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
Monday, May 9, 2016 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/UC9Jtpte5dmilZl9kySBJbVQ?
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

Monday, May 9, 2016
6:30 PM

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

Meeting Details: Monday, May 9, 2016, 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/UC9Jtpte5dmilZl9kySBJbVQ? A recording of the meeting will also be posted to that channel.

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. COMMITTEE/BOARD MEMBER ITEMS

IV. STUDENT REPRESENTATIVE REPORTS

IV.A. Student Reports

IV.B. Farewell to 2015-16 Student Reps.

V. SUPERINTENDENT'S REPORT

VI. PUBLIC/STAFF COMMENT - (20 minutes)

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

Corvallis School District 509J
How to Provide Input to the School Board

As of 03-02-16

The Corvallis School Board values the opinions and input of community patrons. As such, the purpose of this document is to provide general guidelines about how to make the most of your time when communicating with the School Board. The public may offer comments during certain School Board meetings or correspond in writing via email or U.S. mail, as outlined below.

I. Public Comment

Members of the public have the opportunity to share their ideas and opinions with the Board during the agenda item labeled *Public Comment*. These opportunities are offered only at certain School Board meetings.

<u>To request the opportunity to offer public comment</u>

A. Complete a *Request to Address the Board* card, which can be found on a table at or outside the entrance of the meeting room.
B. Complete all requested information. The Board Secretary will notify you if any information has been omitted or is unclear.
C. Be specific regarding the topic about which you wish to speak. The Board Secretary will contact you if the topic is unclear or too general.
D. Give the completed Request to Address the Board card to the Board Secretary at the head table **<u>before</u>** the meeting begins.
E. Failing to fully and clearly complete the card and/or to submit it to the Board Secretary before the meeting begins may affect your opportunity to testify at the meeting.

<u>Rules for Providing Public Comment</u>

1. If you're called to testify:
   - Proceed to the podium in front of the Board.
   - Only one person at a time will be allowed at the podium, with exceptions at the board chair's discretion.
   - State your name and the topic you will address before you begin.
     - This is a matter of public record and will not count against your time.

2. Direct your comments to the Board. The Board Chair will refer any questions or requests for action to the proper person for a response at a later date.

3. Keep your comments to the specified time allotted.
   - You will be signaled when you have 30 seconds remaining.
   - You will be signaled when your time is up.

4. If others have testified before you about the same issue, please state that fact and either decline to testify or limit your comments to points not already stated.

5. If a group wishes to speak:
   - Please designate one spokesperson for the group; that person will stand at the podium.
   - In order to maintain the meeting schedule, repetitious comments will not be permitted.

6. Speakers may offer objective criticism of district operations and programs but the Board will not hear complaints concerning individual district personnel.
   - Any such complaints must be handled following the steps outlined in policy KL and administrative regulation KL-AR, copies of which are available during meetings at which public comment is accepted, or online at http://policy.osba.org/corvall/KL/index.asp.
   - Complaints regarding budget, programs, or other district issues also should be handled by first following the steps outlined in policy KL.

7. Undue interruption or other interference with the orderly conduct of Board business cannot be allowed.
   - Defamatory or abusive remarks are always out of order.
   - The board chair may terminate the speaker's privilege of address if, after being called to order, the speaker persists in improper conduct or remarks.

Important information

A. The board secretary will sort the *Request to Address the Board* cards, which are complete and were received before the meeting begins, into sets by topic, then will shuffle each set and place them face down at her place.

B. When it is time for public comment, the board secretary will draw one card from each set, in turn, and announce the name of the person who will be called up to testify.

C. If you are called upon to testify, you will be allowed only a small amount of time to do so; usually three minutes are granted, but it could be less at the discretion of the board chair.

D. If more comment requests are submitted than can be accommodated during the allotted time on the board's agenda, you might not be called upon to provide your comments. In that case, please refer to section II – Written Correspondence, should you wish to provide your comments in written form.

E. When you testify, your name, address and comments are matters of public record, except for student addresses.

F. Although it is not required, you may wish to prepare a written outline for your comments or to write them out in their entirety.

G. Although providing a written copy of your comments is not required, should you wish to provide it:
- Please include your name, address and telephone number on the document.
- You may either provide the board secretary with one copy of your written comments to distribute at a later date, or you may bring 13 copies to the meeting for the board secretary to distribute to those at the head table.
  - One copy will be filed as part of the official board record.
- The same holds true for any handouts you wish the board to receive.

H. If you wish to submit a letter or any form of written comments:
- Copies will be provided to all board members and key staff members.
- The document will be kept in the district office as part of the official board record.
- Letters, emails and other written materials are considered public record.

II. Written Correspondence

Letters, emails and other written materials submitted to the Board are considered public record. In lieu of public comment, you may send a letter via U.S. mail to: Corvallis School Board, Attn: Julie Catala, P.O. Box 3509J, Corvallis, OR 97339. Also, you may send an email to: schoolboard@corvallis.k12.or.us. This will send your e-mail to all board members at one time. Others who will receive emails sent to this address: superintendent, assistant superintendent, student services director, human resources director, finance and operations director, and executive assistant to the superintendent and board of directors.

III. Telephone Communication

Citizens also may contact board members by telephone:

Vincent Adams	541-738-4324 or 541-240-4055
Judy Ball	541-758-1671 or 240-997-1222
Bill Kemper	541-754-0943 or 541-740-0728
Alexis McQuillan	541-230-1342
Scott Newsham	703-855-1637
Chris Rochester	541-224-1880
Tom Sauret	541-758-2244

Corvallis
SCHOOL DISTRICT

VII. SPECIAL REPORTS

VII.A. Benton County Historical Society

Museums, Families and Children

In 2008, Reach Advisors, a marketing firm that counsels museums, compiled surveys of 30,000 museum visitors in the United States and elsewhere. In follow-up interviews with 100 of the visitors, almost all said they had what the firm's president, James Chung, called "a vivid memory of a seminal museum experience between the ages of 5 and 9" that sparked a lifelong devotion to museums. Two-thirds of this group had these experiences while visiting museums with their families. *NY Times 3-17-09*

Museums are among the few institutions that bring people of all economic classes together. Museums are valued for their ability to provide access to scientific, cultural and artistic resources to all. Museums provide global education for children and adults with varied learning experiences. Museums literally enrich our population; it is widely accepted that income is correlated with education and museums provide part of a citizen's education, often for free.

The Benton County Historical Society owns and operates the Benton County Historical Museum in Philomath Oregon, which is open free to the public Tuesday through Saturday from 10 am to 4:30 pm. The Museum in Philomath opened in 1980 and has presented art and history exhibitions in two galleries, offers a research library, and educational programs for children and adults.

Currently, the Museum in Philomath serves tourists and local visitors, which number between 6,000 and 7,000 annually. Approximately 22% of our total visitors are students. We touch more students' lives by offering visits to the classroom by docent volunteers, who present History Trunks as lessons.

The Benton County Historical Society has plans to expand their facilities by building a modern museum building in downtown Corvallis. The Museum in Philomath serves school children in the area; there is little opportunity for Corvallis school children to participate in the Philomath museum programs. Budget cuts, changing state education standards, a lack of funding for bus transportation, a lack of classroom time for social studies have all contributed to the decline in field trips from 509J schools.

By developing a facility in Corvallis, which is the population center of Benton County, and in the Corvallis 509J school district, we will be able to provide a museum experience to an additional 6700 students. As a further benefit, exposing more children to the museum experience at a young age will develop museum enthusiasts and supporters of the future.

With a dedicated education space in the new museum, we will be able to provide classes, a gathering space for children to prepare for a tour, and, when the classroom is not in use, it will be a space that can be shared with like-mission cultural non-profits to present varied cultural classes and workshops for adults and children.

With children as a focus, we can provide local schools with enrichment opportunities for students, internship opportunities for college students, and a learning center for families. The new museum will serve as a multi-functional civic gathering space and a safe place for civic dialogue. It will be an oasis of the real in an increasingly digital world.

Between grade levels of K-5 that fall within the critical age of developing an interest in museum, we can act as a resource to the classroom teacher. The museum can expand its educational programs to particularly serve these audiences, provide a museum experience, and enrich the school curriculum in cooperation with classroom teachers.

Objects from History Trunk

Please visit our website for more information about our History Trunk program: www.bentoncountymuseum.org

Excerpts from Oregon State Board of Education Grade-by-Grade Standards:

Grade 2: Identify individuals who had an impact on the local community and explain how people and events of the past influence the present. Identify when the local community was established and identify its founders and early settlers and recognizing continuity and change in local and regional communities over time.

Grade 4: Identify and describe historic Native American groups that lived in Oregon prior to contact with Europeans and at the time of Early European exploration, including ways these groups adapted to and interacted with the physical environment. Explain how key individuals and events influenced early growth and changes in Oregon. Distinguish between fact and fiction in historical accounts by comparing documentary sources on historical figures and events with fictional characters and events in stories. Use primary and secondary sources to create or describe narrative events in Oregon history.

BENTON COUNTY HISTORICAL SOCIETY

Discover what's inside.

Preserving the past. Building for the future

BENTON
COUNTY
HISTORICAL
SOCIETY

Founded in 1951, the Benton County Historical Society is headquartered in the historic Philomath College building

BENTON COUNTY HISTORICAL SOCIETY

The building houses two galleries, a research library and the society's offices

BENTON COUNTY HISTORICAL SOCIETY

Themed displays from the Society's collection of over 120,000 objects, documents and photos are mounted each year in the main-floor gallery

BENTON COUNTY HISTORICAL SOCIETY

The current exhibit, "Up, Up, and Away," reviews the history of human flight from our unique Benton County perspective

BENTON COUNTY HISTORICAL SOCIETY

The Moreland Auditorium serves as a gallery for professional and amateur art exhibits as well as lectures and other public meetings

BENTON COUNTY HISTORICAL SOCIETY

Among the recurring shows in the gallery is the annual Willamette Valley Scholastic Art Awards display

BENTON COUNTY HISTORICAL SOCIETY

The publicly available research library houses the Society's extensive collection of newspapers, photographs and other documents

BENTON COUNTY HISTORICAL SOCIETY

The society has an in-depth web site with photographs of artifacts, links to many documents in our collection and much more

BENTON COUNTY HISTORICAL SOCIETY

Dramatic Change and Growth

The Horner Collection

BENTON COUNTY HISTORICAL SOCIETY

After Oregon State University closed its Horner Museum in 1995, the Benton County Historical Society assumed ownership and responsibility for the collection in 2005

BENTON COUNTY HISTORICAL SOCIETY

In 2008, the Horner Collection was moved into the newly constructed $2 million Peter and Rosalie Johnson Collections Center on the Philomath campus

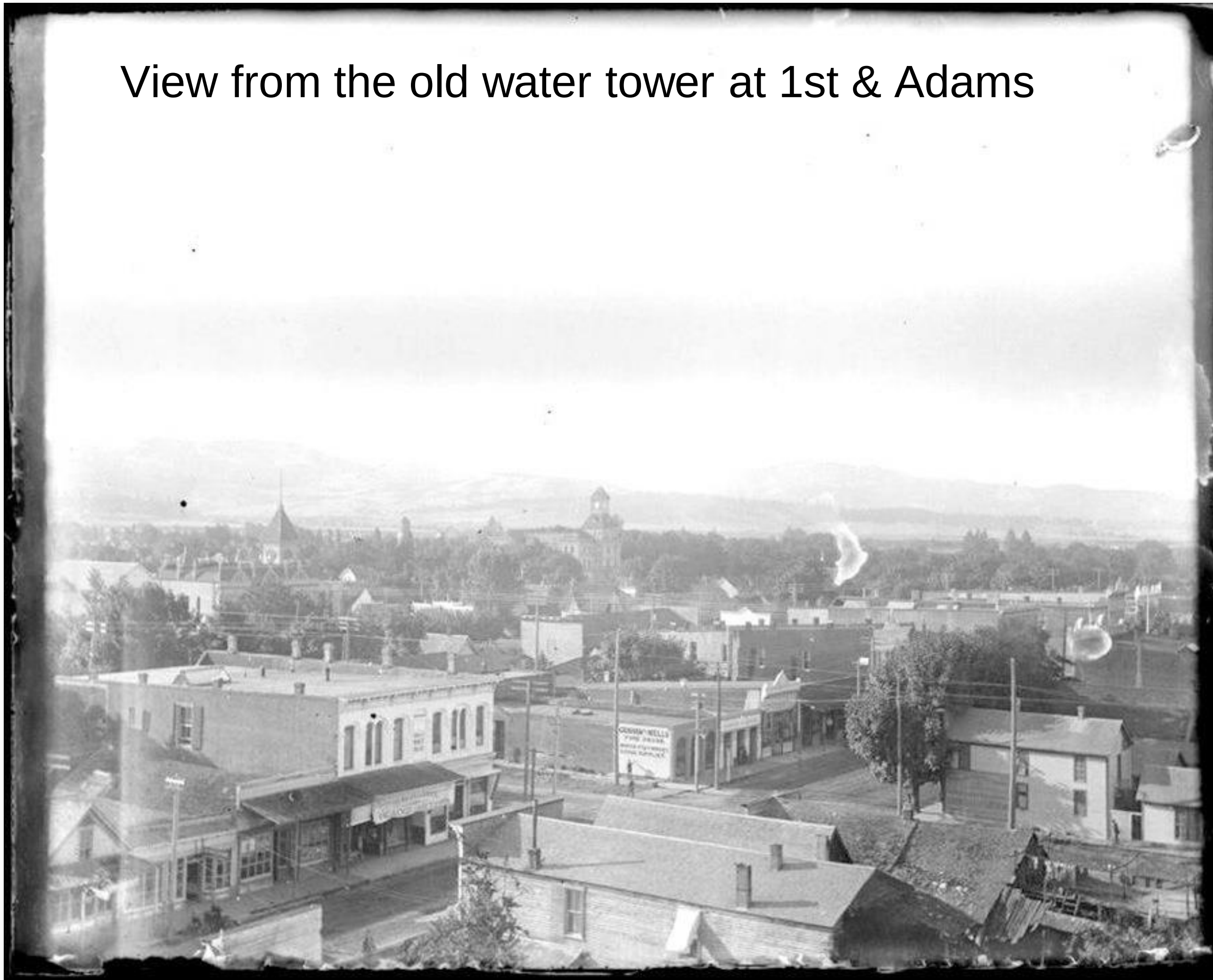
BENTON COUNTY HISTORICAL SOCIETY

Society staff and many volunteers are still in the process of cataloging, photographing and preserving these thousands of objects

BENTON COUNTY HISTORICAL SOCIETY

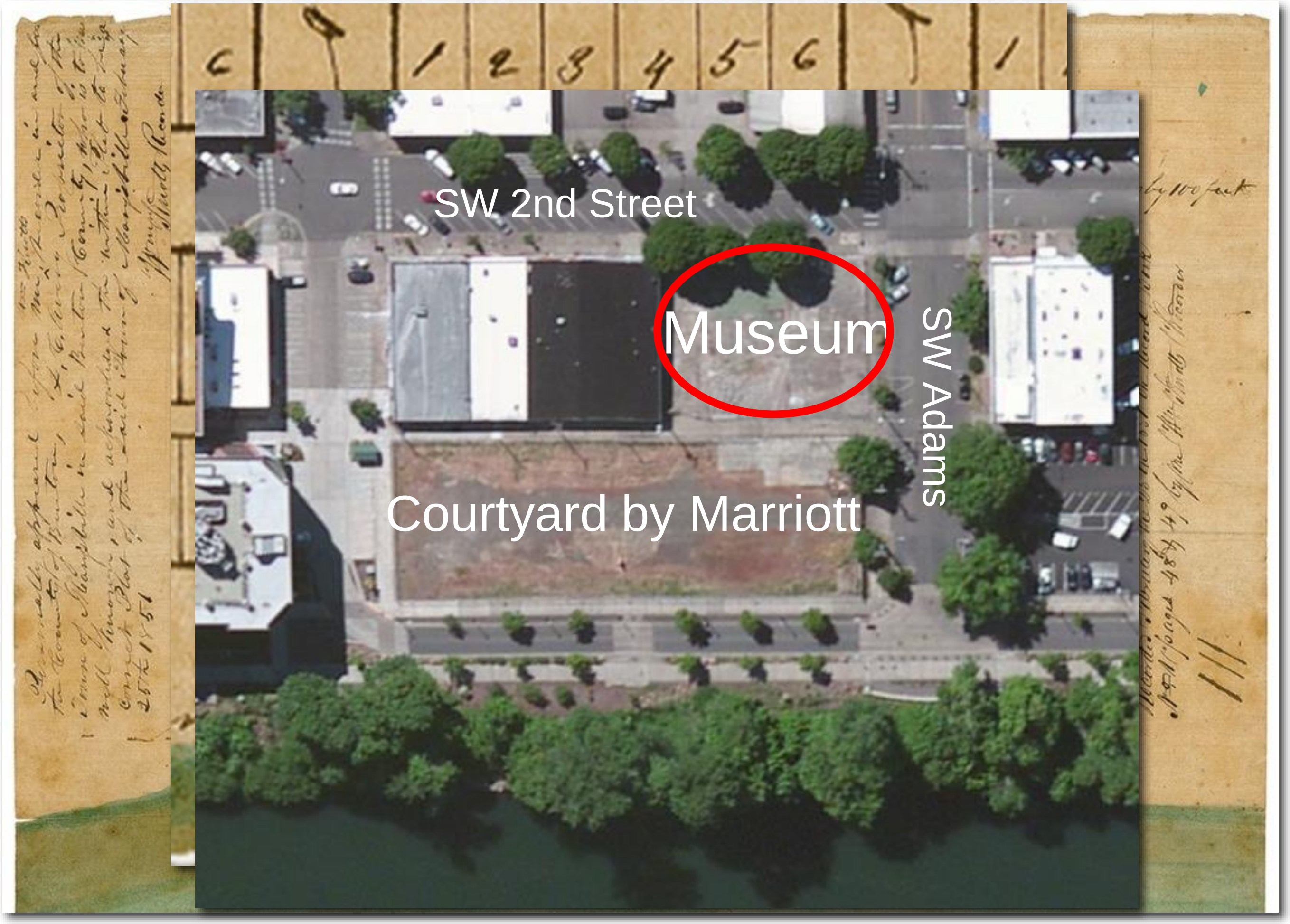
Because exhibition space in the Society's Philomath College building is limited, the Society plans to build a new museum in downtown Corvallis to better display more of its 120,000-item collection

BENTON COUNTY HISTORICAL SOCIETY



In anticipation of acquiring and displaying the Horner Collection, the Society purchased property in downtown Corvallis in 1999

BENTON COUNTY HISTORICAL SOCIETY



Building in the historic heart of Corvallis

BENTON COUNTY HISTORICAL SOCIETY

The Society has engaged Brad Cloepfil's world-renowned Allied Works Architecture of Portland

BENTON COUNTY HISTORICAL SOCIETY

SW Adams Ave

The new museum will have a spacious lobby and courtyard

BENTON COUNTY HISTORICAL SOCIETY

Built-in wall cases will allow display more of the collection

BENTON COUNTY HISTORICAL SOCIETY

Inviting galleries will provide visitors with a rich experience

BENTON COUNTY HISTORICAL SOCIETY


costumes

heritage quilts

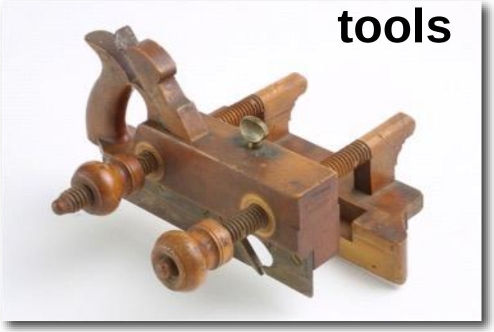


toys


telephones


memorabilia


decorative arts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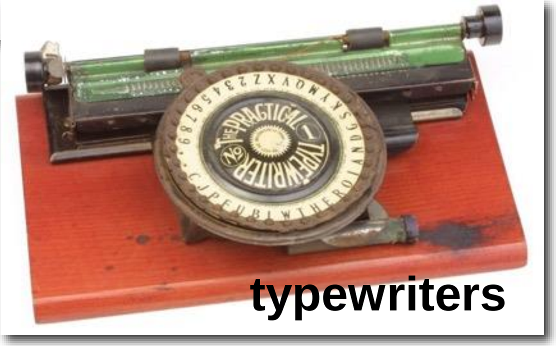


typewriters

The Society will present rotating exhibitions to the public in a beautiful civic space in downtown Corvallis

BENTON COUNTY HISTORICAL SOCIETY

OAC Hand Warmer

Buffalo Soldier Helmet

Oreodont Fossil

Fine Art

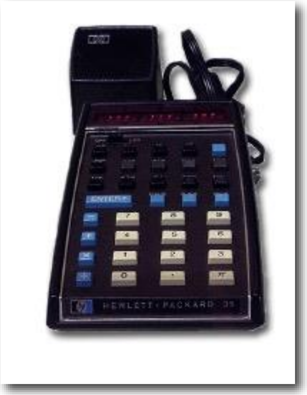
Corvallis Firefighter Helmet

The Society will present rotating exhibitions to the public in a beautiful civic space in downtown Corvallis

BENTON COUNTY HISTORICAL SOCIETY

Military History

Technology



Natural History

Corvallis History

The Society will present rotating exhibitions to the public in a beautiful civic space in downtown Corvallis

BENTON COUNTY HISTORICAL SOCIETY

A dedicated education space in the new museum—with a capacity of 50 at tables or 100 in theatre-style seating—will enable us to provide workshops, hands-on classes and programs

BENTON COUNTY HISTORICAL SOCIETY

Admission to the Corvallis museum will be free for all children ages 18 and under and OSU students with valid ID

BENTON
COUNTY
HISTORICAL
SOCIETY

Corvallis teachers have worked with the Society to develop curriculum materials and field trips in conjunction with our current **Up, Up and Away** exhibition in Philomath

BENTON COUNTY HISTORICAL SOCIETY

This is just an example of the new museum's potential to enhance free-choice learning for Benton County students

BENTON COUNTY HISTORICAL SOCIETY

We will expand the school visits of our popular Traveling History Trunks program

CorvallisMuseum.Org

We have a website dedicated to the campaign that includes much more detail

BENTON COUNTY HISTORICAL SOCIETY

The new landmark Corvallis building will be *in addition* to the Society's existing facilities

BENTON COUNTY HISTORICAL SOCIETY

The Society will maintain its Philomath campus

It will continue to care for its extensive, varied collection in its state-of-the-art storage and conservation facility

BENTON COUNTY HISTORICAL SOCIETY

It will maintain and expand its extensive research facilities providing a rich resource to the public as well as Society staff

BENTON COUNTY HISTORICAL SOCIETY

The Society will continue to preserve its largest artifact, the iconic Philomath College building which is listed on the National Historic Register

BENTON COUNTY HISTORICAL SOCIETY

Preserving the past
Building for the future

BENTON COUNTY HISTORICAL SOCIETY

BENTON
COUNTY
HISTORICAL
SOCIETY

Discover what’s inside.

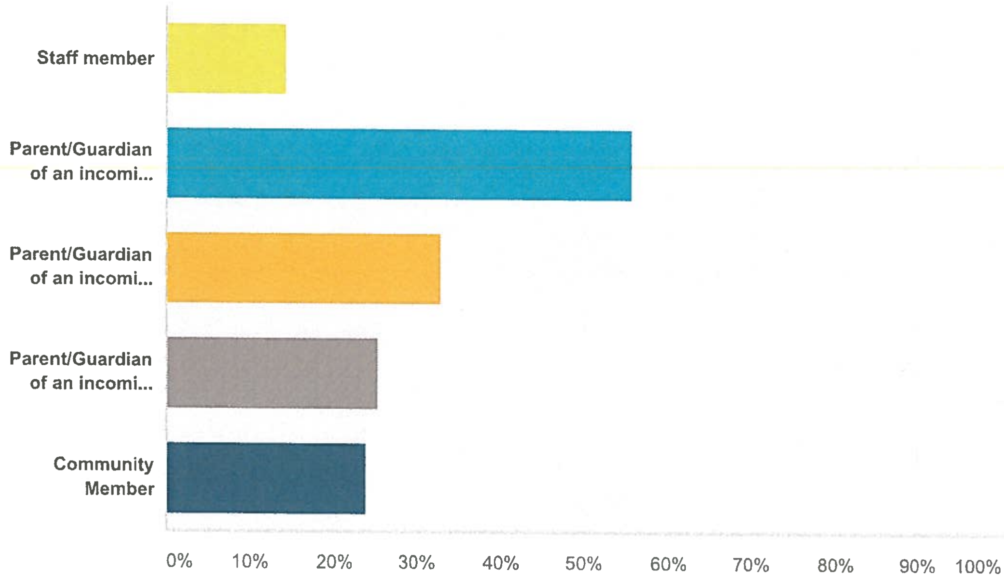
Corvallis
SCHOOL DISTRICT

VIII. APPROVE INTERIM SUPERINTENDENT EMPLOYMENT CONTRACT

IX. LOCAL OPTION LEVY RENEWAL

Q1 Please tell us about yourself (check all that apply)

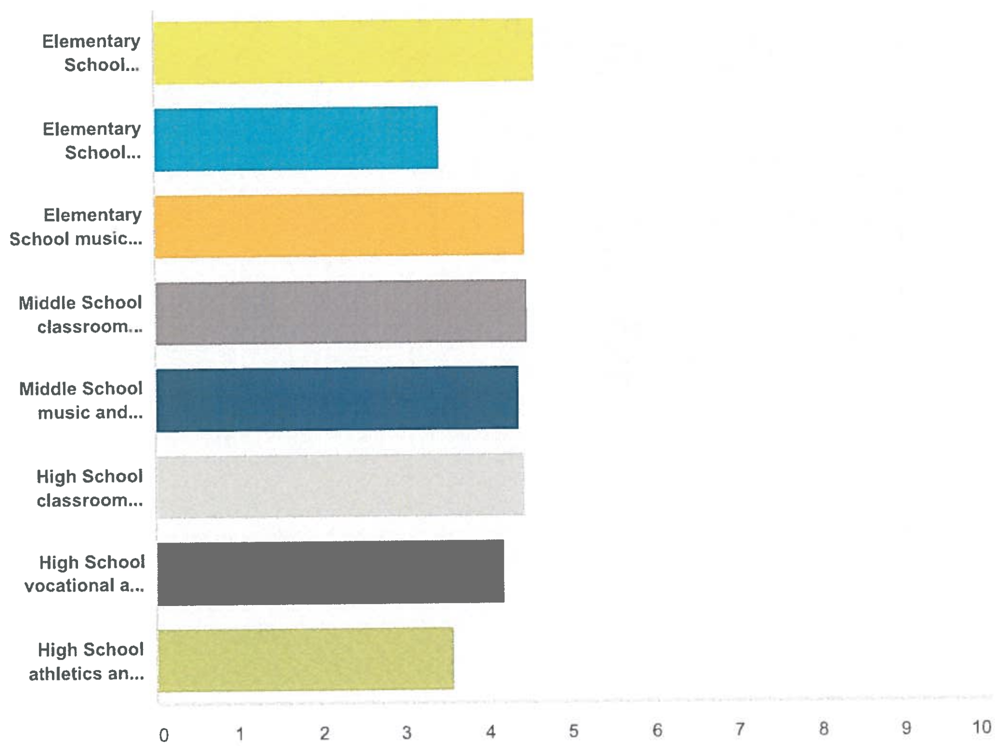
Answered: 198 Skipped: 1



Answer Choices	Responses	
Staff member	14.14%	28
Parent/Guardian of an incoming K-5 student	55.56%	110
Parent/Guardian of an incoming middle school student	32.83%	65
Parent/Guardian of an incoming high school student	25.25%	50
Community Member	23.74%	47
Total Respondents: 198		

Q2 School district leaders are seeking your feedback on whether to continue with the CURRENT local option levy expenditure areas.Do you want the district to continue to spend local option levy funds on:

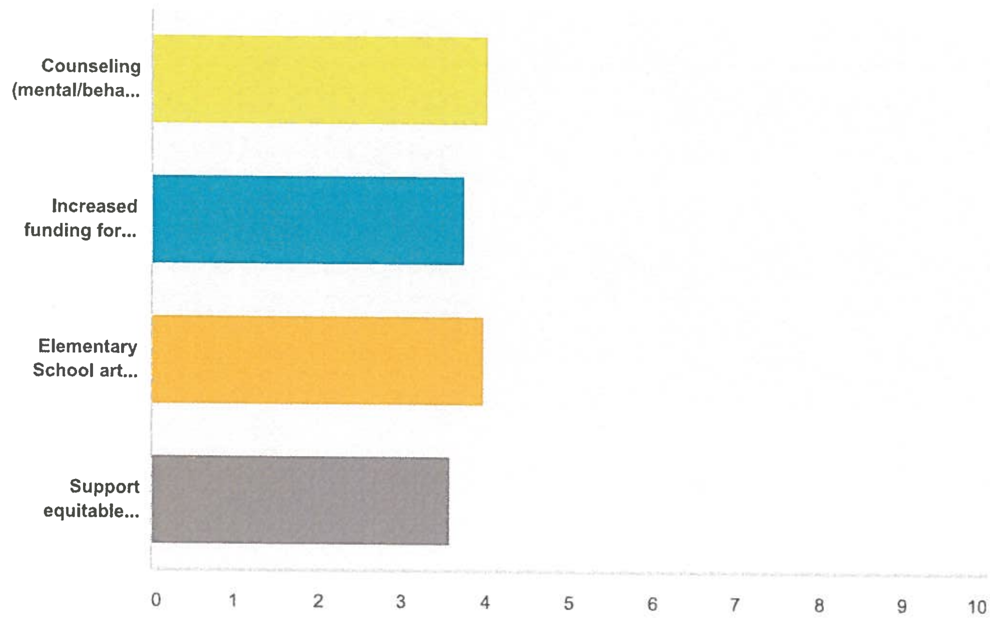
Answered: 198 Skipped: 1



	Strongly disagree	Disagree	Not sure	Agree	Strongly agree	Total	Weighted Average
Elementary School classroom teachers to sustain class sizes in primary grades	2.53% 5	2.02% 4	2.02% 4	23.23% 46	70.20% 139	198	4.57
Elementary School instructional coaches (coaching for effective teaching)	7.18% 14	13.85% 27	29.74% 58	28.72% 56	20.51% 40	195	3.42
Elementary School music and physical education	3.06% 6	2.04% 4	5.10% 10	26.02% 51	63.78% 125	196	4.45
Middle School classroom teachers (humanities, math, science) to sustain class sizes	3.05% 6	1.52% 3	3.55% 7	30.46% 60	61.42% 121	197	4.46
Middle School music and physical education	4.08% 8	2.55% 5	6.12% 12	28.06% 55	59.18% 116	196	4.36
High School classroom teachers (humanities, language arts, math, science) to sustain class sizes	2.58% 5	2.58% 5	5.15% 10	28.87% 56	60.82% 118	194	4.43
High School vocational and technical education	3.08% 6	4.62% 9	9.23% 18	36.92% 72	46.15% 90	195	4.18
High School athletics and activities	7.77% 15	11.40% 22	22.80% 44	31.61% 61	26.42% 51	193	3.58

Q3 In addition to CURRENT expenditure areas, school district leaders are considering four additional funding priorities to be included in the renewal of the local option levy. Do you want the district to spend future local option levy funds on:

Answered: 198 Skipped: 1



	Strongly disagree	Disagree	Not sure	Agree	Strongly agree	Total	Weighted Average
Counseling (mental/behavioral) for students	7.65% 15	4.08% 8	11.22% 22	33.67% 66	43.37% 85	196	4.01
Increased funding for vocational and technical education	6.67% 13	6.15% 12	20.51% 40	41.03% 80	25.64% 50	195	3.73
Elementary School art education	6.15% 12	9.74% 19	11.79% 23	26.67% 52	45.64% 89	195	3.96
Support equitable access to educational and extracurricular programs (reduce student fees, family engagement)	9.74% 19	11.79% 23	21.03% 41	25.64% 50	31.79% 62	195	3.58

Q4 If you could add one expenditure area to the local option levy renewal that isn't already included in this survey, what would it be?

Answered: 110 Skipped: 89

Corvallis
SCHOOL DISTRICT

X. CONSOLIDATED ACTION

X.A. Minutes

X.A.1. March 14, 2016

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 6:30 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.

BOARD MEMBERS PRESENT	EXECUTIVE STAFF PRESENT
Vincent Adams Judy Ball Bill Kemper Alexis McQuillan Chris Rochester, Chair Tom Sauret, Vice Chair BOARD MEMBERS EXCUSED Scott Newsham	Dr. Erin Prince, Superintendent Kevin Bogatin, Assistant Superintendent Olivia Meyers Buch, Finance and Operations Director

A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Rochester led the Pledge of Allegiance.

Following the Pledge, Superintendent Prince asked Board members if they had any second thoughts about their support of the expansion of the technology program in kindergarten through second grade (K-2) in 2016-17, given recent public they'd received.

Board members offered their thoughts about whether or not to stay the course with full implementation of iPads K-2.

Some of their comments included:

- I still support implementation but I want to make sure the devices are being fully utilized, especially in the middle schools, and I want to commit the necessary resources to make sure the devices work.
- I support K-8 implementation too. I've heard about screen time concerns for K-2 but I think there's a lot of misinformation about how much teachers are using iPads.

- I think iPads are awesome for elementary; they're a great tool for differentiating instruction.
- I believe the biggest hindrance to using iPads at the middle schools has been with the Wi-Fi; as those technical issues get addressed, teachers will feel the devices are reliable.
- I support expansion K-8 as long as we can guarantee reliability; I believe teachers aren't using iPads because the Wi-Fi isn't reliable.
- I've yet to hear that we've solved our speed problem. I haven't heard the assurances yet, and I don't know where the problem is. Also, I think there ought to be standards for K-2, such as limiting screen time.
- Comcast doesn't seem to have the ability to deliver the bandwidth and that's a problem.
- I'm pretty enthusiastic about the program. There are some implementation issues at the middle schools but that's a process issue and shouldn't stop us from moving forward.
- Keep the iPads in the schools that currently have them K-2 but expand those grades through other schools just through innovation grants to teachers who really want to use them, who are ready and willing to incorporate them into their teaching, and who support them 100%.
- In my perfect world, we'd go K-8 this year.
- I want to be supportive of K-8. There are two things that I see as obstacles: one is the reliability issue; the other is how effective the devices are in middle schools.
- In the elementary schools it appears that the teachers are ready and are using the devices quite effectively but we don't have any data to prove effectiveness.
- We heard a whole lot of misinformation during public comment at the March 7 Board meeting; people didn't understand that the iPads don't go home and are in carts vs. 1:1.
- Superintendent Prince did a good job with her presentation at that meeting but the message isn't getting through; there's a lot of misinformation and, therefore, the misinformation becomes the message. There are always issues behind the data; you have to put it in terms that people understand.
- It's really important to show that we've addressed the issues, especially those such as infrastructure and teacher training.
- There's way too much focus on specific devices. The Holy Grail is that everything works 100% of the time but that's not the way things work in America or anywhere. While I couldn't agree more that the one thing that could subvert the whole program would be reliability, it's never going to be 100%.
- I think iPads are used differently at elementary vs. middle schools. IPads are extremely effective K-5.
- Teacher allegiance to the program at the middle school level is critical; I don't know how many teachers don't want iPads or don't know how to use them in their classrooms.
- If we slow down at the K-2 levels, how does that help the problems we've been having?

Dr. Prince interjected that the issue the Board heard about in the Fall related to apps; however, the current issue relates to Comcast, which provides spotty service throughout the District.

Board members continued offering their insights, including:

- We're talking about an incremental change – filling in gaps where they exist; I don't think people understand that. And they don't understand how the work flow in the classroom is orchestrated. We need to put out information that will make it clear.
- I recommend having two videos: turning the FAQs into a one-minute interview, interacting with the teacher and explaining how teaching happens with this technology; the other video would be regarding the financial side. We need very short, very compacted, very easy videos, similar to those by Robert Reich in which he uses his white board to explain things so simply and so clearly in just a couple of minutes. It's about showing, not telling.
- We have asked a lot of our teachers over a short period of time; this is a big cultural shift for some of them. We have some teachers who are very adept at using iPads and many who aren't.
- I lean toward implementing what we've already approved.
- There are teachers at the elementary level who are excited, who've been waiting to get iPads and don't have them. We can't just listen to the negative side.
- Stay the course but I think we need a better messaging strategy.
- Go forward with full implementation; I've seen enough that I'm convinced of their effectiveness.
- I'm in support of the full implementation plan K-8 but maybe we need a phased-in, school-by-school approach so that the process doesn't overtax staff. Roll out professional development so that teachers have the training they need to start using iPads.
- I do have some concerns but I think we stay the course.
- Stay the course but have the messaging follow through with the concerns being raised.
- I think we should stay the course and implement K-8.

Chair Rochester summarized that the Board had reached consensus to stay the course with the expansion to K-2.

Dr. Prince noted that the issues at the middle school level were because the iPads weren't connected to carts; iPads at the elementary level were connected to carts and, therefore, didn't need Apple identification numbers. Having carts at the middle school level will help immensely; iPads won't go home until they're ready to go home.

III. NON-REP. POSITION

Dr. Prince and Finance and Operations Director Meyers Buch led review of the explanatory document regarding the Human Resources (HR) Technology Specialist position, which the

Board had received prior to the meeting, and which will be filed with the minutes of this meeting. In response to a question from a Board member, Dr. Prince provided additional background as to the circumstances leading up to this request and more clarification as to the duties of the position. A request was made by a Board member to provide position descriptions if there are any future requests of this type.

MOTION:
It was moved by Director McQuillan and seconded by Director Adams to approve the salary range for the HR Technology Specialist position for the 2015-16 & 2016-17 Non-Represented Employee salary schedules. The motion was voted on and passed unanimously.

IV. 509J BY THE NUMBERS

Board members offered their reflections on the report, which had been provided prior to the meeting, and which will be filed with the minutes of this meeting. Board members made requests for data they'd like to have included in subsequent years' reports.

V. LOCAL OPTION LEVY RENEWAL

Finance and Operations Director Olivia Meyers Buch led review of a document which had been provided to the Board prior to the meeting, and which will be filed with the minutes of this meeting. Ms. Meyers Buch said that the current stage in planning is to have conversations about the things that need to be included in the levy renewal. Board members engaged in conversation about possible categories to include.

VI. ADJOURNMENT

There being no further business before the Board, Chair Rochester adjourned the meeting at 8:45 p.m.

Chris Rochester, Board Chair

Dr. Erin Prince, Superintendent

Prepared By: Julie Catala
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Corvallis
SCHOOL DISTRICT

X.B. Licensed Personnel Recommendations

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: May 9, 2016 **FOR-ACTION**

SUBJECT: Licensed Personnel Action

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1. Issue: Information on licensed personnel recommendations

   a. Recommendation to Hire:
   Keli Abbott: 1st Grade Teacher, 1.0 FTE, Jefferson Elementary School, effective August 30, 2016 (Probationary)

   Jose Becerra: Dual Language Immersion Teacher, 1.0 FTE, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

   Sherry Dickerson: Spanish Teacher, 1.0 FTE, Crescent Valley High School, effective August 30, 2016 (Probationary)

   Shannon Gabriel: ELL Teacher, 1.0 FTE, Garfield Elementary School, effective August 30, 2016 (Probationary)

   Helen Gish: Spanish/Social Studies Teacher, 1.0 FTE, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

   Andrea Hackett: Speech Language Pathologist, 1.0 FTE, TBA, effective August 30, 2016 (Probationary)

   Claudia Hall: Art Teacher, 0.17 FTE, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

   Karen Howitt: 3rd Grade Teacher, 1.0 FTE, Wilson Elementary School, effective August 30, 2016 (Probationary)

   Erin Hunter: 4th Grade Teacher, 1.0 FTE, Lincoln Elementary School, effective August 30, 2016 (Probationary)

   Mandy Hunter: Kindergarten Teacher, 1.0 FTE, Hoover Elementary School, effective August 30, 2016 (Probationary)

   Shikira Lockette: Elementary Counselor, 0.5 FTE, Franklin School, effective August 30, 2016 (Probationary)

Sara McCune: High School Counselor, 1.0 FTE, Crescent Valley High School, effective August 30, 2016 (Probationary)

April Michalski: 5th Grade Teacher, 1.0 FTE, Wilson Elementary School, effective August 30, 2016 (Temporary)

Molly Moncrief: 2nd Grade Teacher, 1.0 FTE, Wilson Elementary School, effective August 30, 2016 (Probationary)

Megan Postelwait: Speech Language Pathologist, 1.0 FTE, Location TBA, effective August 30, 2016 (Probationary)

Mary Rietmann: 1st Grade Teacher, 1.0 FTE, Hoover Elementary School, effective August 30, 2016 (Temporary)

Carie Roberts: Art Teacher, 0.45FTE, Hoover Elementary School, effective August 30, 2016 (Temporary)

Elenea Rossman: Speech Language Pathologist, 1.0 FTE, Hoover Elementary School, effective August 30, 2016 (Probationary)

Jennifer Seesz-Jones: Special Education-Transition, 1.0 FTE, College Hill High School, effective August 30, 2016 (Probationary)

Casey Walenza-Slabe: Special Education-Behavior, 1.0 FTE, Cheldelin Middle School and Crescent Valley High School, effective August 30, 2016 (Probationary)

b. Termination/Resignation/Layoff/Retirement:

Deborah Birdseye: 3rd Grade Teacher, 1.0 FTE, Jefferson Elementary School, effective June 17, 2016 (Retirement)

Wanda Carter: 6th Grade Core Teacher, 1.0 FTE, Franklin School, effective June 30, 2016 (Retirement)

Marsha Lincoln: CEA President 0.5 FTE/Math Teacher 0.5 FTE, Cheldelin Middle School, effective June 30, 2016 (Retirement)

Maryanne Pullam: 4th Grade Teacher, 1.0 FTE, Jefferson Elementary School, effective June 30, 2016 (Retirement)

Janice Rosenberg: Science Teacher, 0.67 FTE, Linus Pauling Middle School, effective June 30, 2016, Not returning from leave (Resignation)

c. Request for Leave:

Jessica Hoopes: 1st Grade Teacher, 1.0 FTE, Hoover Elementary School, requesting 1.0 FTE leave for the 2016-2017 school year

Jessica Gray: 2nd Grade Teacher, 1.0 FTE, Wilson Elementary School, requesting 1.0 FTE leave for the 2016-2017 school year

Kristin Nason: Math Teacher, 1.0 FTE, Linus Pauling Middle School, requesting 1.0 FTE leave for the 2016-2017 school year

Pamela Toman: Science Teacher, 0.50 FTE, Cheldelin Middle School, requesting for 0.50 FTE leave for the 2016-2017 school year

d. Voluntary Reduction:
Nichole Hoffman: Counselor, 0.7 FTE, Jefferson and Wilson Elementary Schools, voluntary reduction to 0.5 FTE at Wilson Elementary School

ACTION REQUESTED: Approve recommendations.

CONTACT PERSON: Jennifer Duvall

Corvallis
SCHOOL DISTRICT

X.C. Board Policy DJ—District Purchasing (nka Purchasing Standards)—Revised—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: May 9, 2016 **FOR ACTION**

SUBJECT:
Board Policy DBE—Budget Preparation—Revised—Second Reading
Board Policy DBEA fka Administrative Regulation DBE-AR(2)—Budget Review Committee—Revised—Second Reading
Board Policy DBG/DBH—fka Administrative Regulation DBE-AR(4)—Budget Hearing and Adoption Procedures—Revised—Second Reading
Board Policy DJ—District Purchasing (nka Purchasing Standards)—Revised—Second Reading
Board Policy DN—Disposal of District Property—Revised—Second Reading

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Issue: With the guidance of the Oregon School Boards Association (OSBA), district staff have reviewed fiscal management policies and made a number of changes to outdated policies.

- DBE—replaced with OSBA language.
- DBE-AR(2)—renamed as policy DBEA and replaced with OSBA language.
- DBE-AR(4)—renamed as policy DBG/DGH and replaced with OSBA language.
- Board Policy DJ—finance and operations director will review bills due for supplies and services to determine if they are within budget amounts.
- Board Policy DN—Any disposal of district property purchased with state, federal, or private grant funds shall be made as outlined in the grant or by state or federal regulations.

Options Considered: Not revising and adopting the policies.

Involvement: District office staff.

Consequences: Policies would remain outdated.

Cost Impact: Unknown.

ACTION REQUESTED: Adoption of the revised policies.

CONTACT PERSON(S): Olivia Meyers Buch, Debbie Bell, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: DJ
Adopted: 6/1/99
Revised/Readopted: 1/31/94, 1/9/95, 5/12/97 8/1/02, 4/4/05
Original Code: 6610

~~District~~ Purchasing Standards

The function of district purchasing is to serve the educational program by providing the necessary supplies, equipment, and services. Items commonly used in the various schools and their subdivisions will be standardized whenever consistent with educational goals and in the interest of efficiency or economy.

The finance and operations director ~~business manager~~ is appointed by the Board to serve as purchasing agent. He/she will be responsible for developing and administering the district's purchasing program.

No obligation may be incurred by any officer or employee of the Board unless that expenditure has been authorized in the budget or by Board action and/or Board policy. In all cases calling for the expenditure of district money, except payrolls, a requisition and purchase order system must be used unless an alternative purchasing method is authorized by the finance and operations director ~~business manager~~. This policy extends to and includes all district-controlled funds.

No purchase with the exception of a petty cash purchase will be authorized unless covered by an approved purchase order. No bills will be approved for payment unless purchases were made with an approved purchase order or alternative purchasing method as approved by the finance and operations director ~~business manager~~.

The superintendent or designee is authorized to enter into and approve payment on contracts obligating district funds not to exceed $150,000 for products, materials, supplies, capital outlay, and services that are within current budget appropriations. The Board shall approve all contracts that are collective bargaining agreements or service contracts that include the provision of labor performed by district employees, such as custodial, food service, and transportation services.

The finance and operations director will review bills due and payable for the purchase of supplies and services to determine if they are within budget amounts. After appropriate administrative review, the finance and operations director will direct payment of the just claims against the district. The superintendent and finance and operations director are responsible for the accuracy of all bills and vouchers.

No Board member, officer, employee, or agent of this district shall use or attempt to use his/her official position to obtain financial gain or for avoidance of financial detriment for himself/herself, a relative, or for any business with which the Board member or a relative is associated. Acceptance of any gratuities, gifts, items of value, financial or otherwise, totaling over ~~$100~~ $50 in a fiscal year, from any supplier of materials or services to the district by any

Board member, officer, or employee of the district is prohibited.

It is recognized that district staff members and their immediate families may operate private businesses that offer goods and services which the district may require. In order to avoid violations of conflict of interest, appearance of favoritism, or unethical procedures the following policy applies to these purchases:

a. A purchase of any amount from a district employee must be approved by the finance and operations director ~~business manager~~ or designee. Purchases exceeding $200 per fiscal year must be made based on a minimum of three written competitive quotations received before the purchase is made and attached to the purchase order forwarded to the business services office. If three quotations are not available, a written request to make the purchase must be submitted to and approved by the finance and operations director ~~business manager~~ or designee.

b. Further, employees shall not conduct any private business activity while on duty or otherwise use district property for personal gain.

END OF POLICY

Legal Reference(s):

ORS 244.040
ORS Chapters 279, 279A, 279B and 279C
ORS 294.311
ORS 328.441—328.470
ORS 332.075
OAR 125-025-0040

Corvallis
SCHOOL DISTRICT

X.D. Board Policy DN—Disposal of District Property—Revised—Second Reading

Disposal of District Property

The Board may, at any time, declare district property as surplus and authorize its disposal when such property is no longer useful to the district, unsuitable for use, too costly to repair, or obsolete.

If reasonable attempts to dispose of surplus property ~~ies~~ fails to produce a monetary return to the district, the Board may dispose of it ~~them~~ in another manner.

If the district property was purchased with state, federal, or private grant funds, disposal of the property shall be made as outlined in the grant or by state or federal regulations.

END OF POLICY

Legal Reference(s):

~~ORS 279.015~~
~~ORS 279.025~~
ORS 279B.055
ORS Chapters 279A, 279B and 279C
ORS 332.155
EDUCATION, TITLE 34 C.F.R. PART 80 § 80.32(e)

Cross Reference(s):

Policy DID—Property Inventories

Corvallis
SCHOOL DISTRICT

X.E. Board Policy DBE—Budget Preparation—Revised—Second Reading

CORVALLIS SCHOOL DISTRICT 509J

Code:	**DBE**
Adopted:	**6/1/88**
Revised/Readopted:	**8/30/99**
Original Code:	**6210**

Budget Preparation

The superintendent has the overall responsibility for budget preparation and will develop such procedures necessary to ensure the proposed budget reflects all areas of district operation taking into account Board priorities.

The superintendent and administrative staff will propose budget priorities for the district and will make appropriate recommendations related to those priorities to the Board and budget committee.

The superintendent will deliver the completed budget message and actual budget document to the budget committee when they are ready for presentation.

~~It is the Board's position that the annual preparation of the district's budget will adhere to the following principles:~~

~~1. To establish standard procedures for the preparation, presentation, administration and appraisal of budgets of municipal corporations;~~
~~2. To provide for outlining of the programs and the fiscal policy which is to accomplish these programs;~~
~~3. To provide for estimation of revenues, expenditures and proposed property tax amount or rate;~~
~~4. To provide specific methods for obtaining public views in the preparation of fiscal policy;~~
~~5. To provide for the control of revenues and expenditures to promote efficiency and economy in expenditure of public funds; and~~
~~6. To enable the public, taxpayers and investors to be apprised of the financial policies and administration of the district.~~

END OF POLICY

Legal References:

ORS 294.305—294.565
ORS 328.542—328.565
OR. DEP'T OF EDUC, PROGRAM BUDGET AND ACCOUNTING MANUAL (2006).
OR DEP'T OF REVENUE, LOCAL BUDGETING MANUAL (2002).
~~ORS 294.305 - 294.565 [Local Budget Law]~~
~~ORS 328.542 - 328.745~~
~~"Budget Manual for Municipal Corporations," Oregon Department of Revenue~~

Corvallis
SCHOOL DISTRICT

X.F. Board Policy DBEA [formerly called Administrative Regulation DBE-AR(2)] —Budget Review Committee—Revised—Second Reading

CORVALLIS SCHOOL DISTRICT 509J

Code: ~~DBE-AR(2)~~ **DBEA**
Adopted: **6/1/88**
Revised/Readopted: **2/10/97, 1/11/99**
Original Code: **6220**

Budget ~~Review~~ Committee

By law, the budget committee is charged with making recommendations concerning financial priorities. The budget committee is responsible for reviewing the district's financial program and proposed district budget as presented by the superintendent, and recommending an annual district budget in keeping with the provisions of applicable state laws.

Educational policy decisions, however, are the responsibility of the Board, not the budget committee. The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease in arriving at a levy figure, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, set an amount that changes the recommended budget and may request the administration make such changes in accordance with priorities set by the Board.

The budget committee consists of seven members appointed by the Board plus the elected Board members. To be eligible for appointment, the appointive member must:

1. Live and be registered to vote in the district;

2. Not be an officer, agent, or employee of the district.

No budget committee member may receive any type of compensation from the district.

By October 1, the Board will identify vacant budget committee positions that must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons during the month of October. Such applications will include a signed statement that the applicant is willing to serve as a member of the budget committee and to adhere to the policies of the district. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate.

At the first regular Board meeting in November, after review of the names of persons filing applications and names of those persons who have served previously and are willing to be reappointed, the Board will appoint persons to fill the vacant positions.

The appointive committee members will be appointed for three-year terms. The terms will be staggered so that, as near as practicable, one-third of the appointive members' terms end each year. If any appointive member is unable to complete the term for which he/she was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting if practicable.

At its first meeting after appointment, the budget committee will elect a presiding officer from among its members. It may also establish other ground rules as necessary for successful operation of the committee.

A quorum is required for the budget committee to conduct any business; however, a majority of the constituted committee is required for passing an action item. Majority for a 14-member budget committee is 8. Therefore, if only 8 members are present, a unanimous vote is needed for passing an action.

The budget committee shall hold one or more meetings to receive the budget message, receive the budget document, and to provide members of the public with an opportunity to ask questions about and comment on the budget document. The budget officer shall announce the time and place for all meetings, as provided by law. All meetings of the budget committee are open to the public.

The budget committee may request from the superintendent or finance and operations director any information used in the preparation of or for revising the budget document. The committee may request the attendance of any district employee at its meetings. The budget committee will approve the budget document as submitted by the superintendent or as subsequently revised by the committee.

After approval of the original or revised budget document, the budget committee's duties cease. The hearing on the approved budget is held by the Board.

~~Membership~~

~~The district budget review committee shall consist of the seven members of the Board and seven qualified electors appointed by the Board as required by law.~~

~~Terms of Office~~

~~Terms of the appointed members shall be three years each, staggered so approximately one-third of the terms end each year.~~

~~Function~~

~~The Board and the administrative staff have the responsibility for preparing an educational plan and an itemized list of estimated costs for accomplishing such a plan.~~

~~The educational plan and itemized list of estimated costs prepared for the following fiscal year shall be submitted to the budget review committee for review and approval of estimated costs. The budget review committee also sets the maximum amount of the tax levy.~~

~~The budget estimate and recommended tax levy as provided by the budget review committee must be acted on by the Board. The Board is the levying body for the district, as established by ORS 294.391.~~

~~Organization~~

~~The first regular meeting of the budget review committee shall be its organizational meeting and shall be held on a date established by the Board. At this meeting, a chairman, vice chairman and secretary shall be elected from the membership of the committee.~~

~~Background Information~~

~~The budget review committee members shall be provided with copies of the budget document and such other pertinent materials as members may request to assist them in estimating budgetary needs.~~

END OF POLICY

Legal References:
ORS 174.130
ORS 192.610—192.710
ORS 294.305—294.565

X.G. Board Policy DBG/DBH [formerly called Administrative Regulation DBE-AR(4)]—Budget Hearing and Adoption Procedures—Revised—Second Reading

CORVALLIS SCHOOL DISTRICT 509J	**Code:** ~~**DBE-AR(4)**~~ **DBG/DBH** **Adopted:** **6/1/88** **Revised/Readopted:** **1/11/99** **Original Code:** **6240**

Budget Hearing and Adoption Procedures

After the budget document is approved by the budget committee, a public hearing will be held regarding the recommended budget document. The date, time, and place will be determined by the Board. At the hearing, any person may speak for or against items in the budget document,

After the public hearing is completed and any budget modifications deemed necessary as a result of that hearing are made, the Board will approve the proper resolutions to adopt and appropriate the budget. The Board will further determine, make and declare the ad valorem property tax amount or rate to be certified to the assessor for the ensuing year or for each of the years of the ensuing budget period, and itemize and categorize the ad valorem property tax amount or rate, as provided in ORS 310.060.

The superintendent will ensure all necessary documentation is submitted to the county assessor's office as required by the Local Budget Law.

~~The Board will conduct a public hearing on the budget document as approved by the budget review committee. At the meeting, any person may appear for or against any item in the budget document.~~
~~After the public hearing the Board shall enact the proper resolutions to adopt the budget to determine, make and declare the ad valorem property tax amount or rate to be certified to the assessor for the ensuing year; and itemize and categorize the ad valorem property tax amount or rate.~~

END OF POLICY

Legal Reference(s):
ORS 192.610 - 192.710
ORS 294.305 - 294.565
ORS Chapter 255
ORS 310.060
ORS 328.542
OAR 150-310.060-(A)

Corvallis SCHOOL DISTRICT

XI. UNAUDITED FINANCIAL STATEMENTS - March 2016

Corvallis School District 509J
Board of Directors

FOR INFORMATION

BOARD MEETING DATE: May 9, 2016

SUBJECT: March 31, 2016 Financial Statements (Unaudited)

The General Fund is reported on a monthly basis and other funds on a quarterly or semi-annual basis. As March is the end of the third quarter of the fiscal year, you will find reports on the following funds in addition to the General Fund: Food Service; District Donation; Designated Facilities; Student Body; Designated Revenue; Early Retirement; Grants; Capital Improvement; and Insurance. General Fund highlights are included below while other fund highlights are reported on the individual fund statement.

General Fund

The 2015-16 budget has been updated to include post-adoption budget appropriations approved by the board. Year-to-date revenues through the end of March 2016 total $54.1 million or 87.1 percent of total budgeted revenue as compared to $51.0 million or 90.3 percent through the end of March 2015.

General Fund expenditures through March 2016 decreased $2.2 million as compared to the prior year. Even though total expenditures have gone down, most expense categories have shown an increase. Maintenance projects, computer equipment replacements, and increased property and liability insurance premiums have all had notable increases. Offsetting these increases are salary and benefit costs which are down $3.1 million as a result of going from a ten month pay period calendar to a twelve month pay period calendar as per bargaining agreements. Year-to-date totals for 2015-16 are 62.8 percent of budget and for 2014-15 they were 70.3 percent of budget.

Projected revenues and expenditures through June 30, 2016 result in an estimated annual operating surplus of $1,277,534. All General Fund reserves are projected to be at or above the designations outlined in Board Policy DA on June 30, 2016, with a grand total of $9,665,726 or 15.6 percent of operating revenues as compared to $8,388,192 or 14.1 percent of operating revenues on June 30, 2015.

The Schedule of Investments and Cash Disbursements for March 2016 is included as part of this report. Staff have been working with the investment firm of Piper Jaffray to provide an avenue for investment of funds beyond the LGIP. In March, the District purchased a Federal Home Loan Mortgage Corporation (FHLMC) investment in the amount of $1.0 million (details available on the investment report).

If you have any questions or would like additional information, please contact me.

Presenter:	**Olivia Meyers Buch, Director of Finance and Operations**
Supplementary Materials:	**1. Statement of Revenue and Expenditures, Fiscal year to date as of March 31, 2015 and 2016**
	2. Schedule of Investments as of March 31, 2016
	3. Schedule of Cash Disbursements greater than or equal to $1,000 for the period of March 1-31, 2016

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

General Fund

	2014-15					2015-16				
	Amended Budget	Actuals Thru 3/31/2015	% of Budget	Actuals Thru 6/30/2015	% of Budget	Amended Budget	Actuals Thru 3/31/2016	% of Budget	Projected Thru 6/30/2016	% of Budget
Revenues:										
Local Sources										
Property Taxes	$ 23,137,983	$ 22,838,856	98.7%	$ 22,862,331	98.8%	$ 24,669,358	$ 23,681,853	96.0%	$ 24,669,357	100.0%
Local Option Taxes	3,756,650	3,718,142	99.0%	3,888,088	103.5%	4,064,897	3,908,245	96.1%	4,063,997	100.0%
Earnings on Investments	100,000	94,134	94.1%	140,411	140.4%	100,000	104,357	104.4%	135,000	135.0%
Other	445,000	201,958	45.4%	1,442,337	324.1%	520,000	140,764	27.1%	520,000	100.0%
Intermediate Sources	260,000	214,458	0.8	329,000	126.5%	260,000	238,533	91.7%	280,000	107.7%
State Sources										
General Support	28,185,108	23,492,784	83.4%	29,701,517	105.4%	31,722,494	25,598,158	80.7%	31,413,723	99.0%
Common School Fund	561,055	459,594	1	919,188	163.8%	768,694	451,753	58.8%	903,506	117.5%
Other	33,000	-	-	29,065	88.1%	33,000	-	-	113,000	342.4%
Federal Sources	9,000	2,236	0	25,968	288.5%	27,000	-	-	27,000	100.0%
Total Revenue	**$ 56,487,796**	**$ 51,022,162**	**90.3%**	**$ 59,337,906**	**105.0%**	**$ 62,165,443**	**$ 54,123,663**	**87.1%**	**$ 62,125,583**	**99.9%**
Expenditures:										
Instruction	$ 35,135,365	$ 24,559,822	69.9%	$ 35,083,304	99.9%	$ 37,066,539	$ 21,875,634	59.0%	$ 36,706,067	99.0%
Supporting Services	22,783,047	16,166,876	71.0%	22,770,712	99.9%	24,291,883	16,655,808	68.6%	$ 24,055,644	99.0%
Community Services	127,184	71,415	56.2%	97,532	76.7%	101,711	73,398	72.2%	$ 86,337	84.9%
Facilities Improvements	1	-	-	-	-	1	-	-	-	-
Transfers to Other Funds	2	-	-	-	-	2	-	-	-	-
Total Expenditures	**$ 58,045,599**	**$ 40,798,113**	**70.3%**	**$ 57,951,549**	**99.8%**	**$ 61,460,136**	**$ 38,604,840**	**62.8%**	**$ 60,848,049**	**99.0%**
Excess of Revenues over Expenditures	$ (1,557,803)	$ 10,224,049		$ 1,386,358		$ 705,307	$ 15,518,823		$ 1,277,534	
Beginning Fund Balance	7,001,833	7,001,834	100.0%	7,001,834	100.0%	8,388,192	8,388,192	100.0%	8,388,192	100.0%
Ending Fund Balance	**$ 5,444,030**	**$ 17,225,883**		**$ 8,388,192**		**$ 9,093,499**	**$ 23,907,015**		**$ 9,665,726**	
Contingency	1,412,190			1,483,448	2.5% *	1,554,136			1,553,140	2.5% *
Rainy Day Reserve	1,207,450			2,966,895	5.0% *	3,108,272			3,106,279	5.0% *
Unappropriated Reserve	2,824,390			3,937,849	6.6% *	4,431,091			5,006,308	8.1% *
Total Reserves	**$ 5,444,030**			**$ 8,388,192**		**$ 9,093,499**			**9,665,726**	

* Percent of Total Revenue

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

Food Service Fund

	2014-15					2015-16				
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Local Sources	$ 1,190,596	$ 766,455	64.4%	$ 1,196,907	100.5%	$ 1,222,331	$ 738,941	60.5%	$ 1,154,454	94.4%
State Sources	25,000	21,509	86.0%	23,896	95.6%	25,000	23,205	92.8%	34,791	139.2%
Federal Sources (incl. commodities)	1,579,187	748,953	47.4%	1,594,164	100.9%	1,810,240	719,471	39.7%	1,552,294	85.8%
Interest on Investments	4,999	1,221	24.4%	1,561	31.2%	2,000	1,386	69.3%	1,343	67.2%
Interfund Transfer	1	-	0.0%	-	0.0%	1	-	0.0%	1	100.0%
Total Revenue	**$ 2,799,783**	**$ 1,538,138**	**54.9%**	**$ 2,816,528**	**100.6%**	**$ 3,059,572**	**$ 1,483,003**	**48.5%**	**$ 2,742,883**	**89.6%**
Expenditures:										
Salaries & Benefits	$ 1,821,327	$ 1,291,300	70.9%	$ 1,784,277	98.0%	$ 1,763,808	$ 1,094,018	62.0%	$ 1,651,406	93.6%
Food	955,828	713,880	74.7%	1,039,415	108.7%	1,121,939	676,979	60.3%	931,968	83.1%
Supplies & Services	191,955	138,860	72.3%	137,560	71.7%	188,580	146,231	77.5%	158,888	84.3%
Capital Outlay	30,673	-	0.0%	-	0.0%	30,673	-	0.0%	-	0.0%
Total Expenditures	**$ 2,999,783**	**$ 2,144,040**	**71.5%**	**$ 2,961,252**	**98.7%**	**$ 3,105,000**	**$ 1,917,228**	**61.7%**	**$ 2,742,262**	**88.3%**
Excess of Revenues over Expenditures	$ (200,000)	$ (605,902)		$ (144,724)		$ (45,428)	$ (434,225)		$ 621	
Beginning Fund Balance	545,000	487,082	89.4%	487,082	89.4%	490,428	342,358	69.8%	342,358	69.8%
Budgeted Contingency	345,000	-		-		445,000	-		-	
Ending Fund Balance	**$ -**	**$ (118,820)**		**$ 342,358**		**-**	**$ (91,867)**		**$ 342,979**	

Notes:

1. The Food Service Fund is a self-supporting fund.
2. Revenues to support the program are generated from student participation in food programs, federal and state programs, and a catering operation
3. Operations are evaluated to see where costs can be reduced to align with revenues. Staff actively promote the federally subsidized free and reduced breakfast and lunch programs to increase participation and revenues received from the programs.
4. The District also provides food service programs to other districts and agencies such as Philomath School District, Alsea School District, and several day cares.
5. ODE reimburses the District through a monthly claim submission process thereby creating a deficit cash position at times dependent on the timeliness of reimbursement. The Food Service Fund cash flow capacity has narrowed as participation has decreased.

Corvallis School District 509J
Statement of Revenues and Expenditures
Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

District Donation Fund

	2014-15					2015-16						
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Contributions from Foundation	$ 600,000	$ 435,000	72.5%	544,871	90.8%	$ 600,000	$ 309,550	51.6%	$ 400,000	66.7%
Total Revenue	**$ 600,000**	**$ 435,000**	**72.5%**	**$ 544,871**	**90.8%**	**$ 600,000**	**$ 309,550**	**51.6%**	**$ 400,000**	66.7%
Expenditures:										
Instruction	$ 371,313	$ 224,688	60.5%	370,833	99.9%	$ 428,490	$ 213,756	49.9%	$ 315,000	73.5%
Support Services	89,890	77,630	86.4%	67,538	75.1%	57,890	13,459	23.2%	35,000	60.5%
Community Services	138,796	75,445	54.4%	106,500	76.7%	113,619	27,075	23.8%	50,000	44.0%
Facility Playground Improvements	1	-	0.0%	-	0.0%	1	-	0.0%	-	0.0%
Total Expenditures	**$ 600,000**	**$ 377,763**	**63.0%**	**$ 544,871**	**90.8%**	**$ 600,000**	**$ 254,290**	**42.4%**	**$ 400,000**	**66.7%**
Excess of Revenues over Expenditures	$ -	$ 57,237		-		$ -	$ 55,260		$ -	
Beginning Fund Balance	-	-		-		-	-		-	
Ending Fund Balance	**$ -**	**$ 57,237**		**$ -**		**$ -**	**$ 55,260**		**$ -**	

Notes:

1. This District fund is used to account for donations received from the Corvallis Public Schools Foundation, a separate public 501(c)3 organization.
2. A monthly transfer is made from the Corvallis Public Schools Foundation to the District Donation Fund to cover expenditures.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

Designated Revenue Fund

	2014-15					2015-16				
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Local Sources	$ 1,000,000	$ 659,520	66.0%	$ 1,033,421	103.3%	$ 1,000,000	$ 637,424	63.7%	$ 1,000,000	100.0%
Total Revenue	**$ 1,000,000**	**$ 659,520**	**66.0%**	**$ 1,033,421**	**103.3%**	**$ 1,000,000**	**$ 637,424**	**63.7%**	**$ 1,000,000**	**100.0%**
Expenditures:										
Instruction	$ 990,939	$ 472,889	47.7%	$ 760,850	76.8%	$ 973,739	$ 458,530	47.1%	$ 850,000	87.3%
Support Services	390,695	190,998	48.9%	273,394	70.0%	406,295	186,759	46.0%	350,000	86.1%
Community Services	93,365	25,825	27.7%	38,474	41.2%	94,965	44,457	46.8%	75,000	79.0%
Facility Acquisition & Construction	1	-	0.0%	-	0.0%	1	-	0.0%	-	0.0%
Total Expenditures	**$ 1,475,000**	**$ 689,712**	**46.8%**	**$ 1,072,718**	**72.7%**	**$ 1,475,000**	**$ 689,746**	**46.8%**	**$ 1,275,000**	**86.4%**
Excess of Revenues over Expenditures	$ (475,000)	$ (30,192)		$ (39,297)		$ (475,000)	$ (52,322)		$ (275,000)	57.9%
Beginning Fund Balance	475,000	$ 719,057	151.4%	719,057	151.4%	475,000	679,760	143.1%	679,760	143.1%
Ending Fund Balance	**$ -**	**$ 688,865**		**$ 679,760**		**$ -**	**$ 627,438**		**$ 404,760**	

Notes:

Revenue and expenditures in this fund are related to programs that are supported by special agreements, contracts, and reimbursements by outside groups or agencies.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

Designated Facilities Fund

	2014-15					2015-16				
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Construction Excise Tax	$ 175,000	$ 622,917	356.0%	$ 815,019	465.7%	$ 555,000	$ 104,959	18.9%	$ 555,000	100.0%
SB 1149	125,000	75,576	60.5%	110,022	88.0%	124,000	78,496	63.3%	115,000	92.7%
Interest on Investments	4,000	6,350	158.8%	10,586	264.7%	11,000	7,248	65.9%	11,000	100.0%
Total Revenue	**$ 304,000**	**$ 704,843**	**231.9%**	**$ 935,627**	**307.8%**	**$ 690,000**	**$ 190,703**	**27.6%**	**$ 681,000**	**98.7%**
Expenditures:										
Support Services	$ 642,000	$ 33,471	5.2%	$ 197,318	30.7%	$ 1,160,000	$ 42,580	3.7%	$ 500,000	43.1%
Facility Acquisition & Construction:	1,136,000	-	4.2%		10.9%	1,455,000	-	26.5%	850,000	58.4%
Cheldelin Roof	-	-	-	34,672		-	256,930		-	
CHS Roof	-	-	-	41,846		-	128,823		-	
Wilson Playground	-	47,843	-	47,842		-	-		-	
Total Expenditures	**$ 1,778,000**	**$ 81,314**	**4.6%**	**$ 321,678**	**18.1%**	**$ 2,615,000**	**$ 428,333**	**16.4%**	**$ 1,350,000**	**51.6%**
Excess of Revenues over Expenditures	$ (1,474,000)	$ 623,529		$ 613,949		$ (1,925,000)	$ (237,630)		$ (669,000)	34.8%
Beginning Fund Balance	1,474,000	1,586,086	107.6%	1,586,086	107.6%	2,025,000	2,200,035	108.6%	2,200,035	108.6%
Budgeted Contingency	-	-		-		100,000	-		-	
Ending Fund Balance	**$ -**	**$ 2,209,615**		**$ 2,200,035**		**$ -**	**$ 1,962,405**		**$ 1,531,035**	

Notes:

This fund accounts for the revenues and expenditures related to the construction excise tax, land sales and purchases, and SB 1149 energy fees for projects undertaken with funds that are restricted or committed for facilities related purposes.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

Student Body Fund

	2014-15					2015-16					
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Local Revenues	$ 1,050,000	$ 873,021	83.1%	$ 1,180,499	112.4%	$ 1,070,000	$ 920,858	86.1%	$ 1,070,000	100.0%
Total Revenue	**$ 1,050,000**	**$ 873,021**	**83.1%**	**$ 1,180,499**	**112.4%**	**$ 1,070,000**	**$ 920,858**	**86.1%**	**$ 1,070,000**	**100.0%**
Expenditures:										
Instructional Services	$ 1,200,000	$ 574,772	47.9%	1,022,886	85.2%	$ 1,220,000	$ 611,886	50.2%	$ 1,100,000	90.2%
Support Services	100,000	41,518	41.5%	70,941	70.9%	100,000	49,684	49.7%	100,000	100.0%
Total Expenditures	**$ 1,300,000**	**$ 616,290**	**47.4%**	**$ 1,093,827**	**84.1%**	**$ 1,320,000**	**$ 661,570**	**50.1%**	**$ 1,200,000**	**90.9%**
Excess of Revenues over Expenditures	$ (250,000)	$ 256,731		86,672		$ (250,000)	$ 259,288		$ (130,000)	52.0%
Beginning Fund Balance	250,000	575,834	230.3%	575,834	230.3%	250,000	662,506	265.0%	662,506	265.0%
Ending Fund Balance	**$ -**	**$ 832,565**		**$ 662,506**		**$ -**	**$ 921,794**		**$ 532,506**	

Notes:

The District acts as an agent on behalf of student groups who have raised money for activities and participation fees. These funds are for athletics and activities at Corvallis High School, Crescent Valley High School, Cheldelin Middle School, and Linus Pauling Middle School. For management purposes, these funds are in a central account where the District provides banking services and purchasing oversight.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2014 and 2016 Respectively (Unaudited)

Early Retirement Incentive Fund

	2014-15					2015-16					
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenue:										
Interest on Investments	$ -	$ 3,084	-	$ 4,508	-	$ 1,250	$ 2,768	221.4%	$ 4,000	320.0%
Total Revenue	**$ -**	**$ 3,084**	**-**	**$ 4,508**		**$ 1,250**	**$ 2,768**	**221.4%**	**$ 4,000**	**320.0%**
Expenditures:										
Retiree Stipends	784,744	177,778	22.7%	220,639	28.1%	683,250	84,453	12.4%	660,000	96.6%
Total Expenditures	**$ 784,744**	**$ 177,778**	**22.7%**	**$ 220,639**	**28.1%**	**$ 683,250**	**$ 84,453**	**12.4%**	**$ 660,000**	**96.6%**
Excess of Revenues over Expenditures	$ (784,744)	$ (174,694)		(216,131)	27.5%	$ (682,000)	$ (81,685)		$ (656,000)	96.2%
Beginning Fund Balance	960,320	957,216	99.7%	957,216	99.7%	752,000	741,085	98.5%	741,085	98.5%
Budgeted Contingency	175,576	-	-	-		70,000	-	-	70,000	100.0%
Ending Fund Balance	**$ -**	**$ 782,522**		**$ 741,085**		**$ -**	**$ 659,400**		**$ 15,085**	

Notes:

This fund pays for supplemental retirement benefits provided to eligible retired teachers as per the Early Retirement Incentive Agreement (ERI).

The last payment for non-represented and classified staff was made June 30, 2008.

The Early Retirement Incentive Program is now fully funded thereby ending annual contributions from the General Fund effective with the 2013-14 Adopted Budget. Payments will be completed at the end of the 2016-17 fiscal year.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 201 and 2016 Respectively (Unaudited)

Grant Funds

	2014-15					2015-16				
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Local Revenues	$ 50,000	$ 13	0.0%	813	1.6%	$ 50,000	$ 2,850	5.70%	$ 25,000	50.0%
Intermediate revenues	100,000	13,115	13.1%	29,820	29.8%	100,000	56,414	56.41%	70,000	70.0%
State Revenues	400,000	749,006	187.3%	1,160,105	290.0%	400,000	381,985	95.50%	900,000	225.0%
Federal Revenues	4,010,000	1,860,422	46.4%	2,899,019	72.3%	4,010,000	1,583,121	39.48%	3,000,000	74.8%
Total Revenue	**$ 4,560,000**	**$ 2,622,556**	**57.5%**	**$ 4,089,757**	**89.7%**	**$ 4,560,000**	**$ 2,024,370**	**44.39%**	**$ 3,995,000**	**87.6%**
Expenditures:										
Instruction	$ 3,161,913	$ 1,671,414	52.9%	2,463,959	77.9%	$ 3,349,463	$ 1,725,248	51.51%	$ 2,600,000	77.6%
Support Services	2,010,086	1,141,723	56.8%	1,823,421	90.7%	1,800,488	742,181	41.22%	1,700,000	94.4%
Community Services	248,000	127,329	51.3%	195,339	78.8%	210,048	115,279	54.88%	200,000	95.2%
Facility Acquisition & Construction	1	-	0.0%	-	0.0%	1	-	0.00%	-	0.0%
Total Expenditures	**$ 5,420,000**	**$ 2,940,466**	**54.3%**	**$ 4,482,719**	**82.7%**	**$ 5,360,000**	**$ 2,582,708**	**48.18%**	**$ 4,500,000**	**84.0%**
Excess of Revenues over Expenditures	$ (860,000)	$ (317,910)		(392,962)		$ (800,000)	$ (558,338)		$ (505,000)	63.1%
Beginning Fund Balance	860,000	951,301	110.6%	951,301	110.6%	800,000	558,338	69.79%	558,339	69.8%
Ending Fund Balance	**$ -**	**$ 633,391**		**$ 558,339**		**$ -**	**$ -**		**$ 53,339**	

Notes:

1. The District has approximately 38 grant awards from federal, state, and private sources estimated at $5.2 million. The larger awards typically span a several year time period.
2. Indirect costs are administrative costs such as audit, legal, business, human resources, and technology that are paid for by the General Fund but also utilized by the grant funds. Board policy calls for the District to recover indirect costs related to grants. This amount shows as a revenue in the General Fund and is used to offset General Fund operations. The District indirect cost rate is the maximum allowed by the State and varies from year to year. The State approves this rate each year. The rate for 2015-16 inceased to 4.43% from 4.10% in the prior year.
3. State grant revenue is down substantially as a result of the end of the Mentoring Grant in 2014-15. This was a special two year grant in the amount of $511,000.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

Insurance Fund

	2014-15					2015-16				
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Charges to Other Funds	$ 11,873,350	$ 8,429,084	71.0%	$ 11,677,289	98.3%	$ 11,908,500	$ 7,908,947	66.4%	11,750,000	98.7%
Interest on Investments	-	691.00		691.00	-	-	-	-	-	-
Other Revenues	7,000	1,295	18.5%	5,810	83.0%	2,000	354	17.7%	2,500	125.0%
Total Revenue	**$ 11,880,350**	**$ 8,431,070**	**71.0%**	**$ 11,683,790**	**98.3%**	**$ 11,910,500**	**$ 7,909,301**	**66.4%**	**11,752,500**	**98.7%**
Expenditures:										
Insurance Activities	$ 355,769	$ 294,428	82.8%	$ 503,221	141.4%	$ 356,924	$ 367,560	103.0%	750,000	210.1%
Transfer to Capital Projects Fund	1,100,000	1,100,000	0.0%	1,100,000	100.0%	-	-	-	-	-
Insurance Premiums	14,409,581	6,930,402	48.1%	10,472,532	72.7%	14,253,576	7,304,075	51.2%	12,100,000	84.9%
Total Expenditures	**$ 15,865,350**	**$ 8,324,830**	**52.5%**	**$ 12,075,753**	**76.1%**	**$ 14,610,500**	**$ 7,671,635**	**52.5%**	**12,850,000**	**88.0%**
Excess of Revenues over Expenditures	$ (3,985,000)	$ 106,240		$ (391,963)	9.8%	$ (2,700,000)	$ 237,666		(1,097,500)	40.6%
Beginning Fund Balance	3,985,000	4,818,082	120.9%	4,818,082	120.9%	2,700,000	4,426,119	163.9%	4,426,119	163.9%
Ending fund Balance	**$ -**	**$ 4,924,322**		**$ 4,426,119**		**$ -**	**$ 4,663,785**		**3,328,619**	

Notes:

The Insurance Fund is used to account for empployee health benefits, worker's compensation and risk management programs.

The fund also includes reserves for the dental/vision and property liability self-insured programs.

Corvallis School District 509J

Statement of Revenues and Expenditures

Fiscal Year to Date as of March 31, 2015 and 2016 Respectively (Unaudited)

Capital Improvement Fund

	2014-15					2015-16						
	Amended 2014-15	Actuals thru 3/31/2015	% of Budget	Actuals thru 6/30/2015	% of Budget	Amended 2015-16	Actuals thru 3/31/2016	% of Budget	Projected thru 6/30/2016	% of Budget
Revenues:										
Interfund Transfer	$ 1,100,000	$ 1,100,000	100.0%	$ 1,100,000	100.0%	$ 1	$ -	0.0%	$ -	0.0%
Miscellaneous	44,000	-	0.0%	-	0.0%	44,000	-	0.0%	-	0.0%
Interest on Investments	$ 6,000	2,377	39.6%	4,394	73.2%	5,999	2,061	34.4%	2,500	41.7%
Total Revenue	**$ 1,150,000**	**$ 1,102,377**	**95.9%**	**$ 1,104,394**	96.0%	**$ 50,000**	**$ 2,061**	**4.1%**	**$ 2,500**	**5.0%**
Expenditures:										
Property Services	$ 300,000	$ -	0.0%	-	0.0%	$ 300,000	$ -	0.0%	$ -	0.0%
Support Services	65,000	13,742	21.1%	23,742	36.5%	65,000	-	0.0%	-	0.0%
Facilities	785,000	-	0.0%	10,117	1.3%	765,000	1,040,038	136.0%	1,073,035	140.3%
Total Expenditures	$ 1,150,000	$ 13,742	1.2%	$ 33,859	2.9%	$ 1,130,000	$ 1,040,038	92.0%	$ 1,073,035	95.0%
Excess of Revenues over Expenditures	**$ -**	**$ 1,088,635**		**$ 1,070,535**	-	**$ (1,080,000)**	**$ (1,037,977)**		**$ (1,070,535)**	**99.1%**
Beginning Fund Balance	-	-		-		1,080,000	1,070,535	99.1%	1,070,535	99.1%
Ending Fund Balance	**$ -**	**$ 1,088,635**		**$ 1,070,535**		**$ -**	**$ 32,558**		**$ -**	

Notes:

1. This fund was established in FY 2014-15 to account for capital improvements and repairs. It was initially funded by the transfer of $1.1 million from the Insurance Fund to support facility risk reduction projects.
2. Expenditures in 2015-16 reflect partial funding for work on the replacement of the roofs at Corvallis High School and Cheldelin Middle School.

Corvallis School District 509J

Schedule of Investments

March 31, 2016

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond Equivalent Yield	Purchase Price	Par (Maturity) Value
US Government-Sponsored Enterprises (Total):	03/29/16	09/29/17	549	0.850%	$100.00	1,000,000
U.S. Treasury Obligations:						0.00
Commercial Paper:						0.00
Total Investments outside of Local Government Investment Pool:						$ 1,000,000

Local Government Investment Pool:	Average Annualized Rate	
General Account	0.75%	$ 43,985,685
Debt Service Account	0.75%	1,308
Subtotal LGIP [1]		$ 43,986,994
Local Government Investment Pool - Pension Bond Debt Service:		
Pension Bond Debt Service Account:[2]	0.75%	$ 1,372,715
Total Investments		$ 46,359,709

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is $47,012,858
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

Type of Investment	Maximum Percent of Portfolio per Policy	Current Percent
US Government-Sponsored Enterprises (Total):	90.0%	2.2%
US Treasury Obligations	100.0%	0.0%
Local Government Investment Pool	100.0%	97.8%
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 3/31/16:

3-Month U. S. T-Bill bond equivalent yield:	0.20%
3-Mo. Jumbo CDs	0.50%

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of March 1, 2016 - March 31, 2016

Vendor by Fund and Object	Check Total
100 - General Fund	
Accounts Payable	
WELLS FARGO REMITTANCE CENTER	3,002.01
Charter School Payments	
INAVALE COMMUNITY PARTNERS, INC	53,737.63
Computer Software	
APPLE, INC	1,000.00
EDUCREATIONS, INC.	1,495.00
READ NATURALLY	1,999.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	4,553.64
APPLE, INC	46,727.00
BARK PLACE	1,980.00
CDW GOVERNMENT INC	6,427.43
COASTWIDE LABORATORIES	7,733.12
COSTCO - ALBANY	1,670.64
FERGUSON ENTERPRISES INC	1,149.04
GOVCONNECTION INC	2,935.23
HOME DEPOT CREDIT CARD CHARGE	1,282.25
HOME DEPOT CREDIT SERVICES	1,799.18
JOSTENS INC	1,306.21
OETC	5,516.41
OFFICE MAX	7,977.05
PC & MACEXCHANGE	3,520.00
RIFTON EQUIPMENT	2,212.50
SAFEGUARD BUSINESS SYSTEMS	1,355.61
SCAN SOUND INC	1,610.97
VARIDESK	2,975.00
Dues and Fees	
OREGON SCHOOL BOARDS ASSOCIATION	2,500.00
Electricity	
CONSUMERS POWER INC	13,459.19
PACIFIC POWER AND LIGHT	48,273.59
Fuel	
BENTON COUNTY PUBLIC WORKS	1,244.78
NW NATURAL	36,283.38
Garbage	
REPUBLIC SERVICES	10,577.56
Instructional, Professional and Technical Service	
GREENWOOD, ALBERT	1,960.00
HELLO FOUNDATION	51,156.00
LINN BENTON COMMUNITY COLLEGE	163,552.69

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of March 1, 2016 - March 31, 2016

Vendor by Fund and Object	Check Total
OREGON DEPARTMENT OF EDUCATION	4,080.14
Library Books	
INGRAM LIBRARY SERVICES	2,841.08
Non-reimbursable Student Transportation	
CITY OF CORVALLIS_	7,166.68
Other Communication Services	
CENTURYLINK	1,347.79
COMCAST/INSTITUTIONAL NETWORKS	14,059.01
Other Non-instructional Professional and Technical	
DAVIS DEMOGRAPHICS & PLANNING, INC	6,225.00
MAXIM HEALTHCARE SERVICES	4,563.00
MCLELLAN TEMPORARIES, INC.	6,267.20
PACIFIC EDUCATIONAL GROUP, INC.	13,000.00
VISION FILLERS, INC.	1,250.00
Other Property Services	
US Bank Equipment Finance	4,177.42
Postage	
GARTEN SERVICES, INC	4,433.05
Printing and Binding	
FRANKLIN PRESS	1,019.00
LINN BENTON COMMUNITY COLLEGE	1,808.00
Reimbursable Student Transportation	
DIAL-A-BUS OF BENTON COUNTY	7,922.00
FIRST STUDENT INC	246,486.86
GO GET'EM TAXI AND TRANSPORT LLC	24,461.25
Repairs and Maintenance Services	
BENTON COUNTY PUBLIC WORKS	1,052.01
ECO HOME COMFORT, LLC	1,375.00
PBS ENGINEERING & ENVIRONMENTAL INC	1,641.25
REYNOLDS ELECTRIC, INC.	1,405.72
SNYDER ROOFING	1,473.73
SYNERGY SECURITY SOLUTIONS	4,407.00
Technology Equip $1,000 - $4,999	
GOVCONNECTION INC	3,487.20
Telephone	
AT&T MOBILITY-ACCT#837370420 (TECH)	1,799.63
CENTURYLINK	3,067.62
Textbooks	
CAMBIUM LEARNING INC	1,755.60
CENGAGE LEARNING/ NATIONAL GEOGRAPHIC	1,698.40
Travel, Out of District	
DOUGLAS ESD	1,050.00

Corvallis School District 509J

Schedule of Cash Disbursements greater than or equal to $1,000

For the period of March 1, 2016 - March 31, 2016

Vendor by Fund and Object	Check Total
GRAND HYATT SEATTLE CREDIT CARD	2,824.94
Harder, Melissa D	1,591.08
HILTON - SEATTLE	2,139.16
PARAMOUNT HOTEL SEATTLE	7,372.80
REHAB SEMINARS	1,876.00
SOUTHWEST AIRLINES CREDIT CARD CHARGE	1,539.24
TIGARD-TUALATIN SCHOOL DISTRICT	1,350.00
TRAVELOCITY CREDIT CARD REQUEST	1,259.86
TYLER TECHNOLOGIES, INC.	1,600.00
WASHINGTON REC & PARK ASSOCIATION	2,380.00
WELLS FARGO REMITTANCE CENTER	2,516.36
Water and Sewage	
CITY OF CORVALLIS	22,959.48
Away HS Playoffs and/or Tournaments	
HILTON GARDEN INN - LAKE OSWEGO	1,823.41
Legal Services	
LUVAAS COBB	1,792.50
100 - General Fund Total	**921,317.58**
203 - Food Service Fund	
Food - Food Service Only	
CHARLIES PRODUCE	11,330.45
FRANZ FAMILY BAKERIES	2,283.34
LOCHMEAD DAIRY	14,895.36
SYSCO FOOD SERVICE	1,553.68
Inventories	
MCDONALD WHOLESALE CO	27,704.81
NORTHWEST DISTRIBUTION SERVICES	1,230.33
SYSCO FOOD SERVICE	4,376.93
203 - Food Service Fund Total	**63,374.90**
204 - District Donation Fund	
Consumable Supplies and Materials	
COSTCO - ALBANY	1,108.28
HOME DEPOT CREDIT CARD CHARGE	1,282.25
LES & BOBS SPORTS AND APPAREL	1,988.70
LIFETOUCH NATIONAL SCHOOL STUDIOS	2,000.00
OETC	1,597.59
Instructional, Professional and Technical Service	
ARTS CENTER	1,831.22

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to $1,000
For the period of March 1, 2016 - March 31, 2016

Vendor by Fund and Object	Check Total
Rentals	
OREGON STATE UNIVERSITY - COLLEGE OF BUS	4,950.50
OREGON STATE UNIVERSITY ALUMNI ASSN	2,437.00
Equipment $5,000 and greater	
GRACEWINDS MUSIC	8,000.00
204 - District Donation Fund Total	**25,195.54**
208 - Designated Facilities Fund	
Buildings Acquisition	
WEATHERPROOFING TECHNOLOGIES, INC.	9,006.66
208 - Designated Facilities Fund Total	**9,006.66**
296 - Grants Fund	
Computer Software	
BRAINPOP LLC	1,195.00
Consumable Supplies and Materials	
JAMES STANFIELD CO. INC	1,256.85
Love and Logic, Inc.	1,197.00
Travel, Out of District	
BUREAU OF EDUCATION AND RESEARCH	2,469.00
CENTER FOR ANTHROPOSOPHY	1,062.50
COSA	4,625.00
HILTON EUGENE & CONFERENCE CENTER	1,666.87
296 - Grants Fund Total	**13,472.22**
297 - Student Body Funds	
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	1,977.76
LES & BOBS SPORTS AND APPAREL	7,477.50
LIFETOUCH NATIONAL SCHOOL STUDIOS	3,125.23
M & R SALES	4,410.00
ON TRACK	1,171.80
RIDDELL/ ALL AMERICAN SPORTS CORP	2,648.93
SEW ON	1,053.40
STAPLES CREDIT PLAN	1,004.70
Non-reimbursable Student Transportation	
FIRST STUDENT INC	4,079.47
Other Non-instructional Professional and Technical	
HITCHCOCK, MAE	2,000.00
MID-VALLEY BASKETBALL OFFICIALS	2,133.00
VISION FILLERS, INC.	1,250.00
Printing and Binding	
HERFF JONES - YEARBOOKS	25,865.00

Corvallis School District 509J

Schedule of Cash Disbursements greater than or equal to $1,000

For the period of March 1, 2016 - March 31, 2016

Vendor by Fund and Object		Check Total
Rentals		
CITY OF CORVALLIS - OSBORN AQUATIC CTR		1,600.00
Travel, Student Out of District		
BEST WESTERN WILSONVILLE INN & SUITES		3,198.72
CARDINALI, DENISE		4,750.00
HOLIDAY INN - WILSONVILLE		2,365.44
Other Curricular Activities		
CORVALLIS GIRLS LACROSSE CLUB		2,085.56
297 - Student Body Funds Total		**72,196.51**
298 - Designated Revenue Fund		
Consumable Supplies and Materials		
Andresen, Carol Ann S		3,012.00
ANDRESEN, MARC		1,160.00
COSTCO - ALBANY		6,000.00
GEORGIE'S CERAMIC & CLAY CO - PORTLAND		2,406.59
GOPHER SPORT		1,760.24
INDUSTRIAL WELDING SUPPLY INC		1,303.90
LAKESHORE LEARNING STORE		1,293.30
SHIRT CIRCUIT		2,365.20
Other Non-instructional Professional and Technical		
FRIEDLANDER, JOHN		1,250.00
OLD MILL CENTER		22,400.00
TRILLIUM FAMILY SERVICES		66,837.00
Repairs and Maintenance Services		
CELL PHONE SICK BAY		1,106.00
Travel, Out of District		
CPI		3,597.00
OXFORD SUITES CREDIT CARD		1,417.56
Travel, Student Out of District		
NATIONWIDE CHAUFFEURED SVC CREDIT CARD		1,273.00
RESIDENCE INN - WASHINGTON DC/FOGGY BTTM		46,350.00
298 - Designated Revenue Fund	**Total**	**163,531.79**
601 - Insurance Fund		
Other Non-instructional Professional and Technical		
BARKER-UERLINGS INSURANCE, INC		6,769.68
CPR WORKS, LLC		1,470.00
Group Insurance		
LIFEMAP ASSURANCE COMPANY		10,344.36
REGENCE BCBS OF OREGON		416,270.60
WILLAMETTE DENTAL GROUP (GROUP Z1329)		17,550.00
601 - Insurance Fund	**Total**	**452,404.64**
Grand Total		**1,720,499.84**

Corvallis
SCHOOL DISTRICT

XII. CONSOLIDATED INFORMATION

XII.A. Non-Licensed Personnel Information

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: May 9, 2016 **FOR INFORMATION ONLY**

SUBJECT: Non-licensed Personnel Information

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1. Issue: Information on non-licensed-personnel

   a. Recommendation to Hire:
      Isabella Arevalo: Educational Assistant 2/Lifeskills, 7 hrs, Linus Pauling Middle School, effective April 28, 2016 (Probationary)

      Matt Ehler: Warehouse Delivery, 5.5 hrs, Food Services, effective May 11, 2016 (Probationary)

      Forrest Leisner: Food Service Specialist, 8 hrs, Garfield Elementary School, effective March 31, 2016 (Probationary)

      Robbie Stevenson: Educational Assistant 2/Lifeskills, 7 hrs, Linus Pauling Middle School, effective April 28, 2016 (Probationary)

      Brianna Tilleman: Administrative Assistant 1, 3 hrs, Food Services, effective April 21, 2016 (Probationary)

   b. Termination/Resignation/Layoff/Retirement:
      Jessica Anderson: Educational Assistant 2/LRC, 7 hrs, Crescent Valley High School, effective June 30, 2016 (Resignation)

      Darcy Anglemier: Educational Assistant 2/Lifeskills, 7 hrs, Jefferson Elementary, effective June 30, 2016 (Resignation)

      Terri Atkinson: Educational Assistant 2, 6.5 hrs, Crescent Valley High School, effective June 30, 2016 (Resignation)

      Erika Cooley: Educational Assistant 2/Lifeskills, 7 hrs, Linus Pauling Middle School, effective June 30, 2016 (Resignation)

      David Fleming: Warehouse Delivery, 5.5 hrs, Food Services, effective April 22, 2016 (Resignation)

      Rhonda Greer: Administrative Assistant 1/LRC, 1 hrs, College Hill High School, effective June 16, 2016 (Retirement)

Cindy Gullege: Administrative Assistant 1/Health Services Assistant, 8 hrs, Corvallis High School, effective June 30 (Retirement)

Kathi King Horne: Technology Computer Lab Assistant, 5 hrs, Wilson Elementary School, effective April 12, 2016 (Resignation)

Vicki Kramer: Educational Assistant 2/Lifeskills, 7 hrs, Corvallis High School, effective June 30, 2016 (Retirement)

Troy Nichols: Educational Assistant 2/Lifeskills, 7 hrs, Linus Pauling Middle School, effective April 19, 2016 (Resignation)

Wendy Novak: Food Service Assistant, 7 hrs, Corvallis High School/Central Kitchen, effective April 7, 2016 (Resignation)

James Park: Student Behavior Assistant 2, 7.5 hrs, Cheldelin Middle School, effective April 22, 2016 (Resignation)

Krista Trujillo: Educational Assistant 3, 4 hrs, Hoover Elementary School, effective June 16, 2016 (Retirement)

c. Request for Leave:
Stephen Arnst: Educational Assistant 2/LRC, 6.5 hrs, Lincoln Elementary School, requesting 6.5 hrs leave for the 2016-2017 school year

Melinda Boland: Special Education Behavior Assistant, 7 hrs, District Office, requesting 7 hrs leave for the 2016-2017 school year

Hilary Hernandez: Administrative Assistant 1, 8 hrs, Lincoln Elementary School, requesting 4 hrs leave for the 2016-2017 school year

Alison Latham-Ocampo: Library Media Assistant 2/Educational Assistant, 5 hrs, Lincoln Elementary School, requesting 5 hrs leave for the 2016-2017 school year

Patricia Pauk: Educational Assistant 2, 7.5 hrs, Crescent Valley High School, requesting 7.5 hrs leave for the 2016-2017 school year

Samuel Dykes: Education Assistant 2/LRC, 8 hrs, Adams Elementary, requesting 8 hrs leave for the 2016-2017 school year

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CONTACT PERSON: Jennifer Duvall

Corvallis
SCHOOL DISTRICT

XII.B. Board Policy GCBDD/GDBDD--Sick Time--New--First Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: May 9, 2016 **FOR INFORMATION**

SUBJECT: Board Policy GCBDD/GDBDD—Sick Time—New—First Reading

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Issue: A new law requires Oregon employers to provide sick time to employees beginning January 1, 2016. Employees are able to use the sick time for a wide range of illness or preventive care reasons as well as to take care of family members. Even though Oregon school districts have statute that already establishes sick leave requirements for education, Oregon school districts are not exempt from this new law.

Options Considered: Not adopting the policy.

Involvement: District office staff and union presidents.

Consequences: We would be out of compliance with Oregon law.

Cost Impact: Unknown.

CONTACT PERSON(S): Jennifer Duvall, Kerry Richey

CORVALLIS SCHOOL DISTRICT 509J

Code: GCBDD/GDBDD
Adopted:
Revised/Readopted:

Sick Time

Oregon Senate Bill 454 mandating paid sick time went into effect in 2016. This law is independent from sick leave under ORS 332.507. Nothing in this policy impacts the district's sick leave obligation under ORS 332.507, the district's collective bargaining agreements, or Non-Represented Employees Salary and Benefits Document. Licensed, classified, and non-represented employee groups should refer to their appropriate bargaining agreement for all applicable leave.

For the purpose of this policy "employee" means an individual who is employed by the district and who is paid on an hourly, stipend, or salary basis and for whom withholding is required under Oregon Revised Statute (ORS) 316.162-316.221. The definition does not include volunteers or independent contractors.

Employees qualify to begin earning and accruing sick time on the first day of employment with the district.

Paid sick time of 40 hours shall be front-loaded to an employee who falls within the following groups at the beginning of each year: Licensed and non-represented staff who are 0.5 FTE or greater, coaches, and seasonal stipends.

Paid sick time shall accrue at the rate of one hour of paid sick time for every 30 hours worked for an employee who falls within the following groups: Licensed and non-represented staff who are 0.49 FTE or less, classified staff, both certified and classified substitutes, student employees, and non-regular/timecarded employees.

If an individual falls into more than one group identified above, sick time will be accrued at the rate of the primary position. If an employee's bargaining agreement grants equal or greater sick leave benefits, then no additional sick time is accrued.

An employee may carry up to 40 hours of unused sick time from one year to the subsequent year. An employee is limited to using no more than 40 hours of sick time in a year.

Sick time shall be taken in hourly increments for all employee groups, except licensed substitutes who will take sick time in minimum four hour increments, and may be used for the employee's or a family member's[1] mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition, or need for preventive care, or for reasons consistent with the Family Medical Leave Act (FMLA) or OFLA. Sick time may also be used in the event of a public health emergency.

[1]"Family member" is defined by the Oregon Family Leave Act (OFLA).

The use of sick time may not lead to, or result in, an adverse employment action against the employee.

The district reserves the right, after five consecutive days of absence, to require proof of personal illness or injury from an employee, including a medical examination by a physician chosen and paid for by the district. An employee refusing to submit to such an examination or to provide other evidence as required by the district, shall be subject to appropriate disciplinary action, up to and including dismissal.

When the reason for sick time is consistent with FMLA/OFLA leave, the sick time and the FMLA/OFLA leave may run concurrently.

When the reason for sick time is consistent with ORS 332.507, the sick time and leave pursuant to ORS 332.507 may run concurrently.

If the reason for sick time is a foreseeable absence, the district may require the employee to provide advance notice of his or her intention to use sick time within ten days of the requested sick time, or as soon as practicable. When an employee uses sick time for a foreseeable absence, they shall take reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, in-service training, mandatory meetings).

If the reason for sick time is unforeseeable, such as an emergency, accident or sudden illness, the employee shall notify the district as soon as practical.

The district shall establish a standard process to track the eligibility for sick time of a substitute.

END OF POLICY

Legal Reference(s):

ORS 332.507
ORS 342.545
ORS 342.610
ORS 659A.150 to 659A.186
SB 454 (2015)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2006); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2006).
Americans with Disabilities Act Amendments Act of 2008.

Corvallis
SCHOOL DISTRICT

XIII. EXECUTIVE SESSION -- The Board will meet in Executive session at 5:45 p.m. under ORS 192.660(2)(d) – To consult with persons designated for labor negotiations.

XIV. ADJOURNMENT

*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