, 2015 – MS France/Italy trip

Middle school principal, Rich Durgin, discussed each of the field trip requests by purpose, finances needed, and the chaperone to student ratio.

Band teacher, Willie Prince, was present and discussed how beneficial the middle school Band Festival trip to Coeur d'Alene benefits the students, and the great experiences they receive from participating in the competition, and seeing how the other groups perform.

Mr. Silk stated that all the field trips recommended were for sound educational purposes, and he recommended approval for all of them.

Trustee Channer moved to highly recommend the approval of the field trips presented. Trustee Wolsky seconded the motion and all voted in favor.

4. Personnel

Resignations: Martha Ilgenfritz Middle School and High School String Music Teacher
Betsy Day Middle School Custodian

Volunteer Coach: Bridger Walczynski Tennis Coach

Mr. Silk gave a public thank you to Martha Ilgenfritz, stating she is an incredible person that has done a remarkable job in developing the strings and orchestra program we have to offer our students. Mr. Silk wished Martha well in her new endeavors.

Mr. Silk then publically thanked Betsy Day for her service to the district.

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
Silkwood, Kevin	Working on Master's Degree of Integrated Arts and Education See letter asking for approval		
Silkwood, Kevin	Arts Appreciation-Finding the Funny U of M	1 Semester	No
Silkwood, Kevin	Arts Appreciation- Awakening the Writer Within U of M	2 Semester	No
Silkwood, Kevin	Arts Education Field Project U of M	1 Semester	No
Silkwood, Kevin	Professional Paper U of M	4 Semester	No
Silkwood, Kevin	Arts Appreciation-Creative Moment U of M	1 Semester	No
Silkwood, Kevin	Arts Appreciation-Making/Glazing Clay U of M	1 Semester	Yes
Silkwood, Kevin	Arts Education Practicum U of M	1 Semester	No
Silkwood, Kevin	Research U of M	1 Semester	No
Silkwood, Kevin	Art and Interactive Media U of M	2 Semester	No
Silkwood, Kevin	Arts Appreciation-Tasty Rhythms U of M	2 Semester	No
Silkwood, Kevin	Teacher as Actor U of M	2 Semester	No
Silkwood, Kevin	Spatial Intelligence U of M	2 Semester	No
Silkwood, Kevin	Digital Technology in the Arts U of M	2 Semester	No
Silkwood, Kevin	School Communities U of M	2 Semester	No
Stoker, Vilate	Teaching Language Arts U of M	3 Semester	No
Healy, Patti	Student Teacher Mentoring & Co-Teaching U of M	3 Semester	No

Mr. Silk reported that art teacher, Kevin Silkwood, had submitted the appropriate letter of intent to earn a Master's Degree through the University of Montana.

Trustee Bloom moved to approve the requests for credit approval as presented. Trustee Channer seconded the motion, and all voted in favor.

6. Non-resident Student Requests for Enrollment

None presented.

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

None presented.

8. Dissection and possible action regarding second 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.

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.

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.

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. Please make sure to choose one of the options.

General discussion took place regarding some wording changes.

Trustee Wolsky moved to approve Policies 8225, 3310, 4332, 2158 and 2171 on second reading as presented an amended.

Trustee Channer seconded the motion and all voted in favor.

Trustee Wolsky moved to approve Policy 1635 and delete Policy 6310 on seconded reading. Trustee Hoffman seconded the motion.

Trustee Bloom asked Mr. Silk if he would consider having Policy 1635 in two sections of the policy manual because of its different legal references.

All voted in favor of the motion.

9. Request approval to issue contracts for the 2014-2015 fiscal year to all currently employed administrators with a 1% pay increase for each contract

Bargfrede, Vannesa	1.0 FTE	Business Manager/District Clerk	260
Bays, Larry	.75 FTE	Transportation Director	260
Bowen, James	1.0 FTE	Maintenance Director	260
Carrasco, Daniel	1.0 FTE	Special Services Director	207
Durgin, Richard T.	1.0 FTE	Principal, Middle School	207
Hendrickson, Russell	1.0 FTE	Technology Director	220
Ihde, Wendy	1.0 FTE	Director of Curriculum	207
Martin, Kathy	1.0 FTE	Food Service Director	
Stranahan, Janice	1.0 FTE	Principal, Primary School	207
Tucker, Tyson	1.0 FTE	Assistant Principal, High School	215
Wirt, Jason	1.0 FTE	Principal, High School	207

Mr. Silk publicly thanked Larry Bays for all the time he has spent dealing with the handling of delayed school starts because of the road conditions this winter. Mr. Silk then thanked Jim Bowen regarding dealing with all the snow and ice issues on the school grounds.

Mr. Silk stated that he recommended changing Mr. Bays FTE from .6 to .75 for the 14-15 school year.

Mr. Silk also reported that he truly appreciates all the team work provided by the administrators to keep the district running smoothly.

Trustee Channer moved to approve the 2014-2015 contracts for all administrators with a 1% raise and the FTE's indicated.

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

10. Request approval of a Trustee Resolution Calling for an Election to be held May 6, 2014

Mr. Silk reported that the terms of **Ginny Hoffman, Adam Sangster** and **Dan Wolsky** expire this year, and the Board needed to approve a formal resolution calling for a May election in the event that an election was required, which would be caused by someone, other than a current member of the board, filing for election to the Board.

Pursuant to MCA 20-20-201, "At least 40 days before any school election, the trustees of a district shall call the school election by resolution, stating the date and purpose of the election..."

It was noted that to date Ginny Hoffman, Adam Sangster and Dan Wolsky were the only persons that have picked up the trustee candidate paperwork. If no other person's file before the deadline of March 27th, the resolution allows Vannesa Bargfrede to cancel the election by acclamation.

Vannesa also informed the Board that one of the election judges noted on the resolution may not be able to attend the election, and that Head Judge, Gayle Tintzman, would be providing an alternate judge name.

Trustee Harder-Brouwer moved to approve the Trustee Resolution Calling for an Election for May 6, 2014, as presented.

Trustee Channer seconded the motion and all voted in favor.

Chairman Nisly requested to move agenda item number # 13 ahead of item #12 for discussion.

13. Discussion of the February, 2014 Board and Administrator publication.

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

The publication is packed with criteria for evaluating the board's work. Let's evaluate the Board's decision-making strategies using the five criteria starred in the first article, discuss meeting preparation mentioned in the third article, consider the indicators of board self-assessment, and note the Nebraska Association of School Boards guidance:

"The superintendent is the only employee that is hired directly by the board. All other administrators, teachers, and staff are hired by the superintendent. Where the school board is responsible for setting the vision and mission for the district, it is the superintendent who will carry out the goals. The school board tells the superintendent what it wants done; the superintendent determines the best way to do it."

The Board had a lengthy discussion regarding the Board's evaluation procedures and process compared to what was outlined in the publication.

12. Discussion and possible ratification of a contract for the superintendent

Business Manager, Vannesa Bargfrede, distributed a copy of the draft contract that had been prepared by Mr. Vogel, from MTSBA, after conversations with Trustees Nisly and Bloom, and Business Manager Vannesa Bargfrede. The Board had been asked to review the contract and consider the contents for discussion; and hopefully ratify the contract this evening.

After reviewing the contract and general discussion the Board agreed to make a change to items #12 & #14 of the contract to be offered to Tim Johnson. Their change was made for the days required to notify the Board for the use of vacation or sick leave absence's from five days to three days; which is the same notification time required in our current superintendent's contract.

Trustee Wolsky moved to approve the Superintendent Employment Contract to Tim Johnson as presented and amended for a term of two (2) years from July 1, 2014, to June 30, 2016.

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

Mr. Silk asked if he could discuss his own contract under this agenda item, because he wanted to know if he could take a cash payout in lieu of sending \$7,500 into TRS under the TRS retirement option 3.

The Board stated that they felt this was not an item they could take any action on because of how the agenda item #12 was worded. They then asked for the Business Manager's input regarding the request and what has been past practice.

Vannesa Bargfrede stated that the district has not ever paid the contract bonus and the TRS retirement match out together for Option 3. Both payments are only made when Option 1 or 2 were used for the termination pay.

14. Correspondence

None presented.

15. Approval of Minutes

Trustee Channer moved to approve the minutes dated 02/10/2014, 02/11/2014 and 02/18/2014.

Trustee Harder-Brouwer seconded the motion.

It was noted that the minutes dated 02/11/2014 on page 2 the "Open Session" time should be 12:59 a.m. instead of 12:59 p.m.

All voted in favor.

16. Approval of Bills

**Trustee Hoffman moved to approve the bills as presented.
Trustee Harder-Brouwer seconded the motion and all voted in favor.**

Adjournment

Trustee Wolsky moved to adjourn.
Adjourned – 8:55 p.m.

District Clerk

Chairman