

**Corvallis School District #1**  
**BOARD WORK SESSION AND**  
**REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES**

02/09/2016

**Board Work Session**

*Called to order at 6:06 p.m. by Tonia Bloom, Vice-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: Tonia Bloom, Dan Wolsky, Jennifer Channer, Kathi Harder-Brouwer, Ginny Hoffman and Adam Sangster

*Absent:* Wilbur Nisly

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.

*1. Safety Committee Update*

Committee Representative, Dan Carrasco, reviewed the information he presented regarding the first draft of the reunification plan. He also reviewed three years of work that has been developed to get to the current plan. The biggest change for the Safety Committee Plan update is the evacuation plan. Which allows to move every student and every employee to the Hamilton High School.

The situation at the HHS was described in a drawing with mobilizing bus movement to designated areas. There would three point location areas. One for student holding, one for parent holding, and then the parent/child reunification area.

The planning that has taken place has been very beneficial. And it should move us all into the right direction if such an event were to happen.

The Board thanked Mr. Carrasco along with Committee for all the work they have done to update the District's Safety Plans.

*2. District Nurse Update*

School Nurse, Maribeth Talia, gave an update regarding her position and all her nursing skill requirements for the students and staff. She discussed the changes over the last six years since she has been here in her position. Servicing students' needs and her training teachers for specific skills has increased.

Ms. Talia discussed the chronic conditions that have changed over the years, and how they affect the care needs of the student's individual current situations.

Ms. Talia, was proposing to the Board to be able to work more hours and perhaps that funding may come from the Levy that was being put out to the public and elected upon.

- Maybe increase the first year for more hours
  - Currently she is budgeted to work for 37.5 hours a week
- She is also working with the School Grant writer to help find some additional funding for her position
  - Her salary has been paid for by a Grant for many years
- She would like to be able to work three days before school starts, and at the end of the year work about one week after school was out to wrap up the required paperwork

General discussion took place between all present regarding the First Responder Teams for each building, and how important it was to implement them and ensure they are trained to fit the needs of the district.

Trustee Bloom asked how our District compared to other Districts regarding the nurse FTE equivalents.

Ms. Talia reported that some of the schools have two nurses working for a total of 46 or 44 hours a week - so some are part time.

The National Standard was to have one nurse for every 750 students, which is difficult for schools in our area to meet because of current funding situations.

The Board thanked Ms. Talia for all she does for our students and the school.

### *3. Scheduling Learning Walks*

Mr. Johnson, stated that he would like to schedule the time with the Trustees for each of their campus visits. This would allow the Trustees the opportunity to visit each of the buildings, teachers, and other staff on an informal basis. He was looking at ½ a day timing for each of the visits.

## **Regular Meeting in High School Library**

*1. Called to order at 7:02 p.m. by Tonia Bloom, Vice-Chairman*

*2. Public Comment on Non-Agenda Items*

No public comment was made.

*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 that the math cohort was starting to get some attention throughout the State. Three of the math teachers have been invited to attend a conference in California because of their efforts in teaching and in their use of Edready techniques. A lot of positive work has been put in place for student achievement of their goals.

The Board noted that they were impressed with the graduation rates for the High School. The averages are better than the States requirements, and seem to continue to improve.

Trustee Sangster had a question regarding MHSAs proposal for eighth-graders to participate in high school activities. It was noted that two-thirds of a majority vote was needed for it to pass. However, the proposal did fail.

*Middle School Principal*

Mr. Durgin reported that the Science Olympiad fundraising efforts are exceptional. Their goal is to reach \$20,000, and they currently reached \$13,500.

4. *Personnel*

<u>Extra Contracts for 2016-17 SY:</u>	Jenifer Powell	Science Olympiad Nationals MS
	Darci Herbstritt	Science Olympiad Nationals MS

<u>Resignations:</u>	Beth Swallow	Primary School Librarian
	Julie "Jill" Warren	8 <sup>th</sup> Grade Science Teacher
	Tracie Norman	Adult Ed Coordinator

<u>Sub Teacher List:</u>	Carolyn Baschal
	Renn Scott
	Catherine Jex

**Trustee Hoffman moved to approve the Personnel list as presented.  
Trustee Channer seconded the motion and all voted in favor.**

5. *Nonresident Requests for Student Attendance and Early Enrollment for Student Attendance*

<b><u>High School:</u></b>	Brandon Moore	11 <sup>th</sup> Grade From Hamilton
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**Receipt of FP-14 regarding resident student's attendance in district outside of CSD#1**

**Hamilton:**

Addisen	Crawford	3rd Grade
Elizabeth	Piper	Kindergarten

Bryson	Poulsen	3rd Grade
Sierra	Poulsen	5th Grade
Sarah	Weston	1st Grade
Landon	Wilson	3rd Grade
Sarah	Wilson- Johnson	1st Grade

**Trustee Wolsky moved to approve the out-of-district requests, and acknowledge receipt of the FP-14 forms for student out-of-district attendance in district's other than Corvallis. Trustee Harder-Brouwer seconded the motion and all voted in favor.**

6. *Requests for Credit Approval*

Name	Name of Class And Description of Class	Credits	Lane Change
<b>Warren, Scott</b>	Colonial & Revolutionary America: Film, Literature, Classroom Early American history using film, literature and the web Antioch U	<b>6 Quarters</b>	<b>No</b>
<b>Nelson, Isaiah</b>	Working on Master's Degree See attached list of classes Northern Arizona U	<b>96 Semester</b>	<b>Yes</b>

**Trustee Channer moved to approve the Requests for Credit Approval as presented. Trustee Sangster seconded the motion and all voted in favor.**

7. *Corvallis School Foundation Board Member approval*

The Corvallis Schools Foundation (CSF) is a Board approved Foundation. The bylaws of the Foundation require that recommended Board Members for the CSF, be approved by the School Board of Trustees. The following is a list of the recommended Board Members requested for approval at the CSF meeting held 1/15/2016:

- Chris Andersen**
- Harlene Marks**
- Denise Mowat**
- Ali Murray**

**Trustee Sangster moved to approve the recommended candidates as Corvallis School Foundation Board Members.**

**Trustee Hoffman seconded the motion.**

Trustee Bloom, who is also a Foundation Board Member, reported that all of the candidates recommended did attend their last Foundation meeting. And it was nice to see them being so energized and ready to take on helping with the fundraiser that was occurring in a few weeks.

**All voted yes.**

*8. Facility Planning Committee Update*

*As reported in the Board Packet:*

The committee was now in the formal recommendation phase. They anticipate a written narrative would be presented and submitted at the March Board meeting.

No general discussion took place.

*9. Potential Reduction in Force Update*

Mr. Johnson reported that a notice to the Board and the Corvallis Faculty Group, and the Corvallis Classified Education Association 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 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.

*10. Emergency Operations Plan (EOP) update*

This information was discussed earlier this evening during the Board Work Session for the Safety Committee Update.

The Emergency Operations Plan was a Board approved plan requiring approval for modifications, deletions, or additions. Information was already presented with a modified reunification plan, which takes into account the District Wide Mass Casualty Drill held in 2013, and the Active Threat Trainings the District received in August of 2014, and August 2015.

This plan reflects a simplified and focused approach of how we would evacuate staff and students and reunify families with their children in alternate locations. While it was impossible to account for all scenarios, they did consider a variety of mechanical, natural, and man-made disasters.

Throughout this process, they reminded the Committee that when under stress, they must have a simple plan that was flexible to the variety of situations that may be presented.

**Trustee Channer moved to approve the modified reunification plan within our Emergency Operations Plan as presented.**  
**Trustee Sangster seconded the motion and all voted yes.**

*Agenda item number 16 was moved up at this time to accommodate those present.*

*16. District Calendar for SY 2016-2017*

Mr. Johnson stated that the calendar recommendation has a familiar look to past calendars (referencing calendar option #1). One notable difference in the calendars reviewed was that the Primary School's desire and proposed implementation for a trimester grading schedule.

The Primary School staff have discussed and approved a recommendation to alter the primary grading periods from quarters to trimesters. The modifications are minor and work very well with the existing early out schedule and provide staff and parents increased time to collect data prior to grading periods ending and the fall conference.

The Middle School and High School are unaffected by the Primary School's desire to switch to a trimester schedule.

Dan Carrasco, who heads the committee, stated that there was only a 10 vote difference between the two calendars options offered to the staff. 172 ballots were distributed and 150 were returned.

Food Service Director, Kathy Martin, stated that option one may not be in the best interest for our student population (based upon our free and reduced numbers). The reason was that many students rely on breakfast and lunch at school. Option one, has students gone all week, and they may not get fed every day like their route was at school. It also costs the Food Service Department a lot of money to close for a week instead of just a two or three-day weekend

**Trustee Harder-Brouwer moved to approve the District Calendar Option 1 for the 2016-2017 school year as recommended by the Administration.**  
**Trustee Sangster seconded the motion.**

Mr. Johnson stated that it would be good in the future to revisit the concerns discussed during the last months regarding setting the school calendar. Everyone needs to look at and decide what is in the best needs for our students.

**All voted yes.**

*11. Resolution for Election – Trustee & General Fund Levy*

Business Manager, Vannesa Bargfrede, informed the Board that she was requesting approval of a Trustee Resolution Calling for an Election and approval of a Levy to operate and maintain the General Fund. The Election would be held May 3, 2016.

The terms of Tonia Bloom and Jennifer Channer expire this year. There may be a need for a Trustee election to renew/fill these positions on the Board.

The Board needs to approve a formal Resolution calling for a May election in the event that an election is required as a result of a filing for Board membership by person(s) other than a current member of the Board.

The Resolution also indicates that the Board would be asking for approval of additional levies to the tax payers. The amount has yet to be determined.

**Trustee Sangster moved to approve the Resolution as presented for the Trustee and General Fund Levy as recommended.**

**Trustee Hoffman seconded the motion and all voted yes.**

*12. Levy: General Fund Levy amount Determination*

Superintendent, Mr. Johnson, reviewed the information that he had written for the board packet as follows:

Corvallis School District has maintained high financial expectations during times of growth and contraction. During the declining enrollment and ensuing recession that began in 2008, Corvallis has experienced unprecedented challenges in balancing financial needs with the needs of the students, staff, and community. During the declining enrollment and funding years, programs and staffing in all areas were cut. The community, staff, and students experienced strategic reductions that maintained a high level of achievement keeping Corvallis as the leader in the Bitterroot and certainly within Montana.

In the past year, we have seen an increase in enrollment, required programming, and increased operational costs. The increase in enrollment is a welcome relief however, it provides and immediate financial stress when class size exceeded our expectations and state regulation causing us to hire two new staff members on the heels of a declining budget. Increased operational costs that include deferred maintenance, programming/curriculum/technology and staffing needs continue to exceed our current increases in funding provided by the local, state and federal sources. For example, each year, funding of federal programs has declined by an average of \$15,000/yr while our district is **mandated** by law to maintain a constant level of spending (referred to as “maintenance of effort”) within those programs. This annual reduction is equivalent to a full time teacher being cut every third year even if enrollment and other funding sources remain constant.

Through our extended conversations and meetings as a board, we have thoughtfully processed through a variety of levy scenarios and amounts in an effort to stabilize our budget and restore essential maintenance, programming and staffing needs. Taking into consideration the areas within our general fund that would have the greatest impact on students/staff/community and the cost to the property owner in the district an amount of \$440,000, half of a *complete restoration*, would address major needs within our district.

**Trustee Harder-Brouwer moved to approve a general operating fund Levy for operations and maintenance in the amount of \$440,000 at the May 2016 School Election.**

**Trustee Channer seconded the motion.**

The Board had a lengthy discussion regarding the potential negative effects of cutting staff and programming that effects student learning. Along with the importance of being considerate of the community. For a long period of time many different dollars amounts have been discussed. The Board agrees that the District needs all the current positions, and to look at potential more SPED paraprofessionals, facility and ground repairs, and maintain programs. Also the importance of how this affects the local taxpayers. This has been a very tough discussion for the Board for the last year or so. The Mill calculation showed a maximum annual increase on a \$200,000 home would be less than \$100.00 per year.

**All voted yes.**

### *13. Board Letter to Community*

Trustee Bloom stated that she has completed a draft letter for the Board Members to consider. This letter to the community may hopefully get all the information out to the public, and explain what the Board has been discussing for a long period of time, regarding the passage of a Levy.

Mr. Johnson stated there would be a “Levy link” on the home page of the District’s website for the community to be able to access information.

The Board thanked Trustee Bloom for writing such a phenomenal letter. It really explained the Board’s process and their determination to move forward with a Levy to the voters.

#### Public Informational Meeting Dates:

- March 8<sup>th</sup> from 5:00-7:000 p.m. HS Library
  - Before the Regular Board Meeting begins
- March 21<sup>st</sup> at 7:00 p.m. HS Library
  - Maybe sponsored by the Corvallis Civic Club

**The Board was in agreement for the letter to be distributed to the community.**

*14. Primary School Counseling Variance*

Superintendent, Mr. Johnson, informed the Board that the Administrative Rules require schools to have counseling services based upon the number of students enrolled in that school. Schools that wish to implement alternate services that differ from prescribed services are required to apply to OPI for a variance. Our Primary School was currently operating under an approved variance for counseling services and wishes to reapply utilizing essentially the same framework that has proven to be effective.

Primary School Principal, Janice Stranahan, informed the Board that this would be her 3<sup>rd</sup> year to apply for this variance. They have a 1.0 FTE counselor. They are required to have a 1.16 FTE, which equates to about one hour per day. That position would be very difficult to fill. For the increase in at risk-student's needs, those eight students are being serviced by Alta Care on site. The District has a contract agreement with Alta Care.

**Trustee Wolsky moved to approve the variance to counseling services as presented and the submission of the variance application to OPI.**

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

*15. Bus route change/addition*

Transportation Director, Michael Edwards, informed the Board that the bus route addition was being requested because an additional SPED route is needed to travel up to Popham Lane. Because of the special circumstances Emergency Approval has been made by the County. Mr. Edwards has been in constant contact with the State because of the emergency situation. The State would reimburse us for the last semester of the school year for this route. At this time he was asking for the Board to approve the bus route change as presented.

**Trustee Wolsky moved to approve the bus route change/addition as recommended by the Administration.**

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

*17. Out of State Travel for Science Olympiad*

Middle School Out of State Field Trip Requests

Middle School Principal, Mr. Durgin, was requesting approval for the Middle School Science Olympiad Team to travel to Menomonie Wisconsin. The team would be gone May 18<sup>th</sup> –May 25<sup>th</sup> 2016.

**Trustee Channer moved to approve for the Middle School Science Olympiad Team to travel to Menomonie Wisconsin as requested.**

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

*18. Negotiation team for CFG negotiations - establish the board's negotiating team*

Vice-Chairman, Trustee Bloom, stated that she was appointing the Committee based upon Chairman Nisly's recommendation.

Appointed Trustees Channer, Bloom and Nisly to the Committee.

*Recess 8:24 p.m.*

*Reconvene 8:38 p.m.*

*19. Discussion of the February 2016 Board and Administrator publication*

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

- Main discussion was on the court cases

*20. Correspondence*

None received.

*21. Approval of Minutes*

**Trustee Sangster moved to approve the minutes of 01/12/2016 as presented.**

Trustee Hoffman noted that the spelling of Trustee Harder-Brouwer should be corrected on page six of the minutes.

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

*22. Approval of Bills*

**Trustee Harder-Brouwer moved to approve the bills as presented.**

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

*23. Adjournment*

**Trustee Wolsky moved to adjourn.**

Adjourned 8:50p.m.

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District Clerk

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Board Chair