



Corvallis

SCHOOL DISTRICT

NOTICE

NOTICE IS HEREBY GIVEN of a meeting of the Corvallis School District Board of Directors.

Date & Time	Meeting Type	Location	Agenda
Thursday, April 11, 2019 6:30 PM	Regular	District Office Board Room, 1555 SW 35th Street, Corvallis, OR 97333	See attached.

Accessibility: *To request accommodations for board meetings, please contact Kim Nelson at 541-757-5841 or kim.nelson@corvallis.k12.or.us at least 48 hours before the meeting.*

If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: <https://www.youtube.com/channel/UC9Jtpte5dmilZl9kySBjVQ?> A recording of the meeting will also be posted to that channel.

POSTED: Corvallis School District Administration Building
Hans Boyle, Education Editor, Gazette Times (Via Email)

For more information, please contact Kim Nelson at 541-757-5841 or at kimberly.nelson@corvallis.k12.or.us



Corvallis

SCHOOL DISTRICT

Thursday, April 11, 2019
6:30 PM

AGENDA
Business Meeting of the
BOARD OF DIRECTORS
Corvallis School District 509J

Meeting Details: Thursday, April 11, 2019, 6:30 PM in the District Office Board Room,
1555 SW 35th Street, Corvallis, OR 97333.

If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: <https://www.youtube.com/channel/UC9Jtpte5dmilZI9kySBJbVQ?> A recording of the meeting will also be posted to that channel.

- I. CALL TO ORDER AND ROLL CALL (6:30 p.m.)
- II. EXECUTIVE SESSION – 4:45-6:15 p.m. The Board will meet in Executive (closed) Session under ORS 192.660(2)(d) to consult with persons designated for labor negotiations. **Note: this is not part of the public meeting.**
- III. PLEDGE OF ALLEGIANCE
- IV. BOARD MEMBER REPORTS (SCHOOL LIAISONS AND DISTRICT COMMITTEES/WORK GROUPS)
- V. STUDENT REPRESENTATIVE REPORTS
- VI. SUPERINTENDENT'S REPORT



Corvallis
SCHOOL DISTRICT

Superintendent's Update

Shared with the Corvallis School Board during the April 11, 2019 meeting.

Golden Apple Awards

One of the driving forces in our district's continued improvements is the commitment of our staff to help our students fulfill their potential. To celebrate the work of Corvallis School District educators, the Golden Apple Awards were established more than two decades ago by local philanthropist Mario Pastega, through the Corvallis Public Schools Foundation.

Over the last month, the Corvallis Public Schools Foundation recognized four educators to celebrate their outstanding contributions to students and the school communities where they work. These awards celebrate that behind every successful student, stands extraordinary educators.

Watch THE VIDEO: <https://www.youtube.com/watch?v=g3HtDJ1Xy0k>

Tonight we are recognizing our four Golden Apple Recipients, Claudia Bouvier, Ruben Sandoval, Jefferson Peak, and Jenny Davis. I want to share highlights from the nomination letters we received for this year's recipients.

Claudia Bouvier, Office Manager, Garfield Elementary

I can't think of another individual more deserving of being recognized for their dedication to the Corvallis School District educational system. Our trilingual, Ph.D. holding office manager is one of a kind.

She asks for nothing (except for people to sign their time cards!) and gives everything to this school. Her dedication to the staff is remarkable. She is asked to do so many things in her position and, without fail, follows through with any task directed her way.

Claudia knows not only the names of the students at Garfield, but also their siblings and families. She observes the needs of the those around her and speaks to our Garfield family in a language and tone that makes people feel welcome and at ease. What Claudia provides for Garfield Elementary goes beyond the word important. She provides the glue that keeps the school running like a machine.

Ruben Sandoval, 3rd Grade Teacher, Garfield Elementary

Ruben is a humble colleague who is eager to collaborate and learn from his fellow teachers. He is open to trying new ideas and strategies, and if they don't work out as we had planned, he maintains a growth mindset and quickly comes up with new, creative ideas for the future. Ruben is a teacher leader. For example, he has created student audiobooks of all the books we have read as part of our literacy curriculum. He takes his iPad home on the weekend, teaches himself how to use the iBooks technology, and records his voice reading the stories. Several of our students are emergent readers in Spanish, and now they have access to the learning objectives.

Walk into Ruben Sandoval's classroom at the end of the day as he plays his guitar and sings Spanish songs with his kids. You will see a class full of smiling, engaged learners and a kind, hard-working, and passionate teacher.

Jefferson Peak, Teacher, College Hill

Jeff is the physical embodiment of the idea that student success is all about relationships. Endorsed and highly qualified to teach advanced math, biology, chemistry, English, social studies, and PE, Jeff will tell you that what he actually teaches is kids. He gets to know each of his students and builds a trusting relationship with them that helps them discover their strengths, inspires them to achieve beyond their personal beliefs about themselves, and reminds them that they are worthy of love and acceptance.

Jeff is also the type of educator who sees what can be done and then makes it happen. When he came to College Hill, he found a group of students who were not feeling connected to school so he created a computer-assisted design course to engage our kids with advanced mathematical and problem-solving skills. He also created a soccer class to connect with kids who really needed to move and play in order for school to be meaningful. Over the years, the athletic opportunities afforded to students under Jeff's leadership have grown to include basketball and co-ed soccer and College Hill now has three teams who compete at the city level and help to build community, camaraderie, and school spirit.

Jenny Davis, Science Teacher, Cheldelin Middle School

Jenny Davis loves science and ensures her students do too. Jenny holds a Ph.D. from Oregon State University and brings her knowledge of science to her middle school students. She leads the Science Olympiad for 6th, 7th and 8th graders.

Jenny is a teacher leader. She supports her colleagues and co-leads the 8th grade teacher team. She cares deeply about social justice and serves as a member of the Cheldelin Equity and Student Inquiry Teams.

When it comes to real world learning Jenny ensures all students have an outdoor experience. Jenny is an advocate for kids as they often go to her for support and advice. They feel safe with her. She makes sure no student slips through the cracks.

Congratulations to our 2019 Golden Apple Award recipients and thank you to the Corvallis Public Schools Foundation for this celebration of our outstanding educators!



Corvallis

SCHOOL DISTRICT

VI.A. Recognize Golden Apple Award Recipients

VII. PUBLIC/STAFF COMMENT (7:00 p.m. approx.)

NOTE: To indicate your desire to comment, please arrive several minutes before the meeting begins, and complete a request card; then, turn it in to the Board Secretary before the meeting begins. See attached guidelines for providing input to the School Board.



Corvallis

SCHOOL DISTRICT

Providing Input to the School Board

(Revised 10-03-18)

The Corvallis School Board values the opinions and input of students, staff, parents, and the community. Comments may be provided during certain meetings and/or via written correspondence, as outlined below.

I. Public Comment at School Board Meetings

This option is available when *Public Comment* is an item on the agenda. To offer comments:

- A. Complete a “Comment Request” card, which can be found on a table near the entrance to the meeting room, and give it to the Board Secretary at the head table **before** the meeting begins.
- B. Keep your comments within the specified time allotted, usually three minutes, to allow time for others to comment.
- C. Direct your comments to the School Board. The Board Chair will refer questions or requests for action to staff for response at a later date.
- D. If you read from a prepared statement, you may choose to leave your written comments with the Board Secretary to post online with the informational packet of the meeting and/or to file with the official minutes of the meeting.
- E. Handouts are not required but should you wish to provide them, please bring 13 copies and give them to the Board Secretary to distribute.
- F. When you testify, your name, address and comments are matters of public record; however, students and staff do not need to provide their addresses.

II. Written Correspondence

Letters, emails and other written materials submitted to the School Board are considered public record. They may be submitted via U.S. mail to: Corvallis School Board, 1555 SW 35th Street, Corvallis, OR 97333. Emails may be sent to: schoolboard@corvallis.k12.or.us, and will reach all Board members as a group.

Others who also will receive emails sent to this address are: Superintendent, Assistant Superintendent, Human Resources Director, Finance and Operations Director, and Executive Assistant to the Superintendent and Board of Directors (also known as the Board Secretary).

III. Telephone Communication

Vincent Adams	541-738-4324	541-240-4055	Sarah Finger McDonald	541-908-3756
Sami Al-AbdRabbuh	541-283-6611		Terese Jones	541-230-1673
Loren Chavarría	541-758-4436		Ed Junkins	801-706-1892
Jay Conroy	541-912-4380			



Corvallis

SCHOOL DISTRICT

Aportación de información para la Mesa Directiva Escolar

(Revisado 10-03-18)

La Mesa Directiva Escolar valora las opiniones y sugerencias de estudiantes, personal, padres de familia, y de la comunidad. Comentarios pueden ser expresados durante ciertas juntas y/o por correspondencia escrita, como se indica abajo.

I. Comentario público durante las juntas de la Mesa Directiva Escolar

Esta opción está disponible cuando *Comentario del público* se incluye en la agenda. Para ofrecer comentarios:

- A. Tome una "tarjeta de solicitud para comentario." Estas estarán sobre una mesa a la entrada de la sala de juntas. Llénela y déselas a la Secretaria de la Mesa Directiva en la mesa de honor **antes** que la junta comience.
- B. Mantenga sus comentarios dentro del tiempo permitido, usualmente tres minutos, para que otras personas tengan tiempo para comentar.
- C. Dirija sus comentarios a la Mesa Directiva Escolar. El Presidente de la Mesa Directiva dirigirá preguntas o solicitudes de acción al personal para que respondan en una fecha posterior.
- D. Si usted lee una declaración preparada, puede elegir dejar sus comentarios escritos con la Secretaria de la Mesa Directiva para publicarlos en Internet con el paquete informativo de la junta y/o archivar con las minutas oficiales de la junta.
- E. Documentos impresos no son requeridos, pero si usted desea circularlos, por favor traiga 13 copias y déselas a la Secretaria de la Mesa Directiva para ser distribuidos.
- F. Cuando testifique, su nombre, dirección, y comentarios son partes de un registro público; sin embargo, estudiantes y personal del distrito no necesitan dar sus direcciones.

II. Correspondencia escrita

Cartas, notas por correo electrónico, y otros materiales escritos entregados a la Mesa Directiva son considerados registro público. Estos pueden ser entregados por correo regular a: Mesa Directiva Escolar, 1555 SW 35th Street, Corvallis, OR 97333. Notas por correo electrónico pueden ser mandadas a schoolboard@corvallis.k12.or.us, y llegarán a todos los miembros de la Mesa Directiva como grupo.

Otros quienes también recibirán notas electrónicas mandadas a esta dirección son: el Superintendente, el Sub-superintendente, la Directora de Recursos Humano, la Directora de Finanzas y Operaciones, y la Asistente Ejecutiva del Superintendente y Mesa Directiva (también conocida como la Secretaria de la Mesa Directiva)

III. Comunicación telefónica

Vincent Adams	541-738-4324	541-240-4055
Sami Al-AbdRabbuh	541-283-6611	
Loren Chavarría	541-758-4436	
Jay Conroy	541-912-4380	

Sarah Finger McDonald	541-908-3756
Terese Jones	541-230-1673
Ed Junkins	801-706-1892



Corvallis

SCHOOL DISTRICT

VIII. SPECIAL REPORTS (7:20 p.m. approx.)

VIII.A. Equity Transformational Plan Update



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Marcianne Rivero Koetje
Meeting Date: April 11, 2019

Students Advocating For Equity (SAFE) Update

NO ACTION REQUIRED

Background

The Students Advocating For Equity (SAFE) group was formed in October 2017. The reason for the group is to provide a space for diverse students at Corvallis High School, Crescent Valley High School and College Hill to come together on a monthly basis to learn and engage in conversations about race.

The process for becoming a SAFE member included teacher recommendation and/or student interest in participating and an interview with a building administrator and/or a S.A.F.E coach. Our S.A.F.E coaches are high school teaching staff including Germaine Joseph-Hays (CHS), Kristina Stone (CVHS), and Donna Keim (College Hill). All students selected for S.A.F.E demonstrated a willingness to lead, learn, and support their respective schools in this equity work. Twenty-four students, two from each grade level are selected yearly. Students are given the opportunity to continue as SAFE members throughout their high school experience or open up their spot to a new member from their school. In the two years since this group was formed, the retention rate of students wanting to stay as SAFE members has been high.

Our Focus

To provide students language to discuss relevant topics impacting students today. Each conversation is facilitated by a high school SAFE coach and topics have included:

- Equity versus equality
- Hot topic conversations relevant to our society today such as voter suppression and suspension in schools of students of color
- Color blindness
- Privilege
- Implicit bias
- Mindful listening
- Peace Literacy

School Visits

During the last two years SAFE students have had the opportunity to visit each other's schools. Once at the schools, the visiting students participated in a tour of the school led by the S.A.F.E representatives of the home school. These school visits have helped break down barriers and misconceptions as well as build a sense of community among students.

Equity in Action

Part of the SAFE group's work is to address inequities and barriers for students of color in our high schools. Last year a significant accomplishment by the SAFE students was a staff meeting presentation at CVHS on culturally responsive teaching practices. A similar presentation was provided at the district's New Teacher Academy in August. New teachers shared that the panel discussion was an impactful experience for them as they were beginning their journey as part of the Corvallis School District team.

This year, each high school is focusing on an equity project. High school teams used an equity lens to determine what they would focus on for the year. The equity lens questions for determining their project included:

- *How does this decision/project align with our mission/vision?*
- *Who does the decision/project affect positively?*
- *Who does the decision/project affect negatively?*
- *How might this decision/project ignore or worsen existing disparities?*
- *What are the unintended consequences of this decision/project?*
- *How will those affected by the decision/project be included in the process?*
- *What other possibilities were explored?*
- *How will the outcome/decision be sustainable?*

Student project ideas included: Pride Week, WINGS integration, SAFE Team Awareness, teacher training on pronouns, middle school integration, self-care, anxiety, suicide prevention and combating stereotypes.

I look forward to having our students share their experiences, learning and school level equity projects with the school board this evening.





Corvallis

SCHOOL DISTRICT

VIII.B. School Calendars



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Rynda Gregory, Teaching & Learning Coordinator
Meeting Date: April 11, 2019

2020-21, 2021-22 and 2022-23 School Calendars

NO ACTION REQUIRED

Background

School Board Policy IC/ICA—School Year/School Calendar directs the Superintendent to establish a school calendar giving due consideration to input from staff, parents, and the community. To allow parents, staff and the community the ability to plan ahead with key calendar dates, in 2017, district staff proposed a three-year calendar for the 2017-18, 2018-19, and 2019-20 school years, which was approved. This three-year calendar was well received by staff and families, and we would like to continue this practice.

A survey was sent to staff and parents requesting feedback about the start date for the school year, conference dates, and for any additional general input about the calendar. We received feedback from 314 staff members and 1,080 parents.

- There was strong support from both groups to start after Labor Day.
- The input about fall conferences was that this felt a little too early for teachers to really know their students, so consider having them later in fall and continue to align elementary, middle, and high school conferences as much as possible.
- Timing for spring conferences received an overwhelmingly common response: there is too much disruption in March with days off for conferences and Spring Break. Many families suggested connecting spring conference days to Spring Break dates.
- Additional feedback focused on embedding more weather make up days into the school year rather than adding days to the end of the school year.

In addition to staff and parent feedback, we also must take into account our contractual obligations and required instructional time. This involves planning dates for conferences, staff development, and Professional Learning Community (PLC) time.

Following is a comparison of two calendar options for 2020-21 and 2021-22; there is only one option for 2022-23 because Labor Day falls so early that year. Additional feedback will be gathered from staff and parents on the specific ideas in these calendars before final calendars are presented to the Board for adoption at its May 9, 2019 meeting.

2020-21, 2021-22 and 2022-23 School Calendars

April 11, 2019

Page 2

2020-21		
	Option A	Option B
First day of school	September 9 <i>(Weds.)</i> <i>(after Labor Day)</i>	September 3 <i>(Thurs.)</i> <i>(before Labor Day)</i>
Labor Day holiday	N/A	September 9 <i>(Weds.)</i>
Fall conferences – elementary & middle	November 2-4 <i>(Mon.-Weds.)</i>	October 28-30 <i>(Weds.-Fri.)</i>
Fall conferences – high school	November 2-3 <i>(Mon. & Tues.)</i>	October 29-30 <i>(Thurs. & Fri.)</i>
Thanksgiving break	November 25-27 <i>(Weds.-Fri.)</i>	November 25-27 <i>(Weds.-Fri.)</i>
Winter break	Dec. 21-Jan. 1 <i>(Mon.-Fri.)</i>	Dec. 21-Jan. 1 <i>(Mon.-Fri.)</i>
Semester end	February 2 <i>(Tues.)</i> <i>(about 18 weeks in)</i>	January 26 <i>(Tues.)</i>
Possible weather make up days	February 3, Grading day <i>(Weds.)</i> February 15 <i>(Presidents Day)</i>	February 2, Grading day <i>(Weds.)</i> February 15 <i>(Presidents Day)</i>
Spring conferences <i>(elementary and middle school only; could be used for weather make up days)</i>	March 25-26 <i>(Thurs. & Fri.)</i>	March 25-26 <i>(Thurs. & Fri.)</i>
2-hour early release days for PLC time <i>(elementary and middle school only)</i>	October 9 <i>(Fri.)</i> December 11 <i>(Fri.)</i> March 12 <i>(Fri.)</i> May 14 <i>(Fri.)</i>	October 9 <i>(Fri.)</i> December 11 <i>(Fri.)</i> March 12 <i>(Fri.)</i> May 14 <i>(Fri.)</i>
Last day of school	June 18 <i>(Fri.)</i>	June 15 <i>(Tues.)</i>
Possible weather make up days	N/A	June 16-18 <i>(Weds.-Fri.)</i>

2021-22		
	Option A	Option B
First day of school	September 8 <i>(Weds.)</i> <i>(after Labor Day)</i>	September 2 <i>(Thurs.)</i> <i>(before Labor Day)</i>
Labor Day holiday	N/A	September 8 <i>(Weds.)</i>
Fall conferences – elementary & middle	November 1-3 <i>(Mon.-Weds.)</i>	October 27 <i>(Weds.)</i>
Fall conferences – high school	November 1-2 <i>(Mon. & Tues.)</i>	October 28-29 <i>(Thurs. & Fri.)</i>
Thanksgiving break	November 24-26 <i>(Weds.-Fri.)</i>	November 22-26 <i>(Mon.-Fri.)</i>
Winter break	December 20-31 <i>(Mon.-Fri.)</i>	December 20-31 <i>(Mon.-Fri.)</i>
Semester end	February 1 <i>(Tues.)</i> <i>(about 18 weeks in)</i>	Friday, January 28 <i>(Fri.)</i>
Possible weather make up days	February 4, Grading day <i>(Fri.)</i> February 21 <i>(Presidents Day)</i>	February 2, Grading day <i>(Weds.)</i> February 21 <i>(Presidents Day)</i>
Spring conferences <i>(elementary and middle school only; could be used for weather make up days)</i>	March 24-25 <i>(Thurs. & Fri.)</i>	March 24-25 <i>(Thurs. & Fri.)</i>
2-hour early release days for PLC time <i>(elementary and middle school only)</i>	October 8 <i>(Fri.)</i> December 10 <i>(Fri.)</i> March 11 <i>(Fri.)</i> May 13 <i>(Fri.)</i>	October 8 <i>(Fri.)</i> December 10 <i>(Fri.)</i> March 11 <i>(Fri.)</i> May 13 <i>(Fri.)</i>
Last day of school	June 17 <i>(Fri.)</i>	June 17 <i>(Fri.)</i>

2020-21, 2021-22 and 2022-23 School Calendars

April 11, 2019

Page 3

2022-23	
First day of school	September 7 <i>(Weds.)</i> <i>(after Labor Day)</i>
Fall conferences – elementary & middle	Oct. 31-Nov. 2 <i>(Mon.-Weds.)</i>
Fall conferences – high school	Oct. 31-Nov. 1 <i>(Mon. & Tues.)</i>
Thanksgiving break	November 23-25 <i>(Weds.-Fri.)</i>
Possible weather make up day	December 23 <i>(Fri.)</i>
Winter break	Dec. 23-Jan. 6 <i>(Fri.-Fri.)</i>
Semester end	January 31 <i>(Tues.)</i> <i>(about 18 weeks in)</i>
Possible weather make up days	February 1, Grading day <i>(Weds.)</i> February 20 <i>(Presidents Day)</i>
Spring conferences <i>(elementary and middle school only; could be used for weather make up days)</i>	March 23-24 <i>(Thurs. & Fri.)</i>
2-hour early release days for PLC time <i>(Elementary and middle school only.)</i>	October 7 <i>(Fri.)</i> December 9 <i>(Fri.)</i> March 10 <i>(Fri.)</i> May 12 <i>(Fri.)</i>
Last day of school	June 16 <i>(Fri.)</i>



Corvallis
SCHOOL DISTRICT

IX. DECLARATION REGARDING NONRESIDENT TRANSFERS



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

Declaration Regarding Nonresident Transfers

ACTION REQUIRED

Background

The open enrollment law sunsets on July 1, 2019. This means that 2018-2019 was the last school year for students to transfer under this law. Therefore, the district will not go through the open enrollment procedure in the spring of 2019 for enrollment in 2019-2020. Any student who has transferred via open enrollment before the sunset does not lose their open enrollment status and remains a resident student of the district in which they are currently enrolled until the highest grade at their current school.

Resident transfer requests were accepted between March 1-31, 2019 for grades K-12 via an online process for school year 2019-2020. The district received 243 applications. Based on projected enrollments, Franklin, Hoover, Jefferson, Lincoln, Mt. View, Cheldelin and CVHS were announced open for a limited number of transfers. Garfield and Lincoln were announced open for limited transfers at kindergarten and 1st grade. Adams, Wilson, Linus Pauling and CHS were announced closed to transfers except for siblings as space may be available.

Corvallis School District Executive Leadership Team and Building Administrators reviewed resident applications along with projected enrollments to estimate the number of nonresident spots that will be made available in a second application process.

Nonresident spots are to be announced on April 15, 2019 along with a second application window for nonresident families followed by an equitable lottery process if applications exceed space announced. In addition to spots by grade level that are announced, nonresident siblings of current transfer students will also be accepted as space allows. For approved nonresident transfer students, an interdistrict transfer form (from the resident district) must be completed, submitted, and approved by the resident school district in order to be released to attend Corvallis schools. Students receiving consent for admission may remain in the district until they finish the highest grade level in their current school. A subsequent application will be required when students move from elementary to middle or middle to high school at which point approval will be determined by future enrollment projections for that school.

Involvement

District staff: Kevin Bogatin, Erika Cook, Ryan Noss, Olivia Meyers-Buch, Building Administrators

Cost Impact

None.

Action Requested

Allowance of additional spots to be made available to nonresident students.

Motion Requested

"I move that the Corvallis School District Board establish the following nonresident school openings for 2019-2020 through the mutual agreement between districts' process outlined in ORS 339.127.

"Franklin K-8 – 2 openings at grade 6

6 openings at grade 8

Jefferson Elementary – 5 openings at grade 4

Hoover Elementary – 5 openings at grade 2, 5 openings at grade 5

Lincoln Elementary – 5 openings at grade 1

Mt. View Elementary – 5 openings at grade K

Cheldelin Middle School – 10 openings per grade level

Crescent Valley High School – 25 openings per grade level"



Corvallis

SCHOOL DISTRICT

- X. CONSOLIDATED ACTION (8:40 p.m. approx.)
 - X.A. Minutes
 - X.A.1. March 14, 2019

MINUTES
 Business Meeting of the
BOARD OF DIRECTORS
 Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:32 p.m.in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<p><u>BOARD MEMBERS PRESENT</u> Vincent Adams, Chair Sami Al-AbdRabbuh, Vice Chair Loren Chavarría Jay Conroy Terese Jones Ed Junkins Sarah Finger McDonald</p>	<p><u>EXECUTIVE STAFF PRESENT</u> Ryan Noss, Superintendent Kevin Bogatin, Assistant Superintendent Jennifer Duvall, Human Resources Director Olivia Meyers Buch, Finance and Operations Director</p> <p><u>STUDENT REPRESENTATIVES PRESENT</u> Alex VanBrocklin, College Hill Sadie Slocum, College Hill Trevor Thibert, CVHS</p>
---	---

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Adams led the Pledge of Allegiance.

III. BOARD MEMBER REPORTS (SCHOOL LIAISONS AND DISTRICT COMMITTEES/WORK GROUPS)

Board members provided brief updates regarding the committees to which they liaise, their visits to schools, and their attendance at school events.

IV. STUDENT REPRESENTATIVE REPORTS

Student representatives provided updates regarding their schools.

V. SUPERINTENDENT’S REPORT

Superintendent Noss offered highlights from the past month and information regarding current and future initiatives. (His report is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)

VI. PUBLIC/STAFF COMMENT

Tad Abernathy, 3005 NW Ashwood Drive, Corvallis, opined that inequality exists in terms of the amount of money being spent for both high schools, especially regarding sports fields and infrastructure. He recommended swift action to get the CVHS football field up and running before June because it affects multiple sports; if that isn't possible, he recommended renting OSU's field for CV track and field.

John Swanson, 1112 SW Sunset Drive, Corvallis, read from a prepared statement. (Mr. Swanson's letter is posted online with the informational packet of this meeting and will be filed with the official 2018-19 board records.) Mr. Swanson asked the Board to support Superintendent Noss in becoming a champion for sustainability, and to provide the staffing and resources needed to implement the Brendle Group's plan to fulfill the district's values with the relevant competencies to prepare students for the future.

Gerry Kosanovic, 3096 NW Snowberry, Corvallis, shared information about a leadership program for high school students chartered by the Rotary Club several years ago. He explained that its demise had to do in part with Board Policy JGEA and its accompanying Administrative Regulation, which requires a paid District employee to advise every club; service clubs such as Rotary have members eager to help in schools but are not allowed to. He urged the Board to change its policy.

VII. SPECIAL REPORTS

A. Brendle Group Presentation – Sustainability

Conor Merrigan of Brendle Group joined the meeting via video conference. He gave a slide presentation and referred to a report provided to the Board before the meeting. (The report and presentation slides are posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.) Mr. Merrigan and District staff responded to questions from Board members.

Board members engaged in discussion regarding the possibility of adding a sustainability coordinator position to the 2019-20 budget. Some of their comments included:

- I'm in favor of funding a sustainability coordinator position as long as teachers know that we will try to pay as much for the position from grants as possible.
- I had been one of the Board members who wanted to move slower in implementation of a sustainability coordinator. I believe we are there now; I support the addition of the position.
- The addition of a sustainability coordinator supports achieving all of the Board's existing goals rather than competing against other outcomes. I will have a hard time voting for a budget that doesn't include this position.

- Previously, there was no clear idea of what a sustainability coordinator would do. Through the work of the Brendle Group, we have a clear vision of the person we need to hire. I am in support of adding the sustainability coordinator position.
- A sustainability coordinator is at the top of my list for excellent investment and priorities for students. The position will be partially supported by savings realized through sustainability efforts, and it will be good for the community long term.
- I hear disappointment from students that adults haven't done what they need to do to help the planet. Although I would need to see some serious rationale for adding a sustainability coordinator position, I don't see it as optional; I view it on the same plane as school safety.

B. Bond Update

Facilities and Maintenance Director Kim Patten and Senior Project Manager Dale Kuykendall gave a slide presentation and referred to a report provided to the Board before the meeting. (The report and presentation slides are posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.) The presenters responded to questions from Board members.

VIII. SUPPORT FOR CORVALLIS LIVABILITY SERVICES LOCAL OPTION LEVY

Chair Adams said this request is similar to the support the Board gave for the Urban Renewal District. Board members engaged in discussion regarding possible endorsement of the City of Corvallis' Measure 2-123: City Livability Services Local Option Levy. Some of their comments included:

- This levy will fund the kinds of things that a big proportion of our community wouldn't otherwise have access to; it also funds social services.
- This levy impacts our students in immeasurable ways.
- The levy supports many things in the community such as the Osborn Aquatic Center and the Majestic Theater.
- My wife and I chose to live in Corvallis in part because of its strong Parks and Recreation program, the community pool, and the library.
- The levy is a renewal, so it will be neutral as far as what the taxpayers will see.
- The levy isn't a luxury for the Corvallis community, there simply isn't space in the budget to support the things the levy funds.

MOTION:

It was moved by Director Finger McDonald and seconded by Director Jones that the Corvallis School Board Chair shall, as needed, communicate the Board's endorsement of Measure 2-123: City Livability Services Local Option Levy, and has the authority to sign documents to this effect. The motion was voted on and unanimously approved.

IX. CONSOLIDATED ACTION

Board members asked questions regarding items D, E, G, and H, and received answers from staff.

MOTION:

It was moved by Vice Chair Al-AbdRabbuh and seconded by Director Junkins to approve the Consolidated Action items with the exception of item H. The motion was voted on and unanimously approved.

The Board approved the following items.

- A. Minutes** – February 7, 2019; February 28, 2019
- B. Licensed Personnel Actions, Including Annual Contract Renewals** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- C. Readopt PACE Joinder of Trust Agreement** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- D. E-Rate Network Equipment Contract** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- E. Award of Student Transportation Contract – Student Transportation of America** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- F. Board Policy IGBA—Students with Disabilities-Child Identification Procedures—Revised—Second Reading** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- G. Board Policy ING—Animals in District Facilities—Revised—Second Reading** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- H. Board Policy JFCH—Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems** (fka Use of Tobacco, Alcohol, and/or Drugs)—Revised—Second Reading**

This item was removed from the Consolidated Action agenda and, therefore, was not approved. Director Jones expressed concern about the term “near” in the phrase “...on or near district facilities....” and whether or not it would allow schools to enforce the consequences outlined in

the policy. She said it would be valuable even to have a standardization about how staff will interpret the term.

Staff will confer with OSBA and bring back the policy for adoption.

X. CONSOLIDATED INFORMATION

Board members asked questions regarding items C, D, and E, and received answers from staff.

- A. Non-Licensed Personnel Information** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- B. Unaudited Financial Statements – January 31, 2019** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.)
- C. Board Policy EE/EEA—Student Transportation Services—Revised—First Reading**
- D. Board Policy IGCA—Post-Graduate Scholar Program—Revised—First Reading**
- E. Board Policy JECA—Admission of Resident Students**—Revised—First Reading**

XI. BOARD MEMBER COMMENTS

Director Jones asked for clarification about whether or not lower income students at Franklin have access to the weekend backpack program. She added that parents are under the impression the school doesn't have enough low income students to qualify under District policy; if that's wrong, please communicate the correct information to parents.

XII. ADJOURNMENT

There being no further business before the Board, Chair Adams adjourned the meeting at 9:54 p.m.

Vincent Adams, Board Chair

Ryan Noss, Superintendent

Prepared By: Julie Catala

Super\Julie\BOARD\MINUTES\2019\03-14-19 - minutes.docx



Corvallis

SCHOOL DISTRICT

X.A.2. March 21, 2019

MINUTES
Special Meeting of the
BOARD OF DIRECTORS
Corvallis School District 509J

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:31 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<u>BOARD MEMBERS PRESENT</u>	<u>EXECUTIVE STAFF PRESENT</u>
Vincent Adams, Chair Sami Al-AbdRabbuh, Vice Chair Loren Chavarría Jay Conroy Sarah Finger McDonald Terese Jones Ed Junkins	Ryan Noss, Superintendent Kevin Bogatin, Assistant Superintendent Jennifer Duvall, Human Resources Director Olivia Meyers Buch, Finance and Operations Director

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Adams led the Pledge of Allegiance.

III. BUDGET COMMITTEE TRAINING

Citizen members of the Budget Committee in attendance were Katherine Bremser, Josh Clark, Bill Dougherty, Margit Foss, Jim McCullough, and LeeAnn Baker.

Finance and Operations Director Olivia Meyers Buch provided a slide presentation regarding various topics including local budget law, budget committee roles and responsibilities, and the Smarter School Spending budget framework. (The report and presentation slides are posted online with the informational packet of this meeting will be filed with the official 2018-19 Board records.) Ms. Meyers Buch responded to questions from Board members and citizen members of the Budget Committee.

IV. BOYS & GIRLS CLUB STUDENT PRESENTATION – BULLYING PREVENTION

Assistant Superintendent Kevin Bogatin, Boys & Girls Club of Corvallis (BGCC) High School Teen Center Director Casey Higgins, as well as Angel Guillermo Valle, Katelynn Kelly, and Paden Milligan, all of whom are juniors at CHS and members of BGCC. The students gave a slide presentation and referred to a report provided to the Board before the meeting. (The report and presentation slides are posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.) The presenters responded to questions from Board members.

V. E-RATE BROADBAND CONTRACT

Technology Services Director Gil Anspacher referred to a report provided to the Board prior to the meeting. (The report is posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.) Mr. Anspacher responded to questions from Board members.

MOTION:

It was moved by Director Junkins and seconded by Vice Chair Al-AbdRabbuh to authorize staff to purchase broadband services in a three year contract from Comcast Business Communications, LLC with an annual service cost of \$188,240.40 with E-Rate funding of 60% of the service cost. The motion was voted on and unanimously approved.

VI. SPECIAL EDUCATION UPDATE

Special Education Coordinator Sabrina Alexander provided a slide presentation covering various special education topics. (The presentation slides are posted online with the informational packet of this meeting and will be filed with the official 2018-19 Board records.) Ms. Alexander responded to questions from Board members.

VII. PARAMETERS FOR DRESS CODE POLICY

Director Finger McDonald said her goal is to devise a policy clear enough that it could be implemented uniformly across all schools, which would also make student handbooks consistent District-wide.

Board members shared parameters for consideration, including:

- Make students part of the conversation.
- Address gender issues.

- Designate the Assistant Superintendent or Superintendent to monitor the policy.
- Address federal courts' tenets for dress codes, such as promoting a safe, disciplined school environment, preventing interference with schoolwork and discipline, and encouraging uniformity of student dress.
- Have a simple parameter such as "dress appropriately."
- Address what students are struggling with.
- Ensure the policy is gender equitable.
- Vet the draft policy through the ACLU and similar groups.
- The Oregon Chapter of the National Organization of Women has a good example of a dress code policy.
- Vet the draft policy through students, staff, principals, and parents.
- Avoid becoming too prescriptive.
- Have students draft their own dress code policy without knowing what the District has written; compare the two versions.
- Protect of cultural expression such as braids, dreadlocks, and religious attire required during certain parts of the year.
- Clearly state that cultural expression is not just tolerated but is welcome in our buildings.
- Have students take an active part in rolling out the policy to their peers. This will show pride that students were able to have a voice in their own dress code, and will get their peers excited about it.

Chair Adams closed the discussion by noting that District staff will prepare a draft policy with these parameters in mind.

VIII. BOARD MEMBER COMMENTS

Board members shared thoughts, requests, and ideas for future agenda topics, including:

Future topics

- Computer usage and student access to inappropriate content.

Comments and requests

- Give parents hands on experiences with digital education tools and show them how those tools change how content in various subjects is delivered.
- Some parents' education predates all of this education technology; they get frustrated and have trouble even relating to the delivery of the content.

- Help parents understand inclusion. Provide more clarity/conversation/transparency about what we expect of our staff in terms of sometimes needing to run across a field to intervene with a student whose behaviors are out of control.

IX. ADJOURNMENT

There being no further business before the Board, Chair Adams adjourned the meeting at 9:30 p.m.

Vincent Adams, Board Chair

Ryan Noss, Superintendent

Prepared By: Julie Catala

Super\Julie\BOARD\MINUTES\2019\03-21-19 minutes.docx

UNADOPTED MINUTES



Corvallis

SCHOOL DISTRICT

X.B. Licensed Personnel Action



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: April 11, 2019

Licensed Personnel Action

ACTION REQUESTED

1. Issue:

a. Recommendation to Hire

Banach, Elle – Special Education/Lifeskills Teacher, 1.0 FTE, Linus Pauling Middle School effective 2019-20 school year (probationary)

b. Additional Information/Leaves/Reduction

Chapman, Robyn – Music Teacher, 1.0 FTE, Linus Pauling Middle School; Resignation effective June 30, 2019

Fong, Sandra – Special Education Teacher, 1.0 FTE, Linus Pauling Middle School; Retirement effective June 30, 2019

Hagel, Maughn – Special Education Teacher, 1.0 FTE, Corvallis High School; Retirement effective June 30, 2019

Hilberg, Gordon – Counselor, 1.0 FTE, Linus Pauling Middle School; Resignation effective June 30, 2019

Libsack, Victoria – Language Arts/Social Studies Teacher, 1.0 FTE, Linus Pauling Middle School; Resignation effective June 30, 2019

Martin Jr, Thomas R – Chemistry Teacher, 1.0 FTE, Corvallis High School; Retirement effective June 30, 2019

McGuire, Riley – Third Grade Teacher, 1.0 FTE, Adams Elementary School; Resignation effective June 30, 2019

Petty, Susan – Special Education Teacher, 1.0 FTE, Harding Center; Resignation effective June 30, 2019



Corvallis

SCHOOL DISTRICT

Skaugstad, Amy – Fourth Grade Teacher, 1.0 FTE, Wilson Elementary School; Resignation effective June 30, 2019

Wilson, Deanna – Third Grade Teacher, 1.0 FTE, Franklin School; Retirement effective June 30, 2019

c. Updates

Poole, Lia – Updated to Contract status for the 2019-20 school year; Submitted as Probationary 3 on the March 14, 2019 personnel report

MOTION REQUESTED:

“I move to approve the Licensed Personnel action as submitted.”



Corvallis

SCHOOL DISTRICT

X.C. Track Improvements at Cheldelin Middle School, Linus Pauling Middle School, and Corvallis High School



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Kim Patten, Director of Facilities and Transportation
Meeting Date: April 11, 2019

Track Improvements:

- **Cheldelin Middle School**
- **Linus Pauling Middle School**
- **Corvallis High School**

ACTION REQUESTED

Background

In May 2018 voters approved a Facilities Improvement Bond in the amount of \$199,916,925. Track improvements at Cheldelin and Linus Pauling Middle Schools and Corvallis High School were projects approved within the bond fund. The track surfaces at all 3 schools have exceeded their useful life and are failing. In addition, the 2 middle schools need improved D-areas.

The Inter-Mountain ESD purchasing program bidding process, AEPA IFB#016 fulfills the legal purchasing requirements for the purchase of the track resurfacing and D-area improvements. By joining with Inter-Mountain ESD, the collaborative purchasing power allows the district to secure competitive pricing without the administrative overhead of preparing bid documents. The Inter-Mountain ESD purchasing program has provided competitive bidding and contracts that will allow Corvallis School District to contract for purchase and installation of BSS-200 track surface at Corvallis High, BSS-100 track surface and D-area upgrades at Linus Pauling and Cheldelin Middle Schools from FieldTurf USA, Inc. All quoted prices are well below the amount budgeted for the track work in the bond promise.

Approval of the contract through the Inter-Mountain ESD at the April 11, 2019 board meeting will allow the track re-surfacing and D-area improvements to occur during the summer of 2019.

ACTION REQUESTED

Authorize staff to purchase track resurfacing at Corvallis High School, Cheldelin Middle School, and Linus Pauling Middle Schools, and D-area improvements at Cheldelin and Linus Pauling Middle Schools.

MOTION REQUESTED

"I move to authorize staff to purchase track resurfacing at Corvallis High School, and track resurfacing and D-area improvements at Linus Pauling and Cheldelin Middle Schools through the Inter-Mountain ESD purchasing program in the amount of \$761,145."



Date: March 12, 2019

To: Dave Fishel
Wenaha Group
dfishel@wenahagroup.com

From: Gary Logsdon
Phone: (503) 805-2631
Email: glogsdon@beynon.com

Subject: **Corvallis School District Tracks**
1555 SW 35th Street | PO Box 3509J
Corvallis Oregon, 97333

FieldTurf USA, Inc. and Beynon are pleased to present the follow proposal. Prices are based off of the Inter-Mountain ESD purchasing program. Inter-Mountain ESD is a purchasing co-op that provides member schools with pre-determined preferential pricing by approved vendors whose product has already been bid at a national level. AEPA IFB #016

FieldTurf USA, Inc. holds the Cooperative Purchase contract, any PO for Contract must be made out to FieldTurf USA, Inc. 175 N Industrial Blvd NE. Calhoun, GA 30701

CORVALLIS HIGH SCHOOL	
	TOTAL
Top Coat and pressure wash track on 6,032 square yards	
1. Pressure wash the track	\$ 12,367.00
Track	
2. Install a red BSS 200RE surface using water based material on 6,032 square yards. Includes all 400 meter striping.	\$ 174,143.00
3. Performance payment and bonds	\$ 2,798.00
TOTAL	\$ 189,308.00

CHELDELIN MIDDLE SCHOOL	
	TOTAL
Top Coat and surface prep track on 6,185 square yards	
4. Temporary Fencing	\$ 32,488.00
5. Pressure wash the track	
6. Surface Prep includes: <ul style="list-style-type: none"> • Edging around inside and outside the track • Install and level new sod around each sand pit • Repair damaged edges of the track 	
Track	
7. Install a red BSS 100RE surface using water based material on 6,185 square yards. Striping included.	\$ 111,021.00
Site Work D-East with ACO	
8. Establish construction entrance, provide steel plates to protect existing track surface, restore at completion. Convert existing HJ (D-east) to full D-area. Field engineering, layout, staking. Grub existing vegetation, demo existing hard surfaces, establish subgrade, supply-place-grade-compact 6" base aggregate, 2" hot mix asphalt (HMA). Supply and install 260 LF ACO 3000 drain system connect to existing stormwater drainage. (8,000 SF) BSS 100 all-weather track surface (889 SY)	\$ 144,261.00
9. Performance payment and bonds	\$ 4,317.00
TOTAL	\$ 292,087.00

LINUS PAULING MIDDLE SCHOOL	
	TOTAL
Top Coat and surface prep track on 5,579 square yards	
10. Temporary Fencing 11. Pressure wash the track 12. Surface Prep includes: <ul style="list-style-type: none"> • Edging around inside and outside the track • Filling in existing pole vault boxes • Leveling sod around long jump pits • Track surface repairs • Repair damaged edges on the track 	\$ 31,211.00
Track	
13. Install a red BSS 100RE surface using water based material on 5,579 square yards. Striping included.	\$ 100,143.00
Site Work D-East with ACO	
14. Establish construction entrance, provide steel plates to protect existing track surface, restore at completion. Convert existing HJ (D-east) to full D-area. Field engineering, layout, staking. Grub existing vegetation, demo existing hard surfaces, establish subgrade, supply-place-grade-compact 6" base aggregate, 2" hot mix asphalt (HMA). Supply and install 260 LF ACO 3000 drain system connect to existing stormwater drainage. (8,000 SF) BSS 100 all-weather track surface (889 SY)	\$ 144,261.00
15. Performance payment and bonds	\$ 4,135.00
TOTAL	\$ 279,750.00

If Bonding is required, please add 1.5% to the price above for performance payment and bonds.

EXCLUSIONS:

- Permit Fees: Owner will provide
- **Any Sales Tax**
- Design
- Removal and replacement of unsuitable sub-base material
- Contaminated soils
- Utility Adjustments
- Testing of soils
- Pavement Markings, Berms or wheel stops.

NOTES:

- Cure time on new asphalt and concrete is 28 days prior to receiving new track surface
- While surfacing and striping are being done, water systems must be curtailed, shut off or controlled so that no water falls on the track or event area surfaces.
- Price based on one mobilization. Monday- Friday Operations.
- School will need to determine a staging area for materials delivery and equipment.
- Owner or others are required to provide paved or stoned roadway to site.
- Contractor not responsible for repairing entry to site.
- Contractor not responsible for repair and restoration of all site areas outside of track.
- Proposal includes only what is specifically stated in this proposal.

If you have questions regarding the FieldTurf and Beynon SmartBuy Cooperative Purchasing Program, please contact Eric Fisher at: eric.fisher@smartbuycooperative.com.

If the price above is approved please make the PO or contract out to FieldTurf USA, Inc. 175 N Industrial Blvd NE. Calhoun, GA 30701.

Linus Pauling MS High Jump

March 12, 2019

Page 3 of 3



Corvallis School District 509J
1555 SW 35th St
Corvallis, OR 97333

PROJECT: Corvallis School District 2018 Bond Program – Track Resurfacing and D-Zone improvements

OWNER: Corvallis School District 509J
1555 SW 35th St
Corvallis, OR 97333

CONTRACTOR: FieldTurf USA, Inc.
175 N. Industrial Blvd. NE
Calhoun, GA 30701

AGREEMENT: made as of the 12th day of April in the year 2019

TABLE OF ARTICLES

1. INITIAL INFORMATION
2. CONTRACTOR'S SERVICES
3. INSURANCE AND IDEMINITY

ARTICLE 1: INITIAL INFORMATION

- 1.1.1 The Contractor's performance of the services set forth in this document is based upon the information contained in this Article 1 and includes track resurfacing at Corvallis High School, Cheldelin and Linus Pauling Middle Schools and D-Zone improvements at Cheldelin and Linus Pauling Middle Schools.
- 1.1.2 This contract is to establish the standard of quality and standards expected during the course of construction.
- 1.1.3 The Contractor shall confirm the objectives, requirements, constraints and criteria for the work with the District's representative.
- 1.1.4 The Contractor will perform the services for the Project in a timely matter consistent with sound professional practice.
- 1.1.5 The Contractor will serve as an independent consultant for services provided under this agreement and will retain control over the means and methods used in performing their services. The Contractor will be responsible for providing all material, labor and equipment necessary to provide the scope of work.
- 1.1.6 The Contractor will be responsible for the safety precautions of its employees and ensuring the safety of others in the work areas.

1.2 Property Information

- 1.2.1 Legal or other description of Property to be improved under the 2018 Bond Program includes:
Corvallis High School track, Cheldelin Middle School and Linus Pauling Middle School tracks and D-Zone areas.
- 1.2.2 Site access is provided by the arrangement below:
The Owner has title to the Property and the right of entry for the Contractor to perform its services by the following procedure:
 - Notify Corvallis District representative of time and date needed for entry.



Corvallis School District 509J
1555 SW 35th St
Corvallis, OR 97333

- Obtain permission from representative and confirmation that school is notified.
- Contractor will keep work limits minimal as to not disturb normal school operations.
- Work will be performed during regular business hours unless otherwise required and approved by District representative.
- All employees of the contractor must complete a criminal background check and be approved through the Wenaha Group office prior to accessing school property.

ARTICLE 2: CONTRACTOR'S SERVICES

- 2.1.1** All services shall be performed by qualified personnel under the supervision of the contractor licensed to practice in the jurisdiction in which the Project is located.
- 2.1.2** The Contractor shall take reasonable precautions to prevent damage to the Property and shall reasonably restore the site (as agreed with District representative) to the condition existing prior to the Contractor's entry.
- 2.1.3** The Contractor will review the information furnished by The Owner, and will review laws, codes and regulations applicable to The Contractor's services. The requirements of this Agreement shall be in addition to such laws, codes and regulations. If a conflict exists between the requirements of the jurisdiction in which the Project is located and the requirements of this Agreement, The Contractor shall notify and consult with The Owner prior to proceeding with the services impacted by the conflict.

ARTICLE 3: INSURANCE AND IDEMINITY

- 3.1.1** Contractor shall maintain Commercial General Liability, Products and Completed Operations and Automobile Liability policies with a combined single limit, or the equivalent, of not less than \$2,000,000.00 for each occurrence for Bodily Injury and Property Damage. It shall include contractual liability coverage for the indemnity provided under this Contract. It shall provide that the District, its officers and its employees are Additional Insureds but only with respect to the Contractor's services to be provided under this Contract.
- 3.1.2** CONTRACTOR SHALL DEFEND, SAVE, HOLD HARMLESS, AND INDEMNIFY THE DISTRICT AND ITS OFFICERS, EMPLOYEES AND AGENTS FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES OF ANY NATURE WHATSOEVER, INCLUDING ATTORNEYS FEES, RESULTING FROM, ARISING OUT OF, OR RELATING TO THE ACTIVITIES OF CONTRACTOR OR ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, OR AGENTS UNDER THIS CONTRACT. Contractor shall not be held responsible for any claims, suit, actions, losses, damages, liabilities, costs and expenses directly, solely, and proximately caused by the negligence of District.

ARTICLE 4: PAYMENT AND INVOICING

- 4.1.1** Invoices for services should be received by the school district by the 25th of the month.
- 4.1.2** All invoices will be Net 30 days.



Corvallis School District 509J
1555 SW 35th St
Corvallis, OR 97333

This agreement entered into as of the day and year first written above.

OWNER *(Signature)*

CONTRACTOR *(Signature)*

(Printed name and title)

(Printed name and title)



Corvallis

SCHOOL DISTRICT

X.D. DLR Group Fee Amendment for Lincoln Elementary School



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Kim Patten, Director of Facilities and Transportation
Meeting Date: April 11, 2019

DLR Group Fee Amendment for Lincoln Elementary School

ACTION REQUIRED

Background

In May 2018 voters approved a Facilities Improvement Bond in the amount of \$199,916,925. Constructing new schools at the Hoover and Lincoln Elementary School sites were projects included in the bond promise.

During contract and fee negotiations with DLR Group, it was agreed that the original design fee for Lincoln Elementary would be based on a prototype model with Hoover Elementary which resulted in a lower fee. During the Schematic Design phase, it was determined that the design for Hoover would not transfer directly to the Lincoln site. In addition, there are different programmatic needs between the two schools that require different designs. The additional service proposal from DLR Group incorporates cost savings for using a “Kit-of-Parts” approach in designing the schools. The “Kit-of-Parts” approach will use some of the same design components to ensure the overall design of Lincoln and Hoover are similar.

Approval of the fee adjustment at the April 11, 2019 board meeting will allow the design of Lincoln Elementary School to remain on schedule. A contingency was included in the current budget for Lincoln Elementary design in the event a prototypical design wasn’t feasible, so there is currently not a request for additional bond funds.

ACTION REQUESTED

Authorize staff to increase the design fee amount for Lincoln Elementary School.

MOTION REQUESTED

“I move to authorize staff to increase in the design fee amount for Lincoln Elementary School in the amount of \$560,446, resulting in a total design fee of \$2,015,956.”



Corvallis

SCHOOL DISTRICT

X.E. Board Policies - FOR ACTION

X.E.1. Board Policy EE/EEA—Student Transportation Services—
Revised—Second Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

ACTION REQUESTED

Board Policy EE/EEA—Student Transportation Services—Revised—Second Reading

Background

On December 10, 2015 the U.S. Congress reauthorized the Elementary and Secondary Education Act of 1965 more commonly known now as the Every Student Succeeds Act of 2015 (ESSA). OSBA and the Oregon Department of Education have reviewed and updated policies to reflect this new Act.

Additional language was added to EEA - Student Transportation Services to include language about transportation for preschool students with disabilities who have transportation included as a related service. The State Board of Education has also added language to OAR 581-053-0004, Administration of Pupil Transportation, requiring aides or assistants who ride on school buses to be trained on emergency procedures and their role in the safety of all students riding the bus.

This policy was read first on May 10, 2018 and second on June 21, 2018. After re-reviewing the OSBA sample, we concluded that the CSD policy should be re-drawn to reflect the OSBA sample. Revisions provided by OSBA on 6/27/2017. Last adoption by CSD 3/14/2011.

Involvement

Staff members: Kevin Bogatin, Erika Cook, Kim Patten, Becky Weeks, Joni Olsen.

Cost Impact

None.

Requested Action

Adoption of revised version.

Student Transportation Services

School transportation services will be provided for:

1. Transporting students to and from school;
2. Transporting students to and from curricular and extracurricular activities sponsored by the district;
3. Transporting students from one school or facility to another;
4. Transporting students on school-sponsored field trips that are extensions of classroom learning experiences; and
5. Transporting homeless students to and from the student's school of origin¹ as required by the Every Student Succeeds Act of 2015 (ESSA).

These services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the District.

Distance from School

Elementary students who live more than one mile from school will be transported. Secondary students who live more than one and one-half miles from school will be transported. Mileage exceptions for health, safety, or disability will be made in accordance with the district's approved supplemental plan. Miles from school will be determined by the District in accordance with Oregon Administrative Rule (OAR) 581-023-0041(1)(c).

Vehicle Types

The district may use Type 10 School Activity Vehicles to transport students from home to school, school to home, and from district-sponsored activities.

Safe School Choice

¹“School of origin” means the school that the student attended when permanently housed or the school in which the student was last enrolled.

When the student has completed the final grade served by the school of origin, the term “school of origin” shall include the designated receiving school at the next grade level for all feeder schools.

The district may also provide transportation using federal funds² or through cooperative agreements with local victims assistance units for a student to attend a safe district school³ out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous.

If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Other Approved Transportation

Students attending any private, parochial, or public charter school under the compulsory school attendance laws will, where the private, parochial, or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

Preschool students with disabilities who have transportation as a related service, and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

Safe Transportation

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under Oregon Revised Statute (ORS) 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until they are four feet nine inches tall or age eight and the adult belt properly fits.⁴ A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215, vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth by law.

The principal or designee shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

²“Federal funds” means funds available through Title IV, Part A, and Title V, Part A.

³If there is not another school in the district to which students can transfer, districts are encouraged, but not required to, explore other appropriate options, i.e., an agreement with a neighboring district.

⁴“Proper fit” means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

The school bus or vehicle drivers will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair their driving abilities.

The district will comply with all state and federal laws and regulations pertaining to school bus and vehicle transportation.

Student Conduct

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus or vehicle driver to the supervisor and building administrator as soon as possible. Violators may be denied use of transportation for a period of time as deemed proper by the building administrator and/or transportation coordinator.

The superintendent, through the support services division, is responsible for enforcing Board transportation policy and adopting appropriate administrative rules to implement the policy. It is the intent of the district to provide transportation to and from school for those students who are eligible according to the guidelines established by the Board. Transportation will be provided for homeless students to and from the school of origin as required by the No Child Left Behind Act of 2001 (NCLBA). District students are eligible for transportation, subject to the following provisions:

1. Elementary school students are generally eligible for transportation to and from school if they reside outside a one-mile radius from the school designated for attendance;
2. Secondary school students are generally eligible for transportation to and from school if they reside outside a one-and-one-half mile radius from the school designated for attendance.
3. Transportation will be provided for an eligible student who attends a district school out of the student's attendance area because his/her home school has been identified for school improvement, corrective action, or restructuring under the No Child Left Behind Act of 2001 (NCLBA). Such transfers will be permitted and transportation provided only to a safe school that has not been identified for improvement, corrective action, or restructuring. The obligation of the district to provide for transportation will terminate at the end of the school year if the school from which the student transferred is no longer in school improvement. Transportation may be provided for students receiving supplemental services under NCLBA.
4. In the event all other district schools have also been identified as in need of improvement, corrective action, or restructuring or there is no other district school to which the student may transfer, the district shall, to the extent practicable, establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided for in accordance with the agreement.
5. The district also may provide transportation using federal funds or through cooperative agreements with local victims assistance units for a student to attend a safe district school out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous.

6. Transportation provided will, to the extent possible, be to a school that is making adequate yearly progress and that has not been identified as in need of improvement, corrective action, or restructuring. If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement

Designated Transportation Boundaries

1. Because hazardous walking conditions, road directions and other environmental factors preclude establishment of an exact walking radius, the support services may establish transportation boundaries within the appropriate radii around each school;

2. No bus stop will be established within the walking radius for each school.

Bus Stops

1. Bus stops will be assigned by support services at specific locations outside the designated transportation boundaries. Such stops are to be located to facilitate student safety;

2. In most instances, bus stops will be no closer than one mile apart. While these are general guidelines, support services is authorized to designate each bus stop location after considering walking distance for students, dangerous intersections, roads without adequate walking space and other potentially hazardous conditions;

3. Students will be permitted to board or leave buses only at designated stops. Support services may make exceptions for permanently or temporarily disabled students. Exceptions may also be made at the discretion of the bus drivers in response to snow or icy conditions. In such circumstances safety of students and distance from their home must be taken into consideration;

4. Students may walk only to their assigned bus stop in order to ride to school and must leave the bus at the assigned bus stop after school;

5. Students who wish to leave buses at a location other than the school or their regular bus stop must have a written request from a parent or guardian. Such requests must be approved by the school principal (or designee) before being presented to the bus driver.

Bus Routes

1. The district will provide school bus transportation along routes designated by support services. Buses will only be operated on roads that are maintained in good and safe condition. Any dead end road used for school bus transportation must have an adequate turnaround available;

2. Buses will maintain a fixed schedule of arrival and departure times to the extent permitted by weather and road conditions. Buses cannot be expected to wait for students beyond the scheduled time of departure from a bus stop or school.

Loading or Unloading at School

Designated areas will be established at each school for buses to load and unload. Appropriate signs will be posted to exclude other vehicles from bus loading/unloading zones during times of scheduled school bus use.

Special Transportation

Special transportation will be arranged for disabled students enrolled in the district who require transportation in

order to receive education services. Each such arrangement is to be approved by the director of student services.

Parochial and Private School Students

Students of parochial and private schools located within district boundaries may board school buses at established bus stops and be transported to an established bus stop nearest the school, or the school itself, if it is located along or near the established route.

Bus Capacity

1. The district shall meet child safety system requirements and minimum standards and specifications as set forth in ORS 811.210, 815.055, and 815.080 and OAR 735-102-0010. Seating capacity will be in compliance with vehicle design and student grade levels;
2. School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the vehicle driver to the principal. Violators may be denied use of transportation for a period of time as deemed proper by the building principal;
3. The vehicle driver will be responsible for the vehicle at all times from departure until return. The driver will not participate in any activities that might impair his/her driving abilities.

Inclement Weather

1. In the event of weather that might cause it to be unsafe to transport students to or from school on some or all transportation routes, the contractor is responsible for recommending actions concerning transportation.

Publication

1. Prior to May 1, the contractor will submit to support services route schedules and inclement weather route schedules for the next school year's transportation; 2. Inclement weather routes will be communicated to students and parents.

END OF POLICY

Legal Reference(s):

[ORS 327.006](#)

[ORS 327.033](#)

[ORS 327.043](#)

[ORS 332.405](#)

[ORS 332.415](#)

[ORS 339.240 to 339.250](#)

[ORS 343.155 to 343.246](#)

[ORS 343.533](#)

[ORS 343.155 to 343.243](#)

[ORS 811.210](#)

[ORS 811.215](#)

[ORS 815.055](#)

[ORS 815.080](#)

[ORS 820.100 to 820.190](#)

[OAR 581-021-0050 to-0075](#)

[OAR 581-022-1530](#)

[OAR 581-023-0040](#)

[OAR 581-053-0002](#)

[OAR 581-053-0003](#)

[OAR 581-053-0004](#)

[OAR 581-053-0010](#)

[OAR 581-053-0031](#)

[OAR 581-053-0040](#)

[OAR 581-053-0053](#)
[OAR 581-053-0060](#)
[OAR 581-053-0070](#)
[OAR 581-053-0210](#)
[OAR 581-053-0220](#)
[OAR 581-053-0230](#)
[OAR 581-053-0240](#)
[OAR 735-102-0010](#)

~~No Child Left Behind Act of 2001, 20 U.S.C. § 6315 (2006).~~

~~McKinney-Vento Homeless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431-11435 (2005)~~

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2015).

McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2015).

Cross Reference(s):

~~Policy EEAC – School Bus Safety Program~~

~~Policy EEACC – Student Conduct on School Buses~~



Corvallis

SCHOOL DISTRICT

X.E.2. Board Policy IGAC—Religion and Schools (fka Religion in the Public Schools)—Revised—Second Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Erika Cook

Meeting Date: April 11, 2019

ACTION REQUESTED

Board Policy IGAC—Religion and Schools (fka Religion in the Public Schools)—Revised—
Second Reading

Background

As a result of the Oregon School Boards Association's (OSBA) internal policy and legal review process, OSBA is recommending a new policy and administrative regulation that addresses religion and schools. The new administrative regulation, IGAC-AR provides guidance to districts when recognizing religious customs or beliefs in a school setting.

Policy IGAC is new (due to the change of the name) and optional. Samples provided by OSBA 2/08/2018. Last adoption by CSD 5/10/1999.

Responses to Board Questions and Requests for Information

Following are responses to questions asked by Board members at the February 7, 2019 Board meeting and subsequent to the meeting. Even though answers to questions regarding the Administrative Regulation are included, it is important to note that the AR is not on the April 11 agenda because was reviewed by the Board in February. No action is required on Administrative Regulations and IGAC-AR has not changed since the Board reviewed it in February.

- **Board Policy IGAC**

Question/Request: The Board would like an explanation of why there is such a drastic change from the current CSD policy to the simpler OSBA sample policy.

Answer: OSBA's legal team revised and released this sample policy in the Policy Update 2/18. This policy was last updated in 1999 by CSD.

Question/Request: Are there any relevant court cases that we should attend to and refer to other than the one that was referenced in the suggested new language?

Answer: All relevant court cases have been reviewed by the OSBA legal team. The additional 11 cases shared by the Board have also been reviewed by staff and are determined to support all language in the revising policy and administrative regulation.

- **Administrative Regulation IGAC-AR**

Question/Request: The Board has asked for clarification on the statement "Holidays which have a religious and secular basis may be observed in public schools." Should the wording say "religious OR secular" instead of "and?"

Answer: OSBA legal team recommends keeping "and" as this sentence is meant as a requirement that if a religious holiday is to be observed in schools, it must also have both a religious and a secular basis. If you use "or," that would suggest that a holiday that has only a religious basis (no secular) may be observed in the schools, which could violate the constitution and other federal and state laws.

Question/Request: The Board asked, what does "may be observed" mean, and what are the restrictions on the observation of a religious holiday? What about parent/student rights?

Answer: OSBA legal team proposes that without a definition for "observe" in the policy or AR, to use the general meaning of "observe." Observing a holiday would include recognizing the holiday and providing for special activities related to that holiday. The Webster's dictionary includes "to celebrate or solemnize (as a ceremony or festival) after a customary or accepted form" in its definition of observe. The restrictions on the observation of a religious holiday are generally that schools should participate only in the secular aspects of the holiday, not the religious aspect. This does not mean that all religious aspects are off-limits, but the district has to be careful not to endorse or establish a particular religion, while at the same time not prohibiting individuals' right to free exercise.

The courts have weighed in on the issue, most commonly regarding Christmas. Generally, courts have found that observing or celebrating the secular aspect of Christmas, such as Santa Claus and decorated trees, does not violate the constitution as an establishment of religion. However, courts have found constitutional violations when the religious aspects of the holiday, such as crèche displays and hymns, have been part of the school's observation of the holiday. Another common area where this arises is in musical concerts. Lots of music is religious in nature, but that does not mean that a band or choir cannot perform that music. If a group is performing a religious song, it should have a secular purpose for performing it, and may want to also perform songs from other religions and non-religious songs to avoid establishing religion over non-religion, or one religion over another. The intent of this AR is not to provide an exhaustive list of what can and cannot be done in schools regarding religious holidays, rather to serve as a starting point for individual practices to be reviewed.

Parents and students have the right to observe religious and non-religious holidays, but it should not disrupt the educational environment. This may include a student being excused from school for holidays, fasting, prayers, apparel, etc.

Question/Request: The Board would like an explanation of the meaning of "2. ...sectarian indoctrination."

Answer: OSBA legal advises that without a definition to use the general meaning of these terms. Sectarian means relating to a sect, or broadly is a synonym of "religious." Indoctrination is teaching the fundamentals, perhaps with some pressure. This prohibition is meant to address teaching aspects of religion as something that a student should believe or practice. It is appropriate to teach about religion as relevant to the course subject, but it is inappropriate to teach religious aspects in order to persuade a student to align their beliefs to it.

[Additional Information Regarding OSBA's Policy Service](#)

Like many districts across Oregon, the Corvallis School District subscribes to a policy service through the Oregon School Board's Association (OSBA). Following is some information about the service OSBA provides to us.

OSBA drafts sample policies and recommends revisions based on changes in law, which incorporates:

- Federal laws and regulations.
- US Supreme Court rulings.
- Federal District Court rulings.
- Oregon laws and administrative rules.
- Oregon Fire Code.
- Oregon Attorney General manual, acts, and opinions (via the Oregon Government Ethics Commission).

Typically, OSBA's review includes federal cases conducted in Oregon as well as cases that reach the 9th Federal Judicial Circuit Court of Appeals, which covers the following states:

- Oregon
- Washington
- California
- Nevada
- Montana
- Idaho
- Arizona

Federal cases conducted in other federal circuit courts that are not appealed to the U.S. Supreme Court are not typically referenced by OSBA, but those cases are reviewed and monitored for relevancy and connection to Oregon state law and board policies.

Since policies are legally binding and create legal liability for Districts, all sample policies are reviewed by OSBA's legal team as well as a litigation team. Together, these groups determine what is required to be in policy and administrative regulation.

Any policy identified by OSBA as "required" or "highly recommended" is one that contains legal authority and must be followed by a district whether or not it already has a policy in place. The language OSBA provides districts is vetted word-for-word and should not be changed without independent consultation with District legal counsel.

Involvement

Staff members: Kevin Bogatin, Ryan Noss, Erika Cook.

Counsel: OSBA Legal

Cost Impact

None.

Requested Action

Adoption of revised version.

Religion and Schools
RELIGION IN THE PUBLIC SCHOOLS

Teachers shall be permitted to teach or present to students **academic** information concerning religions and religious beliefs, but teachers shall not promote or inhibit, openly or covertly or by subtlety, a particular religion, religious belief, or nonreligious belief.

Students and staff members may be excused, from participating in programs or activities that are contrary to their religious beliefs without penalty.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 336.035](#)

U.S. CONST. amend. I.

OR. CONST., art. I.

Kennedy v. Bremerton Sch. Dist., 869 F.3d 813 (9th Cir. 2017).

1. Purpose

~~The teaching of religion is a private concern. It has no place in our educational programs or school sponsored activities of our public schools. Staff members of the district, while on duty, may neither require nor attempt to persuade anyone to go to or remain away from religious services; they may neither force nor urge anyone to engage in or refrain from religious acts or the profession of religious beliefs or nonbeliefs; they may not give preferential treatment to believers or nonbelievers; they may not reward, punish or discriminate against anyone for profession of religious beliefs or the lack thereof.~~

2. Religious Objections to Materials

~~If a student or parent objects on religious grounds to reading, studying, or discussing any instructional material, the teacher will supply an alternative without prejudice to the student.~~

3. Religious Holidays

~~The teaching of religion is to be distinguished from teaching factually and objectively about religion. For example, religion is often a factor to be considered in history, art, literature, politics, and music.~~

~~Teachers should take particular care to see that the meaning of religious holidays is explained either by invited representatives from the various religious traditions or in accordance with the adherents of those traditions.~~

- ~~Teachers may not celebrate such holidays with religious observances or symbols in the classrooms or as part of any school related activity. Extreme care must be given to prevent ridicule of any person's religious practices and beliefs.~~
4. ~~Use of Instructional Materials and Assembly Programs~~
~~Neither instructional materials (including films) nor assembly programs will be used to promote or encourage nonreligion, religion, religious viewpoints, religious groups or religious activities.~~
 5. ~~Use of Communication Media~~
~~No school communication media will be used to advertise or promote religious devotional activity with the exception of paid advertising in the authorized student newspaper. Student-sponsored religious, philosophical, and political groups may post notices of date, time, place, and purpose of meeting on the board designated for use by school sponsored clubs.~~
 6. ~~Class Activities Utilizing Religious Content~~
~~Classroom activities, parties, plays, musical programs, etc. should be evaluated for their general educational and cultural value to all students. The time and effort spent by teachers and students in preparation of these activities should be proportional to the educational value of the activity.~~
 7. ~~Devotional Display of Religious Symbols~~
~~No public school funds, property, or other facilities will be used, as part of the regular school program, for the devotional display of religious symbols.~~
 8. ~~Baccalaureate Program~~
~~Students may have a baccalaureate program that is not religious.~~
 9. ~~Wearing of Religious Garb by School Employees~~
~~Teachers will be judged solely on their professional competence and never on the basis of their religious beliefs, nonbeliefs, or association. No person will be barred from employment as a teacher merely because of membership in a religious group. Wearing of distinctively religious garb by a school employee on school premises during school time is prohibited.~~
 10. ~~Use of Religious Terminology~~
~~Terminology which does not relate to a particular religion or religious belief should be used in school calendars and school activities, and in the titling and promotion of school activities.~~
 11. ~~School Activities on Religious Holidays~~
~~Persons who schedule extracurricular activities should be aware of religious holidays in order to seek to avoid conflicts and allow maximum participation by students in all school activities.~~
 12. ~~Implementation of Policy~~
~~Each building principal will annually devote a portion of a staff meeting to a discussion and clarification of policy regarding religious holidays. This discussion will be held prior to November 1 each year.~~

A copy of this policy and guidelines relating to religion in the schools will be distributed to all new staff members of the district.

END OF POLICY

Legal References:

~~ORS 332.107~~

~~ORS 336.035~~

~~United States Constitution, Amendment I~~

~~Oregon Constitution, Article I~~



Corvallis

SCHOOL DISTRICT

X.E.3. Board Policy IGCA—Post-Graduate Scholar Program—Revised—
Second Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

ACTION REQUESTED

Board Policy IGCA—Post-Graduate Scholar Program—Revised—Second Reading

Background

Senate Bill (SB) 20 passed by the 2017 Legislator updated state law references to the Every Student Succeeds Act of 2015 (ESSA) in current law.

Additionally, SB 20 changed statute so that the modified diploma is treated similarly to a regular high school diploma affecting several student related policies including IGCA.

This policy is conditionally required, edits provided by OSBA on 9/28/2017. Last updated by CSD on 8/15/2016.

Involvement

District staff: Erika Cook, Kevin Bogatin, Eric Wright, Rynda Gregory

Cost Impact

None.

Action Requested

Adoption of revised version.

Post-Graduate Scholar Program*

The Corvallis School District will provide a Post-Graduate Scholar Program for students in the district. A “post-graduate scholar” means a student who has:

1. ~~been~~ Been in grades 9 through 12 for more than a total of four school years, and
2. ~~has~~ Satisfied the requirements for a high school diploma or a modified diploma as provided by law. ~~in ORS 329.451.~~

The district’s program allows qualified post-graduate scholars to:

1. Enroll in courses at Linn Benton Community College that are part of an approved course of study in the post-graduate scholar program in the district, in order to gain a certificate or diploma;
~~any course listed in the Linn Benton Community College course catalog that may lead to a certificate or diploma;~~
2. Enroll in the approved program courses of study for one school year after the post-graduate scholar has satisfied the requirements for a high school diploma or a modified diploma in the district; and
~~Enroll in such courses for one school year after the post-graduate scholar has satisfied the requirements for a high school diploma; and~~
3. Have the district pay the costs for such approved course of study, including tuition, fees, and books.

~~The district will provide transportation service in existing bus routes to post-graduate scholars.~~

Program Qualifications

~~Under Oregon law, a~~ A post-graduate scholar qualifies to participate in the program if the post-graduate scholar:

1. Has completed and submitted the Free Application for Federal Student Aid, if eligible to file the application;
2. Is not eligible for a grant under the Oregon Promise Program, either because of failure to earn the minimum cumulative grade point average (GPA), or having submitted a complete application for a grant under the Oregon Promise program by the established deadline and not receiving a grant;

3. Is not eligible for a federal aid grant that is equal to or more than the average cost of tuition and fees at a community college, as determined by the U.S. Department of Education after consultation with the Executive Director of the Office of Student Access and Completion; and
4. Retains a legal residence within the boundaries of the district through which the post-graduate scholar satisfied the requirements for a high school diploma **or a modified diploma**.

The Corvallis School District establishes the following additional program **requirements:**
~~qualifications. The post-graduate scholar:~~

1. ~~Has a~~ **A** minimum high school cumulative GPA of **1.5**;
2. **An 80 percent attendance at Linn Benton Community College; and**
- ~~2.3.~~ **Must meet in person with district staff at least twice each month to monitor the student's progress.**

Program Goals

The goals of the program include:

1. Increasing the high school graduation rate for students who qualify for the post graduate scholar program.
2. Increasing the percent of students from the district attending a postsecondary education institution.

The district will monitor program information at the end of each grading term and measure results at the end of each year.

Other **District Requirements** ~~Program Elements~~

- ~~1.~~—The district will enter into a written agreement with Linn Benton Community College.
- ~~2.~~—The district will provide dedicated staff to provide support services to post-graduate scholars, including regular in-person meetings that occur at least twice each month to monitor student progress.
- ~~3.~~—The district will ensure that a majority of the students from the district who are enrolled in courses at a community college meet at least one of the following criteria:
 1. Is not a post-graduate scholar;
 2. Has received ~~a modified diploma~~, an extended diploma or a General Educational

- Development (GED) certificate;
3. Was enrolled in an alternative high school program within the preceding 12 months;
 4. Is, or will be, a first-generational graduate of high schools;
 5. Is, or has been, a child in a foster home;
 6. Is, or has been, placed in a facility or an education program by a court;
 7. Is homeless;
 8. Is a parent; or
 9. Was identified as eligible for free or reduced price lunches within the preceding 12 months.

The district may receive or expend moneys distributed from the State School fund for post-graduate scholars who enroll in courses at a community college, only if the post-graduate scholars are enrolled in the courses as part of a program established under **this section** ~~the applicable Oregon law.~~

The post-graduate scholar will not be required to ~~and may not~~ accept or use any federal grant moneys to offset costs of tuition, fees, or books incurred by the post-graduate scholar at the community college.

The district will provide transportation services in existing bus routes to post-graduate scholars, and is not required to alter existing bus routes to provide such transportation.

END OF POLICY

Legal Reference(s):

[ORS 327.006 to 327.133](#)
[ORS 329.451](#)
[ORS 332.405](#)

[ORS 339.250](#)
~~[ORS 811.210](#)~~
~~[ORS 811.215](#)~~
[OAR 581-021-0576 to -0579](#)

SB 1537 (2016)
SB 20 (2017)

McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX-A of the Every Student Succeeds Act, 42 U.S.C. §§ 11431-11435 (2017).

~~No Child Left Behind Act of 2001, 20 U.S.C. §§ 6315, 7912.~~

~~Elementary and Secondary Education Act (ESEA) Flexibility Waiver, July 18, 2012.~~

~~McKinney Vento Homeless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431-11435 (2005).~~



Corvallis

SCHOOL DISTRICT

X.E.4. Board Policy JECA—Admission of Resident Students**—
Revised—Second Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

ACTION REQUESTED

Board Policy JECA—Admission of Resident Students**—Revised—Second Reading

Background

Senate Bill (SB) 1522 corrected language contained in SB 20 (2017) that prevented districts from accessing State School Fund dollars for students who received a modified diploma and wanted to continue receiving transition services until age 21. SB 1522 updates the statutes to ensure that students who have received a modified diploma can continue receiving transition services through age 21, and allows districts to continue receiving State School Funds to provide those services. The bill also contains provisions allowing modified diploma recipients in Youth Corrections Educational Programs to be eligible for transition services and modified diploma recipients to be eligible for the Expanded Options Program.

SB 1522 affects students who received a modified diploma before, on or after the passage of SB 1522.

It's recommended the district review and adopt the required changes, edits provided by OSBA on 6/21/2018. Last updated by CSD on 1/13/2014.

Involvement

District staff: Kevin Bogatin, Erika Cook, Amy Lesan, Rynda Gregory.

Cost Impact

None.

Action requested

Adoption of revised version.

Admission of Resident Students**

All school-age students who live within the district attendance area between the ages of 5 and 19 shall be allowed to attend school without paying tuition.

1. All students who turn 19 years of age during the school year shall continue to be eligible for a free and appropriate public education for the remainder of the school year.
2. The Board may admit an otherwise eligible student who is not receiving special education and who has not yet attained 21 years of age prior to the beginning of the current school year, if they are shown to be in need of additional education in order to receive a diploma or a modified diploma. These students may attend school without paying tuition for the remainder of the school year.
3. The Board shall admit an otherwise eligible student who has not yet attained age 21 prior to the beginning of the current school year if the student is receiving special education services and:
 - 1.a. Has not yet received a regular high school diploma; or
 - 2.b. Has received a modified diploma, an extended diploma, or an alternative certificate.

A student with disabilities shall be considered a resident in which the child's parent or guardian resides under criteria identified in Oregon Revised Statute (ORS) 339.134.

4. All students with disabilities voluntarily placed outside the home by their parent or guardian may continue to attend the school the student was attending prior to the placement as a district resident, when the student's parent or guardian and school staff can demonstrate it is in the student's best interest.
5. The Board may, based on district criteria, deny regular school admission to a student who has become a resident student and who is under expulsion from another school district for reasons other than a weapons policy violation.
6. The Board shall deny, for at least one calendar year from the date of the expulsion, regular school admission to a student who has become a resident student and who is under expulsion from another school district for a weapons policy violation.
7. The Board may, based on district criteria, provide alternative programs of instruction to students expelled for a weapons policy violation.

END OF POLICY

Legal References:

[ORS 109.056](#)

[ORS 327.006](#)

[ORS 339.115](#)

[ORS 339.133](#)

[ORS 339.134](#)

[ORS 433.267](#)



Corvallis

SCHOOL DISTRICT

X.E.5. Board Policy JFCH—Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems** (fka Use of Tobacco, Alcohol, and/or Drugs)—Revised—Second Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

ACTION REQUIRED

Board Policy JFCH—Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems** (fka Use of Tobacco, Alcohol, and/or Drugs)—Revised—Second Reading

Background

The Board asked during the second reading of this policy on March 14, 2019 to please define “near” as used in this policy “on or near district grounds.”

Per OSBA legal counsel, there is no specific metric or more detailed language because neither law nor courts have provided a specific measure. An arbitrary distance could be included such as “50 feet from the edge of school property” however, this may limit the ability of schools to administer discipline in some situations.

As a District, discipline is determined in context of the impact student actions have on the school environment and whether those actions were unlawful or violate a specific code of conduct. The distance from district grounds would not be a defining factor in determining disciplinary action but rather the conditions of each situation on a case-by-case basis.

Senate Bill 754 raised the minimum age for selling to or distributing of tobacco products or inhalant delivery systems to persons, from 18 to 21 years of age. Further, it prohibits the possession of tobacco products or inhalant delivery systems for persons under the age 21 on district grounds, in a district facility, or while at a district-sponsored activity.

Policy JFCH is required, edits provided by OSBA 9/28/2017. Last CSD adoption 5/04/2009.

Involvement

District staff: Kevin Bogatin, Erika Cook.

Cost Impact

None.

Requested Action

Adoption of revised policy.

Use of Tobacco Products, Alcohol, and/or Drugs or Inhalant Delivery Systems**

The Board recognizes its responsibility to promote the health, welfare, and safety of students, staff, and others on district property and at school-sponsored activities.

Student possession, use, distribution or sale of tobacco products, inhalant delivery systems, alcohol or unlawful drugs, including drug paraphernalia, on or near any district property or grounds, including parking lots, or while participating in school-sponsored related activities is prohibited and will result in disciplinary action, and, if appropriate, referral to law enforcement officials.

If possession, use, distribution or sale occurred near district grounds, disciplinary action may include removal from any or all extracurricular activities and /or denial or forfeiture of any school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office positions, senior trip, prom, etc.). If possession, use, distribution or sale occurred on district grounds, at school-sponsored activities or otherwise while the student was under the jurisdiction of the school, students will be subject to discipline up to and including expulsion. Denial and/or removal from any or all extracurricular activities and/or forfeiture of any school honors or privileges may also be imposed. A student may be referred to law enforcement officials. Parents will be notified of all violations involving their student and subsequent action taken by the school.

A referral to community resources and/or cessation programs designed to help the student overcome tobacco product, inhalant delivery system, alcohol or unlawful drug use may also be made. The cost of such programs are the individual responsibility of the parent and the private health care system.

Clothing, bags, hats, and other personal items used to display, promote or advertise tobacco products, inhalant delivery systems, alcohol or unlawful drugs are prohibited on all district grounds, including parking lots, at school-sponsored activities and in district vehicles.

Any person under age 21 possessing a tobacco product or inhalant delivery system on district property, in a district facility or while attending district-sponsored activity is in violation of state law and is subject to a court-imposed fine.

Any person who distributes, sells or allows to be sold, tobacco products or any substance sold for the purpose of being smoked, vaporized or aerosolized, in any form, a tobacco-burning or

inhalant delivery system device, to a person under 21 years of age is in violation of state law and is subject to a court-imposed fine.

An “unlawful drug” is any drug as defined by the Controlled Substances Act including, but not limited to, marijuana, cocaine, opiates, amphetamines and phencyclidine (PCP). As used in this policy, unlawful drug also means possession, use, sale or supply of prescription and nonprescription drugs in violation of Board policy and any accompanying administrative regulation.

~~District administrators acting on reasonable suspicion may request that students participate in a breathalyzer screening for alcohol at school or prior to or during a school sponsored event. If a student refuses, he/she may be subject to school discipline and/or referral to law enforcement officials.~~

~~A dangerous drug is defined as any controlled substance as defined in ORS 475.005 (6), illegal drug, or other drug obtainable with or without a prescription that has been or may be used in a manner dangerous to the health of the user. This includes, but is not limited to marijuana, cocaine, heroin, stimulants, depressants, hallucinogenics, anabolic steroids, and performance enhancing substances. Drug paraphernalia is defined as an instrument or device used or designed to be used to inject, or otherwise consume, any dangerous drug, including tobacco or alcohol.~~

~~The possession, use, sale or supply of any dangerous drug, drug paraphernalia, alcohol, tobacco or any imitation substance, on or near the district premises, at any school related activity, or in district owned, rented, or leased vehicles is prohibited.~~

~~Students who use, possess, sell, supply, or are under the influence of alcohol, and other dangerous drugs or an imitation substance, or are in possession of drug paraphernalia on or near district property during school hours or at any school related activity, are subject to an immediate suspension of up to ten school days and/or expulsion up to one calendar year. The student is also subject to additional education programs and obligations established by the district.~~

~~Use or possession of tobacco, in any form, on or near campus may lead to immediate suspension.~~

~~Expulsion proceedings for students who have individualized education programs or 504 plans will be in accordance with specific regulations and procedures as prescribed by law.~~

~~Unlawful delivery of dangerous drugs a controlled substance to a student or minor within 1,000 feet of school district property is a Class C felony, as provided by ORS 475.904 illegal and will be reported to law enforcement officials.~~

END OF POLICY

Legal References:

[ORS 153.018](#)
[ORS 161.605](#)
[ORS 161.625](#)
[ORS 163.575](#)
[ORS 332.107](#)
[ORS 336.067](#)
[ORS 336.222](#)

[ORS 336.227](#)
[ORS 339.240](#)
[ORS 339.250](#)
[ORS 339.883](#)
[ORS 431.840](#)
[ORS 431.845](#)
[ORS 431A.175](#)

[ORS 433.835 to 433.990](#)

[ORS Chapter 475](#)

[OAR 581-021-0050 to 0075](#)

[OAR 581-021-0110](#)

[OAR 581-022-~~0413~~2045](#)

[OAR 581-053-0230\(9\)\(s\)](#)

[OAR 581-053-0330\(1\)\(m\)-\(o\)](#)

[OAR 581-053-0430\(12\)-\(14\)](#)

[OAR 581-053-0531\(11\)-\(13\)](#)

[OAR 581-053-0630](#)

[OAR 584-020-0040](#)

[OAR 581-053-0015](#)

[OAR 581-053-0545\(4\)\(e\)\(R\)-\(T\)](#)

[OAR 581-053-0550\(5\)\(q\)-\(s\)](#)

[SB 754 \(2017\)](#)

Controlled Substances Act, 21 U.S.C. § 812 (2017); Schedules of Controlled Substances, 21 C.F.R. §§ 1308.11—1308.15 (~~2006~~) (2017).

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2017).

Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101-7117 (~~2006~~) (2017).



Corvallis

SCHOOL DISTRICT

XI. CONSOLIDATED INFORMATION

XI.A. Non-Licensed Personnel Information



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Jennifer Duvall, Human Resources Director
Meeting Date: April 11, 2019

Non-licensed Personnel Information

NO ACTION REQUIRED

Recommendation to Hire

Isaiah Savage: Educational Assistant 2, 8 hours, Corvallis High School, effective April 1, 2019
(Regular/Probationary)

Amanda Konstanin: Educational Assistant 2, 4 hours, Hoover Elementary, effective April 3, 2019
(Limited Term)

Ren Hope: Educational Assistant Life Skills, 8 hours, Corvallis High School, effective April 8, 2019
(Regular/Probationary)

Raquel Infante: Food Service Assistant, 2 hours, Garfield Elementary, effective March 21, 2019
(Regular/Probationary)

Brett Cochran: Maintenance 3, 8 hours, District Office, effective March 25, 2019
(Regular/Probationary)

Becky Lane: Food Service Assistant, 4 hours, Linus Pauling Middle School, effective March 20, 2019
(Regular/Probationary)

Termination/Resignation/Layoff/Retirement

Catalina Contreas-Colin: Educational Assistant 2, 4 hours, Garfield Elementary, effective April 17, 2019 (Resignation)

Marti Otte: Administrative Assistant 1, 3.75 hours, Wilson Elementary, effective June 30, 2019
(Resignation)

Richard Thackeray: Info Services Tech Support 2, 8 hours, District Office, effective March 28, 2019
(Resignation)

Andrew Cadotte: Info Services Tech Support 2, 8 hours, District Office, effective April 17, 2019
(Resignation)

Gabrielle Monaco: Educational Assistant Life Skills, 8 hours, Corvallis High School, effective March 22, 2019 (Resignation)



Corvallis

SCHOOL DISTRICT

April Aguirre: Food Service Assistant, 4 hours, Linus Pauling Middle School, effective March 12, 2019 (Resignation)

Rose Seirup: Food Service Assistant, 5 hours, Corvallis High School, effective March 14, 2019 (Resignation)

Laura Shepherd: Food Service Assistant (5 hours), Food Service Specialist (3 hours), Central Kitchen, effective March 29, 2019 (Resignation)

Emily Lucht: Administrative Assistant 3/OM, 8 hours, District Office, effective April 19, 2019 (Resignation)

Magdalena Rhode: Assessment Technician (3.5 hours), Educational Assistant 2 (3.5 hours), Linus Pauling Middle School, effective June 30, 2019 (Resignation)

Bernard Rugg: Warehouse Delivery, 4 hours, District Office, effective June 30, 2019 (Retirement)

Jordan Gardner: Educational Assistant 2, 6.5 hours, Crescent Valley High School, effective June 30, 2019 (Resignation)

Debra Bynum: Educational Assistant 2, 6.5 hours, Franklin Elementary, effective June 30, 2019 (Retirement)



Corvallis

SCHOOL DISTRICT

XI.B. Unaudited Financial Statements - February 28, 2019



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Olivia Meyers Buch, Finance and Operations Director
Meeting Date: April 11, 2019

February 28, 2019 Financial Statements (Unaudited)

NO ACTION REQUIRED

Background

The Statement of Resources and Requirements for the General Fund for the period ending February 28, 2018 and 2019 follow this report.

Year-to-date operating revenues through the end of February 2019 total \$62.8 million or 85.5% of total budgeted operating revenues as compared to \$59.5 million or 86.3% through the end of February 2018. Total operating revenue is projected to exceed budgeted operating revenue by \$1.6 million due to several factors including:

- An increase in property tax revenue due to higher than projected growth in assessed value, receipt of a tax settlement from Comcast, and less compression loss (local option tax)
- An increase in common school fund revenue based on the [2018-19 State School Fund Grant Estimate dated March 6, 2019](#)
- An increase in county school fund revenue based on actual receipts
- An increase in earnings on investments based on actual receipts due to higher than projected interest rates
- A decrease in state school fund general support due to lower than projected student enrollment

Year-to-date operating expenditures through the end of February 2019 total \$40.8 million or 53.3% of total budgeted operating expenditures as compared to \$37.6 million or 53.4% through the end of February 2018.

Projected resources and requirements through June 30, 2019 result in an ending fund balance of \$15.4 million, or 20.4% of projected operating revenues. The projected ending fund balance reflects an increase in fund balance, or operating surplus, of \$749,208, and all General Fund reserves are projected to be at or above the designations outlined in board policy on June 30, 2019. In addition, \$3.2 million is set aside in a targeted reserve to offset increases in PERS employer contribution rates beginning in 2019.

Please contact me with questions or if you would like any additional information.

Supplementary Materials

1. Statements of Resources and Requirements as of February 28, 2018 and 2019
2. Schedule of Investments as of February 28, 2019
3. Schedule of Cash Disbursements greater than or equal to \$1,000 for the period of February 1 – February 28, 2019

Corvallis School District 509J
Statement of Resources and Requirements
Fiscal Year to Date as of February, 2018 and 2019 Respectively (Unaudited)

General Fund

	FY 2017-18					FY 2018-19				
	Amended	Actuals Thru	% of	Actuals Thru	% of	Amended	Actuals Thru	% of	Projected Thru	% of
	Budget	02/28/2018	Budget	06/30/2018	Budget	Budget	02/28/2019	Budget	06/30/2019	Budget
RESOURCES										
State School Fund Formula Revenue										
State School Fund - General Support	\$ 34,906,224	\$ 26,948,174	77.2%	\$ 36,203,832	103.7%	\$ 36,569,504	\$ 27,308,854	74.7%	\$ 35,733,636	97.7%
Property Taxes Levied by District	26,747,906	25,842,653	96.6%	27,195,629	101.7%	27,842,602	27,476,167	98.7%	28,894,802	103.8%
Common School Fund	829,828	489,619	59.0%	979,239	118.0%	692,493	-	0.0%	979,239	141.4%
County School Funds	140,000	3,174	2.3%	159,175	113.7%	160,000	260,085	162.6%	260,085	162.6%
Local Option Taxes Levied by District	4,769,350	5,610,826	117.6%	5,901,191	123.7%	6,533,657	6,821,196	104.4%	7,155,348	109.5%
Earnings on Investments	170,000	237,755	139.9%	541,715	318.7%	275,000	540,161	196.4%	750,000	272.7%
State School Fund Prior Year Adjustment	-	-	0.0%	421,206	0.0%	-	-	0.0%	(141,527)	0.0%
Other	1,392,549	354,824	25.5%	1,734,049	124.5%	1,374,000	369,350	26.9%	2,162,466	157.4%
Total Operating Revenues	\$ 68,955,857	\$ 59,487,024	86.3%	\$ 73,136,036	106.1%	\$ 73,447,256	\$ 62,775,814	85.5%	\$ 75,794,049	103.2%
Transfers	\$ 103,300	\$ 103,299	-	\$ 103,299	-	\$ -	\$ -	-	\$ -	-
Beginning Fund Balance	\$ 10,138,976	\$ 10,138,976	100.0%	\$ 10,138,976	100.0%	\$ 14,680,682	\$ 14,680,682	100.0%	\$ 14,680,682	100.0%
TOTAL RESOURCES	\$ 79,198,133	\$ 69,729,300	88.0%	\$ 83,378,311	105.3%	\$ 88,127,938	\$ 77,456,496	92.9%	\$ 90,474,731	102.7%
REQUIREMENTS										
Salaries	\$ 36,092,537	\$ 19,499,187	54.0%	\$ 36,306,315	100.6%	\$ 39,245,214	\$ 20,279,616	51.7%	\$ 37,621,797	95.9%
Associated Payroll Costs	20,493,842	10,339,463	50.5%	19,563,790	95.5%	21,772,013	10,820,110	49.7%	21,148,599	97.1%
Purchased Services	8,313,574	4,590,224	55.2%	8,159,451	98.1%	9,093,817	6,015,403	66.1%	9,894,611	108.8%
Supplies and Materials	4,001,868	1,868,125	46.7%	3,305,799	82.6%	4,938,523	2,296,607	46.5%	4,852,051	98.2%
Capital Outlay	536,000	426,327	79.5%	458,164	85.5%	505,472	26,263	5.2%	76,293	15.1%
Other Objects	926,809	865,485	93.4%	904,109	97.6%	1,021,329	1,378,398	135.0%	1,451,490	142.1%
Total Operating Expenditures	\$ 70,364,630	\$ 37,588,812	53.4%	\$ 68,697,629	97.6%	\$ 76,576,368	\$ 40,816,396	53.3%	\$ 75,044,841	98.0%
Contingency	1,723,220	-	-	-	-	1,820,050	-	-	-	-
Rainy Day Reserves	3,446,440	-	-	-	-	3,640,100	-	-	-	-
Unappropriated Reserves	2,750,794	-	-	-	-	2,891,420	-	-	-	-
Unappropriated Reserve (PERS)	913,049	-	-	-	-	3,200,000	-	-	-	-
TOTAL REQUIREMENTS	\$ 79,198,133	\$ 37,588,812		\$ 68,697,629		\$ 88,127,938	\$ 40,816,396		\$ 75,044,841	
ENDING FUND BALANCE		\$ 32,140,488		\$ 14,680,682		\$ 36,640,100		\$ 15,429,890		
Contingency				1,830,983	2.5% *				1,894,851	2.5% *
Rainy Day Reserves				3,661,967	5.0% *				3,789,702	5.0% *
Unappropriated Reserves				6,979,976	9.5% *				6,545,337	8.6% *
Unappropriated Reserve (2018-19 Roll up)				884,937	1.2% *				-	-
Unappropriated Reserve (PERS)				1,322,819	1.8% *				3,200,000	4.2% *
* Percent of Operating Revenue				14,680,682	20.1% *				15,429,890	20.4% *

Corvallis School District 509J

Schedule of Investments

February 28, 2019

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond		Par (Maturity) Value
				Equivalent Yield	Purchase Price	
U.S. Treasury Obligations:						
	08/07/18	03/31/19	237	2.124%	\$99.60	1,360,000
	08/07/18	04/30/19	267	2.189%	\$99.59	1,360,000
	08/07/18	10/15/19	435	2.371%	\$98.40	8,500,000
	08/07/18	11/30/19	481	2.396%	\$99.17	9,650,000
	08/07/18	12/15/19	496	2.424%	\$98.61	9,650,000
	08/07/18	01/15/20	527	2.445%	\$98.50	10,450,000
	08/07/18	06/15/20	679	2.512%	\$98.18	6,780,000
	08/07/18	07/15/20	709	2.531%	\$98.06	6,780,000
	08/07/18	08/15/20	740	2.546%	\$97.95	6,780,000
	08/07/18	10/15/20	801	2.559%	\$98.02	5,870,000
	08/07/18	11/15/20	832	2.570%	\$98.20	6,530,000
	08/07/18	01/15/21	893	2.584%	\$98.63	6,530,000
	08/07/18	05/15/21	1,013	2.605%	\$100.05	4,750,000
	08/07/18	07/15/21	1,074	2.624%	\$100.00	4,750,000
	12/17/18	08/15/21	948	2.670%	\$100.20	6,000,000
US Government-Sponsored Enterprises (Total):						
	10/30/17	04/17/19	537	1.500%	\$100.00	1,000,000
	10/30/17	04/26/19	546	1.500%	\$100.00	1,000,000
	10/30/17	04/30/19	550	1.480%	\$99.96	1,000,000
	08/07/18	05/30/19	297	2.240%	\$99.61	1,360,000
	08/07/18	06/21/19	319	2.265%	\$99.02	5,200,000
	08/07/18	07/19/19	347	2.264%	\$98.70	5,200,000
	08/07/18	08/15/19	374	2.323%	\$99.05	5,200,000
	08/07/18	09/12/19	402	2.343%	\$99.36	5,200,000
	08/07/18	02/11/20	554	2.494%	\$99.46	6,300,000
	08/07/18	03/30/20	602	2.504%	\$99.79	6,780,000
	08/07/18	04/23/20	626	2.528%	\$99.95	6,780,000
	08/07/18	05/28/20	661	2.536%	\$100.16	6,780,000
	08/07/18	09/28/20	784	2.550%	\$97.57	6,780,000
	08/07/18	12/28/20	875	2.587%	\$98.36	6,530,000
	08/07/18	02/15/21	924	2.647%	\$102.98	1,200,000
	08/07/18	03/12/21	949	2.646%	\$97.77	4,750,000
	08/07/18	04/19/21	987	2.682%	\$99.92	4,750,000
	08/07/18	06/11/21	1,040	2.665%	\$102.61	4,750,000
	09/21/18	01/17/20	463	2.505%	\$98.70	2,000,000
	09/21/18	02/28/20	505	2.520%	\$98.57	2,000,000
	09/21/18	03/13/20	519	2.552%	\$99.38	2,000,000
	10/15/18	02/11/20	488	2.125%	\$99.26	2,000,000
	10/15/18	03/30/20	536	2.375%	\$99.50	2,000,000
	10/15/18	04/15/20	552	2.850%	\$100.15	2,000,000
	11/19/18	04/20/20	521	1.375%	\$98.16	2,000,000
	11/19/18	05/05/20	536	2.760%	\$100.04	4,000,000
	12/03/18	05/28/20	545	2.675%	\$99.93	2,000,000
	01/15/19	09/10/21	974	2.500%	\$101.27	6,000,000
Total Investments outside of Local Government Investment Pool:						\$ 202,300,000

<u>Local Government Investment Pool:</u>	<u>Average Annualized Rate</u>	
General Account	2.75%	\$ 34,603,655
Debt Service Account	2.75%	735
<u>Debt Service Account - GO 2018 Bond Series</u>	2.75%	<u>6,263,586</u>
Subtotal LGIP ¹		<u>\$ 40,867,976</u>
<u>Local Government Investment Pool - Pension Bond Debt Service:</u>		
Pension Bond Debt Service Account: ²	2.75%	<u>\$ 1,433,859</u>
<u>Total Investments</u>		<u>\$ 244,601,835</u>

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is \$48,333,000
2. The PERS Bond Debt Service Account is outside of the LGIP limit, and collects the PERS intercept payments from the Basic School Fund for payment twice a year to the bond holders of the PERS bond debt.

Compliance with Investment Policy

<u>Type of Investment</u>	<u>Maximum Percent of Portfolio per Policy</u>	<u>Current Percent</u>
US Treasury Obligations	100.0%	39.1%
US Government-Sponsored Enterprises (Total):	90.0%	43.6%
Local Government Investment Pool	100.0%	17.3%
Bankers Acceptances	25.0%	0.0%
Repurchase Agreements	25.0%	0.0%
State and Local Government Securities	25.0%	0.0%
Time Certificates of Deposit & Collateralized Money Market	50.0%	0.0%
Commercial Paper (bonds and promissory notes issued by corporations)	10.0%	0.0%
TOTAL		100.00%

Benchmarks as of 2/28/19:

3-Month U. S. T-Bill bond equivalent yield:	2.44%
3-Mo. Jumbo CDs	2.58%

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of February 1 - February 28, 2019

Vendor by Fund and Object	Check Total
100 - General Fund	
Accounts Payable	
RAINBOW DANCE THEATRE	6,110.92
Cash Donations to Other Agencies	
BE SOLAR	4,363.46
Charter School Payments	
INAVALE COMMUNITY PARTNERS, INC	64,766.85
Computer Software	
AVANT ASSESSMENT LLC	1,400.00
OREGON SCHOOL BOARDS ASSOCIATION	2,500.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	7,812.79
AMERICAN TIME & SIGNAL COMPANY	1,314.25
FLINN SCIENTIFIC INC	1,827.95
FRED MEYER CUSTOMER CHARGES	1,761.90
GTS INTERIOR SUPPLY - SALEM	3,392.00
HOME DEPOT CREDIT SERVICES	1,789.90
JOSTENS INC	2,359.47
KING OFFICE EQUIPMENT INC	2,696.60
MILLER PAINT COMPANY	1,515.50
OFFICE DEPOT, INC	21,280.55
PLATT ELECTRIC SUPPLY CO	1,934.96
SCHOOL SPECIALTY	3,350.79
WAXIE SANITARY SUPPLY	8,229.17
Copier Charges	
CTX - SAN FRANCISCO	3,641.79
Electricity	
CONSUMERS POWER INC	12,844.20
PACIFIC POWER	98,502.95
Equipment-like items \$1,000 - \$4,999	
SHEFFIELD POTTERY	7,790.10
Fuel	
BENTON COUNTY PUBLIC WORKS	4,524.82
NW NATURAL	43,772.93
Garbage	
REPUBLIC SERVICES	14,437.12
Instructional, Professional and Technical Service	
INAVALE COMMUNITY PARTNERS, INC	1,626.75
LINN BENTON COMMUNITY COLLEGE	1,973.91
NUCLEAR AGE PEACE FOUNDATION	1,500.00
OREGON DEPARTMENT OF EDUCATION	6,263.27
VOYAGER SOPRIS LEARNING	1,500.00

Corvallis School District 509J
 Schedule of Cash Disbursements greater than or equal to \$1,000
 For the period of February 1 - February 28, 2019

Vendor by Fund and Object	Check Total
Non-reimbursable Student Transportation	
CITY OF CORVALLIS_	7,238.34
MTR WESTERN	19,751.64
Other Communication Services	
COMCAST/INSTITUTIONAL NETWORKS	18,509.21
Other Employee Benefits	
Strowbridge, Jonathan E	1,803.00
Other Non-instructional Professional and Technical	
ABIDE WEB DESIGN	2,085.00
BLUFISH TECHNOLOGIES LLC	7,600.00
BOWMAN CONSULTING GROUP LLC	2,366.49
BRENDLE GROUP INC	15,327.88
CRIMINAL INFORMATION SERVICES INC	1,053.85
MAXIM HEALTHCARE SERVICES INC	3,083.50
NIS	3,917.50
PACIFIC EDUCATIONAL GROUP INC	6,000.00
SAMARITAN HEALTH SERVICES	10,152.50
SELECTEMP EMPLOYMENT SERVICES	1,071.32
Other Professional Services - Certified Subs	
EDUSTAFF	90,054.27
Other Professional Services - Classified Subs	
EDUSTAFF	29,500.48
Other Property Services	
US Bank Equipment Finance	4,177.42
Printing and Binding	
CORVALLIS COPY	2,152.33
FRANKLIN PRESS	2,255.65
Redemption of Principal	
OREGON CLEAN POWER COOPERATIVE	8,927.00
Regular Interest	
OREGON CLEAN POWER COOPERATIVE	3,484.00
Reimbursable Student Transportation	
DIAL-A-BUS OF BENTON COUNTY	131,115.14
ECOSHUTTLE CHARTERS & TOURS	2,095.00
FIRST STUDENT INC	299,333.46
MTR WESTERN	8,547.58
Repairs and Maintenance Services	
BENTON COUNTY PUBLIC WORKS	2,653.58
EC ELECTRIC	3,603.77
MCGOVERN MAINTENANCE	2,170.00

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of February 1 - February 28, 2019

Vendor by Fund and Object	Check Total
MICK'S GLASS SERVICE INC	1,275.90
PACIFIC OFFICE AUTOMATION	2,062.66
SOURCE REFRIGERATION & HVAC	5,348.74
Scholarships	
Hernandez Cruz, Avigain	1,000.00
Technology Taggable Equip <\$5,000	
APPLE, INC	1,558.00
CTL CORPORATION	9,521.00
DELL MARKETING LP	3,528.09
Telephone	
AT&T MOBILITY-ACCT#837370420 (TECH)	1,624.74
CENTURYLINK	4,464.15
Textbooks	
CENTER FOR THE COLLABORATIVE CLASSROOM	7,938.00
COMMITTEE FOR CHILDREN	7,903.00
PAR, INC	1,244.16
Travel, Out of District	
ACPE	1,950.00
Water and Sewage	
CITY OF CORVALLIS	24,822.06
100 - General Fund Total	1,101,055.31
203 - Food Service Fund	
Food - Food Service Only	
DUCK DELIVERY PRODUCE INC	8,203.33
FRANZ FAMILY BAKERIES	2,117.35
LOCHMEAD DAIRY	15,265.83
Inventories	
FOOD SERVICE OF AMERICA	11,599.87
MCDONALD WHOLESALE CO	27,998.50
NORTHWEST DISTRIBUTION SERVICES	2,763.87
SYSCO FOOD SERVICE	1,775.04
Repairs and Maintenance Services	
ADVANCED ENVIRONMENTAL SYSTEMS	8,902.50
PHILS TRANSMISSIONS INC	3,475.00
203 - Food Service Fund	Total
	82,101.29
204 - District Donation Fund	
Cash Donations to Other Agencies	
BE SOLAR	10,636.54
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	1,359.98
BRAINPOP LLC	1,895.00
FRED MEYER CUSTOMER CHARGES	1,652.05

Corvallis School District 509J
 Schedule of Cash Disbursements greater than or equal to \$1,000
 For the period of February 1 - February 28, 2019

Vendor by Fund and Object	Check Total
Equipment-like items \$1,000 - \$4,999	
MEDIA SUPPLY INC	2,252.35
RIFTON EQUIPMENT	1,696.52
Instructional, Professional and Technical Service	
CORVALLIS ENVIRONMENTAL CENTER	2,500.00
Library Books	
LORITO BOOKS	2,340.02
Travel, Student Out of District	
BOYS & GIRLS CLUB OF CORVALLIS	1,595.00
FLAGSHIP INN - ASHLAND	2,442.83
204 - District Donation Fund Total	28,370.29
208 - Designated Facilities Fund	
Rentals	
MODERN BUILDING SYSTEMS	1,350.00
208 - Designated Facilities Fund Total	1,350.00
296 - Grants Fund	
Architect/Engineer Services	
DLR GROUP	83,245.50
Consumable Supplies and Materials	
CANON USA INC CREDIT CARD	3,899.90
SNAP ON INDUSTRIAL	2,241.10
Other Professional Services - Certified Subs	
EDUSTAFF	9,602.40
Travel, Out of District	
ARIZONA STATE UNIVERSITY	2,275.00
Travel, Student Out of District	
HOLIDAY INN - WILSONVILLE	3,171.06
296 - Grants Fund Total	104,434.96
297 - Student Body Funds	
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	3,296.59
ELEMENT GRAPHICS, INC	3,960.50
ELITE ATHLETE	1,469.00
HOME DEPOT CREDIT SERVICES	3,170.71
LIVE SOUND AND LIGHT LLC	1,585.60
MCMASTER-CARR SUPPLY COMPANY	1,647.83
OFFICE DEPOT, INC	1,174.14
RESILITE	10,085.72
SCHOLASTIC BOOK FAIRS	1,289.00
SHIRT CIRCUIT	5,629.75
VEX ROBOTICS, INC	2,447.29
Wyatt, Elizabeth L	1,504.11

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of February 1 - February 28, 2019

Vendor by Fund and Object	Check Total
Equipment-like items \$1,000 - \$4,999	
DAKTRONICS INC	1,000.00
Non-reimbursable Student Transportation	
FIRST STUDENT INC	1,938.40
Other Non-instructional Professional and Technical	
HIGH FIDELITY ENTERTAINMENT	1,600.00
HITCHCOCK, MAE	4,300.00
Travel, Student Out of District	
CAMP TADMOR	2,227.50
297 - Student Body Funds Total	48,326.14
298 - Designated Revenue Fund	
Consumable Supplies and Materials	
OFFICE DEPOT, INC	2,074.81
Instructional, Professional and Technical Service	
SPIKES CONSULTATION LLC	4,000.00
Other Professional Services - Certified Subs	
EDUSTAFF	27,243.77
Other Professional Services - Classified Subs	
EDUSTAFF	3,433.13
Travel, Student Out of District	
EVERGREEN AVIATION & SPACE MUSEUM	1,050.00
WINGS & WAVES WATERPARK	2,076.00
298 - Designated Revenue Fund	Total
	39,877.71
405 - 2018 Series GO Bond Proceeds Fund	
Architect/Engineer Services	
COLE SURVEYING LLC	26,067.50
DLR GROUP	363,329.33
FOUNDATION ENGINEERING	2,526.00
NIS	17,350.00
PIVOT ARCHITECTURE	60,228.03
SYSTEMS WEST ENGINEERS	5,215.00
Buildings Acquisition	
COLE SURVEYING LLC	7,012.50
WILLAMETTE VALLEY PLANNING, LLC	4,561.00
Improvements Other Than Buildings	
CITY OF CORVALLIS - DEVELOP SRVS	1,000.00
Other Non-instructional Professional and Technical	
BRENDLE GROUP INC	1,650.00
TRANSPERFECT TRANSLATIONS INTERNATIONAL	1,749.41
405 - 2018 Series GO Bond Proceeds Fund Total	490,688.77

Corvallis School District 509J
 Schedule of Cash Disbursements greater than or equal to \$1,000
 For the period of February 1 - February 28, 2019

Vendor by Fund and Object	Check Total
601 - Insurance Fund	
Group Insurance	
UNUM LIFE INSURANCE COMPANY OF AMERICA	23,773.52
WILLAMETTE DENTAL GROUP (GROUP Z1329)	45,400.50
Other Professional Services - Classified Subs	
EDUSTAFF	1,638.70
601 - Insurance Fund	Total
	70,812.72
Grand Total	1,967,017.19



Corvallis

SCHOOL DISTRICT

XI.C. 2019-20 School Board Meeting Schedule



Board of Directors 2019-20 Meeting Schedule

(Presented for information on 04-11-19)

- August 15, 2019 – Business Meeting
- August 22, 2019 – Retreat
- September 12, 2019 – Business Meeting
- September 26, 2019 – Special Meeting
- October 10, 2019 – Business Meeting
- October 24, 2019 – Special Meeting
- November 14, 2019 – Business Meeting (and School Improvement Plans)
- December 12, 2019 – Special Meeting (School Improvement Plans)
- December 19, 2019 – Business Meeting
- January 9, 2020 – Business Meeting
- January 16, 2020 – Special Meeting
- February 6, 2020 – Business Meeting
- February 20, 2020 – Special Meeting
- March 5, 2020 – Business Meeting
- April 9, 2020 – Business Meeting
- April 16, 2020 – Special Meeting
- April 30, 2020 – Budget Committee Meeting
- May 7, 2020 – Business Meeting
- May 14, 2020 – Budget Committee Meeting
- May 21, 2020 – Special Meeting
- May 28, 2020 – Budget Committee Meeting
- June 11, 2020 – Business Meeting

Meetings generally begin at 6:30 p.m. at the School District Office, 1555 SW 35th Street, Corvallis. Meeting times, locations, dates, and types are subject to change. Public comment is generally accepted only at business meetings. Current meeting agendas, supporting materials, and information about how to provide input to the School Board can be found at www.csd509j.net under the *About Us* tab. Business meetings, work sessions, retreats, and special meetings are open to the public. Executive Sessions are closed to the public.

For more information, contact Julie Catala at 541-757-5841 or at julie.catala@corvallis.k12.or.us



Corvallis

SCHOOL DISTRICT

XI.D. Board Policies/Administrative Regulations - FOR DISCUSSION

XI.D.1. Board Policy IBDJA—Relations with Home-schooled Students—
Revised—First Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

NO ACTION REQUIRED

Board Policy IBDJA—Relations with Home-schooled Students—Revised—First Reading

Background

The 2017 Legislator passed Senate Bill 208 adding to and revising the statutory language in ORS 339.450 and 339.460, establishing the right of public charter school students and reiterating the right of homeschooled students to participate in OSSA-sanctioned activities of their resident district. The State Board of Education has adopted OARs governing these new requirements and its process for determining student eligibility.

Policy IBDJA is highly recommended. Edits provided by OSBA 2/08/2018. Last adoption by CSD 10/09/2006.

Involvement

Staff members: Kevin Bogatin, Erika Cook, Jennifer Schroeder, Amy Lesan, Rynda Gregory.

Cost Impact

None.

Function

Review of revisions.

Relations with Home-Schooled Students**

The district recognizes the rights of parents to educate students at home and acknowledges the education service district's role in registering and monitoring test results for students who are being taught at home.

Further, the Board is willing to assist parents in this endeavor if a request is made through the superintendent. The district will furnish basic course descriptions, state standards for elementary and secondary education, and, when available, ~~and in accordance with fair use copyright guidelines,~~ may furnish basic instructional materials upon deposit of a loss/damage fee.

Students may, upon parent request, be allowed to participate in district programs such as physical education programs, instrumental and vocal music programs, or other selected options if space and materials are available. Such students must then adhere to regular attendance procedures ~~and standards of behavior as established by the school~~ as established by the school and must avoid disruption of said programs. Enrollment at all times shall be limited to less than half-time equivalency as defined by the district.

Transportation

Parents are responsible for transportation for students attending selected school offerings.

Credits Toward Graduation

~~The Board reaffirms its prerogative~~ The district does not accept home instruction course credit toward graduation requirements. The district shall evaluate transcripts and determine the value of prior credits and number of years of school attendance or equivalent for home-schooled students on a case-by-case basis.

Interscholastic Activities

Home-schooled students may participate in available interscholastic activities if the following requirements ~~criteria~~ are met:

1. The student is in compliance with all rules governing home schooling and can provide acceptable documentation of compliance to the district;
2. The student can meet the district eligibility requirements, except the district or class attendance requirements;

3. The student need not meet class requirements of the voluntary association administering the interscholastic activities-;
4. ~~The student can achieve the minimum achievement test score required of home school students (Students may participate while awaiting test results.);~~ The student must meet one of the following:
 - a. The student must achieve the minimum score on an examination from the list adopted by the State Board of Education that places the student at or above the 23rd percentile based on national norms. The examination shall be taken at the end of each school year. The parent or guardian shall submit the examination results to the district. The student may participate while awaiting test results; or
 - b. The district may adopt alternative requirements, in consultation with the parent or guardian, that a student must meet to participate in interscholastic activities, including, but not limited to, a requirement that a student submit a portfolio of work samples to the district for review to determine whether a student is eligible to participate in interscholastic activities.
5. The student must fulfill the same responsibilities and standards of behavior and performance including related class or practice requirements of other students participating in the interscholastic activity. The student must meet the same standards for acceptance on the team or squad. The student must also comply with all public school requirements during the time of participation;
6. The student must reside in the attendance boundaries of the school for which the student participates.

“Interscholastic activities” means athletics, music, speech, and other similar or related activities.

An interscholastic activity is defined as an activity:

1. ~~With optional student participation which complements the curriculum, encourages students' physical, academic or social development;~~
2. ~~Is supervised by school personnel;~~
3. ~~Is generally conducted outside the instructional day.~~

Special Education

With regards to Special Education services for home-schooled students, please refer to policy Special Education – Service for Home-Schooled Student with Disabilities – IGBAL.

END OF POLICY

Legal Reference(s):

[ORS 326.051](#)
~~ORS 329.465~~

[ORS 339.030](#)
[ORS 339.035](#)

~~[ORS 339.430](#)~~
[ORS 339.450 to 339.460](#)

[ORS 339.460](#)

[OAR 581-021-0026 to 0029](#)

[OAR 581-021-0033](#)

[OAR 581-021-0071](#)

[OAR 581-021-0210](#)

[~~OAR 581-022-1350~~](#)

[OAR 581-022-2505](#)



Corvallis

SCHOOL DISTRICT

XI.D.2. Board Policy JECB—Admission of Nonresident Students—
Revised—First Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

NO ACTION REQUIRED

[Board Policy JECB](#)—Admission of Nonresident Students—Revised—First Reading
[Administrative Regulation JECB-AR](#)—Admission of Nonresident Students—Revised—For Information
[Board Policy JECF](#)—Nonresident Student Tuition—Rescind—First Reading
[Administrative Regulation JECF-AR](#)—Waiver of Tuition—Rescind—First Reading

Background

The open enrollment law sunsets on July 1, 2019. This means that the 20018-2019 school year was the last year for students to transfer under this law. Districts should not go through the open enrollment procedure in the spring of 2019 for enrollment in 2019-2020. Any student who has transferred via open enrollment before the sunset does not lose their open enrollment status and remains a resident student of the district in which they are currently enrolled. The edits to JECB include language regarding tuition, OSBA advises rescinding policy JECF adopted on 6/28/1999.

These edits provided by OSBA on 2/28/2019, the policy was last updated by CSD on 5/10/2018 and is highly recommended. The AR was last updated by CSD on 4/12/2018 and is an optional administrative regulation.

Involvement

District staff: Kevin Bogatin, Erika Cook, Ryan Noss

Cost Impact

None.

Function

Review of revisions.

Admission of Nonresident Students

The district may enroll nonresident students as follows:

1. **Interdistrict Transfer Agreement.** By written consent of the affected school boards, the student becomes a “resident pupil-student” of the attending (receiving) district thereby allowing the attending district to receive State School Fund moneys;
2. ~~**Open Enrollment.** By written consent from the school board with which the student has made application for admission. The student becomes a “resident pupil” of the attending (receiving) district thereby allowing the attending district to receive State School Fund moneys;~~
- 3.2. **Tuition Paying Student.** By admitting nonresident student with tuition, whereby neither affected districts are eligible for State School Fund moneys;
- 4.3. **Court placement.** If a juvenile court determines it is in the student’s best interest, a student placed in a substitute care program outside the district will continue to be considered a resident student and allowed to attend the school the student attended prior to placement. The public agency placing the student in a substitute care program will be responsible for the transportation of the student, if public agency funds are available.

The Board shall deny regular school admission to nonresident students who are under expulsion from another district for a weapons policy violation. The Board may, based on district criteria, deny regular school or alternative education program admission to nonresident students who are under expulsion from another district for reasons other than a weapons policy violation.

Consent for Admission of a Nonresident Student by Interdistrict Transfer or Consent for Admission of a Tuition Paying Student

Annually, by March 1, the Board shall establish the number of student transfer requests into the district, and out of the district, to which consent will be given for the upcoming school year.

~~The Board reserves the right to accept/reject nonresident students based upon the availability of space and resources.~~ The Board may not consider nor ask for any information from the student about race, religion, sex, sexual orientation, ethnicity, national origin, disability, health, whether a student has an individualized education program (IEP) or the terms of that IEP, talented and gifted identification, income level, residence, proficiency in English, athletic ability, or academic records. The Board may not request or require the student to participate in an interview, tour any of the schools or facilities, or otherwise meet with any representatives of the school or district prior to the district deciding whether to give consent.

The Board may ask for the student's name, contact information, date of birth, grade level, whether the student may be given priority on consent for admission (e.g., sibling in the district; change in legal residence; completion of public charter school in the district ~~see the following paragraph for~~ priorities), information about which school(s) the student prefers to attend, and whether the student is currently expelled.

If the number of students seeking consent exceeds the number of spaces, the Board will use an equitable lottery selection process. The process may give priority to students who have siblings currently enrolled in the district; to students who previously received consent for admission because of a change in legal residence; or to students who attended a public charter school located in the same district in which the student seeks to attend, for three consecutive years, completed the highest grade offered by the public charter school, and did not enroll and attend school in another district following completion of that highest grade in the public charter school.

The Board may revise the maximum number of students to whom consent will be given at a time other than the annual date established by the Board if there are no pending applications for consent.

If the Board decides not to give consent to a student the Board must provide a written explanation to the student.

The district may require minimum standards of behavior and/or attendance once the student has been accepted. The minimum standards must be the same for all students that are given consent. The district is not allowed to establish minimum standards for academics as criteria for the student to remain in the district. Students whose consent is revoked for violation of attendance and/or behavior standards will not be allowed to apply for consent to return to this district in the same or the following school year.

The Board may determine the length of time for which the consent is given. Any limitations in length of time must be applied consistently among all students to whom consent is given.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

The attending district is responsible for a free appropriate public education for any student on an IEP.

Consent by the Nonresident District Board for which the Student has applied for Admission (Open Enrollment)

~~Annually, by March 1, the Board shall establish the number of students to whom consent will be given for the upcoming school year. The Board may choose to limit consent based on school, grade, or the combination of both. The Board may decide not to give consent to any person under this process.~~

~~Applications for consent shall be submitted to the district no later than March 31, for the following school year.~~

~~The Board may not deny consent, give priority nor request student information related to race, religion, sex, sexual orientation, ethnicity, national origin, disability, health, whether a student has an individual education program (IEP) or the terms of that IEP, talented and gifted identification, income level, residence, proficiency in the English language, athletic ability, or academic records.~~

~~If the number of students seeking consent exceeds the number of students the Board has determined will be given consent, consent will be based on an equitable lottery selection process.~~

~~The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.~~

~~By May 1, the district shall provide written notification of admission of a nonresident student into the district, to the district of the student's legal residence.~~

END OF POLICY

Legal Reference(s):

~~[ORS 109.056](#)~~

~~[ORS 327.006](#)~~

~~[ORS 329.485](#)~~

~~[ORS 335.090](#)~~

~~[ORS 339.115](#) to [339.133](#)~~

~~[ORS 339.141](#)~~

~~[ORS 339.250](#)~~

~~[ORS 343.221](#)~~

~~[ORS 433.267](#)~~

~~[OAR 581-021-0019](#)~~

~~Letter Opinions, Office of the OR Attorney General (March 15, April 18, June 30 1988).~~

~~OR. DEP'T OF EDUC., ODE EXECUTIVE MEMORANDA 23 1988-89, 42 1994-95.~~

Cross Reference(s):

~~_____ Policy JEC — Admissions~~

~~_____ Policy JECF — Nonresident Student Tuition~~

~~_____ Policy JCA — Student Transfers~~



Corvallis

SCHOOL DISTRICT

XI.D.3. Administrative Regulation JECB-AR—Admission of Nonresident Students—Revised—For Information

Admission of Nonresident Students

Each school year, the principals will establish an approximate number of nonresident students their respective buildings can accommodate for the following school year.

Nonresident students ~~will not~~ may only be admitted with~~out~~ tuition, with the exception of students who become “resident ~~pupils~~ students” by one of the following methods:

1. By written consent of affected school boards (interdistrict transfer);
2. ~~By written consent of the district board with which the student has made application for admission (open enrollment);~~
- 3.2. A foreign exchange student attending a district school on a J-1 Visa; or
- 4.3. A court ~~order~~ placement.

The amount of tuition will be established annually by the Board. Each admitted tuition paying student will be charged the same amount of tuition.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

Consent for Admission of a Nonresident Student by Interdistrict Transfer

1. The Board shall establish the number of student transfer requests into the district, to which consent will be given for the upcoming school year annually.
 2. The application for admission must be submitted through the assistant superintendent’s office.
 3. Admission must be approved by the superintendent or designee.
 4. Students receiving consent for admission may remain in the district until they finish the highest grade level in their current school. A new application for admission consideration must be submitted through the assistant superintendent’s office when the student moves from elementary to middle and middle to high school. The student will not need to seek permission more than once from the same district of origin, to transfer to this district.
1. ~~The request for admission is made through the district’s online transfer application during the month of March.~~

- ~~2. An interdistrict transfer form (from the resident district) must be completed, submitted, and approved by the resident school district in order for the student to be released to attend Corvallis schools.~~
- ~~3. Admission to attend Corvallis schools must be approved by the assistant superintendent or designee. Decisions regarding transfer requests made by the assistant superintendent will be final.~~
- ~~4. Students receiving consent for admission may remain until graduation. The student will not need to seek permission more than once from the same **district of origin** to transfer to the Corvallis School District. When a student is promoted to a higher grade outside the attending Corvallis school, the student may submit an online transfer request for their next school level during the month of March.~~

Consent for Admission of a Tuition Paying Student

1. The application for admission must be submitted through the assistant superintendent's office.
 2. Admission and annual renewal must be approved by the superintendent or designee.
 3. Admission of students paying tuition will result in a tuition agreement between the parties and will be filed with the business office for billing and payment control.
 4. The business manager shall prepare semester bills for all tuition paying students, and any student whose tuition remains unpaid for 15 days after presentation of bills shall be excluded; the superintendent or designee may grant additional time for payment should circumstances warrant it.
 5. Students receiving consent may remain in the district until they finish the highest grade level in their current school.
- ~~1. The request for admission is made through the district's online transfer application during the month of March.~~
 - ~~2. Admission to attend Corvallis schools must be approved by the assistant superintendent or designee. Decisions regarding transfer requests made by the assistant superintendent will be final.~~
 - ~~3. Admission of students paying tuition will result in a mutual tuition agreement between the parties and will be filed with the business office for billing and payment control.~~
 - ~~4. The business manager shall prepare semester bills for all tuitioned students, and any student whose tuition remains unpaid 15 days after presentation of bills shall be excluded; the superintendent may grant additional time for payment should circumstances warrant it.~~
 - ~~5. Students receiving consent for admission may remain until graduation. When a student is promoted to a higher grade outside the attending Corvallis school, the student may submit an online transfer request for their next school level during the month of March.~~

Consent by the Nonresident District Board for which the Student has Applied for Admission (Open Enrollment)

- ~~1. By March 1, the Board shall establish the number of students, if any, that will be given admission for the following school year under this process. **Intradistrict** transfer requests for students who live within the Corvallis School District boundary will have priority over any application for placement by a nonresident~~

~~student to a specific school.~~

- ~~2. Nonresident students must make application no later than March 31 for admission in the following school year. Applications must be submitted to the district office.~~
- ~~3. If the number of applications exceeds the number of admissions to be given, an equitable lottery process will be used to determine admission. Priority is given to **intradistrict** transfer requests, then the lottery process may give priority to applicants who currently have siblings enrolled in the district. If the district determines that admission will not be given to any students under this process, there is no district obligation to give admission to siblings.~~
- ~~4. Once the student has been given admission, the student is considered a resident for all educational programs and remains a resident of the district until the student:
 - ~~a. Graduates from high school;~~
 - ~~b. Is no longer required to be admitted to the school district under ORS 339.115; or~~
 - ~~c. Enrolls in a school in a different district.~~~~
- ~~5. By May 1, prior to the next school year, the district shall provide written notification to the student receiving admission, and to the district of the student's legal residence.~~



Corvallis

SCHOOL DISTRICT

XI.D.4. Board Policy JECF—Nonresident Student Tuition—Rescind—
First Reading

Nonresident Student Tuition

Unless otherwise stipulated by law, tuition rates shall be approved by the Board and shall be reviewed annually and adjusted if necessary. Such rates, when established, shall be uniformly applied to all students who are not residents of the Corvallis School District. Rates shall be established for elementary, middle, senior high and summer school.

Billing of tuition shall be on the basis of the academic quarter. Payment from the parent shall be received by the business office before the student attends school.

Any requests for adjustment in tuition or exemption from payment shall be made to the superintendent. Any action taken by the superintendent shall be subject to review by the Board at the request of the individual initiating the request. The Board will consider an interdistrict agreement in lieu of tuition if the sending district has affirmed that it will enter into such an agreement with the district.

END OF POLICY

Legal Reference:

ORS 339.115

Cross Reference:

Policy JECB—Admission of Nonresident Students



Corvallis

SCHOOL DISTRICT

XI.D.5. Administrative Regulation JECF-AR—Waiver of Tuition—
Rescind—First Reading

Code: JECF-AR
Adopted: 1/13/93
Revised/Readopted:
6/28/99
Orig. Code: Appendix
VII

RESCIND

WAIVER OF TUITION

In the interest of ensuring that all students have access to an educational program, if there is reason to believe that there are special circumstances which place a student at risk of not receiving an education, the following referral process for waiver of tuition for nonresident students will be used:

1. Secretary/Registrar suspects or is told of at-risk potential;
2. Student meets with school counselor;
3. Counselor refers nonresident with at-risk situation to district dropout prevention specialist;
4. Dropout prevention specialist evaluates situation;
5. Written recommendation submitted to the superintendent;
6. Submitted to the Board if appropriate.



Corvallis

SCHOOL DISTRICT

XI.D.6. Board Policy JFCF—Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students**—Revised—First Reading



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board
Prepared by: Erika Cook
Meeting Date: April 11, 2019

NO ACTION REQUIRED

[Board Policy JFCF](#)—Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence - Students**—Revised—First Reading
[Administrative Regulation JFCF-AR](#)—Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence - Students**—Revised—First Reading

Background

The recommended edits are to better align the policy and administrative regulation with statutory language and reflect gender neutral pronouns.

Policy JFCF is required, edits provided by OSBA 2/28/2019. Last CSD adoption 12/5/2016.
Administrative regulation JFCF is also required, edits provided by OSBA 2/28/2019. Last CSD adoption 3/10/2014.

Involvement

District staff: Kevin Bogatin, Erika Cook, Ryan Noss, Julie Catala

Cost Impact

None.

Function

Review of revisions.

Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence - Students**

The Board, in its commitment to providing a safe, positive, and productive learning environment for all students, will consult with parents/guardians, employees, volunteers, students, administrators, and community representatives in developing this policy in compliance with applicable Oregon law. ~~The Board is committed to providing a positive and productive learning and working environment.~~

Hazing, harassment, intimidation, bullying, menacing, or acts of cyberbullying by students, staff, and or third parties toward students is strictly prohibited ~~and shall not be tolerated in the district.~~ Teen dating violence is unacceptable behavior and prohibited.

Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of hazing, harassment, intimidation, menacing, bullying, an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry also is strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. ~~Every effort will be made by the administration to preserve confidentiality and protect the student's privacy to the extent the investigative process allows. False charges shall also be regarded as a serious offense and will result in consequences and appropriate remedial action also shall be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.~~

Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion. The district also may file a request with the Oregon Department of Transportation to suspend the driving privileges or the right to apply for driving privileges of a student 15 years of age or older who has been suspended or expelled at least twice for assaulting or menacing another student or employee, willful damage or injury to district property, or for use of threats, intimidation, harassment, or coercion against a district employee or another student. ~~Students also may be referred to law enforcement officials.~~

Staff whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action while may include discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Students, staff, or third parties may also be referred to law enforcement officials.

The building administrator, district department director, and superintendent are responsible for ensuring that this policy is implemented.

Definitions

“District” includes district facilities, district premises, and nondistrict property if the student is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events or where students are under the ~~control~~ jurisdiction of the district.

“Third Parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.

“Hazing” includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment (i.e., personal servitude; sexual stimulation/sexual assault; forced consumption of any drink, alcoholic beverage, drug, or controlled substance; forced exposure to the elements; forced prolonged exclusion from social contact; sleep deprivation; or any other forced activity that could adversely affect the mental or physical health or safety of a student); requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article; or assignment of pranks to be performed; or other such activities intended to degrade or humiliate. It is not a defense against hazing that the student subjected to hazing consented to or appeared to consent to the hazing.

“Harassment, intimidation, or bullying” means any act that substantially interferes with a student’s educational benefits, opportunities or performance, that takes place on or immediately adjacent to district grounds, at any district-sponsored activity, on district-provided transportation, or at any official district bus stop, that may be based on, but not limited to, the protected class status of a person, having the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property; or
3. Creating a hostile educational environment, including interfering with the psychological well-being of the student.

“Protected class” means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation¹, national origin, marital status, familial status, source of income, or disability.

“Teen dating violence” means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or
2. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

“Domestic violence” means abuse as defined by Oregon Revised Statute (ORS) 107.705 between family and/or household members, as those terms are described in ORS 107.705.

“Cyberbullying” ~~may be considered to be~~ **is** the use of any electronic communication device to harass, intimidate, or bully. ~~Students and staff will refrain from using personal communication devices on district property to harass or stalk another.~~

“Retaliation” means **any acts of, including but not limited to, hazing, harassment, intimidation, menacing, bullying, teen dating violence, or acts of cyberbullying toward the victim,** a person in response to an **actual or apparent reporting of, or participation** ~~student for actually or apparently reporting or participating~~ in the investigation of hazing, harassment, intimidation, bullying, menacing, teen dating violence, ~~or acts of cyberbullying, or~~ **retaliation** ~~reprisal~~.

“Menacing” includes, ~~but is not limited to,~~ any act intended to place a ~~school~~ **district** employee, student, or third party in fear of imminent serious physical injury.

Reporting

The building principal or district department director² will take reports and conduct a prompt investigation of any reported **of an acts** of hazing, harassment, intimidation, bullying, menacing, ~~acts of cyberbullying, or incidents of teen dating violence.~~

Any employee who has knowledge of conduct in violation of this policy ~~that took place on district property, at a district-sponsored activity, or in a district vehicle or vehicle used for transporting students to a district activity~~ shall immediately report ~~his/her~~ concerns to the building principal or district department director who has overall responsibility for investigations. **Any employee who has knowledge of incidents of teen dating violence that took place on district property, at a district-sponsored**

¹“Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression, or behaviors differs from that traditionally associated with the individual’s sex at birth.

²Required by state law House Bill 2599 (HB 2599) Required by ORS 339.356(2)(g). Language regarding hazing and menacing falls under Board authority ORS 332.107.

activity, or in a vehicle used for district-provided transportation shall immediately report the incident to the building principal or district department director who has overall responsibility for investigations. Failure of an employee to report any act of hazing, harassment, intimidation, bullying, menacing, cyberbullying, or teen dating violence to the building principal or district department director may be subject to disciplinary remedial action, up to and including dismissal. Disciplinary Remedial action may not be based solely on an anonymous report.

Any student who has knowledge of conduct in violation of this policy or feels he/she they have been subjected to an act of hazing, harassment, intimidation, bullying, menacing, cyberbullying or feel they have been hazed, harassed, intimidated, menaced, bullied, cyberbullied, or a victim of teen dating violence in violation of this policy, is encouraged to immediately report his/her concerns to the building principal or district department director who has overall responsibility for investigations. Any volunteer who has knowledge of conduct in violation of this policy is encouraged to immediately report his/her concerns to the building principal or district department director who has overall responsibility for investigations.

A report made by a student or volunteer This report may be made anonymously. A student or volunteer also may report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

Complaints Reports against the principal or department director shall be filed with the superintendent. Complaints Reports against the superintendent shall be filed with the Board chair.

The complainant person who makes the report shall be notified of the findings of when the investigation has been completed and, as appropriate, that the findings of the investigation and any remedial action that has been taken. The complainant person who makes the report may request that the superintendent or designee review the actions taken in the initial investigation, in accordance with administrative regulations.

Training and Education

The district shall incorporate into existing training programs for students, information related to the prevention of, and the appropriate response to, acts of harassment, intimidation, bullying, and cyberbullying and this policy.

The district shall incorporate age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grades 7 through 12. The district shall incorporate into new or existing training for students in grade 7 through 12 age-appropriate education about teen dating violence and domestic violence.

The district shall incorporate into existing training programs for staff information related to the prevention of, and the appropriate response to, acts of hazing, harassment, intimidation, bullying, cyberbullying, teen dating violence, and domestic violence and this policy.

Notice

Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying,
Teen Dating Violence, or Domestic Violence - Students** - JFCF

The superintendent or designee shall be responsible for ensuring annual notice of this policy is provided in a student or employee staff handbook, school and district's website, and school and district office, as well as developing administrative regulations, including reporting and investigative procedures.

Domestic violence posters provided by the Oregon Department of Education (ODE) shall be posted in clearly visible locations on school campuses in accordance with rules adopted by the ODE.

END OF POLICY

Legal References:

ORS 163.190	ORS 332.072	OAR 581-021-0045
ORS 163.197	ORS 332.107	OAR 581-021-0046
ORS 107.705	ORS 339.240	OAR 581-021-0055
ORS 166.065	ORS 339.250	OAR 581-022-1140
ORS 166.155 to 166.165	ORS 339.254	OAR 581-022-2310
ORS 174.100(67)	ORS 339.351 to 339.3668	OAR 581-022-2370

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (200612).

Cross References:

~~Policy JBA/GBN AR Sexual Harassment Complaint Procedures~~
~~Policy JFCM AR Violence and Threats of Violence~~



Corvallis

SCHOOL DISTRICT

XI.D.7. Administrative Regulation JFCF-AR—Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students**—Revised—First Reading

Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, or Teen Dating Violence Complaint Reporting Procedures - Students

Any student who believes that he/she has been hazed, harassed, intimidated, menaced, bullied, cyberbullied, or a victim of teen dating violence is encouraged to use this complaint procedure. A complaint should be filed as soon as possible after the incident(s). Complaints will be investigated promptly (within 10 school days of receipt). Every effort will be made by the administration to preserve confidentiality and protect the student's privacy to the extent the investigative process allows.

The district will in no way retaliate against a person who files a complaint or tolerate staff or other students retaliating against a complainant.

If hazing, harassment, intimidation, menacing, bullying, cyberbullying, or an incident of teen dating violence is not found, the district still may determine that the conduct was inappropriate and require that such conduct be stopped.

Informal Complaint Process

Students may use an informal complaint procedure. This seeks to achieve a resolution that both the complainant and the alleged perpetrator agree upon.

An informal complaint may be oral or in writing. It should be brought to the student's building administrator or other district staff member. If the matter is brought to another district staff member first, the staff member will inform the building administrator of the situation as soon as possible.

The complainant may be advised of ways to resolve the problem on his/her own. If that is unsuccessful or if the complainant does not wish to confront the alleged perpetrator, the administrator will discuss the complaint with the alleged perpetrator and an informal resolution may be proposed. The complainant may accept or reject the proposed resolution.

If the proposed resolution is accepted, the administrator will keep a record of the complaint and its resolution. The administrator also will follow up with the complainant to ensure that the problem has in fact been resolved. This informal process ends, in all cases, with an acceptance or rejection of the proposed resolution. Upon completion of the informal process, a written record of the complaint and its proposed or accepted resolution shall be kept by the administrator for a minimum of two years, together with written documentation of any follow-up by the administrator on the complaint. This written documentation shall be made available for review in any subsequent, related formal complaint.

Formal Complaint Procedure

The building administrator¹ has responsibility for investigations concerning acts of hazing, harassment, intimidation, bullying, menacing, acts of cyberbullying, or and incidents of teen dating violence. The investigator(s) shall be a neutral party having no involvement in the report presented. The investigator will be a district employee with no involvement in the actions that are the subject of the complaint. The superintendent may recommend the use of an outside (non-staff member) investigator.

¹Required by state law House Bill 2599 (HB 2599) Required by ORS 339.356(2)(g). Language regarding hazing and menacing falls under Board authority ORS 332.107.

All complaints will be investigated promptly in accordance with the following procedures:

Step 1 Any reports or information on acts of hazing, harassment, intimidation, bullying, menacing, acts of cyberbullying, or incidents of teen dating violence information (e.g. complaints, rumors, etc.) shall be presented in writing to the building administrator. Complaints Reports against the building administrator shall be filed in writing with the superintendent. Complaints Reports against the superintendent shall be filed in writing with the Board chair. The Board chair may recommend the use of an outside (non-staff member) investigator. All such information will be recorded in writing and will include the specific nature of the offense and corresponding dates.

Step 2 The building administrator district official receiving the complaint report shall promptly investigate. Parents/guardians will be notified of the nature of any complaint report involving their student. The building administrator district official will arrange such meetings as may be necessary with all concerned parties after receipt of the information or report-complaint. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint report will be reduced to writing recorded in writing by the district official. The building administrator district official conducting the investigation shall notify the complainant and parents as appropriate, conducting the investigation shall notify the person making the report within 10 school days of receipt of the information or report, and parents/guardians as appropriate when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.

A copy of the notification letter or the date and details of notification to the complainant person making the report, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 3 If the complainant person making the report is not satisfied with the decision at Step 2 by the building administrator, he/she they may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the complainant person making the report and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant's appeal within 10 working days.

Step 4 If the complainant person making the report is not satisfied with the decision at Step 3 by the superintendent or designee, a written request for review appeal may be filed with the Board. Such request for review appeal must be filed within 10 working days after receipt of the Step 3 decision. In an attempt to resolve the complaint, the Board shall meet with the concerned parties at a regular Board meeting in Executive Session. The Board shall within 20 working days, conduct a hearing at which time the person making the report shall be given an opportunity to present the report. The Board shall provide a written decision

to the complainant person making the report within 10 working days following the completion of the hearing.

Reports against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 working days, in open session what action, if any, is warranted.

Reports against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 working days, in open session what action, if any, is warranted.

Reports against the Board chair may be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 working days, in open session what action, if any, is warranted.

Timelines may be extended upon written agreement between both parties. This also applies to reports filed against the superintendent or any Board member.

Direct complaints of discriminatory harassment related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.

Documentation related to the incident may be maintained as a part of the student's education records.

Time

The number of days given at each level shall be regarded as a maximum and every effort will be made to expedite the process, unless extenuating circumstances require the superintendent to extend the length of the investigation.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights.

Documentation related to the incident may be maintained as part of the student's education records.



HARASSMENT COMPLAINT FORM

Name of complainant _____

Position of complainant _____

Date of complaint _____

Name of alleged harasser _____

Date and place of incident or incidents _____

Description of misconduct _____

Name of witnesses (if any) _____

Evidence of harassment, i.e., letters, photos, etc. (attach evidence if possible) _____

Any other information _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature _____

Date _____

The Corvallis School District does not discriminate on the basis of age, citizenship, color, disability, gender expression, gender identity, national origin, parental or marital status, race, religion, sex, or sexual orientation in its programs and activities, and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding discrimination: Jennifer Duvall, Human Resources Director and Title IX coordinator, 541-757-5840 | 1555 SW 35th Street, Corvallis, OR 97333



WITNESS DISCLOSURE FORM

Name of Witness _____

Position of Witness _____

Date of Testimony/Interview _____

Description of Instance Witnessed _____

Any Other Information _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature _____

Date _____

The Corvallis School District does not discriminate on the basis of age, citizenship, color, disability, gender expression, gender identity, national origin, parental or marital status, race, religion, sex, or sexual orientation in its programs and activities, and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding discrimination: Jennifer Duvall, Human Resources Director and Title IX coordinator, 541-757-5840 | 1555 SW 35th Street, Corvallis, OR 97333



Corvallis

SCHOOL DISTRICT

XII. BOARD MEMBER COMMENTS

XIII. ADJOURNMENT (9:00 p.m. approx.)

*All times are approximate.

Note: The Chair of the Board may alter the order of business as they deem proper and necessary.



Corvallis

SCHOOL DISTRICT

Agendas – Agendas and supporting materials are available online at <https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000829> a few days before each School Board meeting. For more information, please contact Kim Nelson at kimberly.nelson@corvallis.k12.or.us.

Communication With The School Board – Communication with the Board can be made by telephone, letter, e-mail and public testimony. Letters may be addressed to individual Board members or the Board as a whole and sent to 1555 SW 35th Street, Corvallis, OR 97333. E-mail may be sent to schoolboard@corvallis.k12.or.us and will be sent to all board members simultaneously as well as to key District Office staff. For more information, please contact Kim Nelson at kimberly.nelson@corvallis.k12.or.us.

Consolidated Action Agenda – The purpose of the consolidated action agenda is to expedite action on routine agenda items. All agenda items that are not held for discussion at the request of a Board member or staff member will be approved/accepted as written as part of the consolidated motion. Items designated or held for discussion will be acted upon individually.

Public Comment –

Guidelines are at: <https://www.csd509j.net/about-us/school-board/provide-input-and-be-informed/>

Executive Session – Permissible purposes of Executive Sessions include: ORS 192.660(2)(a) – Employment of Public Officers, Employees and Agents; ORS 192.660(2)(b) – Discipline of Public Officers and Employees; ORS 192.660(2)(d) – Labor Negotiator Consultations; ORS 192.660(2)(e) – Real Property Transactions; ORS 192.660(2)(f) – Exempt Public Records; ORS 192.660(2)(h) – Legal Counsel; ORS 192.660(2)(i) – Performance Evaluations of Public Officers and Employees; ORS 192.660(2)(j) – Public Investments.

Grievance Process - ORS 192.705

Grievances alleging a violation by a governing body of provisions in Public Meetings Law may be submitted in writing to Kim Nelson at kim.nelson@corvallis.k12.or.us or submitted between 8:00 am – 5:00 pm Monday through Friday at 1555 SW 35th Street, Corvallis, OR 97333. Additional information is available on the district website.

SCHOOL BOARD MEMBERS			
Judah Largent	541-231-8415	Terese Jones, Co-Vice Chair	541-230-1673
Sami Al-Abdrabbuh	541-283-6611	Shauna Tominey, Co-Vice Chair	541-829-8411
Chris Hawkins	541-602-2045	Luhui Whitebear, Chair	541-714.3305
Bernie Wang	541-704-7298		

EXECUTIVE STAFF MEMBERS	
Ryan Noss, Superintendent	541-757-5841
Melissa Harder, Assistant Superintendent / Human Resources Director	541-766-4857
Lauren Wolfe, Finance Director	541-757-5874
Byron Bethards, Student Growth & Experience Director	541-757-5470
Kim Patten, Operations Director	541-757-3849
Kim Nelson, Executive Assistant to the Superintendent; Board Secretary	541-757-5841