

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

07/12/16 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. Chairman, Wilbur Nisly, called the meeting to order at 7:03 p.m.

Trustees Present: Wilbur Nisly, Tonia Bloom, Dan Wolsky, Jennifer Channer, Ginny Hoffman and Adam Sangster

Absent: Kathi Harder-Brouwer

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

Others Present Administration and others as listed on the sign-in sheet attached to the minutes.

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.

Maintenance Director

Mr. Bowen reported on the progress and details of the Softball Filed upgrades that would be occurring over the summer.

4. *Personnel*

Mr. Johnson distributed a revised list – changes are noted in Italic

Certified Contracts for 2016-17: Janice Fehr .5 FTE Title 1 Teacher-Pines Academy
Lavon Heath .5 FTE title 1 Middle School
Catherine Duarte 1.0 FTE Elementary Teacher

Classified Contract for 2016-17: Paige Reeves Increase contract to a .68FTE
Audrey Walker Bus Driver
*Josh Fawcett Change in contract from
Technology Specialist 2 to Technology Specialist 1 - 10 months*

Resignations: Carolyn Kenngott Speech Pathologist end of 16-17
Jake Jessop MS Cross Country Coach
Yvette Larson Elementary School Teacher
Tracie Norman High School Secretary
Dave Charlton Athletic Trainer

Trustee Bloom asked about the replacement of the Athletic Trainer position. Mr. Johnson stated that he was looking at contracting out the position and staying within the \$10,000 to \$11,000 range that was currently being paid.

Trustee Bloom moved to approve the personnel recommendations as listed. Trustee Channer seconded the motion and all voted in favor.

5. Nonresident Requests and Early Enrollment for Student Attendance

Primary School: Dash Lewis Kindergarten Lives in Victor
Wyatt Corker 1st Grade Current Student-Moved to Victor
Logan Corker 4th Grade Current Student-Moved to Victor

Middle School: Micah Broch 5th Grade Micah's two older brothers are already approved non-resident students at CMS. Micah attended Daly Elementary this past year and his family resides in Hamilton.

Trustee Channer moved to approve the out-of-district requests as presented. Trustee Sangster seconded the motion and all voted in favor.

6. Requests for Credit Approval

Mr. Johnson distributed a revised list – changes are noted in Italic.

Name	Name of Class And Description of Class	Credits	Lane Change
Middleton, Garrett	Coaching Clinic Montana coaching clinic U of M Western	2 Semester	Yes
Francouer, Andree	Integrated IEFA into the Curriculum Indian Ed Studies U of M Western	1 Semester	No
<i>McConnaha, Doug</i>	<i>Teaching Reading and Holocaust Literature ENT 595 U of M</i>	<i>3 Semester</i>	<i>No</i>

Trustee Bloom moved to approve the requests for credit approval as amended.

Trustee Channer seconded the motion.

Business Manager, Vannesa Bargfrede, stated that Mr. McConnaha's request for approval did not fall within the guideline of the teachers' master contract. The class was taken in early June. All credit approval requests are to have prior Superintendent and Board Approval before being taken. For prior approval, it should have been submitted by the May Board Meeting, or at the June Board Meeting to ask for consideration, because the class was taken prior to the June Board Meeting.

All voted Nay – motion failed.

Trustee Bloom moved to approve the requests for credit approval for Garrett Middleton and Andree Francouer.

Mr. Johnson was advised to research the approval process of the teachers' credit approval requests that have not followed the Master Contact guidelines. The Board was not aware that when the requests were recommended for Board approval they have not always met the contract guidelines.

Trustee Channer seconded the motion and all voted in favor.

7. Director Contracts

Information as presented in the Board Packet.

This past spring, the Fair Labor Standards Act (FLSA) require classified, salaried employees to meet a minimum salary standard in order to maintain exempt status. Exempt status allows employers to have salaried classified employees who maintain a minimum salary determined by the FLSA. Salaries that are below that standard are subject overtime compensation.

The minimum salary (that can be prorated for part time salaried employees) has been increased to \$47,476. This standard affects our Maintenance, Transportation, and Food Service directors. To meet the standard, I am recommending the increase of these salaries from the prior approved increases which were approved by the board prior to the FSLA being updated and disseminated to the public.

In addition to the increase in salary to be compliant with the federal standard, language in all three contracts have been edited to more accurately describe FTE status using common descriptors. Funding to pay for the increases will only minimally impact the General Fund (see below).

Maintenance Director \$48,000 (1.0FTE; Gen Fund and Transp. Fund)
Transportation Director \$40,800 (prorated at .85FTE; ALL Transp. Fund)
Food Service Director \$43,500 (prorated at .90FTE; ALL Food Fund)

General discussion took place from the Superintendent and the Business Manager.

Trustee Bloom moved to approve the adjustments to the Director contracts being recommended by the Superintendent for the 2016-2017 school year.

Trustee Sangster seconded the motion and all voted in favor.

8. *Handbooks (HS, MS, PS)*

Mr. Johnson reviewed the changes to the handbooks with the Board. The middle school handbook changes allows for some administrative flexibility. The High School and Primary School have no changes.

Trustee Channer asked if all three of the handbooks contain the wording regarding that District Policy (law changes) Supersedes the handbooks.

Mr. Johnson stated the all the handbooks reference that wording.

**Trustee Hoffman moved to approve the student handbooks as presented.
Trustee Wolsky seconded the motion and all voted in favor.**

9. *Policy Updates*

Policy details as reported in the Board Packet. Mr. Johnson discussed the minor edits he made to policy 5122F.

Policy 3121P

MTSBA requires this change because *the original language could have been interpreted that it only applies to students who have been enrolled in a program for less than 180 hours. This can be applied to any student who can demonstrate proficiency...by using a district assessment for that course in less than the usual number of hours it would take.*

**Trustee Bloom moved to approve Policy 3121P on second reading.
Trustee Channer seconded the motion and all voted in favor.**

Policy 3600F2

This form is perceived by parent(s)/guardian(s) as needing only to be signed once while attending Corvallis. The law requires that this form be signed every school year. Also, for record keeping purposes, it is helpful to include the grade of the child on the form

**Trustee Bloom moved to approve Policy 3600F2 on first reading.
Trustee Sangster seconded the motion and all voted in favor.**

Policy 5122F

MTSBA revised this form to *reflect the expectations of the Department of Justice regarding the application and notice pursuant to the Child Protection Act of 1993. MTSBA recommends replacing the form in its entirety with the proposed form.*

**Trustee Bloom moved to approve Policy 5122F as amended on second reading.
Trustee Hoffman had a few questions regarding the wording of the policy.
Trustee Channer seconded the motion and all voted in favor.**

10. School Counselor – job description

Mr. Johnson requested approval for minor edits that have been made to the job description updating the terminology and more general language regarding the state approved training required for a school counselor position. He stated that the policy changes align with OPI accreditation standards.

Trustee Channer moved to approve the job descriptions for School Counselors as presented.

Trustee Sangster seconded the motion and all voted in favor.

11. CCEA Update

Mr. Johnson's Board Report as follows was discussed:

We have a tentative settlement pending board approval. The 2 year proposed contract settlement includes an increase in wages and initial contract language that closely mirrors the CFG contract. By relying on language that mirrors the CFG contract such as grievances, administration and the union can utilize patterns already in place and familiar to other union members from the CFG.

Our biggest concern and focus in this process was the increase in wages for our classified employees. This was a concern that was verbalized and shared between both parties. Although the settlement increases wages, both sides strongly feel that this settlement is a step in the right direction in bringing our employees back to a reasonable place among other similar districts while maintaining the reality of our district's financial capacity. The settlement proposes YEAR 1: a \$.30/hr increase to the starting wages and that increase is inclusive for all employees; YEAR 2: a 2% increase to the wages of existing employees and then an increase of \$.10/hr to the starting wages and that increase is inclusive of existing employees. The average increase over the 2 year period is approximately 5.7%.

With the design of this proposal, we are intentionally addressing the two wage increase methods which affect entry level and veteran staff, percent and dollar amount. By alternating percent and dollar amount increases, we can raise wages that compliment how the calculations affect the increases. The example that follows is based upon the calculation that on average, each 1% of increase is equivalent to \$.10. However, when you see how the increases play out, you can see how an average that we see on the administrative side affects employees of differing employment duration, differently.

A percent increase will have a greater effect for the long time veteran staff more than the entry level employee. Also, percentages are a ration meaning that everyone increases the same ratio when compared to each employee's current wage.

Dollar amount increase will have a greater percentage increase on entry level than veteran staff. The greater percent increase experienced by entry level staff is due to the fact when percentages are calculated, a comparison is made to the 'before' and 'after' amounts.

Because both methods have differing effects (percentages can accelerate wage increases while dollar amounts can be viewed as too slow), we employed both methods to address both perspectives and their effects.

Percentage based increase....3% increase:

Veteran Staff example: $\$14/\text{hr} + \underline{3\%/\text{hr increase}} = \mathbf{\$.42/\text{hr increase}}$

Entry Staff example: $\$9/\text{hr} + \underline{3\%/\text{hr increase}} = \mathbf{\$.27/\text{hr increase}}$

Dollar based increase....\$.30 increase:

Veteran Staff example: $\$14/\text{hr} + \mathbf{\$.30/\text{hr increase}} = \underline{2.1\% \text{ increase}}$

Entry Staff example: $\$9/\text{hr} + \mathbf{\$.30/\text{hr increase}} = \underline{3.3\% \text{ increase}}$

To date the Board had not received word of the CCEA ratifying their contract. They had heard that the CCEA had to vote by mail.

Mr. Johnson, reported that the Contract in the Board Packet was a two-year contract with the Corvallis Classified Education Association (CCEA). This was the first collective bargaining agreement with this bargaining unit.

Since there has not been a prior CBA with the CCEA, no comparisons can be made.

The Board CCEA negotiating committee reported that the overall process went very well. As understandable, the compensation amounts had to be worked out and that was probably why the CCEA decided to go to mediation. Mediation was not the Board's choice, since the negotiating process seemed to go pretty smoothly before the decision was made by the CCEA,

Trustee Bloom discussed the additional part of the closing of the contract with including the accelerator clause that was familiar to the certified teachers. If the District receives additional funding beyond what is expected it should go to supporting all staff.

General discussion took place regarding the "Table of Contents" needed to be renumbered. And Mr. Johnson reported that the approximate 2 year contract amounts are a total of \$48,000 with a 5.7% increase for the two years.

Trustee Hoffman asked if the classified staff understood they are not to work overtime without prior authorization from a supervisor per the contract language.

It was noted that this would be discussed with the supervisors of anyone who manages a classified employee.

Trustee Wolsky moved to approve the recommended Corvallis Classified Education Association Agreement for the 2016-2017 and 2017-2018 school years
Trustee Sangster seconded the motion and all voted in favor.

The Trustees thanked the Board Negotiating Committee, Superintendent and Business Manager for their efforts in settling a two year contract.

Recess 7:53 p.m.

Reconvene 7:57 p.m.

12. Discussion of the June 2016, Board and Administrator publication.

General discussion took place regarding the publication's contents.

13. Correspondence

Business Manager, Vannesa Bargfrede, included her letter to the Greater Ravalli Foundation for the 2015-2016 final close-out report for the funds they donated for teachers and students, in the amount of \$12,900. Not included in the correspondence is all the financial reporting that is submitted with the letter describing every teachers purchase details, and expenses spent on the student meal voucher program.

Trustee Bloom complemented Vannesa regarding the detailed reports she provides to the Foundation. Trustee Bloom has heard from the Foundation that the District's close-out detailed final reporting are very well appreciated by their Foundation Board.

14. Approval of Minutes

Trustee Bloom moved to approve the minutes dated 06/14/16 as presented.

Trustee Hoffman seconded the motion and all voted in favor.

15. Approval of Bills

Trustee Channer moved to approve the bills as presented.

Trustee Sangster seconded the motion and all voted in favor.

Adjournment

Trustee Wolsky moved to adjourn.

Adjourn – 8:36 p.m.

District Clerk

Chairman