

*Corvallis School District #1*

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

11/11/2014

**Special Session Meeting in High School Library**

1. *Called to order at 6:03 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, Kathi Harder-Brouwer, and Adam Sangster  
Absent: Ginny Hoffman

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. *Board Walk Through*

This agenda item was to allow the Board and Administration to tour all the buildings, and give recommended input for future deferred maintenance projects.

The July 2014, Board walk through consisted of mainly reviewing the high school boiler replacement project.

Jim Bowen, Director of Maintenance, guided the tour of the facilities, and each administrator discussed their potential needs for their facilities in the future.

It was noted that the district tennis courts, and rubberized track facility repairs would require additional costs in the near future to maintain them. Which may be an estimated minimum cost of \$70,000.

**Regular Board Meeting in the High School Library**

1. *Called to order at 7:10 p.m.* by Chairman Wilbur Nisly

2. *Public Comment on Non-Agenda Items*

None.

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:

- Early Learning Standards for the preschool needs in the future from the proposed State funding
- PLC National Gifted & Talented Conference that was attended by staff and Administration
- Weekly PIR time for teachers – looking at 75 to 90 minutes per week.
  - He will have a proposal discussion to the Board in the future
  - Note : High School teachers currently have 90 minutes a day for prep time

*Special Education Director*

Mr. Carrasco, discussed the possible influence of how the new Legislative ELS proposal may impact the needs of the SPED – IDEA Preschool students program.

*Trustee*

Trustee Bloom discussed how she has been involved with the legislative committee and the proposal of the preschool initiative that the state was looking at providing.

*Maintenance Director*

Mr. Bowen discussed his research regarding the District’s owned CCEC complex parking situation. The Eastside Highway is owned by the State as well as their easements. The no parking signs for the area may be an option for the District.

4. *Personnel*

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

<u>Classified:</u>	Jesse Kemp	High School Sped Para-professional Start on or about 11-10-2014 End date 6-10-2015
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<u>Extra Contracts:</u>	Sarah Windsor	Academic Instructor-21 <sup>st</sup> Century
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Kristy Schlimgen 8<sup>th</sup> Grade Boys Basketball Coach  
 Joanna Johnson HS Assistant Girls Basketball Coach  
 Alyce Leonardi MS Track

Resignations:

Garrett Middleton MS Football  
 Andy Knapp MS Football  
 Deb Kane PS Special Ed Para Professional

Sub Teacher List:

Connie Allsop  
 Judith Burhop  
 Kaitlin Fowler  
 Rebecca Lyons  
 Mandy McArthur  
 Karri Miles  
 Morgan Ser Voss  
 Marilyn Suda  
 Christy Ellis  
 Laura Fison  
 Kaila Maus  
 Peter Spinetta

**Trustee Bloom moved to approve the employment recommendations as amended.**

**Trustee Sangster seconded the motion and all voted in favor.**

5. *Requests for Credit Approval*

Name	Name of Class And Description of Class	Credits	Lane Change
Swallow, Beth	Empathic Communications for Teaches Sharpening Your Listening Skills The Heritage Institute-Antioch College	5 Quarter	No
Windsor, Sarah	Language Arts Pedagogy Study of theory, research and pedagogy of literacy education U of M	3 Semester	No
Windsor, Sarah	Supervision/Teaching Critical Reading Investigate a variety of literature for children to study U of M	3 Semester	No
Holland, Alexis	SW 491 Special Topics Motivational Interviewing U of M	1 Semester	No

**Trustee Channer moved to approve the request for credit approval as listed. Trustee Wolsky seconded the motion and all voted in favor.**

6. *Non-resident Student Requests for Attendance*

**Primary School:** Ari Gonzalo 1<sup>st</sup> Grade Moved to Victor  
Chloe Slawson Kindergarten Lives in Victor

**Middle School:** Julian Stewart 8<sup>th</sup> Grade  
Julian’s family has recently moved from Illinois to Hamilton, and they would like her to attend school in Corvallis.

**High School:** Logan Cantrell 9<sup>th</sup> Grade  
Logan attended Corvallis from Kindergarten through 7<sup>th</sup> grade. He attended 8<sup>th</sup> grade and part of 9<sup>th</sup> grade in Great Falls. He has now moved back with his mother and would like to continue at Corvallis.

Braydin Golden 10<sup>th</sup> Grade  
Braydin is a sophomore transferring from Hamilton. She plays volleyball and softball and does very well academically.

**Trustee Sangster moved to approve the Non-resident Requests for Student Attendance list as presented.**

The Board and Administration had general discussion regarding the districts transient population of being on average of about 30% per year. Which has been about the same since the early 1990’s.

**Trustee Channer seconded the motion and all voted in favor.**

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

- 5510 – HIPPA (new MTSBA)
- 5536 - Overtime for Classified Employees

**5510 HIPPA,**

Business Manager, Mrs. Bargfrede, reported that she had a phone conference call with the legal department from our health care providers on 11/6/14. With EMBS Attorney, Stacey Loucks, Vannesa, the school Nurse Maribeth Talia, and Laura Gates who is the HR/Payroll, Assistant Clerk.

During the phone conversation discussion it was noted that the health plan provided by the district already complies with the HIPPA privacy and security rule. Because those tasks are taken on by the Joint Powers Trust.

However, Stacy noted the school district will need to comply with the privacy and security rules in regard to any help care services it provides regarding the school nurse files.

Stacy noted that the proposed policy from MTSBA addresses the security only in the fact that requires files with PHI to have a password, and that fire walls are in place to protect information. Her recommendation was to add some additional compliance tasks. The HIPPA security rules require that the covered entity, which is the school district, complete a risk assessment to maintain a disaster recovery program etc.

Stacy e-mailed a Sample HIPPA Security Compliance Policy for the District to review. If the District does not keep PHI information that is accessible by others and just maintained the information on a single computer it will lessen the risk unless work will be required to comply with the laws

After general discussion the Board decided to table the Policy until the Superintendent had further discussion with MTSBA and/or EBMS to keep the District in compliance with the school nurse information reported on Infinite Campus (which may be necessary in any emergency).

It was also noted that HIPPA documents should be signed by parents.

And, regarding FERPA documents, who signs those on behalf of the District.

**5536 Overtime for Classified Employees** – After further review, the Superintendent is suggesting the addition of clarifying language that specifies: prior authorization, direct supervisor can give authorization (not solely the Superintendent), and in emergency situations (defined as eminent harm or loss of property) staff can make individual decisions while attempting to contact supervisor as soon as is reasonable.

**Trustee Channer moved to approve Policy 5536 on first reading with the discussed and recommended amendments.**

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

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

Superintendent, Mr. Johnson, stated there were no second reading of any policies this month.

*9. Discussion and possible action regarding the Corvallis Strategic Plan*

The following was information provided in the board packet from the Superintendent for Board discussion:

“The Strategic Plan is an integral document guiding the efforts of the board and staff. I propose that we re-examine the Strategic Plan through a lens that compels discussion around transferrable and critical life skills creativity, resilience, thinking skills, collaboration, problem solving, etc.”

General discussion took place:

- The superintendent stated that there was no mention of the future in the technology area in the plan. He would like for the district to have more specific and measurable items. He would also like for the Board to consider looking at a future technology levy and a maintenance levy
- The superintendent stated he felt there was a need to revisit the strategic plan with the Board and Administration
- Trustee Bloom stated that 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
- Trustee Channer stated that the Board postponed the annual review because a new Superintendent had been hired; and that the individual should be involved in the review process.
- Trustee Bloom asked that review of the Strategic Plan be prior to the Five Year Goal plan in order to fold them together for the District
- Trustee Nisly stated that the plan needs to decipher what is the desired culture of our district that we are creating, and where we want to go in the future
- It was noted that the Board would have special board meeting sessions to review revising the plan

It was agreed that the monthly Regular Board meetings beginning at 6 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.

Recess: 9:07 pm

Reconvene: 9:14 pm

#### *10. Discussion of the November 2014 Board and Administrator publication.*

General discussion took place regarding the publications and how important it was to discuss the publications as a group.

#### *11. Correspondence*

- None was presented in the Board Packet
- Trustee Wolsky noted that he would like to have the CCEC Organization be listed as a future agenda item regarding the CCEC finances situation.

*12. Approval of Minutes*

**Trustee Sangster moved to approve the minutes dated 10/14/14 and the minutes of 10/27/14 as presented.**

**Trustee Channer seconded the motion and all voted in favor.**

*13. Approval of Bills*

**Trustee Channer moved to approve the bills as presented.**

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

*14. Adjournment*

**Trustee Wolsky moved to adjourn.**

Adjourned 9:37 p.m.

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District Clerk

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Board Chair