



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, June 20, 2016 6:00 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/UC9Jtp5dmilZl9kySBJbVQ?>
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, June 20, 2016
6:00 PM

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

Meeting Details: Monday, June 20, 2016, 6:00 PM in the District Office Board Room,
1555 SW 35th Street, Corvallis, OR 97333.

If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: <https://www.youtube.com/channel/UC9Jtpte5dmilZI9kySBjbVQ?> A recording of the meeting will also be posted to that channel.

- I. CALL TO ORDER AND ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. COMMITTEE/BOARD MEMBER ITEMS
- IV. SUPERINTENDENT'S REPORT
- V. 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.

To request the opportunity to offer public comment

- 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 **before** 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.

Rules for Providing Public Comment

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.

Corvallis School District

How to Provide Input to the School Board

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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.

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How to Provide Input to the School Board

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- 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

VI. BUDGET ACTIONS - 2015-16 BUDGET

VI.A. Resolution No. 16-0601 – Supplemental Budget (less than 10%) for fund 100 – General Fund (100) and Transfer of Appropriations in Fund 402 – Capital Improvement Fund

BOARD MEETING DATE: June 20, 2016

SUBJECT: Resolution No. 16-0601 – Supplemental Budget (less than 10%) for Fund 100 – General Fund (100) and Transfer of Appropriations in Fund 402 – Capital Improvement Fund

Supplemental Budget for Fund 100 – General Fund

Oregon Revised Statute (ORS) 294.471(1)(a) allows a school district to amend its adopted budget to accommodate “an occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period and that requires a change in financial planning.” Proposed changes in General Fund revenues and expenditures are based on greater than budgeted resources and requirements as follows:

Operating Revenues – this supplemental budget recognizes and appropriates an additional \$306,351 in operating revenues as follows:

- *Common School Fund* – per the most recent ODE estimate, the district’s common school fund distribution is estimated to be \$903,506, a significant increase over the adopted budget of \$768,694. Revenue impact = \$134,812.
- *Other Unrestricted Grants-in-Aid* – per the May 2016 state school fund payment the district received a high cost disability grant in the amount of \$221,539, a significant increase over the adopted budget of \$50,000. Revenue impact = \$171,539.

Operating Expenditures – this supplemental budget appropriates an additional \$306,351 in operating expenditures as follows:

- *Student Transportation Services* – increase budget to acknowledge projected actual costs of services including home to school transportation, individual transportation, and extracurricular activities. Cost impact = \$306,351 / FTE impact = 0.00

The proposed supplemental budget is presented below. The increase in appropriations does not exceed 10 percent of total appropriations for the fund so a public hearing is not required.

General Fund			
	<u>As Amended</u>	<u>Proposed</u>	<u>Change</u>
Resources			
Common School Fund	768,694	903,506	134,812
Other Unrestricted Grants-in-Aid	50,000	221,539	<u>171,539</u>
Total Change in Resources			\$ 306,351
Requirements			
2000 – Support Services	24,286,998	24,593,349	<u>306,351</u>
Total Change in Expenditures			\$ 306,351

Staff recommends that the General Fund budget appropriations for Support Services (Function 2000) be amended as presented.

Transfer of Appropriations in Fund 402 – Capital Improvement Fund

Oregon Revised Statute (ORS) 294.463(1) allows a school district to transfer appropriations within a fund when authorized by resolution of the governing body. Proposed changes in the Capital Improvement Fund appropriations are based on capital project work (roof replacements at Cheldelin Middle School and Corvallis High School) that is projected to exceed the appropriation for Function 4000 – Facilities Acquisition and Construction of \$765,000.

Capital Improvement Fund

	<u>As Amended</u>	<u>Proposed</u>	<u>Change</u>
Requirements			
2000 – Support Services	365,000	0	(365,000)
4000 – Facilities Acquisition and Construction	765,000	1,130,000	<u>1,365,000</u>
Total	\$ 1,130,000	\$ 1,130,000	\$ 0

Staff recommends that appropriations for Function 2000 – Support Services be reduced by \$365,000 and that appropriations for Function 4000 – Facilities Acquisition and Construction be increased by \$365,000. There is no change to the total budgeted appropriations.

Presenter: Olivia Meyers Buch, Director of Finance and Operations

Attached: Resolution 16-0601

Motion Requested: I move that Resolution 16-0601 be adopted to increase resources and expenditure appropriations in Fund 100 – General Fund, and to transfer appropriations within the Capital Improvement Fund as recommended.

Corvallis School District 509J
Resolution No. 16-0601

Supplemental Budget for Fund 100 – General Fund

WHEREAS, ORS 294.471(1)(a) provides for a governing body to make supplemental budgets for the fiscal year when an occurrence or condition, which had not been ascertained at the time of the preparation of the original budget, requires a change in financial planning; and

WHEREAS, the General Fund (Fund 100) requires an increase of budgeted resources which were not included in the adopted budget because the amounts were not known with certainty at the time the budget was prepared; and

WHEREAS, the General Fund (Fund 100) requires an increase of budgeted appropriations to acknowledge projected actual costs of student transportation services.

BE IT RESOLVED, that the School Board of Corvallis School District 509J hereby approves a supplemental budget to the 2015-2016 budget for the General Fund (Fund 100), increasing common school fund by \$134,812, increasing other unrestricted grants-in-aid by \$171,539, and increasing the appropriation for Support Services (Function 2000) by \$306,351.

Transfer of Appropriations for Fund 402 - Capital Improvement Fund

WHEREAS, the Board appropriated \$765,000 in the Capital Improvement Fund for Facilities Acquisition and Construction (Function 4000); and

WHEREAS, capital project work may cause the total Facilities Acquisition and Construction (Function 4000) to exceed appropriations by up to \$365,000, and sufficient appropriations exist in Support Services (Function 2000).

BE IT RESOLVED, that pursuant to ORS 294.463(1) the School Board of Corvallis School District 509J hereby transfers appropriations in the Capital Improvement Fund as follows: \$365,000 from Support Services (Function 2000) to Facilities Acquisition and Construction (Function 4000).

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon, at a regular meeting this 20th day of June, 2016.

ATTEST:

Chris Rochester, Board Chair

Olivia Meyers Buch, Deputy Clerk



Corvallis

SCHOOL DISTRICT

VII. PUBLIC HEARING FOR PUBLIC TESTIMONY ON THE 2016-17 BUDGET

VIII. BUDGET ACTIONS – 2016-17 BUDGET

VIII.A. Motions to Revise 2016-17 Budget

VIII.B. Resolution No. 16-0602 – Adopt 2016-17 Budget, Make Appropriations,
Impose Property Taxes, and Categorize Taxes

FOR ACTION

BOARD MEETING DATE: June 20, 2016

SUBJECT: Resolution No. 16-0602 – Adopt 2016-17 Budget, Make Appropriations, Impose Property Taxes, and Categorize Taxes

Oregon Revised Statute 294.456 prescribes that the governing body shall enact resolutions to adopt the budget, to make the appropriations, to determine, make and declare the ad valorem property tax amount or rate to be certified to the assessor, and to itemize and categorize the ad valorem property tax amount or rate as required under ORS 310.060. The format and wording is based on recommendations from the Oregon Department of Revenue. The Board is required by law to adopt a balanced budget before July 1, 2016, the start of the new fiscal year. Staff is recommending that the 2016-17 budget be adopted as approved by the Budget Committee.

The Board annually levies a permanent tax rate for general operating purposes of the school district. The tax rate for the General Fund is a permanent rate computed by the Oregon Department of Revenue expressed in dollars per thousand of assessed value. No action of the School Board can increase this limit. This tax rate is \$4.4614 per \$1,000 of assessed value and was approved by the Budget Committee.

The Board also currently has the authority to levy up to \$1.50 per \$1,000 of assessed value through a local option tax for purposes specified in ballot measure 02-73 as approved by voters on November 2, 2010. The 2016-17 proposed budget was developed based on a local option levy tax rate of \$1.50 per \$1,000 of assessed value, which was approved by the Budget Committee.

Approval of a general obligation bond by voters also carries with it authority to levy taxes to pay the bond principal and interest. The amount levied for bonded debt is intended to meet the principal and interest payments due in 2016-17 and includes an estimate of taxes not to be received due to the discount and uncollectible amounts. The 2016-17 levy for bonded debt approved by the Budget Committee was \$9,655,909.

Presenter: **Olivia Meyers Buch, Director of Finance and Operations**

Attached: **Resolution 16-0602**

Motion Requested: **I move that Resolution No. 16-0602 be approved to adopt the 2016-17 budget, make appropriations, and to impose and categorize 2016-17 ad valorem taxes.**

Corvallis School District 509J
Resolution No. 16-0602

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of the Corvallis School District 509J hereby adopts the budget for fiscal year 2016-2017 in the total of **\$119,955,675**. This budget is now on file at the District Administration Office at 1555 SW 35th St, Corvallis, OR 97333.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2016, and for the purposes shown below are hereby appropriated:

100 - General Fund		297 - Student Body Funds	
1000 - Instruction	39,877,505	1000 - Instruction	1,220,000
2000 - Support Services	25,179,083	2000 - Support Services	100,000
3000 - Enterprise and Community Services	300,039	297 - Student Body Funds Total	1,320,000
6000 - Contingencies & Reserves	4,830,873		
100 - General Fund Total	70,187,500	298 - Designated Revenue Fund	
203 - Food Service Fund		1000 - Instruction	1,011,104
3000 - Enterprise and Community Services	2,970,509	2000 - Support Services	279,082
6000 - Contingencies & Reserves	445,000	3000 - Enterprise and Community Services	105,962
203 - Food Service Fund Total	3,415,509	298 - Designated Revenue Fund Total	1,396,148
204 - District Donation Fund		299 - Early Retirement Fund	
1000 - Instruction	458,898	2000 - Support Services	558,435
2000 - Support Services	59,890	6000 - Contingencies & Reserves	20,495
3000 - Enterprise and Community Services	81,212	299 - Early Retirement Fund Total	578,930
204 - District Donation Fund Total	600,000	300 - Debt Service Funds	
208 - Designated Facilities Fund		5100 - Debt Service	9,501,000
2000 - Support Services	1,400,000	6000 - Contingencies & Reserves	347,550
4000 - Facilities Acquisition and Construction	1,655,000	300 - Debt Service Funds Total	9,848,550
208 - Designated Facilities Fund Total	3,055,000	301 - PERS Bond Debt Service Fund	
296 - Grants Fund		5100 - Debt Service	2,061,834
1000 - Instruction	3,135,000	6000 - Contingencies & Reserves	2,818,335
2000 - Support Services	1,865,000	301 - PERS Bond Debt Service Fund Total	4,880,169
3000 - Enterprise and Community Services	250,000	601 - Insurance Fund	
296 - Grants Fund Total	5,250,000	2000 - Support Services	15,534,000
		601 - Insurance Fund Total	15,534,000
		Total Appropriations, All Funds	
		116,065,806	
		Total Unappropriated and Reserve Amounts, All Funds	
		3,889,869	
		TOTAL ADOPTED BUDGET	
		119,955,675	

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED, that the following ad valorem property taxes are hereby imposed for tax year 2016-17 upon the assessed value of all taxable property within the district:

- (1) At the rate per \$1,000 of assessed value of \$4.4614 for permanent rate tax;
- (2) At the rate per \$1,000 of assessed value of \$1.50 for local option tax;
- (3) In the amount of \$9,655,909 for debt service for general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED, that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Education Limitation

Permanent Rate Tax.....\$4.4614/\$1,000

Local Option Tax.....\$1.5000/\$1,000

Excluded from Limitation

General Obligation Debt Service\$9,655,909

ADOPTED by the Board of Directors of School District No. 509J (Corvallis) in Benton County, Oregon at its regular meeting this 20th day of June, 2016.

ATTEST:

Chris Rochester, Board Chair

Olivia Meyers Buch, Deputy Clerk



Corvallis

SCHOOL DISTRICT

IX. SPECIAL REPORTS

IX.A. Proposal to Name the Corvallis High School Softball Facility Will Keim Field

June 14, 2016

Proposal to name the Corvallis High School softball facility Will Keim Field.

Proposal to Corvallis School District Superintendent Erin Prince and the Corvallis School Board by Matt Boring, principal of Corvallis High School, and Blake Rodman, parent of three Corvallis school district graduates and former school board member, acting on behalf of the CHS and Corvallis softball communities and with the approval of the Keim family.

We propose that the Corvallis School Board name the currently unnamed softball field at Corvallis High School in honor of Will Keim, a former assistant CHS softball coach, a vocal longtime booster of CHS softball, and a tireless advocate for Title IX compliance at CHS and throughout the district. Over the past 10 years, Will played a key role in the development, upgrade and maintenance of the CHS softball field and facilities, investing countless hours and thousands of his own dollars. Sadly, Will Keim died on June 1, 2016, after a two-year battle with cancer.

Will's wife, Donna, says that "baseball was his love, until he met softball," when his daughter Sami started playing the sport in 6th grade. Within a year, he was the assistant coach on Sami's Corvallis little league team. When Sami began playing high school softball as a freshman in 2005, Will began coaching the little league team of his youngest daughter, Hannah. His new mission in life was to get girls interested in softball.

Will's involvement in high school softball began as a parent booster when Sami started playing her freshman year at CHS. But he soon became concerned when he saw that the team was playing on a substandard field behind Franklin Elementary School. The surface was grooved and uneven and there was no outfield fence, no electronic scoreboard to keep track of balls, strikes and outs, and no dugouts for the teams. To make matters worse, Will only needed to peer over the fence toward the boys' field, one of the best high school baseball

facilities in the state, with its grandstand, electronic scoreboard, flush toilets, concession stand, press box, PA system, dugouts, lights, and a name, Taylor Field. As Sami's team took their "field" in their hand-me-down volleyball uniforms, in the shadow of Taylor Field, Will, as Donna recalls, "went crazy with that." And then there was no stopping him.

When the new Corvallis High School opened in 2006, the site for the new softball field was occupied by rubble from the old building. For most of the next decade, Will was involved on two crucial fronts: He worked hard to ensure that the new field would meet appropriate softball specs and safety standards, and that it would meet Title IX requirements, making it comparable to the boys' playing facilities. He was a loud gadfly. He prodded and exhorted school and district officials to provide the resources to do the work that was needed. In 2012, when Sami took over as CHS softball coach, she enlisted Will as her assistant coach and head groundskeeper. Will encouraged parents and students to raise money for a scoreboard and other needed materials and work. He organized work parties to remove old building debris from the infield and spearheaded a plan to add an adequate drainage system for the infield and outfield. Will was also instrumental in getting the right dirt for the infield, additional turf for the outfield, and a permanent outfield fence. Among many other things, Will even purchased, out of his own pocket, a rain tarp and a 4-wheel ATV so that he could drag his dry, debris-free dirt infield. Finally, in 2013, the CHS softball team was able to play a complete season on its "new" field.

It was Will's strong belief that the girls deserved a softball facility every bit as nice as Taylor Field. While great progress has been made, naming the CHS softball field after Will Keim will be a perpetual reminder that Title IX is not about goals or good intentions. Title IX is about equity.







PHOTO COURTESY OF MIRIAM HAUGEN
Will Keim was a motivational speaker who specialized in talks on leadership and character development. Keim died Wednesday of cancer at age 62.

A master storyteller, and much more

Will Keim's life inspired family and friends alike

KEVIN HAMPTON
Corvallis Gazette-Times

The Keim household has always been open to company.

Will Keim enjoyed cooking and would bring home college students and coworkers from Oregon State University to share dinner.

That was a perfect setting for storytelling and Keim was a master.

"He just loved to tell stories," Will's wife, Donna Keim, said. "He was an amazing storyteller."

That gift led to a career for Will Keim, but it was one of several hats he wore during his lifetime.

Keim, who died Wednesday after being diagnosed two years ago with stage IV metastasized melanoma, was a husband, father to four (Christa Schmeder, Samantha "Sami" Arnst, Hannah and J.J.) and grandfather. He was 62.

He was the founder of The Character Institute, president of Will Keim Speaks! and inter-collegiate chaplain at the First Christian Church in Corvallis.

Keim was a keynote speaker for many conferences and events, including the United States Air Force Academy National Symposium on Character and Lead-

ership, the Southern California Anti-Defamation League, the Children's Miracle Network, Swiss Army, AT&T, IBM, Delta Airlines, Boys and Girls Club and many more. He also did a few commencement addresses.

He wrote or cowrote 14 books, including "The Truth About College," "Keys to Success in College and Life," "Welcome to the Time of Your Life!" and "The Tao of Christ."

Those accomplishments all have roots in Keim's ability to tell stories and speak effectively.

Keim received a masters in communication arts and religious studies from University of the Pacific in 1980 and was a graduate teaching assistant at

Oregon State University from 1982-85. He would go to residence halls at OSU and speak on alcohol awareness and leadership and gave regular talks at his fraternity, Delta Upsilon.

He was noticed by a national board member while giving a presentation during a regional meeting and was invited to give appear at a major Greek system conference in 1986.

"He went and was a keynote for that presentation," Donna Keim said. "There were reps from all the Northwest fraternities and from that moment on he got so many phone calls to come to their schools to not only talk

Please see **Storyteller**, Page A4



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COMICS	B6
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PEOPLE	A9
RELIGION	A7
STOCK MARKETS	A8
SUDOKU	B7
TV/ADVICE	B5

DISCOVER DIGITAL

- **Gallery:** COMP-NW commencement
 - **Video:** Search for man in river
- AT GAZETTETIMES.COM



WEATHER BEAVER SAYS:

- Get ready for a sunny and exceptionally hot weekend. Today's high will be 99. Tonight will be clear, with a low of 63. Sunday will be sunny, with a high of 93. **For details, see A10**

Storyteller

From A1

to the Greek system but talk to leaders, talk to R.A.s."

It wasn't long before Keim was working as a motivational speaker.

His talks impacted thousands of college students, athletes and business people throughout the United States and Canada.

Inspired peers

Keim also inspired and influenced his peers. David Coleman, who is known as the Dating Doctor, gives speeches on romance, sex, marriage and divorce. He has known Keim for about 20 years.

Coleman was planning to fly in from Cincinnati to visit Keim in hospice when he heard the news.

"With his words he could paint a picture as clearly as if somebody had put it on stage," Coleman said. "He's what every college speaker emulates."

Coleman said Keim was not afraid to tell the truth and had the ability to find the right words for any situation.

"He's very difficult to follow. He's like following Santa on Christmas morning, he's that good," Coleman said. "I've never seen him speak and not get a standing ovation."

Keim took Curtis Zimmerman under his wing about 15 years ago and Zimmerman now is a top corporate speaker.

They traveled together and co-wrote "Keys to Success in College and Life."

"Amazing man, impacted millions of people," Zimmerman said. "You don't meet Will and have him listen to you and not walk away feeling empowered."

Zimmerman said Keim's audiences would be so enthralled that there was complete quiet.

"Will had mastered the act of speaking so well that it looked like wasn't trying. He looked natural," Zimmerman said.

"Any speaker that had ever saw Will Keim deliver, every speaker who watched him went away taking something that they would use on stage the next time."

Keim invited Zimmerman to the area recently to give a talk at Philomath High. It was the last time they would see each other.

"We hugged and we kissed and shared how much we loved each other," Zimmerman said. "We both knew that it was a battle and hoped it would go a thousand years, but if it was three weeks we knew where our hearts were."

Family time

All the appearances kept Keim on the road constantly. Even so, he found ways to stay involved with his family.

Jan Babbitt taught Sami and Hannah at Harding School and J.J. was in a neighboring classroom.

Babbitt said Keim would often take one of the kids along when he traveled.

"So he was able to develop those close relationships with all of them and they treasure those times," Babbitt said.

"My assignment for them missing school was to keep a journal and figure out how math works in the real world as well as recording your activities with your dad and your memories and they tell me they still have those. So it's well worth it to be able to go back and capture those memories."

Keim also officiated at a few weddings.

Bre Miller was friends with Christa and spent quite a bit of time at the Keim house during her grade school years.

When it was time for her wedding, Miller chose Keim to perform the ceremony.

"Literally the one thing that all the guests at my wedding said was how great Will did," Miller said. "They didn't say, 'your dress is pretty,' or 'the decorations are beautiful,' it was 'wow, Will Keim did a great job at your wedding!'"

"He spoke to the congregation, he included them and he really made them realize that they're there to support Brian and I. He's married a lot of people in the community and I think anyone that's been able to attend one of the weddings he did, you left feeling like you were a better person just because of being around Will."

While his profession was important, Keim always found time for softball.

He coached youth softball and was an assistant at Corvallis High, where Sami is the head coach.

Donna Keim said Will, who played college baseball, loved softball and it was a priority from February through the end of spring.

"I firmly believe that the only thing that got him this far, because we knew the cancer was taking over his body pretty well probably a month and a half ago, he so wanted to get through the softball season and I think he just literally willed himself to get through those last games," she said.

"He went to the playoff game at Churchill a week ago on Wednesday and he shouldn't even have gone. I knew he was filling up with fluids, I knew the cancer was really taking over, but he was like, 'no, I'm going to that softball game.' And I think that was kind of his goal, was to get through softball and once that last game was over I could just see him going downhill and I think he finally was like, 'OK, I made my goal.'"

to 6:30 p.m., gymnasium, St. Mary's Catholic School, 501 N.W. 25th St. Free meal for those in need.

Classes

SUNDAY

Yoga for Recovery, 12:30 p.m., Live Well Studio 971 N.W. Spruce Ave. For recovery for from substance abuse, eating disorders and codependency. By donation. Information: 541-224-6566 or www.livewellstudio.com.

Events

SUNDAY

Field trip, 9 a.m.; meet in the parking lot, 26th Street and Monroe Avenue, to car pool to the Lower North Ridge Trail of Marys Peak. Moderate 5-mile round-trip hike. Bring lunch and water, and wear weather-appropriate hiking clothes.

Annual National Cancer Survivors Day celebration

11:30 a.m. to 2 p.m., parking lot, Samaritan Pasteg Regional Cancer Center, 50 N.W. Elks Drive. Open to a survivors and their families: caregivers and loved ones. Lunch and activities at no cost, including tours of the new building, massages, a car wash, face painting and more. Registration: 541-768-4752 or samhealth.org/survivorsday

Play Day at the Library,

to 4 p.m., youth activity room Corvallis-Benton County Public Library, 645 N.W. Monroe Ave. Imaginative play, block dolls, toys and more. Children must be accompanied by parent.

Oregon State University Theatre's Annual Spring

One-Act Festival, 2 p.m., la theatre, Withycombe Hall 2901 S.W. Campus Way. Tickets: \$5 to \$8 at <http://bit.ly/1wgmktj>.

"The Segovia Guitar with Tavi Jinariu," 3 p.m., First Presbyterian Church, 114 S.W. Eighth St. Classical guitarist Jinariu will perform

Corvallis Guitar Society presents





Corvallis

SCHOOL DISTRICT

X. LOCAL OPTION LEVY RENEWAL

X.A. Resolution No. 16-0603 – Call a Measure Election to Submit to the Electors of the District the Question of Authorizing a Five-Year Local Option Levy Renewal

FOR ACTION

BOARD MEETING DATE: June 20, 2016

SUBJECT: Resolution No. 16-0603 – Call a Measure Election to Submit to the Electors of the District the Question of Authorizing a Five-Year Local Option Levy Renewal

In November 2006 voters approved a five-year local option levy at a rate of \$1.50 per \$1,000 of assessed value beginning July 1, 2007 and ending June 30, 2012 to:

- Enhance reading and math instruction for kindergarten through fifth grade
- Strengthen middle and high school academic instruction in literature, math, science, and social studies
- Improve vocational and technical education
- Promote wellness and physical fitness for all students
- Enhance music instruction for elementary students
- Sustain current classroom academic programs

In November 2010, voters approved a renewal of the local option levy at the same rate and for the same purposes for another five-year period, expiring June 30, 2017. At the rate of \$1.50 per \$1,000 of assessed value (AV), a homeowner whose home is assessed at \$250,000 pays a maximum of \$31.25 per month or \$375 per year as a result of the levy. Funds received from the local option levy currently represent about \$4 million or 6.5% of the district's general fund operating revenues.

The majority of funds received from the local option levy (92%) pay for nearly 50 full-time teachers, or about 15% of the district's teaching staff. As a result of the local option levy, class sizes have been reduced or stabilized, support for literacy instruction has increased, and students receive twice the amount of music and PE instruction. Local option funds also help support high school athletics and activities and have helped expand vocational and technical education programs at the high schools.

Proposing a levy renewal with a rate of \$1.50 per \$1,000 of assessed value would not increase the current tax rate; it would extend the existing tax rate for another five years beginning in 2017-2018 after the current levy expires. A levy renewal at the current rate would raise approximately \$4.5 million a year or \$22.5 million over five years, from 2017 to 2022. The attached resolution calls a measure election on November 8, 2016 to submit to the voters of the district the question of authorizing a five-year local option levy renewal.

Presenter: Olivia Meyers Buch, Director of Finance and Operations

Attached:

- 1. Resolution 16-0603**
- 2. Notice of Measure Election – SEL 803**
- 3. Explanatory Statement for Voters Pamphlet**

Motion Requested: I move that Resolution No. 16-0603 be approved to call a measure election on November 8, 2016 to submit to the electors of the district the question of authorizing a five-year local option levy renewal.

Corvallis School District 509J
Resolution No. 16-0603

A RESOLUTION OF THE BOARD OF DIRECTORS OF CORVALLIS SCHOOL DISTRICT 509J, IN BENTON AND LINN COUNTIES, OREGON, CALLING A MEASURE ELECTION TO SUBMIT TO THE ELECTORS OF THE DISTRICT THE QUESTION OF AUTHORIZING A FIVE-YEAR LOCAL OPTION LEVY RENEWAL.

WHEREAS, in November 2010, voters in the Corvallis School District 509J, Benton and Linn Counties, Oregon (“the district”) approved a five-year local option levy renewal at a rate of \$1.50 per \$1,000 of assessed value to fund school operations; and

WHEREAS, the district has determined that there is a need to renew this funding for school operations; and

WHEREAS, Oregon Revised Statutes 280.040 through 280.090 authorizes the district to submit a measure to district voters which, if approved, would allow the district to impose a local option levy for up to five years to finance school operations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CORVALLIS SCHOOL DISTRICT 509J, BENTON AND LINN COUNTIES, OREGON AS FOLLOWS:

1. That a measure election is hereby called for the purpose of submitting to the electors of the district the question of authorizing a renewal of the local option levy for a period of five years commencing July 1, 2017 and ending June 30, 2022 at a maximum rate of \$1.50 per \$1,000 of assessed value. Such a rate is estimated to raise a total of \$22.5 million over five years.
2. That the election hereby called shall be held on November 8, 2016.
3. That the School Board authorizes the Superintendent or their designee as an authorized representative to file the Notice of Measure Election attached hereto, with such changes consistent with the intent of this resolution as are approved by the Superintendent and Chair, to the elections officer of Benton County, Oregon, no later than September 8, 2016.
4. That pursuant to ORS 310.145, the five year local option levy in the amount of a maximum fixed rate of \$1.50 per \$1,000 of assessed value shall be classified as being subject to the limits of section 11b, Article XI of the Oregon Constitution and that the revenues will be used for educational purposes.

ADOPTED by the Board of Directors of School District No. 509J (Corvallis) in Benton County, Oregon at its regular meeting this 20th day of June, 2016.

ATTEST:

Chris Rochester, Board Chair

Olivia Meyers Buch, Deputy Clerk

Notice of Measure Election

District

SEL 803rev 01/14: ORS 250.035,
250.041, 255.145, 255.345

Notice			
Date of Notice	Name of District Corvallis School District 509J	Name of County or Counties Benton & Linn	Date of Election November 8, 2016

The following is the final ballot title of the measure to be submitted to the district's voters.

Ballot Title
Prepare with assistance from the district attorney or an attorney employed by the district.
Caption
10 words which reasonably identifies the subject of the measure
RENEWAL OF CURRENT FIVE-YEAR LOCAL OPTION TAX FOR SCHOOL OPERATIONS

Question
20 words which plainly phrases the chief purpose of the measure
Shall district impose tax of \$1.50 per \$1,000 of assessed value for five years beginning in 2017-2018 for school operations? This measure renews current local option taxes.

Summary
175 words which concisely and impartially summarizes the measure and its major effect
This measure would continue the local option levy originally approved by voters in 2006 and renewed in 2010. The current levy expires June 30, 2017. This measure would maintain the existing levy rate for another five years beginning in 2017-2018 after the current levy expires. The Corvallis School District will use the tax revenue from this measure to continue funding classroom teachers at all schools in order to preserve class sizes; instructional coaches to improve teaching and learning practices; music, physical education and art instruction for elementary students; vocational and technical education opportunities; and support for high school athletics and activities. Without this additional revenue the district's budget for staffing and school operations would be reduced by approximately \$4.3 million, or 6.5%, beginning in 2017-2018, resulting in the elimination of over 50 teaching positions, or 15% of the district's teaching staff. The proposed rate will raise approximately \$4.3 million in 2017-2018, \$4.4 million in 2018-2019, \$4.5 million in 2019-2020, \$4.6 million in 2020-2021, and \$4.7 million in 2021-2022 for a total of \$22.5 million.

Explanatory Statement					
500 words that impartially explains the measure and its effect, if required attach to this form					
If the county is producing a voters' pamphlet an explanatory statement must be submitted for any measure referred by the district governing body and if required by local ordinance, for any initiative or referendum.					
Measure Type	County producing voters' pamphlet	Local ordinance requiring submission		Explanatory statement required	
☒ Referral	☒ Yes ☐ No	Not applicable		☒ Yes ☐ No	
☐ Initiative	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	
☐ Referendum	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	

Authorized District Official
Not required to be notarized
→ By signing this document, I hereby state that I am authorized by the district elections authority to submit this Notice of Measure Election and I certify the above ballot title is true and complete.

Name	Title	Work Phone
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Signature

Date Signed

EXPLANATORY STATEMENT FOR BENTON COUNTY VOTERS' PAMPHLET

Each governing body is required to submit an Explanatory Statement
if a County Voters' Pamphlet will be printed for the Election.

☐ Primary Election _____
MM/DD/YYYY

☒ General Election **11/08/2016**
MM/DD/YYYY

☐ Special Election _____
MM/DD/YYYY

Measure Number

District Submitting Statement

Corvallis School District 509J

Total Words: **430** This Statement must not exceed 500 words.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

INSTRUCTIONS

1. Explanatory Statement must be typewritten on 8 1/2" X 11" white paper and attached to this form. They must consist of words and numbers only. Charts, graphics or photographs are not acceptable.
2. The word total cannot exceed 500 words and must be indicated on the filed statement. A word is considered anything with white space on either side of it, including bullets and dashes. Indentions are considered word spaces.
3. If the Explanatory Statement exceeds the word limit, the Elections Office shall end the statement at 500 words.
4. The Explanatory Statement shall be signed by the person responsible for the content of the statement. His/her name should also be printed. Include his/her title, and the name of the governing body the person represents.
5. The Explanatory Statement shall be filed in the same office as the measure is filed.
6. Filing deadline for Explanatory Statement is the same as the filing deadline for measures.

FOR OFFICE USE ONLY

EXPLANATORY STATEMENT

Under Oregon's property tax law, a local option levy gives individual communities the ability to supplement state funding for their local schools. The Corvallis School District local option levy was first approved by voters in 2006 and then renewed in 2010. The local option levy currently provides approximately 6.5 percent of the district's operating budget, equivalent to about 50 teaching positions. The current levy expires in 2017. This measure would renew the local option levy at the same rate for another five years, through 2022. Current tax rates will not increase as a result of this measure.

How would the levy funds be spent?

Renewal of the local option levy would provide funds to preserve current class sizes and maintain current programs. Specifically, funds would be used to:

- Continue funding classroom teachers at all schools in order to preserve current class sizes
- Continue funding instructional coaches to improve teaching and learning practices
- Continue funding music instruction and physical education for all students in grades K-6
- Continue funding to provide vocational and technical education opportunities for high school students
- Continue funding to support high school athletics and activities
- Begin funding art education for all elementary students

Is this measure within the limits established by Ballot Measure 5?

Yes, and all taxes collected will remain in the Corvallis School District. The local option levy rate is calculated individually for each piece of property so that the total rate paid for school operations stays within the Measure 5 limits.

How much would this cost?

This measure would continue the existing local option levy rate (which cannot exceed \$1.50 per \$1,000 of assessed value) for another five years, starting in 2017 and ending in 2022. It is not a new or additional tax. Due to Oregon's property tax limits, owners of each property pay a different amount, depending on the difference between the assessed value and the real market values. The average rate imposed in 2015 was \$0.73 per \$1,000 of assessed value.

What if the local option measure doesn't pass?

The school board could decide to submit another levy renewal proposal to voters in the spring of 2017 while preparing a plan to significantly reduce costs if the measure fails. If the levy is not renewed before the current levy expires on June 30, 2017, the district would have to reduce its annual budget by approximately \$4.3 million, or 6.5 percent, beginning in the 2017-18 school year. The 50 teaching positions funded by the existing local option levy represent about 15 percent of the district's teaching staff.

430 words.



Corvallis

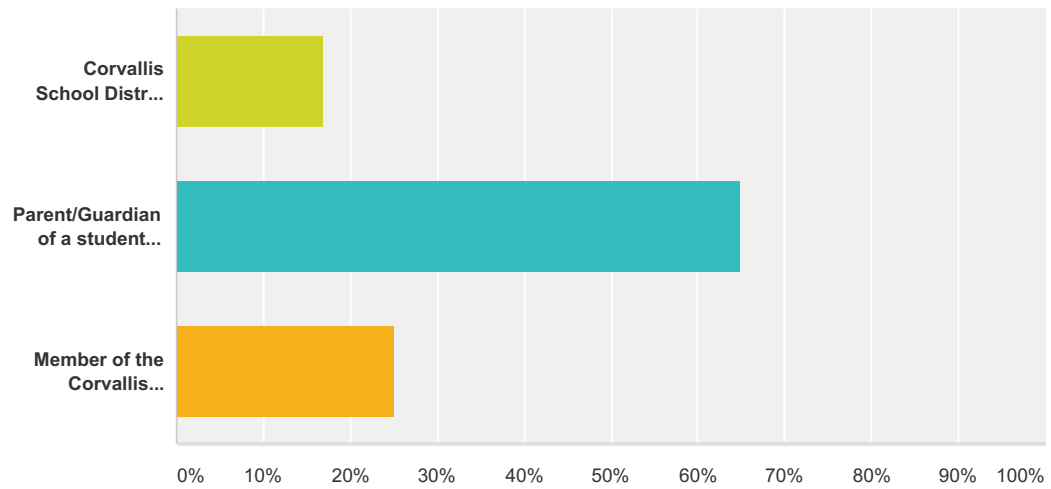
SCHOOL DISTRICT

X.B. Survey Results and Ballot Language

Public Input for Local Option Levy Renewal

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

Answered: 183 Skipped: 3

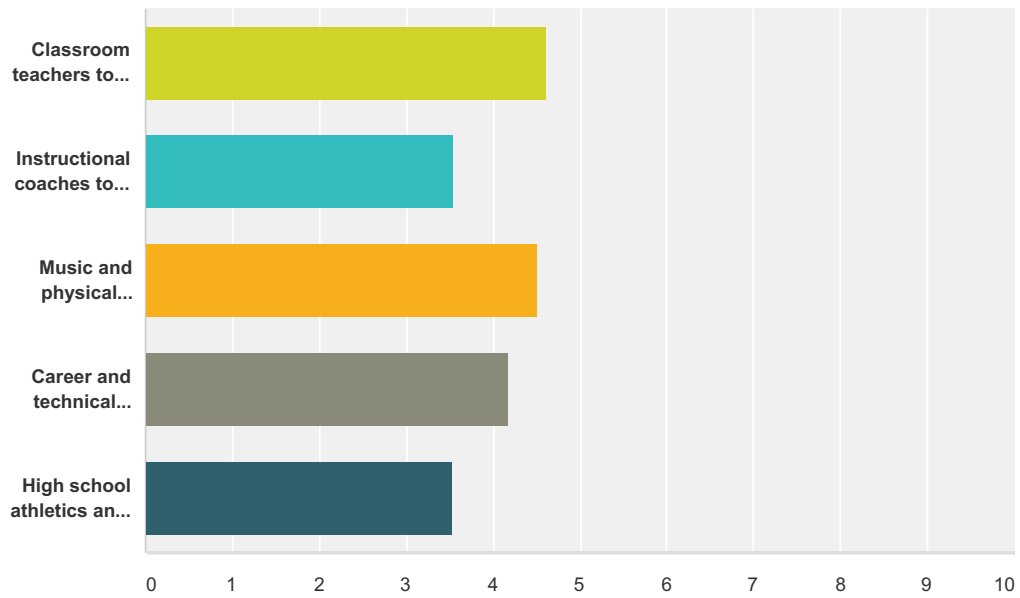


Answer Choices	Responses	
Corvallis School District staff member	16.94%	31
Parent/Guardian of a student enrolled in Corvallis schools	65.03%	119
Member of the Corvallis community (no children currently enrolled in Corvallis schools)	25.14%	46
Total Respondents: 183		

Public Input for Local Option Levy Renewal

Q2 Do you want the district to **CONTINUE** to spend local option levy funds on:

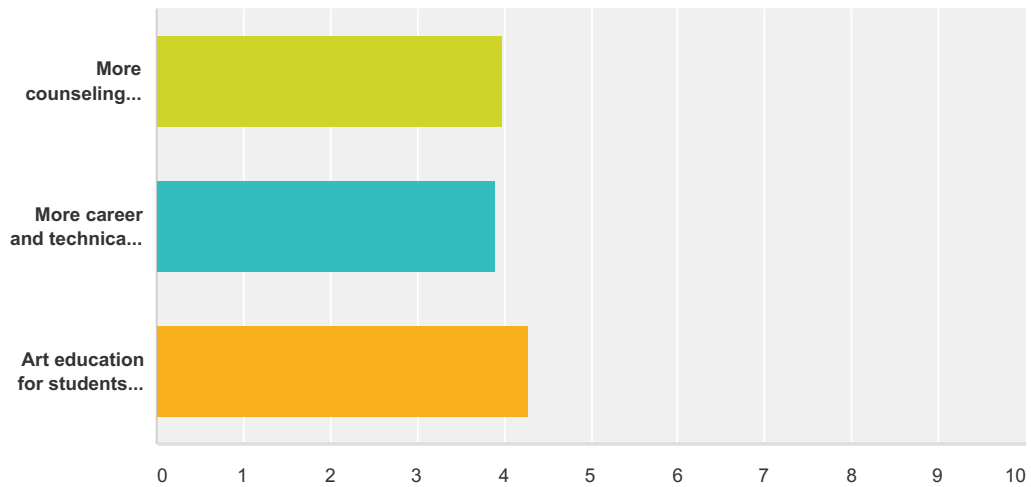
Answered: 183 Skipped: 3



	Strongly disagree	Disagree	Not sure	Agree	Strongly agree	Total	Weighted Average
Classroom teachers to sustain current class sizes	2.73% 5	0.00% 0	2.19% 4	22.40% 41	72.68% 133	183	4.62
Instructional coaches to collaborate with teachers and bring evidence-based practices into classrooms to improve student outcomes	8.84% 16	8.29% 15	27.07% 49	32.04% 58	23.76% 43	181	3.54
Music and physical education for students in grades K-6	2.21% 4	1.10% 2	4.42% 8	27.62% 50	64.64% 117	181	4.51
Career and technical education (i.e. automotive technology, metals, woodworking, etc.)	1.10% 2	2.75% 5	14.29% 26	41.76% 76	40.11% 73	182	4.17
High school athletics and activities	5.49% 10	12.09% 22	23.63% 43	41.21% 75	17.58% 32	182	3.53

Q3 Do you want the district to spend FUTURE local option levy funds on:

Answered: 182 Skipped: 4



	Strongly disagree	Disagree	Not sure	Agree	Strongly agree	Total	Weighted Average
More counseling (mental/behavioral) for students	4.40% 8	2.75% 5	16.48% 30	41.76% 76	34.62% 63	182	3.99
More career and technical education	1.10% 2	5.49% 10	21.43% 39	45.05% 82	26.92% 49	182	3.91
Art education for students in grades K-6	2.75% 5	3.85% 7	8.24% 15	32.42% 59	52.75% 96	182	4.29

#	Other (please specify)	Date
1	Take the money from the iPads and put to art & PE	6/12/2016 5:10 PM
2	The arts are a critical need for children in our primary schools, middle schools, and high schools. Exposure to the arts can positively impact health and wellness, improve communication, boost confidence, and help to encourage critical thinking and problem solving skills. The Arts provide children from disadvantaged backgrounds with an opportunity to catch up to their peers.	6/9/2016 8:27 AM
3	Art & Music through 12th grade	6/8/2016 10:54 PM
4	Strongly disagree with iPad funding for k-6, and with iPads replacing computers in High school	6/5/2016 2:15 PM
5	More music and art time for student from k-8	6/3/2016 9:56 AM
6	Please defund/shift funds from iPads to computers, my daughter is really frustrated with reflex math on the iPad (lack of mouse/keyboard) and says the computers always get taken up first.	6/3/2016 9:20 AM
7	When school asked this option levy in 2006, we were told that this levy was temporary solution to help school district to balance budget. Ten years later, we will be asked the third time to renew this levy! Is this your solution?	6/3/2016 12:00 AM
8	Slowing or cutting funding for the ipad program and focus more on the art program, classroom size reduce and facility improvement	6/2/2016 9:48 PM
9	If you continue to fund ipads for elementary students in the district I and many others will vote against the levy. You need to listen to parents and be good stewards of funding. You are playing a dangerous game by alienating parents who should be your core supporters.	6/2/2016 8:52 PM
10	music in K-6	6/2/2016 1:16 PM
11	Decrease the funding for the 1:1 iPad program, and I'd feel much better about funding the levy.	5/29/2016 10:22 PM

Public Input for Local Option Levy Renewal

12	My opinion on a future levy would be to focus on bringing our elementary schools up to a much higher standard. The newest elementary was opened in the fall of 1969 (Hoover). I believe every elementary school has at least one, old modular. Safety issues surround some of our elementary schools. I count over 20 outside doors that open directly to hallways and many classrooms. The citizens of Corvallis supported building 2 new high schools and one new middle school since the last elementary school was built. It is time to take a serious evaluation of the elementary school. I believe the community would support such a levy, perhaps before the option levy that is presently being created.	5/27/2016 1:21 PM
13	Help the students from ELD classes and/or any internacional student.	5/24/2016 5:31 PM
14	more drama classes	5/23/2016 4:00 PM
15	Meeting the unique learning needs of talented and gifted students.	5/23/2016 11:32 AM
16	Ensuring Lifeskills programs have enough staff; more Educational Aids/Assistants	5/22/2016 6:46 PM
17	Less on iPads more on art, music, outside science	5/21/2016 8:59 AM
18	I have concerns about voting for another levy after the one to build CHS, and maintain the populations at each, seems to have been forgotten. I do not wish to see CV, and its academic opportunities, further diminished by the ability for more students to transfer to CHS. We were assured this would not happen when we voted, and helped pay for, CHS, yet it does not seem to be honored.	5/20/2016 3:18 PM
19	Special Education resources	5/20/2016 1:11 PM
20	There is NO current funding for TAG programs. Increase the challenging STEM opportunities for TAG students, perhaps as an elective in middle school. All of the District's resources target the underperforming student groups. The current system actually holds TAG students back, and it serves to suppress their motivation to continue to perform at a high level. The new AVID program is a start, but as advertised at LPMS it is targeted toward underperforming but capable students. Most TAG students weren't even invited to participate.	5/20/2016 8:33 AM
21	Educational Assistants	5/19/2016 9:11 PM
22	A focus not only on CTE, but STEM education is need for economic growth and to better prepare students for the global workforce.	5/18/2016 10:19 PM
23	Class sizes need to be decreased	5/18/2016 4:16 PM
24	provide more AP courses and lower class sizes in high schools. Get rid of Ipad	5/18/2016 3:51 PM
25	Smaller class sizes!	5/18/2016 3:43 PM
26	Art and music at K-6 receive community funding and volunteerism to support ongoing and new programs. Athletics after school should be district funded for those on reduced lunch program to ensure equitable access. Career programs are essential at high school level so need district funding as well. Equity should remain the focus for funding prioritization. More community support would be available if 509j worked harder at building relationships with students and families where special needs are both identified or suspected. Students are slipping through the cracks - twice exceptional group and liaising with families of students who seek supportive TAG and disability resources is sorely needed.	5/18/2016 12:41 PM
27	Support for existing infrastructure (books, smartboards, computers)	5/18/2016 9:25 AM
28	Create a challenging STEM elective at the middle school level for TAG students. The district does nothing for this identified group.	5/18/2016 8:33 AM
29	Enhance the science curriculum. Fund TAG programs.	5/18/2016 6:59 AM
30	Libraries	5/17/2016 2:44 PM
31	As a staff member, it's hard to be honest with the community about our legitimate need for the levy top pass (50 jobs!) when we waste so much money on technology that doesn't work. The iPad disaster makes it difficult for me to engage my friends and neighbors. I wish we didn't waste a lot of money, but . . .	5/17/2016 1:54 PM
32	Class sizes are still not commensurate with research, other states' legislation or my own expectations. Class sizes at the elementary level and behavioral supports at the middle school level are top priority.	5/17/2016 8:47 AM
33	Additional opportunities for physical activity inside and outside the classroom	5/16/2016 10:29 PM
34	Parents can help pay for extra-curriculum activities	5/16/2016 7:08 PM
35	Please, please consider cutting back the iPad program. Children (especially in Corvallis) have more than enough exposure to tablets and computers. Please!	5/16/2016 6:54 PM
36	Art! Extra curriculars! Our teachers are doing an amazing job incorporating art into classroom curriculum, but our students need more creative outlets at school.	5/16/2016 5:58 PM

Public Input for Local Option Levy Renewal

37	Enrichment for TAG identified kids, more teachers for smaller class sizes	5/16/2016 5:53 PM
38	Please don't spend it on IPODs	5/16/2016 5:05 PM
39	DECREASE CLASS SIZE to 18 to 22 kids	5/16/2016 4:40 PM
40	Math Coaches as originally promised	5/16/2016 4:37 PM
41	Sustainability, alternative power, farm to table, school gardens, dual immersion, field trips, smaller classroom sizes more teachers.	5/16/2016 4:10 PM
42	infrastructure upgrades/updates/fixes	5/16/2016 3:09 PM
43	Please do not spend more money on dual immersion. This program has created so many problems with over enrollment.	5/16/2016 2:54 PM
44	I do NOT support the ipad program in our schools!!!	5/16/2016 2:44 PM
45	less money on ipads; more money on art / music / smaller classes.	5/16/2016 2:43 PM
46	We need to reduce class sizes at the elementary level. Especially in our lower S.E.S. schools. These schools serve students with unique high needs that require more targeted, specialized instruction. Reducing class size helps to better serve these students!	5/16/2016 10:07 AM
47	Libraries	5/16/2016 8:27 AM
48	building upgrades/additions in many of the elementary schools are needed	5/15/2016 9:47 PM
49	Music Education	5/15/2016 9:45 PM
50	We all need to contribute as much as possible to educate our future citizens. Nothing is more important.	5/15/2016 9:04 PM
51	I'm sick of students at Adams, Jefferson, and Hoover being treated as less important than students at other schools. This is happening and it needs to stop. Fix it or your levy will not be passing	5/15/2016 8:11 PM
52	Extremely important that children receive the best basic education possible. Class size relates directly to that goal	5/15/2016 8:08 PM
53	All the arts, please.	5/15/2016 8:06 PM
54	Show some fiscal sensitivity on the Nov. ballot measure; keep the option levy, but *lower* the rate a small amount to show that you care about property owners, many of whom are retired and on fixed incomes. If you increase it again, folks will lose faith in you.	5/14/2016 5:11 PM
55	Resource liaison for out-of-school (non-staff) counseling	5/14/2016 8:06 AM
56	Reduce class sizes, More secondary electives. Restore 8 period day at HS.	5/13/2016 10:52 PM
57	Need to get a better handle on 1:1 and research base for it....This is a demonstration of poor spending plans	5/13/2016 10:52 PM
58	NO iPADS NO SPECIAL PROGRAMS. HIRE MORE CLASSROOM TEACHERS TO REDUCE CLASS SIZE	5/13/2016 4:45 PM
59	Want smaller class sizes (not just sustain class sizes as listed above) and NOT iPads. Budgeted dollars should go to music/PE and making class sizes smaller, not to iPads. Won't support levy when the budget is being used on iPads rather than funding extra teachers and music/art.	5/13/2016 1:23 PM
60	It would be nice if you treated all schools equally instead of deciding that certain schools deserve all the additional funding. There are students in need at every school and every child's education is important.	5/13/2016 12:14 PM



Corvallis

SCHOOL DISTRICT

XI. ELECTION OF OFFICERS FOR 2016-17

XI.A. Chair

XI.B. Vice Chair

XII. CONSOLIDATED ACTION

XII.A. Minutes

XII.A.1. May 9, 2016

MINUTES
Regular 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.

<u>BOARD MEMBERS PRESENT</u> Vincent Adams Judy Ball Bill Kemper Alexis McQuillan Scott Newsham Chris Rochester, Chair Tom Sauret, Vice Chair	<u>EXECUTIVE STAFF PRESENT</u> Dr. Erin Prince, Superintendent Kevin Bogatin, Assistant Superintendent Jennifer Duvall, Human Resources Director Olivia Meyers Buch, Finance and Operations Director Ryan Noss, Student Services Director <u>STUDENT REPRESENTATIVES PRESENT</u> Isaac Smartt, College Hill Avery Allen, CHS Nessa Meade, CVHS
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A quorum was present and due notice had been published.

II. PLEDGE OF ALLEGIANCE

Chair Rochester led the Pledge of Allegiance.

III. COMMITTEE/BOARD MEMBER ITEMS

Board members provided brief updates regarding the District work groups with which they liaise and the activities they attended throughout the District.

Director Newsham referred to a proposal he wrote to implement Board liaisons with schools; a copy of the report was provided to the Board after the meeting.

IV. STUDENT REPRESENTATIVE REPORTS

A. Student Reports

Student representatives provided highlights about the events and activities involving their schools.

B. Farewell to 2015-16 Student Reps.

The students were thanked for their service and were provided certificates of appreciation.

V. SUPERINTENDENT'S REPORT

Dr. Prince offered highlights from the past month and provided information regarding current and future initiatives.

VI. PUBLIC/STAFF COMMENT

Margit Foss, 1955 NW Larch Avenue, Corvallis, spoke on the topic of equity, noting that at a previous Board meeting she had asked for greater funding to close the achievement gap. She said that a shocking number of students from Garfield and Lincoln Elementary Schools aren't meeting standards. She commented that there's a high rate of attrition in the Dual Language Immersion (DLI) program at the high school level. She added that only two of the students in her son's freshman DLI class are native Spanish speakers; she opined that those students represent a higher socio-economic status of the Spanish speaker subgroup. She requested data about the demographics of kids in DLI, including those who drop out of the program.

Cynthia Spencer, 1105 NW 30th Street, Corvallis, Executive Director of the Corvallis Arts Center, advocated for returning some visual arts to schools as part of the renewal of the District's Local Option Levy. She shared her experience as an adopted child of color who often felt ostracized at school; however, she had art every day and was able to shine because of it. She said art nurtures the creativity in every child and is more about the process than about any end product; kids create their uniqueness in a way that lets them connect with others. She said the Board has an opportunity to make that a reality for all students. She noted that using one's hands to create something stimulates a part of the brain that helps with well-being.

VII. SPECIAL REPORTS

A. Benton County Historical Society

Representatives of the Benton County Historical Society who presented were Irene Zenev, Executive Director; Jo Anne Trow, Board of Trustees; Lois Rawers, Board of Trustees; Alice Rampton, Chair, Lead Gifts Committee, Capital Campaign; and, Ann Smart, Co-Chair, Capital

Campaign. The group provided a PowerPoint presentation and a handout regarding museum education; both documents will be filed with the minutes of this meeting.

Some of the presenters' comments included:

- Corvallis hasn't had a museum for 20 years.
- The Society's collection comprises over 120,000 items.
- There are too many items to be exhibited in the Philomath space, so plans are underway to build an additional museum in downtown Corvallis.
- The museum will be a free resource for all Corvallis school children.
- It will have dedicated education space with a capacity of 50-100 students.
- We are hoping to hire a museum educator to work with teachers to meet their curriculum needs.

VIII. APPROVE INTERIM SUPERINTENDENT EMPLOYMENT CONTRACT

Chair Rochester recapped the selection process, noting that the Board decided to initially grant a one-year contract beginning July 1, 2016. He said the Board had met on May 6, 2016 to interview applicants, and had reached unanimous consensus to offer the position to Ryan Noss, the Director of Teaching and Learning.

MOTION:

It was moved by Vice Chair Sauret and seconded by Director Ball to approve the Interim Superintendent Employment Contract, as received electronically by the Board members, with Ryan Noss for the period July 1, 2016 through June 30, 2017. The motion was voted on and passed unanimously.

Mr. Noss said he is honored by this opportunity and feels a great connection with the community after having lived in Corvallis for 14 years and having kids in the District.

IX. LOCAL OPTION LEVY RENEWAL

Finance and Operations Director Olivia Meyers Buch led review of the results of the recent survey, which will be filed with the minutes of this meeting. Ms. Meyers Buch said the survey sought input from community members, parents, and staff members regarding priorities for the various areas currently supported with levy dollars and regarding areas that aren't currently funded by the levy.

Board members engaged in a lengthy conversation regarding the survey results and possible language for the ballot measure. Consensus was reached to conduct another survey, which would be structured in a more precise way with very strategic questions. The results of that survey will be discussed at the June 20, 2016 Board meeting.

X. CONSOLIDATED ACTION**MOTION:**

It was moved by Director Adams and seconded by Director Kemper to approve the Consolidated Action items. The motion was voted on and unanimously approved.

The following items were approved:

- A. Minutes – March 14, 2016**
- B. Licensed Personnel Recommendations – (This document will be filed with the minutes of this meeting.)**
- C. Board Policy DJ—District Purchasing (nka Purchasing Standards)—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)**
- D. Board Policy DN—Disposal of District Property—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)**
- E. Board Policy DBE—Budget Preparation—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)**
- F. Board Policy DBEA [formerly called Administrative Regulation DBE-AR(2)] — Budget Review Committee—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)**
- G. Board Policy DBG/DBH [formerly called Administrative Regulation DBE-AR(4)]—Budget Hearing and Adoption Procedures—Revised—Second Reading – (This document will be filed with the minutes of this meeting.)**

XI. UNAUDITED FINANCIAL STATEMENTS – March 2016 – (This document will be filed with the minutes of this meeting.)

XII. CONSOLIDATED INFORMATION

The Board received the following information:

- A. Non-Licensed Personnel Information – (This document will be filed with the minutes of this meeting.)**

- B. Board Policy GCBDD/GDBDD--Sick Time--New--First Reading** – Director Newsham asked that “January 1” be added preceding “2016” in the first sentence of this policy. (This document will be filed with the minutes of this meeting.)

XIII. EXECUTIVE SESSION

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

XIV. ADJOURNMENT

There being no further business before the Board, Chair Rochester adjourned the meeting at 8:11 p.m.

Chris Rochester, Board Chair

Dr. Erin Prince, Superintendent

Prepared By: Julie Catala

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Corvallis

SCHOOL DISTRICT

XII.A.2. May 31, 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 6:01 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<u>BOARD MEMBERS PRESENT</u>	<u>EXECUTIVE STAFF PRESENT</u>
Vincent Adams Judy Ball Bill Kemper Alexis McQuillan Scott Newsham Chris Rochester, Chair Tom Sauret, Vice Chair	Dr. Erin Prince, 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.

III. PUBLIC COMMENT REGARDING LOCAL OPTION LEVY RENEWAL

No one offered comments.

IV. CORVALLIS PUBLIC SCHOOLS FOUNDATION UPDATE

Representatives of the Foundation who presented were Executive Director Liv Gifford, Board Chair Karen MacEwan, and Trustees Mike Unsworth, Scott Spiegelberg, and Dawn Vermeulen. They gave a PowerPoint presentation, which will be filed with the minutes of this meeting, and responded to questions from School Board members. They conveyed that the Foundation's priorities are to reduce barriers to education for low-income and homeless students, provide pathways to graduation for students who need extra help, and expand excellence through

enrichment opportunities. The presentation included information about fundraising efforts, and programs and interventions funded by the Foundation.

Director Kemper, the School Board's liaison to the Foundation, noted that donors can put specific restrictions on even small amounts of money; that has unintended consequences resulting in years of unspent funds and an inordinate amount of recordkeeping. Board members offered their thoughts about possible ways to address the issue.

V. LONG RANGE EDUCATIONAL VISIONING

Innovation Team members Eric Wright and Shahnaz Sahnaw provided a PowerPoint presentation, a written report and a draft of the Core Values; all of these documents will be filed with the minutes of this meeting. Mr. Wright and Ms. Sahnaw noted that the Innovation Team will develop guiding principles to help shape teaching and learning in Corvallis in the next 10-20 years. They provided information about a community summit that was held in March 2016, and about facilitated student focus groups that had been held to solicit feedback about students' educational experiences in the District. Mr. Wright and Ms. Sahnaw responded to questions from Board members.

VI. ADOPT SECONDARY MATH AND LANGUAGE ARTS CURRICULUM

Student Services Coordinator Rynda Gregory provided a PowerPoint presentation and written report; both documents will be filed with the minutes of this meeting. She pointed out that high school teachers will make a formal recommendation no later than January 2017 regarding the curriculum they wish to adopt. Ms. Gregory responded to questions from Board members.

MOTION:

It was moved by Director Adams and seconded by Director Kemper to adopt middle school Core Focus on Math©2014, Stages 1-3 mathematics curriculum materials; and middle school Study Sync, McGraw Hill Education 2016 Edition, English language arts curriculum materials. The motion was voted on and passed unanimously.

VII. EQUITY POLICY – NEW – FIRST READING

Dr. Prince gave an introduction about the policy and offered words of appreciation to policy workgroup members Director Ball, Director McQuillan and Director Newsham, for the work they had done to create an initial draft of the policy. Dr. Prince explained that staff had used the workgroup's draft to develop the version that is before the Board tonight.

Director Newsham clarified that he'd had reservations about the version that had been put forth by the policy workgroup and that he had been seeking to forward his own version for the Board's consideration. Director Newsham outlined his concerns about the draft that was being considered at this meeting.

Board members then engaged in a lengthy discussion about the draft policy, including ideas they had regarding possible changes.

Dr. Prince commented that the Oregon School Boards Association (OSBA) has created a draft policy, which they're vetting through their legal counsel; however, that draft won't be available to districts until the end of June. Dr. Prince explained that OSBA's version would be tied to Oregon Revised Statutes and Oregon Administrative Rules. She mentioned the existing equal opportunity (EEO) policy and cautioned against diluting the equity policy so much that it ends up the same as the EEO policy.

In response to a question from a Board member, Dr. Prince said there is no legal requirement to adopt the equity policy in June. Director Ball added that the push to adopt a policy in June was because of the work that was done this year to establish goals and priorities with respect to equity. She expressed concern about putting off adoption until the fall.

After an in-depth conversation, consensus was reached that Board members send their suggested edits to Chair Rochester, Vice Chair Sauret, and Superintendent Prince. Chair Rochester said a revised draft will be presented to the Board in August.

VIII. BOARD SELF-EVALUATION

Some of the topics Board members discussed included internal board communication, communicating with the public about the workgroups Board members liaise with, listening to parents and the community, Board liaisons to schools, holding Board meetings in school buildings, policies/guidelines relating to school board meetings, agendas and operations, and training/preparing new Board members.

Chair Rochester noted that election of next year's chair and vice chair will happen at the June 20 Board meeting. Vice Chair Sauret shared information regarding the duties of vice chair. He indicated that he would gladly step aside if there were others who were interested in the position. Discussion ensued about possible candidates. Nominations and voting will take place at the June 20 meeting.

IX. CONSOLIDATED ACTION

MOTION:

It was moved by Vice Chair Sauret and seconded by Director Adams to approve the Consolidated Action items. The motion was voted on and unanimously approved.

The following items were approved:

- A. 2016-17 Board Meeting Schedule** – (This document will be filed with the minutes of this meeting.)
- B. Minutes** – April 11, 2016; April 18, 2016; April 25, 2016; April 26, 2016; April 28, 2016

Director Adams indicated that he has been receiving questions about lead in school drinking water; he urged staff to get out in front of the issue and provide information to parents. He added that he has also received questions about how the Sustainability Steward program would work; he reported that Finance and Operations Director Olivia Meyers Buch and Human Resources Director Jennifer Duvall have taken the lead on the program.

X. ADJOURNMENT

There being no further business before the Board, Chair Rochester adjourned the meeting at 9:49 p.m.

Chris Rochester, Board Chair

Dr. Erin Prince, Superintendent

Prepared By: Julie Catala

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Corvallis
SCHOOL DISTRICT

XII.B. Licensed Personnel Recommendations

BOARD MEETING DATE: June 20, 2016

FOR-ACTION

SUBJECT: Licensed Personnel Action

1. Issue: Information on licensed personnel recommendations

a. Recommendation to Hire:

Isela Arevalo: Spanish Language Development Teacher, 0.50 FTE, Lincoln Elementary School, effective August 30, 2016 (Temporary)

Cate Beran: Science Teacher, 0.50 FTE, College Hill High School, effective August 30, 2016 (Probationary)

Rebecca Blum: First Grade Teacher, 0.50 FTE, Adams Elementary School, effective August 30, 2016 (Probationary)

Jenna Boss: Math Teacher, 1.0 FTE, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

Dennis Boyer: ELL Teacher, 1.0 FTE, Lincoln Elementary School, effective August 30, 2016 (Probationary)

Caitlin Brennan: Physical Education and Adapted Physical Education, 1.0 FTE, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

Mara Burke: Sixth Grade Teacher, 1.0 FTE, Franklin School, effective August 30, 2016 (Probationary)

Holly Deffenbacher: Special Education/Lifeskills Teacher, 1.0 FTE, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

Isley Dumble: Physical Education and Writing Intervention Teacher, 1.0 FTE, Cheldelin Middle School, effective August 30, 2016 (Probationary)

Kalia Flocker: Fifth Grade Dual Immersion English Teacher, 1.0 FTE, Lincoln Elementary School, effective August 30, 2016 (Temporary)

Erica Hall: Music and Performing Arts Teacher, 1.0 FTE, Hoover Elementary School, effective August 30, 2016 (Probationary)

Georgeann Harty: Special Education Teacher on Special Assignment, 1.0 FTE, District Office, effective August 30, 2016 (Probationary)

Marganne Huang: RTI and Math Teacher, 0.42 FTE, Franklin School, effective August 30, 2016 (Temporary)

Joel Inman: ELL Teacher, 0.50 FTE, Garfield Elementary School, effective August 30, 2016 (Probationary)

Steve Kunke, Principal, 1.0 FTE, Crescent Valley High School, effective August 30, 2016 (Temporary).

Elizabeth Lafontaine: Fourth Grade Teacher, 1.0 FTE, Hoover Elementary School, effective August 30, 2016 (Probationary)

Megan Maxwell: Music Teacher, 0.70 FTE, Wilson Elementary School, effective August 30, 2016 (Probationary)

Elise Megale: Kindergarten Teacher, 1.0 FTE, Lincoln Elementary School, effective August 30, 2016 (Probationary)

Nancy Morales: Spanish Language Development Teacher, 0.50 FTE, Lincoln Elementary School, effective August 30, 2016 (Temporary)

John Nelson: Fourth Grade Teacher, 1.0 FTE, Jefferson Elementary School, effective August 30, 2016 (Probationary)

Ruben Sandoval: Second Grade Bilingual Teacher, 1.0 FTE, Garfield Elementary School, effective August 30, 2016 (Temporary)

Katherine Schultz: Kindergarten Teacher, 1.0 FTE, Mountain View Elementary School, effective August 30, 2016 (Probationary)

Matthew Stalter: Math Teacher, 1.0 FTE, Linus Pauling Middle School, effective August 30, 2016 (Temporary)

Miguel Angel Trejo Romo: Bilingual Social Studies Teacher, 0.33 FTE, Linus Pauling Middle School, effective August 30, 2016 (Temporary)

Leslynn Vandermeer: ELL Teacher, 1.0 FTE, 0.70 FTE at Hoover Elementary School and 0.30 FTE at Franklin School, effective August 30, 2016 (Probationary)

Rachael Van Fleet: RTI Teacher.25 FTE, .25 FTE Instructional Coach and .40 FTE Sixth Grade Core Teacher, Franklin School, effective August 30, 2016 (.50 FTE Probationary, .40 FTE Temporary)

Elizabeth Wieland: Science Teacher, 1.0 FTE, Cheldelin Middle School, effective August 30, 2016 (Probationary)

b. Termination/Resignation/Layoff/Retirement:

Stephanie Andersen, 1.0 FTE, Elementary Counselor, Adams Elementary and Mt.View Elementary, effective June 30, 2016 (Resignation)

Jeff Brew: Principal, 1.0 FTE, Cheldelin Middle School, effective June 30, 2016 (Resignation)

Joel Kropf: Science Teacher, 1.0 FTE, Linus Pauling Middle School, effective June 30, 2016 (Resignation)

Tina Smith: Math Teacher, 1.0 FTE, Cheldelin Middle School, effective June 30, 2016 (Resignation)

Cherie Stroud: Principal, 1.0 FTE, Crescent Valley High School, effective June 30, 2016 (Resignation).

c. Information:

Darren Bland: Middle School Principal, 1.0 FTE, Cheldelin Middle School, effective July 1, 2016 (Regular). Was Assistant Principal at Linus Pauling Middle School.

Natalie McFarland: High School Assistant Principal, 1.0 FTE, Crescent Valley High School, effective July 1, 2016 (Regular). Was Assistant Principal at Cheldelin Middle School.

Aaron McKee: Middle School Assistant Principal, 1.0 FTE, Linus Pauling Middle School, effective July 1, 2016 (Regular). Was Assistant Principal at Crescent Valley High School.

ACTION REQUESTED: Approve recommendations.

CONTACT PERSON: Jennifer Duvall



Corvallis
SCHOOL DISTRICT

XII.C. Addendum Agreement to Superintendent Prince's Employment Contract

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: **June 20, 2016**

FOR ACTION

SUBJECT: Addendum Agreement to Superintendent Prince's Employment Contract

Issue:

Superintendent Erin Prince intends to separate from the Public Employees Retirement System (PERS) on July 1, 2016, and continue working as Superintendent through July 17, 2016, when her resignation from Corvallis School District becomes effective. The Term of this Addendum Agreement shall commence on July 1, 2016, and automatically expire on July 17, 2016. The addendum is needed in order to recognize the necessary changes due to separating from PERS.

ACTION REQUESTED: Approve the addendum agreement to Superintendent Prince's employment contract.

CONTACT PERSON: Chris Rochester, School Board Chair

ADDENDUM AGREEMENT TO
SUPERINTENDENT EMPLOYMENT CONTRACT
Between
ERIN PRINCE
and the
CORVALLIS SCHOOL DISTRICT 509J
(Benton County, Oregon)

THIS ADDENDUM AGREEMENT is made and entered into this 20th day of June, 2016, by and between CORVALLIS SCHOOL DISTRICT 509J, hereinafter referred to as the “District,” and ERIN PRINCE, hereinafter referred to as “Superintendent.”

WHEREAS, District and Superintendent signed a three-year Superintendent Employment Contract (“2014 Contract”) effective July 1, 2014;

WHEREAS, the Superintendent intends to retire on July 1, 2016, separating from Public Employees Retirement System (PERS), and continue working as Superintendent through July 17, 2016, when her resignation from Corvallis School District becomes effective.

NOW THEREFORE, the Parties provide as follows:

ADDENDUM AGREEMENT

In consideration of the mutual promises contained herein, the District acknowledges the Superintendent’s separation from PERS effective July 1, 2016, and the Parties hereby mutually agree that the employment period stated in the 2014 Contract, Section 2 (Length of Agreement, Subsequent Contracts), shall self-operatively terminate by mutual agreement upon Superintendent’s separation from PERS on July 1, 2016. Effective July 1, 2016, the District shall hereby employ and the Superintendent accepts such employment as a Retired member of PERS upon the same terms and conditions as set forth in the 2014 Contract, incorporated herein by reference, except as set forth to the contrary below.

Section 1. Term.

The Term of this Addendum Agreement shall commence on July 1, 2016, and automatically expire on July 17, 2016.

Section 2. Length of Agreement, Subsequent Contracts.

This Addendum Agreement is for a limited term through July 17, 2016. Subject to ORS 332.505 and the Oregon laws governing PERS, this Addendum Agreement does not preclude the District and Superintendent from modifying or extending this Addendum Agreement by mutual agreement. However, in no event shall this Addendum Agreement, including any modification or extension, authorize a period of work equal to or greater than 1,040 hours in any post-retirement calendar year.

Section 3. Duties.

Superintendent shall act as the chief executive officer of the District as described in the 2014 Contract, Section 3, unless otherwise assigned by the Board.

Section 4. Superintendent's License.

As stated in Section 4 of the 2014 Contract.

Section 5. Professional Liability.

As stated in Section 5 of the 2014 Contract.

Section 6. Performance Review.

This section is no longer applicable due to the term of this agreement.

Section 7. Professional Growth.

As stated in Section 7 of the 2014 Contract.

Section 8. Contract Days.

The District and Superintendent agree that the Superintendent shall be paid for all accumulated vacation, up to 16 days, as a lump-sum vacation payoff as of the date of retirement effective June 30, 2016, and any remaining vacation days earned by Superintendent prior will be carried forward into the term of the Addendum Agreement.

During the term of the Addendum Agreement, Superintendent shall not accrue sick leave, personal days or vacation.

Section 9. Salary.

During the term of this Addendum Agreement, the District shall pay Superintendent a salary of \$2,901 for work performed between July 1 through July 17, 2016. The terms of the 2014 Contract, Section 9, shall not apply to this Addendum Agreement.

Section 10. Fringe Benefits.

As stated in Section 10 of the 2014 contract all benefits remain the same except the following are amended:

B. PERS. The District will not be required to make contributions on behalf Superintendent, a Retired member of PERS, in accord with the provisions of ORS 238.082.

D. Auto Allowance. The District shall not provide an auto allowance during the term of this Addendum Agreement.

E. Longevity Incentive. As stated in the 2014 contract, per the Superintendent's resignation effective July 17, 2016, 49 months of two-party medical, dental, and vision insurance will have been earned. The District will start paying the full monthly contribution of any district offered two-party medical, dental, and vision insurance effective August 1, 2016, until the 49 months of insurance have been fully paid through September 2020. If Superintendent decides not to

continue the district paid insurance at any time, notification will be made to the district in writing and the District will pay out the remaining accrued months of insurance out in a taxable lump sum payment within 30 days of notification, based on the Superintendent's current plan at the two-party rate.

Section 11. Membership Dues.

As stated in Section 11 of the 2014 Contract.

Section 12. Expenses.

As stated in Section 12 of the 2014 Contract.

Section 13. Disability of the Superintendent.

As stated in Section 13 of the 2014 Contract.

Section 14. Discharge for Cause.

As stated in Section 14 of the 2014 Contract.

Section 15. Resignation of Superintendent.

Resignation of Superintendent will be July 17, 2016.

Section 16. Applicable Law.

As stated in Section 16 of the 2014 Contract.

IN WITNESS WHEREOF, the District, pursuant to the authority of its School Board of Directors, by resolution duly and regularly adopted has caused two originals of this Agreement to be signed in the name of the District by the Chairperson of the School Board and the Interim Superintendent.

DISTRICT:

SUPERINTENDENT:

Corvallis School District 509J
Benton County, Oregon

Erin Prince

By: _____
Chris Rochester, Board Chair

By: _____
Erin Prince

Dated: _____, 2016

Dated: _____, 2016



Corvallis
SCHOOL DISTRICT

XII.D. Non-Represented Employee Group – Change in Position

BOARD MEETING DATE: June 20, 2016

FOR ACTION

SUBJECT: Non-Represented Employee Group – Change in Position

Issue:

With Ryan Noss being hired as the interim superintendent for 2016-17 school year, the Teaching and Learning Department has reviewed its needs for next year to backfill his current role as Director of Teaching and Learning. The department has identified a need to hire with a focus on special education experience and create two assistant coordinator positions, eliminating the teacher on special assignment (TOSA) position and not filling the director position. The individual currently in this TOSA would be hired into one of the assistant positions, providing a level of special education expertise and administrator decision making authority.

The assistant coordinator position would fall under the Non-Represented Employee salary and benefits agreement. Moving from a director and TOSA position to two assistant coordinator positions will save approximately \$4,000.

The recommended salary range for the Assistant Coordinator of Teaching and Learning on a 230-day contract would be the same level as our Assistant Principals at the middle schools:

2016-17

Step 1	Step 2	Step 3	Step 4	Step 5
\$92,169	\$94,464	\$96,816	\$99,227	\$101,703

Involvement:

Jennifer Duvall, Human Resources Director and Ryan Noss, Director of Teaching and Learning/Interim Superintendent took the lead in developing this recommendation.

ACTION REQUESTED:

Approve the salary range as submitted for the Assistant Coordinator of Teaching and Learning position for 2016-17.

CONTACT PERSONS: Jennifer Duvall



Corvallis

SCHOOL DISTRICT

XII.E. Board Policy GCBDD/GDBDD—Sick Time—New—Second Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR ACTION

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

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.

For clarification since first reading, a few more words have been added to one sentence as follows:

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 except where those agreements are silent or not in effect regarding sick time requirements.

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.

ACTION REQUESTED: Adoption of the policy.

CONTACT PERSON(S): Jennifer Duvall, Kerry Richey

Sick Time

Oregon Senate Bill 454 mandating paid sick time went into effect on January 1, 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 except where those agreements are silent or not in effect regarding sick time requirements. 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 licensed 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's¹ 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.

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

Sick time may also be used in the event of a public health emergency.

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

XII.F. Insurance Renewals for 2016-17 (Property, Liability, Workers' Compensation)

BOARD MEETING DATE: June 20, 2016

SUBJECT: Insurance Renewals for 2016-17 (Property, Liability, Workers' Compensation)

Property and Liability Insurance Renewals

Each fiscal year, the district must bind insurance coverage for property and liability. In 2015-16, property insurance was purchased from Travelers Insurance, and liability and auto insurance was purchased from Property and Casualty Coverage for Education (PACE). The district's Agent of Record, Barker-Uerlings Insurance, solicited quotes from carriers in the appropriate markets for 2016-17.

Coverage quoted and/or requested includes the following: Property, Earthquake & Flood, Excess Earthquake, Equipment Breakdown (Boiler), Tort Liability, Automobile, Commercial Crime, Underground Tank Pollution Liability, and Cyber-security, including coverage for officials.

Quote data available as of June 14, 2016 from PACE, Travelers, and Special Districts of Oregon indicates a slight increase of \$8,086 (1.39 percent) over coverage comparable to that purchased in 2015-16. Based on quotes received, district staff recommends continuing coverages with Travelers and PACE as in the previous year.

Workers' Compensation Insurance Renewal

In 2015-16 this coverage was purchased from SAIF. Through the district's Agent of Record, Barker-Uerlings Insurance, we requested quotes from carriers in the appropriate markets for the 2016-17 fiscal year. Quotes were reviewed by Olivia Meyers Buch and Karen Selander with Barker-Uerlings.

In past years the district had poor claims experience from injuries on the job. Injuries experienced by employees included shoulder and back trauma from lifting, knee and back injuries from slips and falls, and hand injuries from accidents; however, Risk Management continues to implement safety changes and has worked with employees on the importance of safety in our District. As a result of these efforts, our rate per classification only increased slightly over the previous year.

The annual premium offered by SAIF Corporation for 2016-17 is \$230,423 including assessments. This increase of 8.74 percent (\$18,519) from the 2016-17 premium is mainly due to an increase in anticipated payroll. SAIF Corporation has substantial experience working with school districts in Oregon; and they have had long term stability in the marketplace along with their excellent claims and loss control services.

Presenter: Olivia Meyers Buch, Director of Finance and Operations

Attached: Insurance Renewal Proposal – June 14, 2016

Motions Requested: I move that Director Olivia Meyers Buch be authorized by the board to bind 2016-17 insurance coverage for property and liability at an expense to the district not to exceed a total of \$584,000.

I move that the purchase of workers' compensation insurance from SAIF be approved for the 2016-17 fiscal year.

Property and Liability Insurance Renewal Proposal

July 2016



Corvallis School District 509J

**Steve Uerlings, CIC, ARM, CRM
President**

**Michael G. Hoyt, CIC
Senior Account Executive**

**BARKER-UERLINGS INSURANCE
340 NW Fifth Street
541-757-1321
800-284-1321**

June 14, 2016

CORVALLIS SCHOOL DISTRICT 509J
PROPERTY RENEWAL ANALYSIS
FOR 7/1/2016 - 7/1/2017

As of 6/14/2016

COVERAGE	2015- 2016 Travelers \$25 M EQ	2016- 2017 Travelers \$25 M EQ
<u>Property</u>	\$406,500	\$410,314
Blanket Replacement Values	\$271,334,115	\$272,051,982 (1)
Maximum Limit Per Loss	\$271,334,115	\$272,051,982
Self-Insured Retention / Deductible	\$100,000	\$100,000
Business Income	\$5,000,000	\$5,000,000
Extra Expense	Included	Included
Fine Arts - Limit	\$50,000	\$50,000
Fine Arts deductible.	\$1,000	\$1,000
<u>Earthquake & Flood</u>	Included	Included
Limit - Earthquake	\$25,000,000	\$25,000,000
Deductible	2% - \$250,000 Minimum	2% - \$250,000 Minimum
Limit - Flood	\$1,000,000	\$1,000,000
Deductible	\$100,000	\$100,000
Flood CV - NFIP - renews effective 7/24/2016.	\$1,529	\$1,600
Limit Building	\$500,000	\$500,000
Limit Contents	\$500,000	\$500,000
Deductible	\$2,000 each	\$2,000 each
Flood CHS NFIP - renews effective 11/25/16.	\$2,321	\$2,400 (2)
Limit Building	\$500,000	\$500,000
Limit Contents	\$500,000	\$500,000
Deductible	\$1,000 each	\$1,000 each
Rate per \$100 of insured value	\$0.1471	\$0.1481
<u>Equipment Breakdown (Boiler)</u>	Included	Included
Limit	\$50,000,000	\$50,000,000
Deductible	\$10,000	\$10,000
TOTAL PROPERTY	\$410,350	\$414,314

Footnotes:

(1) Building and contents values were trended 1% each for this renewal.

(2) Estimated annual premium for NFIP policy for CHS which renews 11/25/16.

CORVALLIS SCHOOL DISTRICT 509J
LIABILITY RENEWAL ANALYSIS
FOR 7/1/2016 - 7/1/2017

As of 6/14/2016

COVERAGE	2015 - 2016 PACE / Travelers	2016 - 2017 PACE / Travelers	
<u>Tort Liability - PACE</u>	\$133,988	\$136,363	
Limit - Occurrence	\$10,000,000	\$10,000,000	
Limit - Aggregate	\$20,000,000	\$20,000,000	
Premises Medical Expense	\$5,000	\$5,000	
General Liability Deductible	\$10,000	\$10,000	
Sexual Molestation Deductible	\$10,000	\$10,000	
Wrongful Acts Deductible	\$10,000	\$10,000	
Employee Benefit Liability Deductible	\$10,000	\$10,000	
Corporal Punishment Deductible	\$10,000	\$10,000	
Wrongful Acts Deductible	\$10,000	\$10,000	
Employment Practices Deductible	\$25,000	\$25,000	(1)
<u>Automobile - PACE</u>	\$14,091	\$15,679	
Liability Limit	\$10,000,000	\$10,000,000	
Uninsured Motorist Limit	\$1,000,000	\$1,000,000	
# of Vehicles	30	30	
# of Trailers	9	9	
Comprehensive Deductible	\$500	\$500	
Collision Deductible	\$500	\$500	
<u>Crime - Travelers</u>	\$16,060	\$16,200	
Limit - Employee Dishonesty	\$1,000,000	\$1,000,000	(2)
Limit - Forgery or Alteration	\$1,000,000	\$1,000,000	
Limit - Money & Securities Inside	\$1,000,000	\$1,000,000	
Limit - Money & Securities Outside	\$1,000,000	\$1,000,000	
Limit - Computer Fraud	\$1,000,000	\$1,000,000	
Limit - Funds Transfer Fraud	\$1,000,000	\$1,000,000	
Faithful Performance of Duty	Included	Included	(3)
Deductible	\$10,000	\$10,000	
<u>Cyber Liability - Travelers</u>	Included	Included	(4)
Limit - Network & Information Security	\$1,000,000 Each Claim	\$1,000,000 Each Claim	
Limit - Regulatory Defense Expenses	\$2,000,000 Each Claim	\$2,000,000 Each Claim	
Limit - Policy Aggregate	\$2,000,000	\$2,000,000	
Total	\$164,139	\$168,242	
<u>Underground Tank Pollution Liability</u>	\$762	\$781	
Limit	\$1,000,000	\$1,000,000	
Deductible/SIR	\$5,000	\$5,000	
Total Premiums	\$164,901	\$169,023	

Footnotes:

(1) Deductible is now \$25K for Employment Practices claims if member does not contact PACE in advance of termination.

(2) Crime coverage limit increased to \$1M effective 7/1/14 based on recommendation by District auditor.

(3) Public Official bonds discontinued effective 7/1/14; coverage now included in Crime coverage.

(4) Cyber liability coverage added effective 7/1/14.

CORVALLIS SCHOOL DISTRICT 509J
RENEWAL PREMIUM SUMMARY
7/1/2016 - 7/1/2017

As of 6/14/2016

	2015 - 2016 Travelers \$25M EQ PACE Liability	2016 - 2017 Travelers \$25M EQ PACE Liability
Property	\$406,500	\$410,314
Equipment Breakdown	Included	Included
Excess Earthquake	Included	Included
Tort Liability	\$133,988	\$136,363
Automobile	\$14,091	\$15,679
Blanket Crime	\$16,060	\$16,200
Underground Storage Tank Liability	\$762	\$781
Flood Policy - CHS & CVHS	\$3,850	\$4,000
TOTAL	\$575,251	\$583,337
Premium Change		\$8,086
Percentage Change		1.39%

Corvallis School District #509J
Workers' Compensation Renewal
For 7/1/2016 - 7/1/2017

As of 6/14/2016

Class Code	Classification	2015 - 2016 SAIF Corporation			2016 - 2017 SAIF Corporation		
		Payrolls	Rate	Premium	Payrolls	Rate	Premium
7380	School Bus Drivers	\$76,688	4.09	\$3,137	\$88,581	4.25	\$3,765
8868	Board Member Coverage	\$31,850	0.43	\$137	\$35,150	0.44	\$155
8868	School - Professional Employees	\$30,007,415	0.43	\$129,032	\$33,022,935	0.44	\$145,301
8868	Work Experience - No Manual Labor	\$3,500	0.43	\$15	\$2,000	0.44	\$9
9101	School - All Other Employees	\$1,623,908	3.51	\$56,999	\$1,665,829	3.35	\$55,805
9101	Work Experience - Manual Labor	\$2,500	3.51	\$88	\$20,000	3.35	\$670
9349	School - Cafeteria	\$568,284	3.18	\$18,071	\$403,147	3.28	\$13,223
	Total Payroll	\$32,314,145			\$35,237,642		
	Manual Premium			\$207,480			\$218,928
	ELCB Premium at 1.011%			1.004			1.004
	Experience Modification			1.14			1.17
	Standard Premium			\$237,473			\$257,170
	Annual Pre-Pay Discount			(\$9,491)			(\$9,001)
	Discounted Premium			\$227,982			\$248,169
	Premium Volume Discount			(\$34,867)			(\$38,198)
	Net Annual Premium			\$193,115			\$209,971
	Terrorism Exposure Contribution			\$6,462			\$7,048
	Total Annual Premiums			\$199,577			\$217,019
	State Assessment			\$12,326			\$13,403
	Total Annual Cost			\$211,904			\$230,423
Net Change						\$	\$18,519
						%	8.74%



Corvallis
SCHOOL DISTRICT

XII.G. Substitute Teacher Per Diem Rate

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR ACTION

SUBJECT: Substitute Teacher Per Diem Rate

Issue: The Human Resources office maintains a list of persons qualified to act as substitute teachers. All substitutes will be paid at the rate fixed by the School Board at the beginning of each school year. The Department of Education has set this year's minimum substitute teacher pay rate for eight hours at \$175.45 per day. Minimum salary after the tenth day is 1/190th of our district's base salary schedule, or \$199.70 per day.

Recommendation: Follow the directive of the Department of Education.

Consequences: Not fixing our substitute teacher pay rate as directed by the Department of Education puts the district out of compliance.

ACTION REQUESTED: Setting the substitute teacher rate of pay as directed by the Department of Education.

CONTACT PERSON: Jennifer Duvall



Corvallis
SCHOOL DISTRICT

XII.H. YES House Alternative Education Program Evaluation



Corvallis

SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Rynda Gregory, Teaching and Learning Coordinator, Secondary Schools

Date: June 15, 2016

YES House / Alternative Education Program Evaluation FOR ACTION

Requirements

ODE requires that the Board must review and approve the annual evaluation of the alternative education programs offered by the Corvallis School District, including YES House. Attached is the evaluation of this program.

YES House's primary focus is adolescent substance abuse services including treatment and detoxification. YES House provides short-term treatment (30 days or less), residential long-term treatment (more than 30 days), outpatient treatment, and partial hospitalization/day treatment to teens in our region. While students are in residential treatment, they also receive educational services. Most students return to their home schools when they finish treatment at YES House. However, YES House does help students with GED preparation, and some students earn their GED while at YES House. The Corvallis school District contributes to YES House through ADM and Title 1D funds and through .3 special education/alternative education staff. Typically, YES House annually serves 50-100 youth from our surrounding area.

Involvement:

Rynda Gregory, Teaching and Learning Coordinator, conducts the annual evaluation and review for the YES House program.

Cost Impact:

None to the district. This program utilizes Title 1D funds.

ACTION REQUESTED:

Approve the YES House/Alternative Education Program Evaluation

MOTION REQUESTED:

"I move to adopt the contract with YES House for the 2016-2017 school year."

**EVALUATION OF ALTERNATIVE EDUCATION PROGRAMS—
DISTRICT SUMMARY**
(for district use only)

The district's alternative education programs evaluator should complete the following and file with materials submitted by the alternative program coordinator.

Program Name: YES House Date: June 15, 2016

Program Coordinator: Rynda Gregory, Teaching and Learning Coordinator

1. ☒ X Meets criteria ☐ Does not meet criteria

Comments: The district contract with the YES House requires that all teachers be licensed. There are 3 teachers on site who hold a valid Oregon license. Combined those licenses are foundational math, multiple subject, physics, art, and Spanish. There are 2 additional staff who aid in leading students in activities, much like an Educational Assistant. However, they do not create lessons for the students. That work is done by the licensed teachers.

Curriculum

1. ☒ X Meets criteria ☐ Does not meet criteria

Comments: All courses are aligned to the Common Core and Oregon State Standards.

Discrimination

1. ☒ X Meets criteria ☐ Does not meet criteria

Comments: Materials provided by YES House for students, parents, and staff contain non-discrimination language. Students are referred to the program on the basis of treatment needs, not on the basis of age, disability, national origin, citizenship, gender, race, marital status, linguistic background, culture, capability, geographic location, religion, or sexual orientation.

Registration

1. ☒ X Meets criteria ☐ Does not meet criteria

Comments: Documentation of registration has been provided.

EVALUATION OF ALTERNATIVE EDUCATION PROGRAMS—IGBHA-AR**
(continued)

Site Evaluation

1. X Meets criteria ☐ Does not meet criteria
 Comments: Yes House has provided evidence of safety inspections.

Tuition and Fees

1. X Meets criteria ☐ Does not meet criteria
 Comments: Not applicable, since YES House does not charge fees.

Contract

1. X Meets criteria ☐ Does not meet criteria
 Comments: All instruction is planned by licensed teachers. (See above for more details.)

Expenditures

1. X Meets criteria ☐ Does not meet criteria
 Comments: The contract requires that the YES House provide statements showing the budget, revenues, expenditures, and balance sheets for District Funds. Statements have been provided.

District Evaluator Signature



Corvallis
SCHOOL DISTRICT

XII.I. Ratify Corvallis Education Association Contract Extension

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR ACTION

SUBJECT: Corvallis Education Association Contract Extension Ratification

Issue:

Ratification of the contract extension between Corvallis Education Association (CEA) and the Corvallis School District for salary only, through the 2018-19 school year. The current contract runs through June 30, 2017. The extension is for a 2% salary increase for both 2017-18 and 2018-19 school years (salary schedules are included). All contract language is up for negotiations for the 2017-18 school year, and bargaining will start in January 2017.

Involvement:

Contract extension discussions occurred with CEA over two meetings this spring. On May 3, 2016, CEA and District Bargaining Teams reached tentative agreement on a contract extension for salary only. CEA ratified the agreement on June 2, 2016.

ACTION REQUESTED: Ratify the contract extension.

CONTACT PERSON: Jennifer Duvall, Human Resources Director

CEA Salary Schedule 2017-18			2% COLA
Step	BA	BA+60/MA	MA+45/PHD
1	38,702	40,109	-
2	40,173	41,580	-
3	41,700	43,106	43,648
4	43,285	44,691	45,233
5	44,930	46,337	46,877
6	46,637	48,044	48,586
7	48,408	49,816	50,356
8	50,248	51,656	52,196
9	52,159	53,566	54,107
10	54,140	55,547	56,088
11	56,196	57,603	58,145
12	58,332	59,739	60,281
13	60,549	61,957	62,497
14	62,850	64,257	64,799
15	65,238	66,645	67,186
16	67,717	69,124	69,665
17	70,291	71,698	72,239
18	72,962	74,369	74,910

2% COLA for 2017-18

New hires after 7-1-2005 not eligible for grayed in steps

CEA Salary Schedule 2018-19			2% COLA
Step	BA	BA+60/MA	MA+45/PHD
1	39,476	40,912	-
2	40,976	42,412	-
3	42,534	43,968	44,521
4	44,150	45,585	46,138
5	45,829	47,263	47,815
6	47,570	49,005	49,557
7	49,376	50,812	51,364
8	51,253	52,689	53,240
9	53,202	54,638	55,189
10	55,222	56,658	57,210
11	57,320	58,756	59,308
12	59,498	60,934	61,487
13	61,760	63,196	63,747
14	64,107	65,542	66,095
15	66,543	67,978	68,530
16	69,071	70,507	71,058
17	71,697	73,132	73,684
18	74,421	75,857	76,408

2% COLA for 2018-19

New hires after 7-1-2005 not eligible for grayed in steps



Corvallis
SCHOOL DISTRICT

XII.J. Resolution No. 16-0604 - Designation of District Officers, Clerks, Agents,
and Depositories of Funds (2016-17 Organizational Resolution)

FOR ACTION

BOARD MEETING DATE: June 20, 2016

SUBJECT: Resolution No. 16-0604 – Designation of District Officers, Clerks, Agents, and Depositories of Funds (2016-17 Organizational Resolution)

Oregon Revised Statutes (ORS 332.040 and 255.335) require school boards to annually hold an organizational meeting to designate appointees and authorize actions. Failure to designate personnel would mean that district staff would not be properly authorized to carry out their official duties.

Included in this resolution are the following items carried over without changes from 2015-16:

- Naming Olivia Meyers Buch, Finance and Operations Director, as Deputy Clerk, Custodian of Funds, and Budget Officer.
- Designation of District Depositories, including Authorization to Invest Funds and the identification of Investment Depositories and the designation of signers for the Student Body Fund Account.
- Authorization for the Signing of Documents and Agreements for Funded Programs, Disposal of Surplus Property, and Local Contract Review Board/Signing of Agreements.
- Approval of professional services, including: Attendance Services, Auditors, Insurance Agents, Legal Counsel, and official newspaper.

Changed from 2016-17 are the following items:

- Naming Ryan Noss, Interim Superintendent effective July 1, 2015, as Clerk.
- Non-Resident Student Tuition has increased from \$9,045 approved in 2015-16 to \$9,578 for 2016-17. This is reflective of the ADMr increasing from 2015-16 to 2016-17 with a corresponding increase to expected revenue minus contingencies and reserves.

Presenter: Olivia Meyers Buch, Director of Finance and Operations

Attached: Resolution 16-0604

Motion Requested: I move that Resolution No. 16-0604 be adopted to authorize the designation of district officers, clerks, agents, and depositories of funds for 2016-17.

Corvallis School District 509J
Designation of District Officers, Clerks, Agents, and Depositories of Funds
(2016-17 Organizational Resolution)
Resolution No. 16-0604

District Clerks (ORS 332.515, 332.525)

Whereas, Ryan Noss, Interim Superintendent of Corvallis School District 509J, is designated by law as Clerk of said district;

Whereas, it is advisable for an additional staff member to be designated as Deputy Clerk;

Be It Resolved, that Olivia Meyers Buch, Finance and Operations Director, is appointed as Deputy Clerk for the 2016-17 fiscal year.

Be It Further Resolved, that the Interim Superintendent and the Finance and Operations Director, as Clerk and Deputy Clerk, respectively, of the said district, be covered in the amount of \$1,000,000 for the 2016-17 fiscal year through the district's crime policy.

Custodian of Funds (ORS 328.441, 332.525)

Be It Resolved, that Olivia Meyers Buch, Finance and Operations Director, is hereby designated to serve as Custodian of Funds of the Corvallis School District 509J for the 2016-17 fiscal year.

Budget Officer (ORS 294.331, Board Policy DBE & DBJ)

Be It Resolved, that Olivia Meyers Buch, Finance and Operations Director, is hereby designated to serve as Budget Officer of the Corvallis School District 509J for the 2016-17 fiscal year.

Signing of Documents and Agreements for Funded Programs

Whereas, the district is involved in a variety of programs available through federal, state or other sources; and

Whereas, certain available funds may be deemed beneficial toward improvement of the district's educational system;

Be It Resolved, that Kevin Bogatin, Assistant Superintendent, or Ryan Noss, Interim Superintendent, is hereby authorized to file applications and sign documents and agreements related to funded programs on behalf of the Corvallis School District 509J for the 2016-17 fiscal year.

Disposal of Surplus Property (Board Policy DN)

Be It Resolved, that the Clerk of the District, Deputy Clerk, when appointed, or designee of the Clerk or Deputy Clerk, be hereby authorized to dispose of surplus property in accordance with Board Policy DN.

Local Contract Review Board and Signing of Agreements (ORS Chapter 190, 190.010, 279A.060, Board Policy DJ, DJA, DJC, DJCA, DBJ)

Whereas, the Corvallis School District 509J Board of Directors has statutory authority to act as the local contract review board (279a.060) and may also enter into intergovernmental agreements under ORS chapter 190 (190.010),

Be it Resolved, that either the Clerk of the District or the Deputy Clerk is authorized to execute contracts, conveyances, or other similar transactional documents up to the amount of \$150,000 pursuant to ORS chapter 279a-279c, and may execute intergovernmental agreements pursuant to ORS chapter 190 up to the amount of \$150,000 on behalf of the district as deemed necessary.

Non-Resident Student Tuition (Board Policy JECF)

Whereas, board policy JECF calls for tuition rates to be reviewed and approved by the board annually,

Be It Resolved, that the full year tuition rate for students who are not residents of the Corvallis School District 509J and where the district has not entered into an inter-district agreement be hereby established as 9,578 for the 2016-17 academic year,

Be It Further Resolved, that an additional tuition fee for students requiring special education will be calculated on a program basis to capture the actual cost to the district in providing those extra services.

District Depositories (ORS 328.441, 328.445)

Whereas, the Office of the State Treasurer provides local governments with a list of “Qualified Depositories for Public Funds” which have been vetted for preservation of principal, conformance with federal, state and other legal requirements, and maintenance of sufficient liquidity to meet operating requirements,

Be It Resolved, that the following depositories are hereby approved as official depositories of Corvallis School District 509J funds for the 2016-17 fiscal year:

- Oregon State Local Government Investment Pool
- Qualified Depositories for Public Funds as approved by the Office of the State Treasurer for the purpose of cash management.

Be it Further Resolved, that either the Clerk of the district or Deputy Clerk, as Custodian of Funds, is authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or the Deputy Clerk or the facsimile signature of the Clerk or Deputy Clerk.

Investment of Funds (ORS 294.805-294.895, Board Policy DFA)

Whereas, the Corvallis School District 509J has statutory authority for the investment of funds,

Whereas, board policy DFA, the Investment of Funds and Guidelines Policy, requires the annual adoption of the policy by the board,

Be It Resolved, that board policy DFA is hereby readopted,

Be It Further Resolved, that the Custodian of Funds is hereby designated as Investment Officer, pursuant to policy DFA.

Student Body Fund Account (ORS 328.445)

- Whereas, it is in the district's best interest to designate a Student Body Fund Account with checks to be issued on this account,
- Whereas, that the Clerk of the district or Deputy Clerk, as Custodian of Funds, are authorized to establish said accounts with the district's depository of record, identified above.
- Be It Resolved, that checks be honored and charged to these accounts for amounts up to \$500 that bear the original signature of two of the persons holding one of the positions listed below for each of the schools using this account for the fiscal year 2016-17:
- Principal(s)
 - Assistant Principal(s)
 - Athletic Director(s)
 - Operations Assistant/Administrative Assistant(s)
- Be it Further Resolved, that checks issued in amounts of \$500 or more must bear the original signature of the Clerk, or the Clerk's designee, or the facsimile signature of the Clerk, or the Clerk's designee.

Attendance Services (ORS 339.040)

- Be It Resolved, that the district will use the services of the Linn-Benton-Lincoln Education Services District Attendance Supervisor for the 2016-17 fiscal year.

Auditors (ORS 328.465, 327.137, 297.405, Board Policy DIE)

- Be It Resolved, that Pauly Rogers and Co, P.C., of Tigard, Oregon, is hereby designated to serve as Auditors for the Corvallis School District 509J for the fiscal year 2016-17.

Insurance Agent of Record

- Be It Resolved, that Steve Uerlings of Barker-Uerlings Insurance is hereby designated to serve as Agent of Record for the Corvallis School District 509J for property and casualty insurance, worker's compensation insurance, fidelity coverage insurance, and risk management services for the fiscal year 2016-17.
- Be It Further Resolved, that Tim Hennessy of Gene Kiel & Associates is hereby designated to serve as Agent of Record for the Corvallis School District 509J for employee benefits insurances for the fiscal year 2016-17.

Legal Counsel

- Be It Resolved, that for the purpose of all legal notifications made to the Corvallis School District 509J, attorney Eric DeFreest of Luvaas, Cobb, Richards & Fraser, is designated as the Attorney of Record for the district.
- Be It Further Resolved, that the executive staff of the Corvallis School District 509J is authorized to use the firms of Graham Hicks, P.C., Preston, Gates & Ellis, and the Hungerford Law Firm, based on their special expertise in the area of law being considered, at the discretion of the Superintendent or Board Chair for the fiscal year 2016-17.

Newspapers for Legal Notice

Be It Resolved, that the Corvallis Gazette-Times published by Lee Northwest Publishing be designated as the newspaper in which legal notices will be published.

Duly passed this 20th day of June, 2016 by the Board of Directors of Corvallis School District 509J.

Chris Rochester, Board Chairperson

Erin Prince, Clerk of the Board



Corvallis
SCHOOL DISTRICT

XII.K. Resolution No. 16-0605 - Approving Lease Purchase of Computer
Hardware

BOARD MEETING DATE: June 20, 2016

SUBJECT: Resolution No. 16-0605 – Approving Lease Purchase of Computer Hardware

In order to support the next steps of our instructional technology initiative and complete the student device refresh cycle for the 2016-17 school year in alignment with our approved budget, all student devices at Cheldelin Middle School and Linus Pauling Middle School will be replaced next year (and the current middle school devices will be re-distributed to our elementary classrooms).

The District solicited a proposal from Apple Inc. for 1,290 devices (iPad Air 2 Wi-Fi 16 GB). Apple responded with a proposal that included the desired equipment at discounted education pricing for a total purchase price of \$456,660 (\$354 per device) plus additional services (project management, project engineering, and professional learning) valued at nearly \$60,000 for no additional charge. Apple also offered the district a lease purchase option, through Apple Financial Services, of four years at a rate of 0.00%. The annual payment schedule would be as follows:

Date	Payment	Interest	Principal	Purchase Price after payment(s)	Outstanding Balance
7/15/2016	\$114,165.00	\$0.00	\$114,165.00	\$350,201.14	\$342,495.00
7/15/2017	\$114,165.00	\$0.00	\$114,165.00	\$233,467.43	\$228,330.00
7/15/2018	\$114,165.00	\$0.00	\$114,165.00	\$116,733.71	\$114,165.00
7/15/2019	\$114,165.00	\$0.00	\$114,165.00	\$0.00	\$0.00
Totals	\$456,660.00	\$0.00	\$456,660.00		

Taking advantage of leasing options like this will help to create predictable budgets to support our instructional technology needs, ensuring that we are effectively utilizing existing resources while also planning for the future.

Staff recommends purchasing the desired equipment from Apple Inc. per the attached lease purchase agreement. Apple technologies are proprietary products and Apple Inc. is the sole source provider.

Presenter: Olivia Meyers Buch, Director of Finance and Operations

Attached:

- 1. Resolution 16-0605**
- 2. Lease Purchase Agreement**

Motion Requested: I move that Resolution No. 16-0605 be adopted to approve the execution of a lease purchase agreement for computer hardware through Apple Inc.

Corvallis School District 509J
Resolution No. 16-0605

A RESOLUTION AUTHORIZING THE CORVALLIS SCHOOL DISTRICT 509J TO ENTER INTO A LEASE PURCHASE AGREEMENT TO ACQUIRE COMPUTER HARDWARE FOR THE DISTRICT AND TO APPROVE THE EXECUTION OF THE CERTAIN DOCUMENTS IN CONNECTION THEREWITH.

WHEREAS, Corvallis School District 509J ("the district") desires to acquire certain computer hardware from Apple Inc. as described in SCHEDULE NO. PUB 15997 DATED June 14, 2016 ("the equipment"); and

WHEREAS, Apple Inc. has offered the equipment for a purchase price of \$456,660 with a four-year, interest-free lease purchase agreement through Apple Financial Services.

WHEREAS, the Board has determined that it is in the best financial interest of the district to enter into the lease purchase agreement to obtain the equipment based on the proposal from Apple Inc.; and

WHEREAS, in order to facilitate the foregoing and to pay the cost thereof, it is necessary and desirable for the District to enter into SCHEDULE NO. PUB 15997 DATED June 14, 2016 with Apple Inc. as lessor, pursuant to which the district, as lessee, will lease the equipment from the lessor with an option to purchase the lessor's interest in the equipment.

NOW, THEREFORE BE IT RESOLVED, that the Corvallis School District does hereby authorize the Director of Finance and Operations to execute a lease purchase agreement with Apple Inc. to obtain the equipment described above, effective July 1, 2016.

Adopted by the Board of Directors of School District No. 509J (Corvallis) in Benton County, Oregon at its regular meeting this 20th day of June, 2016.

ATTEST:

Chris Rochester, Board Chair

Olivia Meyers Buch, Deputy Clerk



Lease Documentation Checklist

Documents Required Prior to Shipment		Scanned to Apple
NOTE: Please call Jimmy King at 800-669-9441 ex.1731 with any questions.		
Master Lease Purchase Agreement	Lessee Signature, Printed Name/Title, Execution Date & Federal Tax ID No.	_____
Schedule (Exhibit A)	Lessee Signature, Name/Title & Execution Date	_____
Incumbency Certificate (Exhibit C)	The Incumbency section is to be executed by a person other than the signer of the documents. This may be a Board Secretary/Clerk, any Board Member, OR the Superintendent.	_____
Bank Qualified Designation (Exhibit D)	This tells us if the issue is "Bank Qualified" or "Non-Bank Qualified"	_____
Lease Payment Instructions (Exhibit E)	Identify how Lease is to be invoiced.	_____
Insurance Coverage Requirements (Exh F)	Complete name of insurance company and contact information.	_____
IRS Form 8038-G or 8038-GC	Complete per instructions and sign.	_____
Essential Use Audit	Complete in its entirety.	_____
Purchase Order(s)	Purchase Order(s) must include: Apple Inc. c/o Apple Financial Services 1111 Old Eagle School Rd. Wayne PA 19087 as Vendor, Apple product quantity and description with extended price, bill-to and ship-to name/address, PO number, and authorized signature. Additionally, please provide third party vendor contacts (<i>if applicable</i>). Apple will contact third party vendor(s) regarding invoice remittance.	_____
Sales/Use Tax Exemption Certificate	Please provide a copy, if applicable. Please list Seller as Apple Inc. and its Assigns.	_____
NOTE: Please provide scanned copies of the above items to jking@leasedirect.com .		
Documents Required Prior to Funding		Mailed to Apple
Originals of all the above	Please mail to: Apple Financial Services Attention: Jimmy King 1111 Old Eagle School Rd. Wayne PA 19087	_____
Insurance Certificate or Self-Insurance Letter	Provide All Risk Personal Property and General Liability Coverage listing Apple Inc. and its assigns as "Loss Payee" and "Additionally Insured" or provide a self insurance letter as described in the "Insurance Coverage Requirements."	_____
Acceptance Certificate (Exhibit B)	Lessee Signature, Name/Title & Execution Date. <i>Sign upon Acceptance</i>	_____
Advance Lease Payment	Invoice attached, if applicable.	_____
Board Resolution or Minutes approving the Lease Purchase	Please provide a copy.	_____



Master Lease Purchase Agreement

This Master Lease Purchase Agreement dated as of **June 14, 2016** (this "Master Lease") is entered into by and between Apple Inc. ("Lessor") and **CORVALLIS SCHOOL DISTRICT 509J** ("Lessee").

1. MASTER LEASE; SCHEDULES. Subject to the terms of this Master Lease, Lessee agrees to lease, purchase and acquire from Lessor certain equipment and/or software (the "Equipment") as may be described in any lease schedule in the form of Exhibit A (each, a "Schedule") which may be executed by the parties from time to time. Nothing in this Master Lease shall be construed to impose any obligation upon, or otherwise commit, Lessor to enter into any proposed Schedule, it being understood that whether Lessor enters into any proposed Schedule shall be a decision solely within Lessor's discretion. Lessee understands that Lessor requires certain documentation and information necessary to enter into any Schedule, and Lessee agrees to provide Lessor with any documentation or information Lessor may request in connection with Lessor's review of any proposed Schedule. Such documentation may include but shall not be limited to: (a) a description of the proposed Equipment, including the cost and its contemplated use and location, (b) information related to the vendor(s) manufacturing, licensing (subject to the terms of the Vendor's applicable end user license agreement(s)), delivering, installing or maintaining the proposed Equipment for Lessee (the "Vendor"), (c) documentation or information concerning the financial condition of Lessee, and (d) other information related to the Schedule and Lessee. The terms and conditions of this Master Lease (including all exhibits and any amendments hereto), are incorporated by reference into each Schedule and each Schedule, once executed by Lessor and Lessee, shall constitute a separate and independent lease and installment purchase of the Equipment identified therein, hereinafter referred to as a "Lease."

2. INVOICE PAYMENT OR REIMBURSEMENT. With respect to any Lease, and subject to the provisions of Section 3 if applicable, Lessor shall have no obligation whatsoever to make any payment to a Vendor or reimburse Lessee for any payment made to a Vendor for the Equipment that is the subject of such Lease until three (3) business days after Lessor's receipt of the following in form and substance satisfactory to Lessor in its sole discretion: (a) a Schedule executed by a duly authorized representative of Lessee; (b) a fully executed partial or final acceptance certificate as applicable, in the form of Exhibit B ("Acceptance Certificate"); (c) a resolution or evidence of other official action taken by Lessee's governing body authorizing Lessee to enter into the related Lease and any applicable Escrow Agreement, the acquisition of the Equipment subject thereto, and confirming that Lessee's actions were in accordance with all applicable state, local and federal laws, including laws regarding open meetings and public bidding; (d) evidence of insurance with respect to the Equipment in accordance with the provisions of Section 15 of this Master Lease; (e) a Vendor invoice for the Equipment and, if such invoice has been paid by Lessee, evidence of payment thereof and, if applicable, evidence of official intent to reimburse such payment as required by the Treasury Regulations; (f) a completed and executed Form 8038-G or 8038-GC; (g) an Incumbency Certificate substantially in the form attached as Exhibit C; (h) a Bank Qualification Designation substantially in the form attached as Exhibit D; (i) Lease Payment Instructions substantially in the form attached as Exhibit E; (j) Insurance Coverage Requirements in the form attached as Exhibit F; (k) an opinion of Lessee's counsel substantially in the form attached as Exhibit G; and (l) such other documents, items, or information reasonably required by Lessor.

3. ESCROW AGREEMENT. Upon agreement by both Lessee and Lessor as to any Lease, the parties shall enter into an escrow agreement (an "Escrow Agreement") with an escrow agent selected by Lessee, such selection subject to Lessor's approval, establishing an account from which the cost of the Equipment subject to such Lease is to be paid (the "Escrow Account"). Upon execution and delivery of an Escrow Agreement by the parties thereto and satisfaction of any conditions precedent set forth in Section 2 of this Master Lease or in such Escrow Agreement, Lessor shall deposit or cause to be deposited into the Escrow Account under the related Escrow Agreement funds for the payment of the costs of acquiring the Equipment under such Lease. Lessee acknowledges and agrees that no disbursements shall be made from an Escrow Account except for portions of the Equipment that are operationally complete and functionally independent and that may be fully utilized by Lessee without regard to whether the balance of the Equipment is delivered and accepted.

4. DELIVERY AND ACCEPTANCE OF EQUIPMENT. Lessee shall order the Equipment, cause the Equipment to be delivered and installed at the location specified in each Lease, and pay any and all delivery and installation costs and applicable sales and other taxes in connection therewith. When the Equipment identified in any Lease has been delivered and installed, Lessee shall immediately inspect the Equipment and evidence its acceptance by executing and delivering to Lessor the Acceptance Certificate. If Lessee signed a purchase contract for the Equipment, by signing a Schedule Lessee assigns its rights, but none of its obligations under the purchase contract, to Lessor.

5. LEASE PAYMENTS. Lessee agrees to pay "Lease Payments" to Lessor in accordance with the payment schedule set forth in each Lease, exclusively from legally available funds, consisting of principal and interest components in the amounts and on such dates as provided in each Lease. Lessee shall pay Lessor a charge on any Lease Payment not paid on the date such payment is due at the rate of 12% per annum or the highest lawful rate, whichever is less, from such due date until paid. The "Commencement Date" for each Lease is the date when interest commences to accrue under such Lease, which date shall be the earlier of (a) the date Lessee partially or fully accepts the Equipment pursuant to Section 4, or (b) the date of Lessor's deposit into an Escrow Account of sufficient monies to purchase the Equipment. Lessor will advise Lessee as to the address to which Lease Payments shall be sent. The Lease Payment is due whether or not Lessee receives an invoice. Restrictive

endorsements on checks sent by Lessee will not reduce Lessee's obligations to Lessor. Unless a proper exemption certificate is provided, applicable sales and use taxes may be paid by Lessee from funds advanced to Lessee by Lessor for such purpose in connection with the execution and delivery of the related Lease or may be paid by Lessee pursuant to Section 4 hereof. *Lessor and Lessee understand and intend that the obligation of Lessee to pay Lease Payments under each Lease shall constitute a current expense of Lessee and shall not in any way be construed to be a debt of Lessee in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness or debt by Lessee, nor shall anything contained in this Master Lease or in any Lease constitute a pledge of the general tax revenues, funds or monies of Lessee.*

6. NON-APPROPRIATION OF FUNDS. Lessee is obligated to pay Lease Payments under each Lease for each fiscal period as may lawfully be made from funds budgeted and appropriated for that purpose for such fiscal period. Lessee currently intends to remit and reasonably believes that funds in an amount sufficient to remit all Lease Payments and other payments under each Lease can and will lawfully be appropriated and made available to permit Lessee's continued utilization of the Equipment under such Lease and the performance of its essential function during the scheduled "Lease Term" as reflected in each Lease. Lessee currently intends to do all things lawfully within its power to obtain and maintain funds from which the Lease Payments under each Lease may be made, including making provision for such payments to the extent necessary in each budget or appropriation request adopted in accordance with applicable provisions of law. Notwithstanding the foregoing, Lessor acknowledges that the decision whether or not to budget and appropriate funds or to extend the term of a Lease for any period beyond the original or any additional fiscal period is within the discretion of the governing body of Lessee. In the event that Lessee's governing body fails or is unwilling to budget, appropriate or otherwise make available funds for the payment of Lease Payments and other payments, if any, under a Lease following the then current fiscal period (an "Event of Non-appropriation"), Lessee shall have the right to terminate such Lease on the last day of the fiscal period for which sufficient appropriations were made without penalty or expense, except as to the portion of any Lease Payment for which funds shall have been appropriated and budgeted, in which event Lessee shall return the Equipment subject to such Lease in accordance with Section 19 of this Master Lease. Lessee agrees to deliver notice to Lessor of such Event of Non-appropriation with respect to a Lease and termination at least thirty (30) days prior to the end of the then current fiscal period, but failure to give such notice shall not extend the term of the affected Lease beyond such then current fiscal period.

7. UNCONDITIONAL OBLIGATION. UPON THE COMMENCEMENT DATE OF A LEASE PURSUANT TO SECTION 5 OF THIS MASTER LEASE, AND EXCEPT AS PROVIDED IN SECTION 6, "NON-APPROPRIATION OF FUNDS," THE OBLIGATIONS OF LESSEE TO MAKE LEASE PAYMENTS AND TO PERFORM AND OBSERVE THE OTHER COVENANTS AND AGREEMENTS CONTAINED IN EACH LEASE SHALL BE ABSOLUTE AND UNCONDITIONAL IN ALL EVENTS WITHOUT ABATEMENT, DIMINUTION, DEDUCTION, SET-OFF OR DEFENSE, FOR ANY REASON INCLUDING, WITHOUT LIMITATION, ANY FAILURE OF THE EQUIPMENT TO BE DELIVERED OR INSTALLED, ANY DISPUTES WITH LESSOR OR ANY VENDOR OF ANY EQUIPMENT, DEFECTS, MALFUNCTIONS OR BREAKDOWNS IN THE EQUIPMENT, ANY ACCIDENT, CONDEMNATION, DAMAGE, DESTRUCTION, OR UNFORESEEN CIRCUMSTANCE, OR ANY TEMPORARY OR PERMANENT LOSS OF ITS USE.

8. DISCLAIMER OF WARRANTIES. THE SOLE WARRANTY FOR THE EQUIPMENT IS THE APPLICABLE PRODUCT WARRANTY (DEFINED BELOW). LESSOR MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WHATSOEVER, INCLUDING WITHOUT LIMITATION, AS TO THE EQUIPMENT'S MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SUITABILITY, DESIGN, CONDITION, DURABILITY, OPERATION, QUALITY OF MATERIALS OR WORKMANSHIP, NON-INFRINGEMENT, OR COMPLIANCE WITH SPECIFICATIONS OR APPLICABLE LAW, OR THAT THE OPERATION OR USE OF THE EQUIPMENT WILL BE UNINTERRUPTED, SECURE OR FREE OF ERRORS, DEFECTS, VIRUSES, MALFUNCTIONS, AND LESSEE, AS OF THE DATE OF LESSEE'S ACCEPTANCE AS SET FORTH IN SECTION 4, ACCEPTS SUCH EQUIPMENT AS IS AND WITH ALL FAULTS. LESSEE ACKNOWLEDGES THAT LESSEE HAS SELECTED THE EQUIPMENT BASED UPON LESSEE'S OWN JUDGMENT. Lessee acknowledges that the Equipment was manufactured and/or assembled, or in the case of software was developed and licensed, by the applicable Vendor and that any warranty rights with respect to such Equipment shall be provided by the applicable Vendor (the "Product Warranty"). Lessee agrees to settle any dispute it may have regarding performance of the Equipment directly with the applicable Vendor and not to make any claim against the Lease Payments due Lessor or any Assignee (as hereinafter defined). Lessee agrees to continue to pay Lessor, or such Assignee (as applicable), all Lease Payments and other payments without abatement or set off for any dispute with a Vendor regarding the Equipment. Nothing in this Master Lease or in any Lease shall relieve Apple Inc. of its obligations under the Product Warranty offered by Apple Inc. for applicable Apple-branded Equipment. Lessee acknowledges and agrees that the Product Warranty is a separate agreement between Lessee and the applicable Vendor and that such Product Warranty is not a part of this Master Lease or any Lease.

9. TITLE AND SECURITY INTEREST. Unless otherwise required by the laws of the state where Lessee is located, during each Lease Term, title to the Equipment shall be vested in Lessee, subject to the rights of Lessor under such Lease. In the event Lessor terminates a Lease pursuant to Section 17 of this Master Lease or an Event of Non-Appropriation occurs under a Lease, title to the related Equipment shall immediately vest in Lessor free and clear of any rights, title or interests of Lessee. Lessee, at its expense, shall protect and defend Lessee's title to the Equipment and Lessor's rights and interests therein and keep the Equipment free and clear from any and all claims, liens, encumbrances and legal processes of Lessee's creditors and other persons.

To secure the payment of all of Lessee's obligations under each Lease, Lessee hereby grants to Lessor a first priority purchase money security interest in the Equipment subject to each such Lease, anything attached or added to the Equipment by Lessee at any time, Lessee's rights under each agreement for the licensing of software to the extent that a security interest therein may be granted without violating the terms of such agreement, and on all proceeds, including proceeds from any insurance claims for loss or damage, from such Equipment. Lessee authorizes Lessor to file a financing statement perfecting Lessor's security interest under the laws of Lessee's state. Lessee agrees to promptly execute such additional documents, in a form satisfactory to Lessor, which Lessor deems necessary or appropriate to establish and maintain its security interest in the Equipment. The Equipment is and will remain personal property and will not be deemed to be affixed to or a part of the real estate on which it may be situated. If applicable, as further security therefor, Lessee hereby grants to Lessor a first priority security interest in the cash and negotiable instruments from time to time comprising each Escrow Account and all proceeds (cash and non-cash) thereof, and agrees with respect thereto that Lessor shall have all the rights and remedies of a secured party under the applicable Uniform Commercial Code.

10. USE, MAINTENANCE AND REPAIR. Upon installation, no item of Equipment will be moved from the location specified for it in the related Lease (the "Equipment Location") without Lessor's prior consent, which consent will not be unreasonably withheld, except that any items of Equipment that are intended by design to be a mobile piece of technology (i.e. laptop computers) may be moved within the continental U.S. without consent. Lessor shall have the right at all reasonable times during regular business hours, subject to compliance with Lessee's customary security procedures, to enter into and upon the property of Lessee for the purpose of inspecting the Equipment. In order to facilitate the use of the Equipment by students and/or Lessee's employees ("Authorized Users") while on premises other than those belonging to Lessee, Lessee acknowledges and agrees that: (a) Lessee shall use due care to ensure that the Equipment is not (i) used in violation of any applicable law, in a manner contrary to that contemplated by the related Lease, or for private business purposes, or (ii) used by anyone other than Authorized Users; and (b) Lessee (and not Authorized Users) shall be solely responsible for (i) maintaining insurance in accordance with the terms of the related Lease, (ii) payment of any applicable sales, property and other taxes on the Equipment, and (iii) return of the Equipment under a Lease to Lessor upon the occurrence of an Event of Default or Event of Non-appropriation thereunder. Lessee agrees that it will use the Equipment under each Lease in the manner for which it was intended, as required by all applicable manuals and instructions and as required to keep the Equipment eligible for any manufacturer's certification and/or standard, full service maintenance contract. Lessee agrees that it will, at Lessee's own cost and expense, maintain, preserve and keep the Equipment under each Lease in good repair, condition and working order, ordinary wear and tear excepted. All replacement parts and repairs shall be governed by the terms of the related Lease. Lessee will not make any permanent alterations to the Equipment that will result in a decrease in the market value of the Equipment.

11. LIENS; TAXES. LESSEE WILL NOT SELL, TRANSFER, ASSIGN, PLEDGE, SUB-LEASE OR PART WITH POSSESSION OF THE EQUIPMENT, OR FILE OR PERMIT A LIEN TO BE FILED AGAINST THE EQUIPMENT, EXCEPT AS OTHERWISE EXPRESSLY PROVIDED UNDER THIS MASTER LEASE AND THE RELATED LEASE. The parties to this Master Lease intend that the Equipment will be used for governmental or proprietary purposes of Lessee and that the Equipment will be exempt from all property taxes. Lessee shall timely pay all assessments, license and filing fees, taxes (including sales, use, excise, personal property, ad valorem, stamp, documentary and other taxes) and all other governmental charges, fees, fines or penalties whatsoever, whether payable by Lessor or Lessee, now or hereafter imposed by any governmental body or agency on or relating to the Equipment or the Lease Payments or the use, registration, rental, shipment, transportation, delivery, ownership or operation of the Equipment and on or relating to this Master Lease or any Lease; *provided, however*, that the foregoing shall not include any federal, state or local income or franchise taxes of Lessor.

12. LIMITATION OF LIABILITY. NOTWITHSTANDING ANYTHING TO THE CONTRARY, LESSOR SHALL NOT BE LIABLE FOR ANY DIRECT DAMAGES OF LESSEE RESULTING FROM, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY. FURTHER, NOTWITHSTANDING ANYTHING TO THE CONTRARY, with respect to each Lease, Lessee agrees that (a) Lessor shall have no liability, cost or expense with respect to transportation, installation, selection, purchase, lease, ownership, possession, modification, maintenance, condition, operation, use, return or disposition of the Equipment, and (b) Lessor shall have no responsibility in connection with the selection of the Equipment, the ordering of the Equipment, its suitability for the use intended by Lessee, Lessee's compliance or non-compliance with competitive pricing and/or bidding requirements, the acceptance by the Vendor of the order submitted, if applicable, or any delay or failure by the Vendor or its sales representative to, deliver, install, or maintain the Equipment for Lessee's use. IN NO EVENT SHALL LESSOR BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES IN CONNECTION WITH OR ARISING OUT OF ANY LEASE OR THE EXISTENCE, FURNISHING, FUNCTIONING OR LESSEE'S USE OF ANY ITEM OF EQUIPMENT PROVIDED FOR IN ANY LEASE, WHETHER IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY AND REGARDLESS OF WHETHER LESSOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE PARTIES AGREE THAT THE PROVISIONS IN THIS MASTER LEASE FAIRLY ALLOCATE THE RISKS BETWEEN THE PARTIES WITHOUT WHICH THEY WOULD NOT HAVE ENTERED INTO THIS MASTER LEASE.

13. IDENTIFICATION. Lessor shall be entitled to insert missing or correct information on the related Lease, including, without limitation, Lessee's official name, serial numbers and any other information describing the Equipment under such Lease; provided that Lessor forwards copies of such changes to Lessee.

14. LOSS OR DAMAGE. Lessee shall be responsible for any loss, theft of and/or damage to the Equipment or any portion thereof from any cause whatsoever, regardless of the extent or lack of insurance coverage, from the time the Equipment is delivered to Lessee pursuant to the related Lease until the end of the Lease Term thereunder or until the Equipment is returned to Lessor pursuant to Section 19 of this Master Lease. If any item of the Equipment is lost, stolen or damaged, Lessee shall immediately provide written notice of such loss to Lessor and shall, within fifteen (15) days after such loss, at Lessee's option, either: (a) repair the damaged Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, (b) replace the damaged Equipment at Lessee's sole cost and expense with equipment having substantially similar manufacturer's specifications and of equal or greater value to the damaged Equipment immediately prior to such Equipment being damaged, such replacement equipment to be subject to Lessor's approval, whereupon such replacement equipment shall be substituted in the applicable Lease and the other related documents by appropriate endorsement or amendment; or (c) pursuant to Section 18(b), purchase Lessor's interest in the damaged Equipment on a pro rata basis (notwithstanding the limitation in Section 18(b) only to prepaying in whole) and continue the related Lease for the non-damaged Equipment for the balance of the applicable Lease Term. In such event, Lessor will provide Lessee with a revised amortization of Lease Payments for the non-damaged Equipment. Lessor will forward to Lessee any insurance proceeds which Lessor receives for damaged Equipment for Lessee's use in the repair or replacement of the damaged Equipment, unless there has been an Event of Default or an Event of Non-appropriation by Lessee, in which event Lessor will apply any insurance proceeds received to reduce Lessee's obligations under Section 17 of this Master Lease.

15. INSURANCE. In the event that Lessee is not self-insured (as hereafter provided), Lessee shall, at its expense, keep the Equipment fully insured against loss, fire, theft, damage or destruction from any cause whatsoever in an amount not less than the greater of (a) the total Lease Payments for the Lease Term under the related Lease or (b) the full replacement cost of the Equipment without consideration for depreciation. Upon Lessor's request, Lessee shall also provide such additional insurance against injury, loss or damage to persons or property arising out of the use or operation of the Equipment as is customarily maintained by owners of property similar to the Equipment. With Lessor's prior written consent, Lessee may self-insure against such risks. The policy shall state that Lessor shall be notified of any proposed cancellation at least 30 days prior to the date set for cancellation. All such insurance shall be in form, issued by such insurance companies and be in such amounts as shall be satisfactory to Lessor, and shall provide that losses, if any, shall be payable to Lessor as "loss payee," and all such liability insurance shall include Lessor as an "additional insured." Upon Lessor's request, Lessee shall provide Lessor with a certificate or other evidence of insurance acceptable to Lessor evidencing the insurance coverage required under the related Lease. In the event Lessee fails to provide such evidence within 10 days of Lessor's request, or upon Lessor's receipt of a notice of policy cancellation, Lessor may (but shall not be obligated to) obtain insurance covering Lessor's interest in the Equipment at Lessee's sole expense. Lessee will pay all insurance premiums and related charges.

16. DEFAULT. Lessee will be in default under a Lease upon the occurrence of any of the following (each, an "Event of Default"): (a) Lessee fails to pay any Lease Payment or other payment due in full under such Lease within 10 calendar days after its due date; (b) Lessee fails to perform or observe any other promise or obligation in this Master Lease and/or any Lease and does not correct the default within 30 days after written notice of default by Lessor; (c) any representation, warranty or statement made by Lessee in this Master Lease or any Lease shall prove to have been false or misleading in any material respect when made; (d) Lessee fails to obtain and maintain insurance as required by Section 15, or any insurance carrier cancels any insurance on the Equipment; (e) the Equipment or any portion thereof is misused, used in a manner not authorized by the applicable end user license agreement (if any) accompanying such Equipment, or used in violation of the terms of the related Lease; (f) the Equipment or any part thereof is lost, destroyed, or damaged beyond repair and remains uncured in accordance with Section 14; (g) a petition is filed by or against Lessee under any bankruptcy or insolvency laws; or (h) an Event of Default occurs under any other Lease or prior financing with Lessor or assigns or their respective affiliates, but any such Assignee may only exercise remedies with respect to other Leases for which it is the Assignee.

17. REMEDIES. Upon the occurrence of an Event of Default under a Lease, Lessor may, in its sole discretion, do any or all of the following (without penalty, liability or obligation on Lessor's part and without limiting any other rights or remedies available to Lessor): (a) provide written notice to Lessee of the Event of Default; (b) as liquidated damages for loss of a bargain, and not as a penalty, declare due and payable any and all amounts which may then be due and payable under the Lease, plus all Lease Payments remaining through the end of the then current fiscal period; (c) with or without terminating the Lease Term under such Lease, (i) enter the premises where the Equipment is located and retake possession of such Equipment or require Lessee at Lessee's expense to promptly return any or all of such Equipment to the possession of Lessor in accordance with the requirements in Section 19, and (ii) at Lessee's expense, sell or lease such Equipment or, for the account of Lessee, sublease such Equipment, continuing to hold Lessee liable for the difference between the Lease Payment payable by Lessee pursuant to the terms of such Lease to the end of the current fiscal period and the net proceeds of any such sale, lease or sublease. Lessor may require Lessee to remove all proprietary data from the Equipment, holding Lessor and its assigns harmless if Lessee fails to do so. Lessee will not make any claims against Lessor or the Equipment for trespass, damage or any other reason. The exercise of any of such remedies shall not relieve Lessee of any other liabilities under any other Lease. Without limiting the foregoing, Lessor may take whatever action, either at law or in equity, may appear necessary or desirable to enforce its rights under any Lease, or as a secured party in any or all of the Equipment. No remedy of Lessor is intended to be exclusive and every such remedy, now or hereafter existing, at law or in equity, shall be cumulative and shall be in addition to every other remedy given under a Lease. In the event that Lessor sells or otherwise liquidates the Equipment following an Event of Default or an Event of Non-appropriation as herein provided and realizes net proceeds (after payment of costs) in excess of total Lease Payments under the related Lease that would have been paid during the related scheduled Lease Term plus any other amounts then due under the related Lease or Leases, Lessor shall immediately pay the amount of any such excess to Lessee.

18. PURCHASE OPTION. At the option of Lessee, and provided that no Event of Default or Event of Non-appropriation has occurred and/or is continuing under any Lease, Lessor's interest in all, but not less than all, of the Equipment subject to a Lease will be transferred, conveyed and assigned to Lessee, free and clear of any right or interest of Lessor, and such Lease shall terminate: (a) upon payment in full of all Lease Payments under such Lease and all other amounts then due thereunder or (b) on any Lease Payment due date under such Lease, provided that Lessee shall have delivered written notice at least 30 days prior to such date of Lessee's intention to purchase the Equipment subject to such Lease pursuant to this provision, by paying to Lessor, in addition to the Lease Payment due on such date, an amount equal to the purchase price (the "Purchase Price") shown for such Lease Payment due date in the payment schedule included in the applicable Lease. Lessee hereby acknowledges that the Purchase Price under a Lease includes a prepayment premium.

19. RETURN OF EQUIPMENT. In the case of an Event of Default under a Lease or an Event of Non-appropriation by Lessee with respect to a Lease in accordance with Section 6, Lessee will, at Lessee's sole cost and expense, immediately return the Equipment (including all copies of any software free of any proprietary data), manuals, and accessories to any location and aboard any carrier Lessor may designate in the continental United States. The Equipment must be properly packed for shipment in accordance with the manufacturer's recommendations or specifications, freight prepaid and insured, and maintained in accordance with the terms of the related Lease. All Equipment must be free of markings. Lessee will pay Lessor for any missing or defective parts or accessories. Lessee will continue to pay Lease Payments until the Equipment is accepted by Lessor, which acceptance shall be deemed to occur fifteen (15) days after delivery unless Lessor rejects the Equipment for good cause within such fifteen (15) day period. Notwithstanding anything in this Section 19 to the contrary, any amounts to be paid by Lessee as provided in this Section 19 shall be payable solely from funds legally available for the purpose.

20. LESSEE'S REPRESENTATIONS AND WARRANTIES. Lessee hereby represents, covenants and warrants for the benefit of Lessor that as of the date hereof and as of Commencement Date for each Lease, and throughout each Lease Term: (a) Lessee is a state or political subdivision thereof within the meaning of Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"); (b) Lessee is duly organized and existing under the Constitution and laws of the state in which Lessee is located; (c) Lessee is authorized to enter into and carry out its obligations under this Master Lease and each Lease and every other document required to be delivered in connection with this Master Lease and a Lease; (d) this Master Lease and each Lease have been duly authorized, executed and delivered by Lessee in accordance with all applicable laws, codes, ordinances, regulations, and policies; (e) any person signing the Master Lease and each Lease has the authority to do so, is acting with the full express authorization of Lessee's governing body, and holds the office indicated below his or her signature, which is genuine; (f) the Equipment is essential to the immediate performance of a governmental or proprietary function by Lessee within the scope of Lessee's authority and shall be used during the Lease Term only by Lessee and only to perform such function; (g) Lessee intends to use the Equipment for the entire Lease Term and shall take such action, in accordance with Section 6, to include in its annual budget request, for submission to Lessee's governing body, any funds required to fulfill Lessee's obligations for each succeeding fiscal period during the applicable Lease Term; (h) Lessee has complied fully with all applicable laws, codes, ordinances, regulations, and policies, governing open meetings, competitive pricing and/or public bidding and appropriations required in connection with each Lease, the selection and acquisition of the Equipment and the selection of Vendor; (i) all payments due and to become due during Lessee's current fiscal period under a Lease are within the fiscal budget of such fiscal period, and are or will be included within an unrestricted and unencumbered appropriation currently available for the lease/purchase of the Equipment under the related Lease; (j) Lessee shall not do or cause to be done any act which shall cause, or by omission of any act allow, the interest portion of any Lease Payment to become includible in Lessor's gross income for Federal income taxation purposes under the Code; (k) Lessee shall comply with the information reporting requirements of Section 149(e) of the Code with respect to each Lease (such compliance shall include, but not be limited to, the execution of Form 8038-G or 8038-GC information reporting returns as appropriate); (l) all financial information provided by Lessee is true and accurate and fairly represents Lessee's financial condition; (m) Lessee has not for at least its most recent ten fiscal periods failed to appropriate or otherwise make available funds sufficient to pay rental or other payments coming due under any lease purchase, installment sale or other similar agreement; (n) there is no litigation, pending or threatened that would materially adversely affect the transactions contemplated by this Master Lease, any Lease or the financial condition of Lessee; and (o) any and all Equipment that Lessee leases, purchases and/or acquires pursuant to this Master Lease and any Lease hereunder is for Lessee's internal purposes only and Lessee is not and will not lease, purchase or acquire the Equipment for resale.

21. ASSIGNMENT. Lessor may, upon notice to Lessee but without Lessee's consent, sell, assign, or transfer from time to time Lessor's rights, title, and interest under this Master Lease and/or any Lease or Leases or interest therein, including the right to receive Lease Payments under a Lease and Lessor's security interest in the Equipment under a Lease and any related Escrow Agreement to one or more assignees or subassignees (each, an "Assignee"). Lessee agrees that, upon such assignment, the Assignee will have the same rights and benefits of Lessor under the terms of the related Lease. Lessee agrees that the rights of Assignee will not be subject to any claims, defenses, or set-offs that Lessee may have against any Vendor. Upon notice to Lessee of such assignment, Lessee agrees to respond to any requests about the related Lease and, if directed by Lessor, to pay Assignee all Lease Payments and other amounts due under such Lease. Lessee hereby appoints Lessor as its agent to maintain a record of all assignments of each Lease in a form sufficient to comply with the registration requirements of Section 149(a) of the Code and the regulations prescribed thereunder from time to time, and Lessor agrees to maintain such registration record.

22. ADDITIONAL PAYMENTS. Lessor may, but is not obligated to, take on Lessee's behalf any action which Lessee fails to take as required by any Lease, and Lessee shall pay any expenses incurred by Lessor in taking such action, which will be in addition to the Lease Payments as set forth in the related Lease.

23. RELEASE AND INDEMNIFICATION. To the extent permitted by applicable state law and subject to Section 6, Lessee shall indemnify, release, protect, hold harmless, save and defend Lessor from and against any and all liability, obligation, loss, claim, tax and damage whatsoever, regardless of the cause thereof, and all costs and expenses in connection therewith (including, without limitation, attorneys' fees) arising out of or resulting from (a) entering into this Master Lease and/or any Lease; (b) the ownership of any item of Equipment; (c) the ordering, acquisition, use, installation, deployment, testing, operation, condition, purchase, delivery, rejection, storage or return of any item of Equipment; (d) any damage to property or personal injury or death of any person in connection with the operation, use, installation, deployment, testing, condition, possession, storage or return of any item of Equipment, or in connection with or resulting from Lessee's acts, omissions, negligence, misconduct or breach of any provision of this Master Lease or any Lease(s) hereunder; and/or (e) the breach of any covenant or any material representation of Lessee contained in this Master Lease or any Lease. The indemnification obligations set forth herein shall continue in full force and effect notwithstanding the payment in full of all obligations under any Lease or the termination of the Lease Term under any Lease for any reason.

24. MISCELLANEOUS. Each Lease, together with this Master Lease, contains the entire agreement of the parties regarding the subject matter hereof which is limited to lease financing. TIME IS OF THE ESSENCE IN EACH LEASE. If a court of competent jurisdiction finds any provision of any Lease to be unenforceable, the remaining terms of such Lease shall remain in full force and effect. Each Lease may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument; provided, however, that only counterpart one of each Lease (including the terms and conditions of this Master Lease incorporated therein by reference) shall constitute the original for such Lease for purposes of the sale or transfer of such Lease as chattel paper. References herein to "Lessor" shall be deemed to include each of its Assignees from and after the effective date of each assignment; references herein to "Lessor" shall not refer to Apple Inc. in its capacity as a Vendor or in any capacity other than as a lessor hereunder. The captions or heading in this Master Lease and in each Lease are for convenience only and in no way define, limit or describe the scope or intent of any provisions. This Master Lease and each Lease will be governed by the laws of the state where Lessee is located without regard to the conflict of law principles thereof. Lessor and Lessee both intend to comply with all applicable laws. If it is determined that Lessee's payments under the Lease result in an interest payment higher than allowed by applicable law, then any excess interest collected will be applied to the repayment of principal, and interest will be charged at the highest rate allowed by law.

25. NOTICES. All written notices under any Lease must be sent by certified mail or recognized overnight delivery service, postage prepaid, to the addresses as stated on each Lease, or by facsimile transmission, with written confirmation of receipt.

IMPORTANT: READ BEFORE SIGNING. THE TERMS OF THIS MASTER LEASE AND EACH LEASE SHOULD BE READ CAREFULLY BECAUSE ONLY THOSE TERMS IN WRITING ARE ENFORCEABLE. TERMS OR ORAL PROMISES WHICH ARE NOT CONTAINED IN THIS MASTER LEASE OR A LEASE MAY NOT BE LEGALLY ENFORCED. THE TERMS OF THIS MASTER LEASE OR A LEASE MAY ONLY BE CHANGED BY ANOTHER WRITTEN AGREEMENT BETWEEN THE PARTIES. EXCEPT FOR AN EVENT OF NON-APPROPRIATION, EACH LEASE IS NOT CANCELABLE BY LESSEE.

LESSOR: APPLE INC.

LESSEE: CORVALLIS SCHOOL DISTRICT 509J
1555 SW 35th Street
Corvallis, OR, 97333

BY: X _____

BY: X _____
Olivia Meyers Buch

NAME: X _____

NAME: X _____
Finance and Operations Director

TITLE: X _____

TITLE: X _____

93-6000205

FED TAX ID#: X _____

EXHIBIT A

SCHEDULE NO. PUB 15997 DATED June 14, 2016 TO MASTER LEASE PURCHASE AGREEMENT DATED June 14, 2016

This Schedule No. PUB 15997 ("Schedule") is entered into pursuant to that Master Lease Purchase Agreement dated June 14, 2016 ("Master Lease"), and is effective as of June 14, 2016. All of the terms and conditions of the Master Lease, including Lessee's representations and warranties, are incorporated herein by reference. Unless otherwise indicated, all capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Master Lease.

To the extent that less than all of the Equipment subject to this Schedule has been installed and accepted by Lessee on or prior to the date hereof, Lessee hereby acknowledges that a portion of the Equipment has not been delivered, installed and accepted by Lessee for purposes of this Lease. In consideration of the foregoing, Lessee hereby acknowledges and agrees that its obligation to make Lease Payments as set forth in this Schedule is absolute and unconditional as of the date hereof and on each date and in the amounts as set forth in the Lease Payment Schedule, subject to the terms and conditions of the Lease.

Lessee expressly represents that at least ninety-five percent (95%) of the financing cost set forth in this Schedule is being used to acquire Equipment that will be capitalizable for federal income tax purposes

EQUIPMENT INFORMATION	
QTY	EQUIPMENT DESCRIPTION
	Computer Hardware--See attached Exhibit 1.

LEASE PAYMENT SCHEDULE						
Pmt #	Payment Date	Payment Amount	Interest	Principal	Purchase Price after scheduled payment(s)	Outstanding Balance
Commencement:	7/15/2016					\$456,660.00
1	7/15/2016	\$114,165.00	\$0.00	\$114,165.00	\$350,201.14	\$342,495.00
2	7/15/2017	\$114,165.00	\$0.00	\$114,165.00	\$233,467.43	\$228,330.00
3	7/15/2018	\$114,165.00	\$0.00	\$114,165.00	\$116,733.71	\$114,165.00
4	7/15/2019	\$114,165.00	\$0.00	\$114,165.00	\$0.00	\$0.00
Grand Totals		\$456,660.00	\$0.00	\$456,660.00		
Promotional Interest rate						
0.0%						

LESSEE ACKNOWLEDGES THAT THE AMOUNT FINANCED BY LESSOR IS \$440,918.24 AND THAT SUCH AMOUNT, NET OF ANY ADVANCE PAYMENTS, IS THE ISSUE PRICE FOR FEDERAL INCOME TAX PURPOSES. THE YIELD FOR THIS SCHEDULE FOR FEDERAL INCOME TAX PURPOSES IS 2.39%. SUCH ISSUE PRICE AND YIELD WILL BE STATED IN THE APPLICABLE IRS FORM 8038-G OR 8038-GC, AS APPLICABLE.

IMPORTANT: Read before signing. The terms of the Master Lease should be read carefully because only those terms in writing are enforceable. Terms or oral promises which are not contained in this written agreement may not be legally enforced. The terms of the Master Lease or Lease may only be changed by another written agreement between Lessor and Lessee. Lessee agrees to comply with the terms and conditions of the Master Lease and this Lease.

Commencement Date: **July 15, 2016**

LESSOR: **APPLE INC.**

SIGNATURE: X _____

NAME / TITLE: X _____

DATE X _____

LESSEE: **CORVALLIS SCHOOL DISTRICT 509J**

SIGNATURE: X _____

NAME / TITLE: X Olivia Meyers Buch, Finance & Operations Director

DATE: X _____

EXHIBIT 1 – EQUIPMENT INFORMATION to Schedule No. PUB 15997
under Master Lease Purchase Agreement dated June 14, 2016

Part Number	Details & Comments	Qty
D4695LL/A	APS 3 Consecutive Days Project Management Deployment Services	2
D7066LL/A	APS PROJECT ENGINEERING SVCS FIXED-USA	1
D4527LL/A	Three Day Prepaid Part Number	4
D2459LL/B	One Day Prepaid Part Number	2
BKM12LL/A	iPad Air 2 Wi-Fi 16GB - Space Gray (10-pack)	129
	iPad Air 2 Wi-Fi 16GB - Space Gray (10-pack) Part Number: MGL22LL/A Quantity: 1290	

The above Equipment includes all attachments and accessories attached thereto and made a part thereof.

ACCEPTANCE OF LEASE PAYMENT OBLIGATION

Re: Master Lease Schedule of Equipment No. **PUB 15997** to that certain Master Lease Purchase Agreement dated as of **June 14, 2016** between Apple Inc., as Lessor, and **CORVALLIS SCHOOL DISTRICT 509J**, as Lessee.

In accordance with the Master Lease Purchase Agreement (the "Agreement"), the undersigned hereby acknowledges and represents that:

All or a portion of the Equipment (as such term is defined in the Agreement) listed in the above-referenced Master Lease Schedule of Equipment No. **PUB 15997** (the "Schedule") has not been delivered, installed, or available for use and has not been placed in service as of the date hereof;

Lessee acknowledges that Lessor has agreed to set aside funds in an amount sufficient to provide financing (to the extent requested by Lessee and agreed to by Lessor) for the Equipment listed in the Schedule (the "Financed Amount");

The Financed Amount is set forth as the "Principal Component" of Lease Payments in the Lease Payment Schedule attached to the Schedule as Exhibit A ("Exhibit A"); and

Lessee agrees to execute a Payment Request Form, attached to the Agreement as Exhibit B, authorizing payment of the Financed Amount, or a portion thereof, for each disbursement of funds.

NOTWITHSTANDING that all or a portion of the Equipment has not been delivered to, or accepted by, Lessee on the date hereof, Lessee warrants that:

(a) Lessee's obligation to commence Lease Payments as set forth in Exhibit A is absolute and unconditional as of the Commencement Date of the Schedule and on each date set forth in Exhibit A thereafter, subject to the terms and conditions of the Agreement;

(b) Immediately upon delivery and acceptance of all the Equipment, Lessee will notify Lessor of Lessee's final acceptance of the Equipment by delivering to Lessor a "Final Acceptance Certificate" in the form set forth as Exhibit B to the Agreement;

(c) In the event that any surplus amount remains from the funds set aside or an event of nonappropriation under the Agreement occurs, any amount then remaining shall be applied or distributed in accordance with Lessor's standard servicing procedures, which includes, but is not limited to, application of the remaining amount to the next Lease Payment and other amounts due; and

(d) Regardless of whether Lessee delivers a Final Acceptance Certificate, Lessee shall be obligated to pay all Lease Payments (including principal and interest) as they become due as set forth in Exhibit A.

AGREED TO on X _____

CORVALLIS SCHOOL DISTRICT 509J

By X _____

Name X Olivia Meyers Buch

Title X Finance and Operations Director

EXHIBIT B

ACCEPTANCE CERTIFICATE

Re: Schedule No. PUB 15997, dated June 14, 2016, (the "Schedule") to Master Lease Purchase Agreement, dated as of June 14, 2016, between Apple Inc., as Lessor, and CORVALLIS SCHOOL DISTRICT 509J, as Lessee.

Apple Inc. is hereby requested to pay the person or entity designated below as Payee, the sum set forth below in payment of a portion or all of the cost of the acquisition described below. The amount shown below is due and payable under the invoice of the Payee attached hereto with respect to the cost of the acquisition of the equipment and has not formed the basis of any prior request for payment. The equipment described below is part or all of the "Equipment" listed in the Schedule to the Master Lease Purchase Agreement referenced above.

Payee Name: _____

Description or Invoice #

\$ Amount

Lessee hereby certifies and represents to and agrees with Lessor as follows:

- (1) The Equipment described above has been delivered, installed and accepted on the date hereof.
- (2) Lessee has conducted such inspection and/or testing of the Equipment listed in the Schedule as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
- (3) Lessee is currently maintaining the insurance coverage required by Section 15 of the Master Lease.
- (4) No event or condition that constitutes, or with notice or lapse of time or both would constitute, an Event of Default or Event of Non-appropriation (each as defined in the Master Lease) under any Lease exists at the date hereof.

PARTIAL ACCEPTANCE CERTIFICATE (Only a portion of Equipment Has Been Accepted)

LESSEE: CORVALLIS SCHOOL DISTRICT 509J

Signature: X _____

Printed Name/Title: X Olivia Meyers Buch, Finance and Operations Director

Date: X _____

FINAL ACCEPTANCE CERTIFICATE (All Equipment Has Been Accepted)

LESSEE: CORVALLIS SCHOOL DISTRICT 509J

Signature: X _____

Printed Name/Title: X Olivia Meyers Buch, Finance and Operations Director

Date: X _____

PLEASE RETURN PAYMENT REQUEST TO:

APPLE INC. ~ 1111 Old Eagle School Road ~ Wayne, PA 19087

EXHIBIT C

INCUMBENCY CERTIFICATE

SCHEDULE NO. PUB 15997 TO MASTER LEASE PURCHASE AGREEMENT DATED June 14, 2016

Being a knowledgeable and authorized agent of the Lessee, I hereby certify to Lessor that the person(s) who executed the Master Lease and this Schedule are legally authorized to do so on behalf of the Lessee and that the signatures that appear on the Master Lease and Schedule are genuine.

LESSEE: CORVALLIS SCHOOL DISTRICT 509J

Signature: X _____

Printed Name/Title: X Erin Prince, Superintendent

Date: X _____

**(THE INCUMBENCY IS TO BE EXECUTED BY A PERSON OTHER THAN THE SIGNER
OF THIS SCHEDULE AND RELATED DOCUMENTS. THIS MAY BE A BOARD CLERK/SECRETARY, BOARD
MEMBER OR SUPERINTENDENT.)**

EXHIBIT D

BANK QUALIFIED DESIGNATION

SCHEDULE NO. PUB 15997 TO MASTER LEASE PURCHASE AGREEMENT DATED June 14, 2016

Lessee hereby represents and certifies the following (please check one):

Bank Qualified

- ☐ Lessee has designated, and hereby designates, this Lease as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). In making that designation, Lessee hereby certifies and represents that:
- As of the date hereof in the current calendar year, neither Lessee nor any other issuer on behalf of Lessee has designated more than \$10,000,000 of obligations (including this Lease) as "qualified tax-exempt obligations";
 - Lessee reasonably anticipates that the total amount of tax-exempt obligations (including this Lease) to be issued by or on behalf of Lessee (or allocated to Lessee) during the current calendar year will not exceed \$10,000,000;
 - The Lease will not be at any time a "private activity bond" as defined in Section 141 of the Code;
 - The Lease is not subject to control by any entity and there are no entities subject to control by Lessee; and
 - Not more than \$10,000,000 of obligations of any kind (including the Lease) issued by, on behalf of or allocated to Lessee will be designated for purposes of Section 265(b)(3) of the Code during the current calendar year.

Non-Bank Qualified

- ☐ Lessee has not designated this Lease as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Code.

LESSEE: CORVALLIS SCHOOL DISTRICT 509J

Signature: X _____

Printed Name/Title: X Olivia Meyers Buch, Finance and Operations Director

Date: X _____

EXHIBIT F

INSURANCE COVERAGE REQUIREMENTS

CORVALLIS SCHOOL DISTRICT 509J

- 1) Insurance Agency - Name of Agency, Phone Number, Fax Number, and Contact Name

Barker-Uerlings Insurance

340 NW 5th Street

Corvallis, OR 97330

- 2) Property Damage & Loss Coverage -

- a) "All Risk" Physical Damage & Loss Insurance
- b) Include: Policy Number, Effective Date, Expiration Date, and Equipment Location*
- c) **APPLE INC. and its Assigns** named "Loss Payee"
- d) Endorsement giving 30 days written notice of any changes or cancellation.

LIMITS: The full replacement value of the equipment.

- 3) General Liability Coverage -

- a) Liability insurance that protects Lessor from liability in all events in form and amount satisfactory to Lessor
- b) Include: Policy Number, Effective Date, Expiration Date and Equipment Location*
- c) **APPLE INC. and its Assigns** named "Additional Insured"
- d) Endorsement giving 30 days written notice of any changes or cancellation.

- 4) The Certificate Holder should be named as follows:

APPLE INC. and its Assigns
1111 Old Eagle School Road
Wayne, PA 19087

***If the equipment is located in several different places, please have the insurance company add one of the following statements to the certificate:**

1- a general statement on the certificate which would acknowledge that the equipment is covered no matter where it may be located.

2- a statement about the equipment being located throughout your organization's facilities.

FOR SELF INSURANCE:

A letter needs to be prepared on Lessee's Letterhead and addressed to **APPLE INC. and its Assigns**, and signed by an authorized official of the Lessee. The letter must refer to the Master Lease, and include information regarding the statute authorizing this form of insurance (with a copy of the statute attached to the letter).



Financial Services
Education Finance

- ☐ Check here if your billing or Equipment Location has changed or is incorrect. Please note changes on the reverse side.
Payments sent without a copy of this invoice may be subject to a delay in processing.

INVOICE# ADV051713
REFERENCE # PUB 15997
CUSTOMER #
DUE DATE: 7/15/2016
TOTAL DUE \$114,165.00

- Please do not send correspondence to this address.
➤ Make check payable to :

Apple Inc. c/o Apple Financial Services
REF # PUB 15997
1111 OLD EAGLE SCHOOL RD.
WAYNE, PA 19087

LEASE PAYMENT INVOICE

Remit Lease Payment to:

Apple Inc.
1111 Old Eagle School Rd.
Wayne, PA 19087
Attn: Jimmy King

Future Remittance:

Apple Inc. c/o Apple Financial Services
PO Box 41602
Philadelphia, PA 19182-2276

	INVOICE #	REFERENCE #	CUSTOMER
	ADV051713	PUB 15997	
P.O. NUMBER		EQUIPMENT DESCRIPTION	
		SEE BELOW	
EQUIPMENT LOCATION			
CORVALLIS SCHOOL DISTRICT 509J - Various locations 1555 SW 35th Street, Corvallis, OR 97333			

EQUIPMENT DESCRIPTION	DUE DATE	PAYMENT AMOUNT
Apple Computer Equipment	7/15/2016	\$114,165.00
TOTAL DUE		\$114,165.00

FOR PROPER CREDIT, PLEASE SUBMIT A COPY OF THIS INVOICE WITH PAYMENT



ESSENTIAL USE CERTIFICATE

1. Has any of the equipment to be leased been delivered? ☐ YES ☐ NO
Is the equipment to be leased replacing any existing equipment? ☐ YES ☐ NO
If YES, how long has the existing equipment been in use?
☐ 1-3 years ☐ 4-5 years ☐ 6-7 years ☐ 7+ years

Why is the existing equipment being replaced? _____

What will be done with the replaced equipment? _____

2. What grade levels, locations and departments will utilize the equipment to be leased?

☐ K-4 ☐ University ☐ Social Sciences
☐ 5-6 ☐ Math ☐ Computer Lab
☐ 7-8 ☐ Science ☐ Classroom: _____
☐ 9-12 ☐ Language Arts ☐ Other: _____

Who will be the principal users of the equipment? *(Total of all users below equal 100%.)*

☐ Students: _____% ☐ Classified Faculty: _____% ☐ Other: _____%
☐ Certified Faculty: _____% ☐ Administrative: _____% ☐ Other: _____%

What applications will the equipment be used for and what benefits will the equipment provide? *(Please be detailed.)* _____

(Use additional pages if necessary.)

3. What is/are the sources of funding for repayment of the lease?

☐ General Fund ☐ Other
Fund: _____
☐ Grant Revenue (detail type of grant): _____ ☐
Other: _____

Are the funds for the payment(s) due in the first fiscal year of the lease appropriated and encumbered in the District's approved budget? ☐ YES ☐ NO
If NO, why are the funds not appropriated and encumbered in an approved budget?

4. Has the District's governing Board approved entering into the lease? ☐ YES ☐ NO
If YES, please provide a copy of Board Minutes or Resolution.
If NO, why is a Board approval not required, or when will the Board approve entering into the lease? _____

5. Has the School District ever non-appropriated funds? ☐ YES ☐ NO
If YES, please provide details regarding any non-appropriation: _____

Completed By: _____ Completed By: _____

Title: _____ Title: _____

Date: _____ Date: _____

IRS FORM 8038-G QUESTIONNAIRE

NAME OF LESSEE: CORVALLIS SCHOOL DISTRICT 509J

ADDRESS OF LESSEE: 1555 SW 35th Street

Corvallis, OR 97333

Written Tax Compliance Procedures

The IRS Form 8038-G asks specific questions about whether written procedures exist with regard to compliance with the federal tax code for tax-exempt obligations. Please answer the following questions to help us complete the form correctly prior to your signature. ~~Please note that your answers to these questions will not impact the terms or conditions of the subject transaction.~~

1. Has the Lessee established written procedures to monitor compliance with federal tax restrictions for the term of the lease? The written procedures should identify a particular individual within Lessee's organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered.

YES ☐ NO ☐ If Yes, please attach/provide a copy.

Answer the following question *only if* proceeds of the current financing will be funded to an ESCROW Account.

The IRS Form 8038-G asks specific questions about written procedures to monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary, make payments of arbitrage rebate earned to the United States.

2. Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to being spent and to ensure that any positive arbitrage rebate earned is paid to the United States?

YES ☐ NO ☐ If Yes, please attach/provide a copy.

If you have further questions, please consult your regular bond or legal counsel.

Form **8038-G**

(Rev. September 2011)

Department of the Treasury
Internal Revenue Service**Information Return for Tax-Exempt Governmental Obligations**

► Under Internal Revenue Code section 149(e)

► See separate instructions.

Caution: If the issue price is under \$100,000, use Form 8038-GC.

OMB No. 1545-0720

Part I Reporting AuthorityIf Amended Return, check here ► ☐

1 Issuer's name		2 Issuer's employer identification number (EIN)	
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a	
4 Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	5 Report number (For IRS Use Only) 3	
6 City, town, or post office, state, and ZIP code		7 Date of issue	
8 Name of issue		9 CUSIP number	
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions)		10b Telephone number of officer or other employee shown on 10a	

Part II Type of Issue (enter the issue price). See the instructions and attach schedule.

11 Education	11		
12 Health and hospital	12		
13 Transportation	13		
14 Public safety	14		
15 Environment (including sewage bonds)	15		
16 Housing	16		
17 Utilities	17		
18 Other. Describe ►	18		
19 If obligations are TANs or RANs, check only box 19a ► ☐			
If obligations are BANs, check only box 19b ► ☐			
20 If obligations are in the form of a lease or installment sale, check box ► ☐			

Part III Description of Obligations. Complete for the entire issue for which this form is being filed.

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21		\$	\$	years	%

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)

22 Proceeds used for accrued interest	22		
23 Issue price of entire issue (enter amount from line 21, column (b))	23		
24 Proceeds used for bond issuance costs (including underwriters' discount)	24		
25 Proceeds used for credit enhancement	25		
26 Proceeds allocated to reasonably required reserve or replacement fund	26		
27 Proceeds used to currently refund prior issues	27		
28 Proceeds used to advance refund prior issues	28		
29 Total (add lines 24 through 28)	29		
30 Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	30		

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.

31 Enter the remaining weighted average maturity of the bonds to be currently refunded	►	years
32 Enter the remaining weighted average maturity of the bonds to be advance refunded	►	years
33 Enter the last date on which the refunded bonds will be called (MM/DD/YYYY)	►	
34 Enter the date(s) the refunded bonds were issued ► (MM/DD/YYYY)		

For Paperwork Reduction Act Notice, see separate instructions.

Cat. No. 63773S

Form **8038-G** (Rev. 9-2011)

Part VI Miscellaneous

- | | | |
|------------|--|--|
| 35 | | |
| 36a | | |
| 37 | | |
- 35** Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)
- 36a** Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC) (see instructions)
- b** Enter the final maturity date of the GIC ▶ _____
- c** Enter the name of the GIC provider ▶ _____
- 37** Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units
- 38a** If this issue is a loan made from the proceeds of another tax-exempt issue, check box ☐ and enter the following information:
- b** Enter the date of the master pool obligation ▶ _____
- c** Enter the EIN of the issuer of the master pool obligation ▶ _____
- d** Enter the name of the issuer of the master pool obligation ▶ _____
- 39** If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ☐
- 40** If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ☐
- 41a** If the issuer has identified a hedge, check here ☐ and enter the following information:
- b** Name of hedge provider ▶ _____
- c** Type of hedge ▶ _____
- d** Term of hedge ▶ _____
- 42** If the issuer has superintegrated the hedge, check box ☐
- 43** If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ☐
- 44** If the issuer has established written procedures to monitor the requirements of section 148, check box ☐
- 45a** If some portion of the proceeds was used to reimburse expenditures, check here ☐ and enter the amount of reimbursement ▶ _____
- b** Enter the date the official intent was adopted ▶ _____

Signature and Consent

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.

▶ _____ Signature of issuer's authorized representative Date ▶ _____ Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed	PTIN
Firm's name ▶ _____			Firm's EIN ▶ _____	
Firm's address ▶ _____			Phone no. ▶ _____	



Corvallis

SCHOOL DISTRICT

XII.L. Roof Replacement & Restoration Contract Award: Western View Center, Linus Pauling Middle School North Building, Harding Center (Area 2, 4, and 6), and Corvallis High School (Area 2)

BOARD MEETING DATE: June 20, 2016

FOR ACTION

SUBJECT: Roof Replacement & Restoration Contract Award
Western View Center, Linus Pauling Middle School North Building, Harding
Center (Area 2, 4, and 6), and Corvallis High School (Area 2)

Issue: The district facilities department assesses roofing conditions district-wide annually as part of our annual maintenance program. Based on information gathered in our 2014 Facilities Assessment by DOWA and changing conditions of the roofs since then, we have prioritized the following buildings for restoration or replacement in the summer of 2016:

- Western View Center Restoration: Original roof installed in 1988 when the building was constructed.
- Linus Pauling Middle School North Building Restoration: Original roof installed in 1988 when the building was constructed.
- Harding Center (Areas 2 - replacement, 4 - Restoration, and 6 - Restoration): These are the flat portions of the roofing above all three classroom wings of the building. We have had significant storm damage to these surfaces and leaking due to deteriorating roofing that has exceeded its life expectancy.
- Corvallis High School (Area 2) Restoration: The “H” building (or FACS – Family and Consumer Science Building) was remodeled in 2005 when CHS was built, however no improvements to the roof were mad. Area 2 (the upper portion of that roof) has deteriorated and needs to be replaced.

The District worked with Weatherproofing Technologies, Inc. (through a cooperative purchasing agreement) to design, specify, and help procure the products and labor to complete the 2016 roofing projects. In May the bid request was advertised in the Daily Journal of Commerce and the Corvallis Gazette Times. A mandatory pre-bid meeting was well-attended on Monday, May 23, 2016. Three bids were received on the due date, June 2, 2016 as follows:

Contractor	WVC	LPMS	Harding	CHS	Total Base Bid
Anderson Roofing	\$96,920	\$93,200	\$280,720	\$24,960	\$495,800
Snyder Roofing	\$91,758	\$89,135	\$275,082	\$21,818	\$477,793
Umpqua Roofing	\$66,400	\$58,700	\$183,600	\$15,800	\$324,500

These roofing projects will be funded with the Construction Excise Account.

ACTION REQUESTED: I move to award the 2016 Roof Replacement & Restoration contract to Umpqua Roofing in the amount of \$324,500.

CONTACT PERSON: Kim Patten, Facilities & Transportation Manager



Corvallis
SCHOOL DISTRICT

XIII. CONSOLIDATED INFORMATION

XIII.A. Non-Licensed Personnel Information

Corvallis School District 509J

Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR INFORMATION ONLY

SUBJECT: Non-licensed Personnel Information

1. Issue: Information on non-licensed-personnel

a. Recommendation to Hire:

Laura Blackwell: Educational Assistant 2, 6.5 hrs, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

Erika Cook: Administrative Assistant 3/Operations Assistant, 8 hrs, Cheldelin Middle School, effective July 26, 2016 (Probationary)

Breeana Davis: Educational Assistant 2/LRC, 6 hrs, Adams Elementary School, effective August 30, 2016 (Probationary)

Rena Demello: Educational Assistant 2, 6.5 hrs, Crescent Valley High School, effective August 30, 2016 (Probationary)

Mindy Depue: Assessment Technician and Administrative Assistant 2, 8 hrs, Crescent Valley High School, effective August 29, 2016 (Probationary)

Grant Earp: Technology/Computer Lab Assistant 2, 6.5 hrs, Wilson Elementary School, effective August 18, 2016 (Probationary)

Benjamin Hays: Technology/Computer Lab Assistant 2, 6.5 hrs, Adams Elementary School, effective August 18, 2016 (Probationary)

Susan Peterson: Career Center Specialist/School to Career Transition Specialist/Assessment Technician, 8 hrs, Corvallis High School, effective August 29, 2016 (Probationary)

Kathryn Melvin: Educational Assistant 2, 3 hrs, Jefferson Elementary School, effective August 30, 2016 (Probationary)

Ethan Novak: Educational Assistant 2, 6.5 hrs, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

Elaine Ramos: Educational Assistant 2, 5 hrs, Cheldelin Middle School, effective August 30, 2016 (Probationary)

Leanna Rivas: Educational Assistant 2, 7.5 hrs, Crescent Valley High School, effective August 30, 2016 (Limited Term)

Brian Shaffeld: Technology/Computer Lab Assistant 2, 6.5 hrs, Garfield Elementary School, effective August 18, 2016 (Probationary)

Jacob Stark: Student Behavior Assistant 2, 7.5 hrs, Cheldelin Middle School, effective August 30, 2016 (Probationary)

Kelly Thurman: Educational Assistant 2/LRC, 4 hrs, Adams Elementary School, effective August 30, 2016 (Probationary)

Karin Vandehey: Educational Assistant 2/LRC, 6.5 hrs, Linus Pauling Middle School, effective August 30, 2016 (Probationary)

b. Termination/Resignation/Layoff/Retirement:

Shannon Dooley: Administrative Assistant 3/Operations Assistant, 8 hrs, Cheldelin Middle School, effective June 30, 2016 (Resignation)

Cassandra Dye: Educational Assistant 2/LRC, 6.5 hrs, Linus Pauling Middle School, effective June 30, 2016 (Resignation)

Martha Fontaine: Administrative Assistant 1, 8 hrs, Linus Pauling Middle School, effective June 30, 2016 (Retirement)

Maria Gutoski: Educational Assistant 2, 6.5 hrs, Garfield Elementary School, effective June 30, 2016 (Resignation)

Amy Hunter-Newell: Public Access Support, 6 hrs, Corvallis High School, effective July 1, 2016 (Layoff)

Shauna Litts: Student Behavior Support 2, 8 hrs, Corvallis High School, effective June 30, 2016 (Resignation)

Dolcie Myrold: Administrative Assistant 1, 1 hr, Lincoln Elementary School, effective June 30, 2016 (Resignation)

Joni Olsen: Administrative Assistant 3/OA, 8 hrs, District Office, effective June 30, 2016 (Retirement)

Rebecca Roach: Food Service Assistant, 3 hrs, Philomath Elementary School, effective June 30, 2016 (Resignation)

Brittney Roske: Food Services Assistant, 4 hrs, Central Kitchen, effective May 27, 2016 (Resignation)

Kelly Tedeschi: Educational Assistant 2, 7.5 hrs, Linus Pauling Middle School, effective June 30, 2016 (Resignation)

Nancy Toplar: Educational Assistant 2, 7.75 hrs, Linus Pauling Middle School, effective June 30, 2016 (Resignation)

Justin Vaughn: Information Services Technical Support 2, 8 hrs, District Office, effective September 9, 2016 (Resignation)

Jonathan Wolfe: Technology Computer Lab Assistant 2, 6.5 hrs, Garfield Elementary School, effective June 30, 2016 (Resignation)

CONTACT PERSON: Jennifer Duvall



Corvallis

SCHOOL DISTRICT

XIII.B. Unaudited Financial Statements - April 30, and May 31, 2016

FOR INFORMATION

BOARD MEETING DATE: June 20, 2016

SUBJECT: April 2016 Financial Statements (Unaudited)

The Statement of Revenues and Expenditures for the period ending April 30, 2015 and 2016 for the General Fund follow this report.

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 April 2016 total \$56.9 million or 91.6 percent of total budgeted revenue as compared to \$53.7 million or 95.0 percent through the end of April 2015.

General Fund expenditures through April 2016 decreased \$2.7 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, property and liability insurance premiums and the Running Start program have all had notable increases. Offsetting these increases are salary and benefit costs which are down \$3.6 million as of April due to bargaining contract revisions to move from a ten month pay period to a twelve month pay period. Year-to-date expenditure totals for 2015-16 are 70.7 percent of budget and for 2014-15 they were 79.4 percent of budget.

Projected revenues and expenditures through June 30, 2016, result in an estimated annual operating surplus of \$1.5 million. 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 \$9.9 million.

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 April 30, 2015 and 2016**
- 2. Schedule of Investments as of April 30, 2016**
- 3. Schedule of Cash Disbursements greater than or equal to \$1,000 for the period of April 1-30, 2016**

Corvallis School District 509J
Statement of Revenues and Expenditures
Fiscal Year to Date as of April 30, 2015 and 2016 Respectively (Unaudited)

General Fund

	FY2014-15					FY2015-16				
	Amended Budget	Actuals Thru 4/30/2015	% of Budget	Actuals Thru 6/30/2015	% of Budget	Amended Budget	Actuals Thru 4/30/2016	% of Budget	Projected Thru 6/30/2016	% of Budget
Revenues:										
Local Sources										
Property Taxes	\$ 23,137,983	\$ 22,945,623	99.2%	\$ 23,862,331	103.1%	\$ 24,669,358	\$ 23,774,615	96.4%	\$ 24,580,388	99.6%
Local Option Taxes	3,756,650	3,735,966	99.4%	3,888,088	103.5%	4,064,897	3,923,145	96.5%	4,049,347	99.6%
Earnings on Investments	100,000	106,539	106.5%	140,411	140.4%	100,000	123,920	123.9%	160,000	160.0%
Other	445,000	252,300	56.7%	442,337	99.4%	520,000	211,669	40.7%	420,728	80.9%
Intermediate Sources	260,000	214,458	82.5%	329,000	126.5%	260,000	238,533	91.7%	357,181	137.4%
State Sources										
General Support	28,185,108	25,956,758	92.1%	29,717,662	105.4%	31,722,494	28,218,666	89.0%	31,924,828	100.6%
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	-	-	12,920	39.2%	33,000	-	-	205,836	623.7%
Federal Sources	9,000	2,236	0	25,968	288.5%	27,000	-	-	27,000	100.0%
Total Revenue	\$ 56,487,796	\$ 53,673,474	95.0%	\$ 59,337,906	105.0%	\$ 62,165,443	\$ 56,942,301	91.6%	\$ 62,628,814	100.7%
Expenditures:										
Instruction	\$ 35,135,365	\$ 28,004,437	79.7%	\$ 35,083,304	99.9%	\$ 37,066,539	\$ 24,969,563	67.4%	\$ 36,881,206	99.5%
Supporting Services	22,783,047	18,036,310	79.2%	22,770,712	99.9%	24,291,883	18,406,989	75.8%	24,170,424	99.5%
Community Services	127,184	72,842	57.3%	97,532	76.7%	101,711	74,736	73.5%	81,369	80.0%
Facilities Improvements	1	-	-	-	-	1	-	-	-	-
Transfers to Other Funds	2	-	-	-	-	2	-	-	-	-
Total Expenditures	\$ 58,045,599	\$ 46,113,589	79.4%	\$ 57,951,549	99.8%	\$ 61,460,136	\$ 43,451,288	70.7%	\$ 61,132,999	99.5%
Excess of Revenues over Expenditures	\$ (1,557,803)	\$ 7,559,885		\$ 1,386,358		\$ 705,307	\$ 13,491,013		\$ 1,495,815	
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	\$ 14,561,719		\$ 8,388,192		\$ 9,093,499	\$ 21,879,205		\$ 9,884,007	
Contingency	1,412,190			1,483,448	2.5% *	1,554,136			1,565,720	2.5% *
Rainy Day Reserve	1,207,450			2,966,895	5.0% *	3,108,272			3,131,441	5.0% *
Unappropriated Reserve	2,824,390			3,937,849	6.6% *	4,431,091			5,186,846	8.3% *
Total Reserves	\$ 5,444,030			\$ 8,388,192		\$ 9,093,499			9,884,007	

* Percent of Total Revenue

Corvallis School District 509J
Schedule of Investments
April 30, 2016

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond Equivalent Yield	Purchase Price	Par (Maturity) Value
US Government-Sponsored Enterprises:	03/29/16	09/29/17	549	0.850%	\$100.00	1,000,000
	04/20/16	10/20/17	548	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:						<u>\$ 2,000,000</u>
				Average Annualized Rate		
<u>Local Government Investment Pool:</u>						
General Account				0.75%		\$ 41,767,009
Debt Service Account				0.75%		<u>1,299</u>
<u>Subtotal LGIP ¹</u>						<u>\$ 41,768,308</u>
<u>Local Government Investment Pool - Pension Bond Debt Service:</u>						
Pension Bond Debt Service Account: ²				0.75%		<u>\$ 1,557,324</u>
<u>Total Investments</u>						<u>\$ 45,325,632</u>

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%	4.4%
US Treasury Obligations	100.0%	0.0%
Local Government Investment Pool	100.0%	95.6%
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 4/30/16:

3-Month U. S. T-Bill bond equivalent yield:	0.21%
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 April 1, 2016 - April 30, 2016

Vendor by Fund and Object	Check Total
100 - General Fund	
Charter School Payments	
INAVALE COMMUNITY PARTNERS, INC	54,445.41
Computer Software	
CLEVERBRIDGE, INC	1,710.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	4,218.57
APPLE, INC	25,619.85
COASTWIDE LABORATORIES	7,564.63
EAI EDUCATION	1,085.92
FREESTYLE	1,388.99
GEEKDESK	1,354.00
GOVCONNECTION INC	2,234.97
GRACEWINDS MUSIC	1,727.92
HEINEMANN	3,370.25
HOME DEPOT CREDIT SERVICES	1,201.77
JOSTENS INC	1,203.15
NUMOTION	1,425.00
OETC	2,047.20
OFFICE MAX	15,112.95
PC & MACEXCHANGE	1,849.00
PLATT ELECTRIC SUPPLY CO	1,579.85
Copier Charges	
CTX - SAN FRANCISCO	10,270.31
Electricity	
CONSUMERS POWER INC	12,054.16
PACIFIC POWER AND LIGHT	49,534.06
Fuel	
NW NATURAL	63,156.56
Garbage	
REPUBLIC SERVICES	10,759.90
Instructional, Professional and Technical Service	
CORVALLIS YOUTH SYMPHONY ASSOCIATION	8,500.00
HELLO FOUNDATION	22,276.00
LINN BENTON COMMUNITY COLLEGE	34,336.46
OREGON DEPARTMENT OF EDUCATION	2,695.38
Library Books	
INGRAM LIBRARY SERVICES	1,565.45
PERMA-BOUND	1,111.80

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of April 1, 2016 - April 30, 2016

Vendor by Fund and Object	Check Total
Other Communication Services	
CENTURYLINK	1,347.49
COMCAST/INSTITUTIONAL NETWORKS	24,454.65
Other Employee Benefits	
Noss, Ryan	2,130.00
Other Non-instructional Professional and Technical	
ARCHITECTS OF ACHIEVEMENT	12,803.69
MAXIM HEALTHCARE SERVICES	12,809.50
MCLELLAN TEMPORARIES, INC.	9,365.21
PACIFIC EDUCATIONAL GROUP, INC.	6,000.00
Other Property Services	
US Bank Equipment Finance	4,177.42
Postage	
GARTEN SERVICES, INC	2,276.16
POSTMASTER - CORVALLIS	4,204.00
Printing and Binding	
ESD PRINTS	1,464.00
OFFICE MAX	2,598.11
Reimbursable Student Transportation	
DIAL-A-BUS OF BENTON COUNTY	7,821.88
DYE, MINDY	1,010.88
FIRST STUDENT INC	6,094.76
GO GET'EM TAXI AND TRANSPORT LLC	26,462.50
Repairs and Maintenance Services	
BENTON COUNTY PUBLIC WORKS	2,966.04
ECO HOME COMFORT, LLC	1,145.00
HOODZ OF CLACKAMAS	1,911.00
KETCH-UM WILDLIFE CONTROL	1,545.00
MICK'S GLASS SERVICE INC	3,200.00
PACIFIC OFFICE AUTOMATION	1,603.89
REYNOLDS ELECTRIC, INC.	2,080.91
SMEED COMMUNICATION SERVICES, INC	2,993.50
SNYDER ROOFING	1,840.00
SYNERGY SECURITY SOLUTIONS	8,170.00
Technology Equip \$1,000 - \$4,999	
ANDESITE TECHNOLOGY	37,140.00
Telephone	
AT&T MOBILITY-ACCT#837370420 (TECH)	1,749.92
CENTURYLINK	3,065.10

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of April 1, 2016 - April 30, 2016

Vendor by Fund and Object	Check Total
Textbooks	
AMAZON.COM CREDIT SERVICES	2,584.47
CAMBIUM LEARNING INC	3,072.30
Travel, Out of District	
Brown, Rebecca R	1,258.00
OREGON SCHOOL PERSONNEL/TEACH OREGON	2,646.00
PACIFIC EDUCATIONAL GROUP, INC.	1,371.65
REHAB SEMINARS	2,814.00
SILVER FALLS LODGE & CONFERENCE CENTER	1,679.05
STORMWIND	6,000.00
Traylor, Bryan C	1,510.96
TRILLIUM CFH OLD SCHOOL CONFERENCE SVS	1,128.00
WESTIN PHOENIX DOWNTOWN	1,772.96
Wright, Eric A	1,549.28
Water and Sewage	
CITY OF CORVALLIS	23,818.13
Taxes and Licenses	
DEPARTMENT OF CONSUMER & BUSINESS SVCS	2,284.80
Legal Services	
HUNGERFORD LAW FIRM LLP	3,062.51
100 - General Fund Total	596,382.23
203 - Food Service Fund	
Food - Food Service Only	
CHARLIES PRODUCE	10,159.73
FRANZ FAMILY BAKERIES	6,302.11
LOCHMEAD DAIRY	12,528.26
POOLE FAMILY FARMS, INC.	3,933.12
SYSCO FOOD SERVICE	1,982.63
Inventories	
COSTCO - ALBANY	3,768.37
MCDONALD WHOLESALE CO	74,183.54
NORTHWEST DISTRIBUTION SERVICES	3,328.25
SYSCO FOOD SERVICE	5,633.08
Repairs and Maintenance Services	
ADVANCED ENVIRONMENTAL SYSTEMS	1,148.00
BENTON COUNTY PUBLIC WORKS	1,532.52
203 - Food Service Fund	Total
	124,499.61

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of April 1, 2016 - April 30, 2016

Vendor by Fund and Object	Check Total
204 - District Donation Fund	
Consumable Supplies and Materials	
COSTCO - ALBANY	1,003.99
LIDS TEAM SPORTS	1,084.50
SHIRT CIRCUIT	1,387.00
Travel, Student Out of District	
COURTYARD PORTLAND BEAVERTON	1,181.40
HAMPTON INN & SUITES	2,900.00
PNW FIRST	5,000.00
204 - District Donation Fund Total	12,556.89
296 - Grants Fund	
Computer Software	
IXL LEARNING	1,080.00
Consumable Supplies and Materials	
AMAZON.COM CREDIT SERVICES	1,485.24
HEINEMANN	1,200.00
Other Non-instructional Professional and Technical	
YES HOUSE	7,072.39
Travel, Out of District	
McConnell, Jennifer M	1,468.87
OREGON AGRICULTURAL EDUCATION FOUNDATION	1,200.00
296 - Grants Fund Total	13,506.50
297 - Student Body Funds	
Consumable Supplies and Materials	
EASTBAY	3,283.25
LES & BOBS SPORTS AND APPAREL	1,414.50
LIDS TEAM SPORTS	1,563.29
M & R SALES	4,200.00
NO DINX INC	1,046.75
SEW ON	3,343.82
SHIRT CIRCUIT	4,871.75
STAGECRAFT INDUSTRIES, INC	1,950.00
Non-reimbursable Student Transportation	
FIRST STUDENT INC	2,921.89
Other Non-instructional Professional and Technical	
MID-VALLEY BASEBALL UMPIRE ASSOCIATION	7,709.50
MID-VALLEY SOFTBALL UMPIRES ASSN	5,952.00
Printing and Binding	
HERFF JONES - YEARBOOKS	14,925.00
Rentals	
CITY OF CORVALLIS - OSBORN AQUATIC CTR	5,870.80

Corvallis School District 509J
Schedule of Cash Disbursements greater than or equal to \$1,000
For the period of April 1, 2016 - April 30, 2016

Vendor by Fund and Object	Check Total
Travel, Student Out of District	
BEST WESTERN INN AT THE MEADOWS	3,334.24
HILTON EUGENE & CONFERENCE CENTER	1,348.10
HOLIDAY INN - BOISE AIRPORT	1,423.80
OHSIRL	1,490.00
OREGON SHAKESPEARE FESTIVAL	2,299.00
RENAISSANCE ST LOUIS AIRPORT	5,577.92
TEEL'S TRAVEL PLANNERS	15,571.64
USA ULTIMATE	1,044.00
Other Curricular Activities	
CORVALLIS ULTIMATE	8,496.39
OREGON SCHOOL ACTIVITIES ASSOCIATION	2,720.00
297 - Student Body Funds Total	102,357.64
298 - Designated Revenue Fund	
Consumable Supplies and Materials	
ADORAMA CAMERA	5,133.51
AMAZON.COM CREDIT SERVICES	2,342.78
APPLE, INC	4,153.00
Meitle, Nancy	2,926.01
OETC	1,046.00
Equipment-like items \$1,000 - \$4,999	
COASTWIDE LABORATORIES	4,323.08
Other Non-instructional Professional and Technical	
OLD MILL CENTER	22,900.00
THIOUB, MAMDOU N.	1,300.00
Repairs and Maintenance Services	
CELL PHONE SICK BAY	1,938.00
Technology Equip \$1,000 - \$4,999	
APPLE, INC	8,743.00
Travel, Student Out of District	
ALASKA AIRLINES CREDIT CARD CHARGE	3,500.00
298 - Designated Revenue Fund	Total
	58,305.38
601 - Insurance Fund	
Other Non-instructional Professional and Technical	
BARKER-UERLINGS INSURANCE, INC	7,401.18
Group Insurance	
LIFEMAP ASSURANCE COMPANY	10,195.52
REGENCE BCBS OF OREGON	417,217.60
SAIF CORPORATION	2,456.56
WILLAMETTE DENTAL GROUP (GROUP Z1329)	17,820.00
601 - Insurance Fund	Total
	455,090.86
Grand Total	1,362,699.11

FOR INFORMATION

BOARD MEETING DATE: June 20, 2016

SUBJECT: May 2016 Financial Statements (Unaudited)

The Statement of Revenues and Expenditures for the period ending May 31, 2015 and 2016 for the General Fund follow this report.

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 May 2016 total \$61.2 million or 98.4 percent of total budgeted revenue as compared to \$57.3 million or 101.4 percent through the end of May 2015.

In May the district received \$221,539 in High Cost Disability revenue from the state. This revenue is reflected in the "Other" category under "State Sources". The district budgeted for this revenue at a very conservative level. The state allocates High Cost Disability funds proportionately based on an estimated number of high cost students and the additional dollars spent over \$30,000 for each student. The report shows year-to-date revenues for the "Other" category at 623.7% over budget due to receipt of these funds, which includes an adjustment from 2014-15 as well.

General Fund expenditures through May 2016 decreased \$3.3 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, property and liability insurance premiums and the Running Start program have all had notable increases. Offsetting these increases are salary and benefit costs which are down \$4.1 million due to bargaining contract revisions to move from a ten month pay period to a twelve month pay period. Year-to-date expenditure totals for 2015-16 are 78.5 percent of budget and for 2014-15 they were 88.9 percent of budget.

Projected revenues and expenditures through June 30, 2016, result in an estimated annual operating surplus of \$1.5 million. 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 \$9.9 million.

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 May 31, 2015 and 2016**
- 2. Schedule of Investments as of May 31, 2016**
- 3. Schedule of Cash Disbursements greater than or equal to \$1,000 for the period of May 1-31, 2016**

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

General Fund

	FY2014-15					FY2015-16				
	Amended Budget	Actuals Thru 5/31/2015	% of Budget	Actuals Thru 6/30/2015	% of Budget	Amended Budget	Actuals Thru 5/31/2016	% of Budget	Projected Thru 6/30/2016	% of Budget
Revenues:										
Local Sources										
Property Taxes	\$ 23,137,983	\$ 23,110,519	99.9%	\$ 23,862,331	103.1%	\$ 24,669,358	\$ 23,861,182	96.7%	\$ 24,580,388	99.6%
Local Option Taxes	3,756,650	3,763,353	100.2%	3,888,088	103.5%	4,064,897	3,937,431	96.9%	4,049,347	99.6%
Earnings on Investments	100,000	117,681	117.7%	140,411	140.4%	100,000	143,464	143.5%	160,000	160.0%
Other	445,000	299,292	67.3%	442,337	99.4%	520,000	268,213	51.6%	420,728	80.9%
Intermediate Sources	260,000	321,112	123.5%	329,000	126.5%	260,000	357,181	137.4%	357,181	137.4%
State Sources										
General Support	28,185,108	29,211,022	103.6%	29,717,662	105.4%	31,722,494	31,924,828	100.6%	31,924,828	100.6%
Common School Fund	561,055	459,594	81.9%	919,188	163.8%	768,694	451,753	58.8%	903,506	117.5%
Other	33,000	12,920	39.2%	12,920	39.2%	33,000	205,836	623.7%	205,836	623.7%
Federal Sources	9,000	2,236	24.8%	25,968	288.5%	27,000	4,647	17.2%	27,000	100.0%
Total Revenue	\$ 56,487,796	\$ 57,297,729	101.4%	\$ 59,337,906	105.0%	\$ 62,165,443	\$ 61,154,535	98.4%	\$ 62,628,814	100.7%
Expenditures:										
Instruction	\$ 35,135,365	\$ 31,458,424	89.5%	\$ 35,083,304	99.9%	\$ 37,066,539	\$ 28,132,053	75.9%	\$ 36,881,206	99.5%
Supporting Services	22,783,047	20,058,015	88.0%	22,770,712	99.9%	24,291,883	20,053,320	82.6%	24,170,424	99.5%
Community Services	127,184	73,475	57.8%	97,532	76.7%	101,711	76,199	74.9%	81,369	80.0%
Facilities Improvements	1	-	-	-	-	1	-	-	-	-
Transfers to Other Funds	2	-	-	-	-	2	-	-	-	-
Total Expenditures	\$ 58,045,599	\$ 51,589,914	88.9%	\$ 57,951,549	99.8%	\$ 61,460,136	\$ 48,261,572	78.5%	\$ 61,132,999	99.5%
Excess of Revenues over Expenditures	\$ (1,557,803)	\$ 5,707,815		\$ 1,386,358		\$ 705,307	\$ 12,892,963		\$ 1,495,815	
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	\$ 12,709,649		\$ 8,388,192		\$ 9,093,499	\$ 21,281,155		\$ 9,884,007	
Contingency	1,412,190			1,483,448	2.5% *	1,554,136			1,565,720	2.5% *
Rainy Day Reserve	1,207,450			2,966,895	5.0% *	3,108,272			3,131,441	5.0% *
Unappropriated Reserve	2,824,390			3,937,849	6.6% *	4,431,091			5,186,846	8.3% *
Total Reserves	\$ 5,444,030			\$ 8,388,192		\$ 9,093,499			9,884,007	

* Percent of Total Revenue

Corvallis School District 509J
Schedule of Investments
May 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:	03/29/16	09/29/17	549	0.850%	\$100.00	1,000,000
	04/20/16	10/20/17	548	0.850%	\$100.00	1,000,000
	05/17/16	11/17/17	549	0.875%	\$100.00	1,000,000
U.S. Treasury Obligations:						0.00
Commercial Paper:						0.00
Total Investments outside of Local Government Investment Pool:						<u>\$ 3,000,000</u>
				Average Annualized Rate		
<u>Local Government Investment Pool:</u>						
General Account				0.875%		\$ 39,713,333
Debt Service Account				0.875%		<u>1,290</u>
<u>Subtotal LGIP ¹</u>						<u>\$ 39,714,622</u>
<u>Local Government Investment Pool - Pension Bond Debt Service:</u>						
Pension Bond Debt Service Account: ²				0.875%		<u>\$ 1,558,341</u>
<u>Total Investments</u>						<u>\$ 44,272,963</u>

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%	6.8%
US Treasury Obligations	100.0%	0.0%
Local Government Investment Pool	100.0%	93.2%
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 4/30/16:

3-Month U. S. T-Bill bond equivalent yield:	0.21%
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 May 1, 2016 - May 31, 2016

Vendor by Fund and Object	Check Total
100 - General Fund	
Charter School Payments	
INAVALE COMMUNITY PARTNERS, INC	58,306.63
Computer Software	
APPLE, INC	1,000.00
OETC	9,839.00
Consumable Supplies and Materials	
AIR REPS, LLC	2,093.00
CDW GOVERNMENT INC	2,712.81
COASTWIDE LABORATORIES	10,238.83
COMMITTEE FOR CHILDREN	8,396.00
EL SOL DE MEXICO	1,035.50
JOSTENS INC.	1,083.56
JW PEPPER & SON INC	1,321.46
LINN BENTON TRACTOR CO.	1,126.08
NASCO-FORT ATKINSON	1,531.30
OFFICE MAX	7,998.71
PLATT ELECTRIC SUPPLY CO	1,876.45
SCHOOL SPECIALTY	7,894.70
Electricity	
CONSUMERS POWER INC	13,611.59
PACIFIC POWER AND LIGHT	42,829.45
Equipment-like items \$1,000 - \$4,999	
COASTWIDE LABORATORIES	4,323.08
Fuel	
BENTON COUNTY PUBLIC WORKS	1,890.30
Garbage	
REPUBLIC SERVICES	10,637.11
Instructional, Professional and Technical Service	
HELLO FOUNDATION	25,716.00
LINN BENTON COMMUNITY COLLEGE	152,590.94
YES HOUSE	22,740.00
Library Books	
INGRAM LIBRARY SERVICES	1,767.52
Other Communication Services	
CENTURYLINK	1,347.49
COMCAST/INSTITUTIONAL NETWORKS	13,031.90
Other Non-instructional Professional and Technical	
ARCHITECTS OF ACHIEVEMENT	11,076.49

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

Vendor by Fund and Object	Check Total
CHEN, TZUHUA	1,200.00
CRIMINAL INFORMATION SERVICES INC	1,608.00
JAMISON CONSULTANTS	1,361.44
MAXIM HEALTHCARE SERVICES	7,816.50
MCLELLAN TEMPORARIES, INC.	2,059.38
OPTIMIZON	6,333.00
PACIFIC EDUCATIONAL GROUP, INC.	14,000.00
Other Property Services	
US Bank Equipment Finance	4,177.42
Reimbursable Student Transportation	
DIAL-A-BUS OF BENTON COUNTY	9,559.78
DYE, MINDY	1,067.04
FIRST STUDENT INC	3,691.94
GO GET'EM TAXI AND TRANSPORT LLC	19,957.50
Repairs and Maintenance Services	
SYNERGY SECURITY SOLUTIONS	1,201.00
Technology Equip \$1,000 - \$4,999	
LENOVO UNITED STATES INC	2,270.00
OREGON STATE UNIVERSITY BOOKSTORE	2,299.00
Telephone	
AT&T MOBILITY-ACCT#837370420 (TECH)	1,618.62
Travel, Out of District	
AMTRAK CREDIT CARD CHARGE	2,103.00
MARRIOTT DENVER CITY CENTER	18,434.59
SOUTHWEST AIRLINES CREDIT CARD CHARGE	1,049.88
Water and Sewage	
CITY OF CORVALLIS	23,627.65
Away HS Playoffs and/or Tournaments	
COURTYARD BY MARRIOTT - HILLSBORO	1,265.00
RESIDENCE INN - PORTLAND DOWNTOWN/LLOYD	1,820.55
Legal Services	
HUNGERFORD LAW FIRM LLP	3,144.16
LUVAAS COBB	2,665.00
Other General Professional and Technological Servi	
DHS OHA RECEIPTING UNIT	5,315.95
100 - General Fund Total	557,662.30
203 - Food Service Fund	
Dues and Fees	
BENTON COUNTY HEALTH DEPARTMENT	5,181.00

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

Vendor by Fund and Object	Check Total
Food - Food Service Only	
CHARLIES PRODUCE	6,856.22
FRANZ FAMILY BAKERIES	5,460.80
LOCHMEAD DAIRY	14,483.94
POOLE FAMILY FARMS, INC.	1,713.60
SYSCO FOOD SERVICE	1,957.72
Inventories	
MCDONALD WHOLESALE CO	44,806.90
NORTHWEST DISTRIBUTION SERVICES	2,232.30
SYSCO FOOD SERVICE	4,579.45
203 - Food Service Fund	Total
	87,271.93
204 - District Donation Fund	
Consumable Supplies and Materials	
COSTCO - ALBANY	1,305.74
ES FUNDRAISING	1,420.00
PALOS SPORTS	1,289.32
TRYSTING TREE GOLF CLUB	3,105.00
Library Books	
PERMA-BOUND	1,152.75
Other Non-instructional Professional and Technical	
RIST, JOSHUA	1,500.00
Travel, Student Out of District	
EVERGREEN AVIATION & SPACE MUSEUM	2,000.00
204 - District Donation Fund Total	11,772.81
296 - Grants Fund	
Consumable Supplies and Materials	
MICK'S GLASS SERVICE INC	1,915.15
Equipment-like items \$1,000 - \$4,999	
GEORGIE'S CERAMIC & CLAY CO - PORTLAND	1,200.00
Other Non-instructional Professional and Technical	
FRIEDLANDER, JOHN	1,015.00
Travel, Out of District	
Skaugstad, Amy L	1,860.63
296 - Grants Fund Total	5,990.78
297 - Student Body Funds	
Consumable Supplies and Materials	
AP EXAMS	18,794.00

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

Vendor by Fund and Object	Check Total
DAVIS FAMILY FARM	1,600.00
EASTBAY	3,381.00
NO DINX INC	1,308.92
SEW ON	5,208.33
SHIRT CIRCUIT	1,527.50
SOCCER.COM	2,719.82
Non-reimbursable Student Transportation	
FIRST STUDENT INC	7,891.62
Other Non-instructional Professional and Technical	
HOFFMAN, LAURA	1,700.00
Printing and Binding	
HERFF JONES - YEARBOOKS	3,478.54
Rentals	
ASHBROOK INDEPENDENT SCHOOL	1,425.00
Travel, Student Out of District	
EVERGREEN AVIATION & SPACE MUSEUM	1,948.00
INN AT THE CONVENTION CENTER	5,868.33
297 - Student Body Funds Total	56,851.06
298 - Designated Revenue Fund	
Advertising	
CITY OF CORVALLIS - PARKS & RECREATION	1,260.00
Consumable Supplies and Materials	
AP EXAMS	16,730.00
B & H ELECTRONICS/PHOTO/VIDEO	10,098.04
BENCHMARK EDUCATION CO.	1,179.36
COASTWIDE LABORATORIES	4,952.95
OFFICE MAX	1,185.15
Equipment-like items \$1,000 - \$4,999	
COASTWIDE LABORATORIES	13,547.14
Repairs and Maintenance Services	
CELL PHONE SICK BAY	1,154.00
Travel, Out of District	
FOUR POINTS BY SHERATON CREDIT CARD	1,741.56
298 - Designated Revenue Fund Total	51,848.20
601 - Insurance Fund	
Computer Software	
MSDS ONLINE	1,400.00
Other Non-instructional Professional and Technical	
BARKER-UERLINGS INSURANCE, INC	7,173.84
CPR WORKS, LLC	1,050.00
Group Insurance	

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

Vendor by Fund and Object		Check Total
LIFEMAP ASSURANCE COMPANY		10,044.85
REGENCE BCBS OF OREGON		414,033.30
WILLAMETTE DENTAL GROUP (GROUP Z1329)		18,810.00
601 - Insurance Fund	Total	452,511.99
Grand Total		1,223,909.07



Corvallis
SCHOOL DISTRICT

XIII.C. Board Policy IGCA—Post-Graduate Scholar Program—New—First
Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR INFORMATION

SUBJECT: Board Policy IGCA—Post-Graduate Scholar Program—New—First Reading

Issue: Senate Bill 1537 provides an opportunity for districts to increase high school graduation rates for under-served students and increase the percentage of students annually attending a post-secondary education institute. It establishes the terms by which a district may implement a Post-Graduate Scholar Program, and the criteria by which a student may utilize this program.

Options Considered: Not adopting the policy.

Involvement: District office staff.

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

Cost Impact: Unknown.

CONTACT PERSON(S): Rynda Gregory, Eric Wright, Kerry Richey

Post-Graduate Scholar Program*

The Corvallis School District will provide a Post-Graduate Scholar Program for students in the district. A “post-graduate scholar” means a student who has been in grades 9 through 12 for more than a total of four school years and has satisfied the requirements for a high school diploma as provided in ORS 329.451.

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

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

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

Program Qualifications

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

1. Has completed and submitted the Free Application for Federal Student Aid, if eligible to file the application;
2. Is not eligible for a grant under the Oregon Promise Program, either because of failure to earn the minimum cumulative grade point average (GPA), or having submitted a complete application for a grant under the Oregon Promise program by the established deadline and not receiving a grant;
3. Is not eligible for a federal aid grant that is equal to or more than the average cost of tuition and fees at a community college, as determined by the U.S. Department of Education after consultation with the Executive Director of the Office of Student Access and Completion; and
4. Retains a legal residence within the boundaries of the district through which the post-graduate scholar satisfied the requirements for a high school diploma.

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

1. Has a minimum high school cumulative GPA of 1.5; and
2. Must meet in person with district staff at least twice each month to monitor the student's progress.

Program Goals

The goals of the program include:

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

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

Other Program Elements

1. The district will enter into a written agreement with Linn Benton Community College.
2. The district will provide dedicated staff to provide support services to post-graduate scholars, including regular in-person meetings that occur at least twice each month to monitor student progress.
3. The district will ensure that a majority of the students from the district who are enrolled in courses at a community college meet at least one of the following criteria:
 - a. Is not a post-graduate scholar;
 - b. Has received a modified diploma, an extended diploma or a General Educational Development (GED) certificate;
 - c. Was enrolled in an alternative high school program within the preceding 12 months;
 - d. Is, or will be, a first-generational graduate of high schools;
 - e. Is, or has been, a child in a foster home;
 - f. Is, or has been, placed in a facility or an education program by a court;

- g. Is homeless;
- h. Is a parent; or
- i. Was identified as eligible for free or reduced price lunches within the preceding 12 months.

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

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

END OF POLICY

Legal Reference(s):

[ORS 327.006 to 327.133](#)
[ORS 329.451](#)
[ORS 332.405](#)
[ORS 339.250](#)
[ORS 811.210](#)
[ORS 811.215](#)

No Child Left Behind Act of 2001, 20 U.S.C. §§ 6315, 7912.
Elementary and Secondary Education Act (ESEA) Flexibility Waiver, July 18, 2012.
McKinney-Vento Homeless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431-11435 (2005).



Corvallis

SCHOOL DISTRICT

XIII.D. Board Policy INDB—Flag Displays and Salutes—Revision—First
Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR INFORMATION

SUBJECT: Board Policy INDB—Flag Displays and Salutes—Revision—First Reading

Issue: Oregon Administrative Rule (OAR) 581-021-0043 requires school districts, upon request from an “Oregon sovereign tribal government,” to display a flag representing the sovereign tribal government. The OAR defines an “Oregon sovereign tribal government” to be one that is “a federally recognized tribal government located in the state of Oregon.”

Options Considered: Not revising the policy.

Involvement: District office staff.

Consequences: Policy will remain outdated.

Cost Impact: Unknown.

CONTACT PERSON(S): Kevin Bogatin, John Meyer, Kerry Richey

FLAG DISPLAYS AND SALUTES

A United States flag and an Oregon flag shall be displayed on or near each school building under the control of the Board or used by the district, during school hours, except in unsuitable weather and at any other time as the Board deems proper.

The district shall obtain and display a United States flag of an appropriate size for each classroom.

Students shall receive instruction in respect for the national flag and be provided an opportunity to salute the United States flag at least once each week by reciting *The Pledge of Allegiance*.

A flag salute may be implemented at assemblies, before or after school, at lunch, special events, homeroom class, athletic contests, or at other times deemed appropriate by the principal. Individual staff members and students who do not participate in the salute may stand or sit and must maintain a respectful silence during the salute.

Upon request from an Oregon Sovereign tribal government, a flag representing the sovereign tribal government must be displayed on, near or within a school building during school hours. The location of the flag will be determined by the district in consultation with the requesting sovereign tribal government.

END OF POLICY

Legal References:

[ORS 336.067](#)
[ORS 339.875](#)
[OAR 581-021-0043](#)

W. Va. St. Bd. of Educ. v. Barnette, 319 U.S. 624 (1943).



Corvallis
SCHOOL DISTRICT

XIII.E. Board Policy IGDA—Student Organizations—Revised—First Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR INFORMATION

SUBJECT:

Board Policy IGDA—Student Organizations—Revised—First Reading
Administrative Regulation—IGDA-AR—Student Organizations—Revised—For Information
Board Policy—IGDJB—Community Sponsored Club Sports—Revised—First Reading
Administration Regulation—IGDJB-AR—Community Sponsored Club Sports—Revised—For Information

Issue:

Board policy IGDJB—Community Sponsored Club Sports, its accompanying administrative IGDJB-AR, and administrative regulation IGDA-AR—Student Organizations have been reviewed by high school principals, athletic directors, and district office staff.

We recognize the value of community sponsored club sports and their benefit to Corvallis students and the community. Community sponsored club sports are independent from and receive no funding, in-kind services, or supervision from the Corvallis School District.

The policy and administrative regulations have been updated to further clarify the differences between “school sponsored” and “non-school sponsored” groups.

Options Considered: Not revising the policy or administrative regulations.

Involvement: Building principals, athletic directors, risk management, district office staff.

Consequences: Guidelines for student organizations would remain unclear.

Cost Impact: Unknown.

CONTACT PERSON(S): Kevin Bogatin, Trinity Welch-Radabaugh, Paula Navarra, Kerry Richey

Student Organizations

The district encourages curriculum-related student organizations. District staff will facilitate such organizations and district resources may be used to support them. The district also may support student organizations ~~that~~ ~~which~~ are not directly curriculum related. An administrative regulation shall specify the criteria and procedures for the formation and conduct of district sponsored and non-district sponsored student groups and their use of district facilities.

Among other provisions, such regulations will require the assignment of at least one staff advisor to each student organization and strict adherence to the following restrictions:

- Normal class activities shall not be interrupted;
- The meeting shall not incite hazard to person or property;
- No group which encourages or advocates the violation of federal laws, state laws, or school laws shall be granted use of school facilities; ~~and~~
- No speaker who encourages or advocates breaking the law shall be invited to speak.

Voluntary student-organized clubs ~~that~~ ~~which~~ are not curriculum related may meet on school premises during noninstructional time. If the content of such a club's meetings is religious, political, or philosophical in nature, school staff may attend only in a nonparticipatory manner. Staff may be assigned to attend such meetings for custodial purposes only, but will not be compelled to attend a meeting if the content of the speech at the meeting is contrary to that person's beliefs.

The Equal Access Act preserves the authority of the school, its agents, and employees to maintain order and discipline on district premises, to protect the well-being of students and staff, and to assure their attendance at meetings is voluntary. These student groups, though not district sponsored, shall have the same opportunity to use district facilities as other non-curriculum-related student groups.

In a limited open forum¹ situation, schools may not deny equal access or fair opportunity to similarly situated student-initiated clubs, or discriminate against student-initiated clubs on the basis of religious, political, philosophical, or other content of the speech at such meetings. If the meetings are religious, the school may not influence the form of any religious activity.

¹A public secondary school has a limited open forum whenever such school grants an offering to or opportunity for one or more non-curriculum-related student groups to meet on school premises on non-instructional time.

~~The federal Equal Access Act prohibits discrimination against school student initiated and controlled groups which are:~~

- ~~• Of a political, philosophical, or religious nature;~~
- ~~• Not directly related to the school curriculum and which meet before or after school hours.~~

~~These student groups, though not district sponsored, shall have the same opportunity to use district facilities as other non-curriculum related student groups, subject to the right and obligation of the district to maintain order and discipline on district premises, to protect the well being of students and staff, and to ensure that participation by students is voluntary.~~

END OF POLICY

Legal Reference(s):

ORS 332.107

OAR 581-021-0050 to 0075

ORS 339.240

OAR 581-022-1680

ORS 339.250

ORS 339.880ORS 339.885

Equal Access Act, P.L. 98-377, Title III, U.S.C. Title 20, Sections 4071-4074, 98 Stat. 1302.

Title IX of the Education Amendments of 1972, 20 USC Sections 1681-1683; 34 CFR Part 106 (2000).

Lamb's Chapel v. Center Moriches Unified S. D., ___ US ___; 113 S. Ct. 2141 (1993).

Westside Community Board of Education v. Mergens, 496 U.S. 226 (1990).

Cross Reference(s):

Policy IGDJB—Community Sponsored Club Sports



Corvallis
SCHOOL DISTRICT

XIII.F. Administrative Regulation—IGDA-AR—Student Organizations—
Revised—For Information

Student Organizations

The district believes that student organizations are an integral part of the educational program of the Corvallis School District. All student groups must apply to the school for recognition and are subject to the rules set forth in this regulation.

A. DEFINITIONS

1. A school sponsored **curriculum-related student group** is a student group or activity that is approved by the principal if the subject matter of the student group is actually taught or will soon be taught in a regularly offered class (e.g., German Club, Science Club, Math Club). These groups are an extension of and supplementary to the regular school curriculum.
2. A school sponsored **extracurricular student group** is a student group or activity that is school-based but is not directly related to the curriculum. Extracurricular student groups may be identified as service, honorary, **or special interest** ~~and sports~~.
 - a. Service groups—groups designed to provide a genuine function or service to the school and/or community (e.g., Rotary, Kiwanis). Such service activities should be more than just token undertakings or superficial justifications for the functioning of the club for social purposes.
 - b. Honorary groups—groups designed to grant membership to students on the basis of special achievement in attaining openly published standards in defined areas of school life (e.g., National Honor Society, Thespians).
 - c. Special interest groups—voluntary student-organized groups that do not have a religious or political purpose that may offer valuable experiences supplementary to educational programs (e.g., Chess Club, Robotics).
 - d. ~~Sports groups—Interest groups for student sports activities that are not official OSAA sports (e.g., Lacrosse, Ultimate Frisbee)~~
3. ~~Community sponsored sports groups include interest groups for student sports activities that are independent from and receive no funding, in-kind services, or supervision from the Corvallis School District (e.g., Equestrian, Ultimate Frisbee). (See Board Policy IGDJB)~~
34. A **Non-school sponsored student group** is a student group or activity (e.g., Young Life, Destination ImagiNation) that is voluntary, student-organized, and may meet on school premises during non-instructional time. These groups are not sponsored, supported financially, or endorsed by the district and will not be supervised by district staff. ~~School staff may be allowed to act as a monitor.~~ All such groups will have a staff monitor at all activities on school property during school hours. **Staff monitors participate in group activities at their own risk.** ~~Any participation in the group activities by staff monitors in the activities of such groups is at their own risk.~~

5. **Non-instructional time** is time during the school day not devoted to classroom instruction such as before school, after school (until the end of the school work day), and lunch time.
6. **Supervision of student groups (Staff Advisor).** For the purposes of this regulation, supervision of a student group means advising and taking an active role in planning and implementing the activities of a student group. All school sponsored student groups must have a staff advisor who fulfills this role. Duties also include but are not limited to attending all meetings, special events, and fund-raisers. If the fund-raising event is not approved by building principal, advisor should not participate.
7. **Monitoring of student groups (Staff Monitor).** For the purposes of this regulation, monitoring a student group means being present at meetings on school premises for the purpose of observation. Non-school sponsored student groups must have a staff monitor when meeting on district property during school hours. Staff monitors do not participate in, plan, or implement the activities of the group that occur during the school day. **Staff monitors participate in group activities at their own risk.** ~~Any participation in the group activities by staff monitors in the activities of such groups is at their own risk.~~
8. A **staff member** is an individual who receives a payroll check from the Corvallis School District.
9. **Non-staff monitors, non-staff advisors, and guests** must complete the volunteer application process required by Board policy, including criminal background check. Guests at organization meetings (such as guest speakers) must successfully complete a criminal background check if participating in organization activities more than twice in one year.
10. **Volunteers** who assist with group planning and activities shall be subject to successful completion of criminal record background checks according to Board policy.

Classified employees may be permitted to volunteer to perform services for the district provided the volunteer activities do not involve the same or similar type of services as the employee's regularly assigned duties. In the event a nonexempt employee volunteers to perform services for the district that are the same or similar as the employee's regularly assigned duties, the Board recognizes that under the Fair Labor Standards Act (FLSA), overtime or compensatory time must be provided. (See Board Policy IICC)

B. SCHOOL SPONSORED STUDENT GROUPS

School sponsored student groups shall include both curriculum-related and extracurricular groups or activities. Curriculum-related and extracurricular student

groups will be organized and supervised activities conducted under the auspices or sponsorship of the school. The activities will take place on district property or a location approved by the school and primarily will involve students in other than classroom situations. Student groups desiring status as a school sponsored group must apply for this status and be approved by the building principal. Such groups must have a staff advisor. School sponsored organizations may raise funds under the name of the school and must use student body accounts for group funds. Staff advisors of these groups participate, direct, and organize the group.

1. Supervision of School Sponsored Student Organizations

All school-sponsored organizations shall be supervised by one or more staff advisors who may take an active role in planning and implementing the activities of the group. At least one staff advisor shall be present at all activities conducted by the student group. Such staff advisors may or may not be paid a stipend.

2. Interscholastic Competition (OSAA), Performance, and Travel (School Sponsored Student Groups)

School sponsored student groups who have the opportunity to engage in competitions, performances, or other travel related to the group must obtain approval by the principal or designee according to Board Policy IICA—Field Trips and Special Events. At least one staff member with a current first aid card will accompany the field trip. This requirement may increase based on the number of students participating (one trained staff member for every 60 students). Should any student require the administration of medications of any type, then staff trained in administering those specific types of medications will accompany the trip. The student group must have a staff advisor who is accountable for the activity and who will:

- a. Remain in attendance during the period of activity;
- b. Maintain acceptable student behavior as described by the rules and regulations of the building and the district;
- c. Comply with all rules and regulations affecting a staff member in the district;
- d. Exercise reasonable and prudent behavior;
- e. Notify parent and/or student's doctor in the event of an emergency. If the parent and/or student's doctor are unavailable, take the student to the nearest emergency hospital and notify the parents as soon as possible.
- f. Complete Student Incident Report form if needed.

If a school sponsored student group is unable to obtain a staff advisor to accompany the group, then the school will not be able to sponsor the event in question.

C. NON-SCHOOL SPONSORED STUDENT GROUPS

Non-school sponsored student groups means voluntary student-organized groups that may meet on school premises during non-instructional time pursuant to the provisions of

the Equal Access Act and to the terms of this regulation. Such groups are not endorsed by the school. The school merely provides the groups an opportunity to use district facilities to meet and organize activities. Examples of such groups include religious and political student groups and those student groups who are not directly supervised by a staff advisor. The fact that such groups are permitted to conduct meetings on district premises shall not constitute school endorsement of the purposes of such groups or the content of any of their meetings. Permission to use school facilities must be arranged through the building principal.

The category of non-school sponsored student groups is not meant to include those groups referenced in Board Policy KG—Community Use of District Facilities.

Required financial, administrative, and insurance responsibilities for the non-school sponsored student group shall be the sole responsibility of the sponsoring organization and/or parent of the student participants.

1. Supervision of Non-School Sponsored Student Groups

Meetings of non-school sponsored student groups must be voluntary, student-initiated, and ~~student~~-directed. Non-school persons may serve as advisors and may regularly attend the activities of such groups. A member of the school's staff (staff monitor) shall attend every meeting or activity of such group conducted on district premises during the school day to monitor activities. The group shall be responsible for obtaining a staff monitor for its meetings. Such monitors will be unpaid. School employees present at religious or political group meetings shall attend such meetings only in a non-participatory capacity.

2. Competition, Performance, and Travel (Non-School Sponsored Groups)

Students wishing to travel to competitions and/or other activities related to the purpose of the non-school sponsored group are permitted to do so. Students and their families will be responsible for notifying the school of any absence from school, which will be excused only as per state prescribed absence guidelines.

3. Use of School or District Name

Use of the school or district name to identify non-district sponsored groups must include the following disclaimer: "The name of this group does not mean that the group represents the views of, or is sponsored by the Corvallis School District or any of its individual schools."

D. BASIC REQUIREMENTS OF ALL STUDENT GROUPS

- 1. Non-discrimination**—Student groups may not discriminate on the basis of age, citizenship, color, disability, national origin, parental or marital status, race,

religion, sex, or sexual orientation¹. The principal shall deny approval of any group whose purposes, qualifications for membership, or proposed activities are unlawful.

2. **Lawful purpose**—Student groups and their members shall not engage in any activity that is contrary to law and shall comply with all policies, regulations, and rules of the district. Student groups and their members shall not engage in any activity that causes or threatens danger to public order, damage to school property, or damage to the health, safety, and welfare of any students, staff, or members of the public.
3. **Freedom of Assembly**—Students may meet on school premises to express and espouse views in the exercise of their right of free expression under Board Policy IB—Freedom of Expression.
4. **Equal Access Act**—The Equal Access Act, 20 USC 4071, requires that public secondary schools grant equal access to student groups wishing to meet for religious, political, or philosophical purposes if the school allows other types of non-curriculum-related student groups to meet on school premises during non-instructional times. The district shall comply with the Equal Access Act and all laws that impact student groups.
5. **Use of Facilities/Application for Recognition**—Any student group seeking to meet on district premises as either a school sponsored or a non-school sponsored student group shall submit a written request to the building principal on a form approved by the principal. Curriculum-related student groups may meet during instructional or non-instructional time if approved by the principal. All other student groups, whether school sponsored or not, may meet on district premises during non-instructional time if approved by the principal. Applications shall include at least the following information:
 - a. Name of the group;
 - b. Application as school-sponsored or non-school-sponsored, with the principal designating the classification;
 - c. Name of the sponsoring adult, club, or person, if any; e.g., Rotary or Kiwanis;
 - d. The names of the student officers or organizing students and other members;
 - e. Name of the staff advisor or monitor;
 - f. A general statement of the purposes of the group;
 - g. A description of the qualifications for membership, if any;
 - h. A statement that the organizing students have read, understood, and agreed to comply with this regulation and all other applicable district policies, regulations, and rules;

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

- i. A copy of the group's constitution, if any;
- j. A proposed schedule and location of meetings and activities;
- k. Applications for curriculum-related student groups must include a statement of the relation of the club to the regular school curriculum.

6. **Review of Application**—The building principal or designee shall review the application and such other information as the principal considers appropriate and shall approve or disapprove the group's application for use of school facilities.

If the application is not approved, the applicant may appeal the principal's decision to the superintendent or his/her designee within 10 working days from the date of the principal's written decision. The written appeal shall state the reasons for the appeal and shall include copies of the application and the principal's decision. The superintendent or his/her designee shall evaluate the application and provide a written decision within 10 working days after receiving the appeal. The decision of the superintendent is final.

7. **Revocation of Approval**—The principal or superintendent may revoke recognition of any student group and the student group's approval to use school facilities at any time for good cause including, but not limited to violation of this regulation or any of the other policies, regulations, or rules of the district and may subject the students involved to appropriate discipline. Such revocation may be appealed as provided above.

8. **Disruption**—Meetings and activities of student groups shall not be scheduled or conducted so as to materially and substantially interfere with order or educational activities within the district building. The building principal must be assured that there will be no substantial disruption as a result of this activity.

9. **Use of School Media and Distribution of Materials**—All student groups may use school media (e.g., bulletin boards, public address systems, student newspapers) to announce their meetings and activities as determined by the principal. Any materials prepared by or for a student group for distribution on district premises shall comply with the policies and regulations of the district relating to the dissemination of materials. Each school should have written procedures for materials and poster review by the building administration and the district administration office. Posters that are approved should be stamped "approved." Advocacy posters may be displayed in a curriculum forum (e.g., social studies). However, both sides of the issue must be represented as per INB—Controversial Issues. Materials or media announcements related to non-sponsored student groups must include a disclaimer of school sponsorship or endorsement. All promotional material from non-school-sponsored activities must include the disclaimer: "The Corvallis School District does not ~~necessary~~ sponsor this organization or its activities. The district assumes no liability for its contents or events arising out of this distribution."

E. INCLEMENT WEATHER CLOSURES RELATED TO CONTESTS, PRACTICES, REHEARSALS, OR OTHER EVENTS

All contests, practices, rehearsals, and other events will be cancelled when school is cancelled due to transportation hazards caused by inclement weather. The superintendent may permit exceptions in consultation with the district facilities manager, transportation manager, and building principals. These exceptions may be made based on weather conditions, safe travel to and from school, and safe access to district facilities. Exceptions will apply to all, rather than individual schools.

Where there is inclement weather during the weekend, holidays, and non-school days, principals, in consultation with the superintendent, shall decide whether the facility shall close. If district transportation is involved, the transportation manager must be included in the principal's final decision. Exceptions occur based on changes in weather conditions and safe travel to and from school. When an exception is made, participation will be optional. The coach or advisor will not give participants sanctions if they are unable to attend these events. Cancellation of these events may be on a school-by-school basis.

APPLICATION FORM FOR STATUS AS A STUDENT ORGANIZATION

Directions: Students seeking status as a club on campus must complete this form. Answer all questions completely and return to the Club's Advisor. Once complete, the form will be sent to the building principal for final approval.

1. Name of student organization _____
2. Name of the staff advisor or monitor _____
3. Type of student organization (see back page for definitions).

School SponsoredNon-School Sponsored(circle one)
4. All school sponsored student organizations must have a **staff advisor** (read below).
***Staff Advisor**—A CSD 509J employee who takes an active role in planning and implementing the activities of a student group. All school sponsored curriculum related student groups must have a staff advisor who fulfills this role. Duties also include but are not limited to attending all meetings, special events, and fund-raisers.*
Name of Staff Advisor _____
5. Non-school sponsored students organizations must have a **staff monitor** when meeting on district property during school hours (read below).
***Staff Monitor**—A CSD 509J employee who is present at meetings on school premises for **the purpose of observation**. Non-school sponsored student groups must have a staff monitor when meeting on district property during school hours. Staff monitors do not participate in, plan, or implement the activities of the group that occur during the school day. **Staff monitors participate in group activities at their own risk.** Any participation in the group activities by staff monitors in the activities of such groups is at their own risk.*
Name of Staff Monitor _____
6. Name of sponsoring adult, club, or person (e.g. Rotary) _____
7. Names of student officers or organizing students and other members _____

8. A general statement of the purposes of the group _____

9. A description of the qualifications for membership, if any: _____

10. A proposed schedule of meetings and activities, including locations _____

11. Applications for curriculum-related student groups must include a statement of the relation of the club to the regular school activity.
12. Please attach a copy of the group's constitution, if any.

School Sponsored Student Organizations

School sponsored student groups shall include either curriculum-related or extracurricular groups. Curriculum-related and extracurricular student groups will be organized and supervised activities conducted under the auspices or sponsorship of the school. The activities will take place on district property or a location approved by the district and will primarily involve students in other than classroom situations.

Student groups desiring status as a school sponsored group must apply for this status and be approved by the building principal. Such groups must have a staff advisor. School sponsored organizations may raise funds under the name of the school and may use student body accounts for group funds. Staff advisors of these groups may participate, direct, and organize the group.

Curriculum-related is a student group or activity that is school-based and supported by school sponsored curriculum or subject matter that is actually taught or will soon be taught in a regularly offered class (e.g. German Club, Science Club, Math Club). These groups are an extension of and supplement to the regular school curriculum.

Extra-curricular is a group or activity that is school-based but is not directly related to the curriculum. Extracurricular student groups may be identified as service, honorary, **and special** interest ~~and sports~~.

- **Service groups**—Groups designed to provide a genuine function of service to the school and/or community. Such service activities should be more than just token undertakings or superficial justifications for the functioning of the club for social purposes, (e.g., Rotary, Kiwanis).
- **Honorary groups**—Groups designed to grant membership to students on the basis of special achievement in attaining openly published standards in defined areas of school life (e.g., National Honor Society).
- **Special interest groups**—Voluntary student-organized groups that **do not** have a religious or political purpose that may offer valuable experiences supplementary to educational programs (e.g., Chess Club).
- ~~**Sports groups**—Interest groups for student sports activities that are not official OSAA sports (e.g., Lacrosse, Ultimate Frisbee).~~

Non- School Sponsored Student Organizations

A student group or activity (Example: Young Life) that is voluntary, student-organized, and may meet on school premises during non-instructional time.

These groups are not sponsored, supported financially, or endorsed by the district and will not be advised by district staff. School staff will, however, act as a monitor during all activities on school property during school hours. **Staff monitors participate in group activities at their own risk.** ~~Any participation in the group activities by staff monitors in the activities of such groups is at their own risk.~~

Students completing application must sign below.

Signature _____	Date _____	Signature _____	Date _____
Contact information for club president(s)			
E-mail _____		Phone _____	
E-mail _____		Phone _____	

By signing below, I indicate that I have read and understand my role as a **Staff Advisor** or **Staff Monitor**

Signature _____	Date _____		
Principal Signature _____	Date _____	☐ Approved	☐ Not Approved



Corvallis

SCHOOL DISTRICT

XIII.G. Board Policy—IGDJB—Community Sponsored Club Sports—Revised—
First Reading

Community Sponsored Club Sports (School Recognized)

The School Board recognizes the value of community sponsored club sports and their benefit to the Corvallis School District students and the community. Community sponsored club sports are defined as those club sports that are not recognized by the Oregon Schools Activities Association. ~~recognized by the school as official club sports.~~ The Board recognizes that community sponsored club sports are independent from and receive no funding, in-kind services, or supervision from the Corvallis School District.

The fiscal management, ~~and~~ supervision of students, and coach management will be the responsibility of the club sport group. Concerns and/or complaints should be addressed through the sponsoring organization. District resources and/or services, including staff time, will not be used to support community sponsored club sports.

A community sponsored club sport group may submit an application packet to the appropriate school principal to request permission to use the school name.

The Equal Access Act preserves the authority of the school, its agents, and employees to maintain order and discipline on district premises, to protect the well-being of students and staff, and to assure their participation in community sponsored club sports is voluntary. These sports groups, though not district sponsored, shall have the same opportunity to use district facilities as other non-curriculum-related student groups.

Schools may prohibit club sports activities that would materially and substantially interfere with the orderly conduct of educational activities within the school.

In a limited open forum¹ situation, schools may not deny equal access or fair opportunity to similarly situated community sponsored club sports groups, or discriminate against community sponsored club sports groups on the basis of religious, political, philosophical, or other content of the speech. If a group's activities are religious, the school may not influence the form of any religious activity.

~~The federal Equal Access Act prohibits discrimination against school student-initiated and controlled groups which are:~~

- ~~• Of a political, philosophical, or religious nature;~~
- ~~• Not directly related to the school curriculum and which meet before or after school hours.~~

~~These student groups, though not district sponsored, shall have the same opportunity to use district facilities as other non-curriculum-related student groups, subject to the right and obligation of the district to maintain order and discipline on district premises, to protect the well-being of students and staff, and to ensure that participation by students is voluntary.~~

¹A public secondary school has a limited open forum whenever such school grants an offering to or opportunity for one or more non-curriculum-related student groups to meet on school premises on non-instructional time.

The superintendent is directed to develop the necessary rules to implement the policy.

END OF POLICY

Legal Reference(s):

ORS 332.107

ORS 339.240

ORS 339.250

ORS 339.880

ORS 339.885

OAR 581-021-0050 to 0075

OAR 581-022-1680

Equal Access Act, P.L. 98-377, Title III, U.S.C. Title 20, Sections 4071-4074, 98 Stat. 1302.

Title IX of the Education Amendments of 1972, 20 USC Sections 1681-1683; 34 CFR Part 106 (2000).

Lamb's Chapel v. Center Moriches Unified S. D., ___ US ___; 113 S. Ct. 2141 (1993).

Westside Community Board of Education v. Mergens, 496 U.S. 226 (1990).

Cross Reference(s):

Policy IGDA—Student Organizations



Corvallis
SCHOOL DISTRICT

XIII.H. Administration Regulation—IGDJB-AR—Community Sponsored Club
Sports—Revised—For Information

COMMUNITY SPONSORED CLUB SPORTS (School Recognized)

The School Board recognizes the value of community sponsored club sports and their benefit to the Corvallis School District students and the community. Community sponsored club sports are defined as those club sports that are not recognized by the Oregon Schools Activities Association. ~~recognized by the school as official club sports.~~ They are independent from and receive no funding, services, or supervision from the Corvallis School District.

Use of the school name to identify community sponsored club sports must be requested through an application process to the principal and athletic director at that school on an annual basis.

Students wishing to travel to competitions and/or other activities related to the purpose of the non-school sponsored group are permitted to do so. Students and their families will be responsible for notifying the school of any absence from school, which will be excused only as per state prescribed absence guidelines.

The organizer of the community sponsored club sport shall submit, on an annual basis, an application packet to the principal at the school in which they wish to be recognized. The packet must include:

1. An overview of the club sport including the organizational structure, e.g., hiring, scheduling, fund raising, transportation, board structure, parent concerns, discipline, lettering policy, and general management.
2. A signed statement from the ~~highest person in the~~ club designee assuring the following have been met:
 - A. The organization's agreement that all Corvallis School District students will have access to participate regardless of age, citizenship, color, disability, national origin, parental or marital status, race, religion, sex, or sexual orientation¹, or financial ability.
 - B. All parents of students participating in the club sport have signed a statement acknowledging ~~that~~ the club sport is an organization independent from and receives no funding, in-kind services, or supervision from the Corvallis School District.
 - C. Proof the club sport carries liability insurance covering for its participants. ~~In the event that liability insurance is not available, proof that all parents and students participating in the club sport have signed a waiver and release relating to student injuries.~~

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

- D. If the school name is used as part of the club name, the assurance that all coaches/volunteers have been approved through the school district's background check process and their names are on file with the athletic director or building principal.
- E. The head coach's contact information, including emergency contact, is on file with the athletic director or building principal.
- F. The assurance that the items listed above in sections A. through E. will be kept current.
- G. If the school name is used as part of the club name, the assurance that the students who participate in the club sport will be held to the same behavior standards outlined in board policy JFC—Student Conduct and Discipline. **Note: Teams whose conduct violates this policy may lose the privilege of using the school name.** Note: Discipline consequences for club sport athletes administered by the clubs organizing body do not take the place of any disciplinary consequences outlined in the district's Student Parent Handbook.

The use of a school name by a community sponsored club sport will be at the discretion of the principal after review of the completed application. The district retains the right to revoke the use of the school name at any time.

Community sponsored club sports may request the use of district facilities as set forth in board policy KG and KG-AR—Community Use of District Facilities. Such use is not guaranteed and will be determined **based** on availability.

Community sponsored club sports may request that the school disseminate information regarding the club sport as set forth in board policy KJA and KJA-AR—Distribution of Announcements and Community Information.

The district will deny any club sport request to release information regarding student grades, attendance records, or other personally identifiable information without specific parental consent to release this information directly to the club sport's organizing body.

The district will not provide any supervision of a community sponsored club sport, and any **duties** assumed by an employee of the district are voluntary and must be performed outside of **his or her** regular work day.

Students wishing to travel to competitions and/or other activities related to the community sponsored club sport are permitted to do so. District personnel shall not be involved in travel arrangements and/or supervision. Students and their families are responsible for excusing any absences from school in the manner prescribed by the school.

The district assumes no liability for the activities of community sponsored club sports. The organizer of the community sponsored club sport shall hold the district harmless for any and all claims arising out of the activities related to the community sponsored club sport.

COMMUNITY SPONSORED CLUB SPORT APPLICATION AND RELEASE

The Corvallis School District recognizes the value of community sponsored club sports and their benefit to students and the community. Community sponsored club sports are independent from and receive no funding, services, or supervision from the Corvallis School District. Community sponsored club sports must submit this application and release annually to the principal at the school in which they wish to be recognized.

Name of Club Sport team _____

Overview of the nature of the sport team, including organizational structure of sponsoring body (attach additional documents if necessary).

STIPULATIONS

The organizer of the above-named club sport understands and stipulates to the following:

1. All Corvallis School District students will have access to participate regardless of national origin, race, color, religion, gender, sexual orientation or identity, or financial ability.
2. All parents of students participating in the above-named club sport have signed a statement acknowledging that the above-named club sport is an organization independent from and receives no funding, in-kind services, or supervision from the Corvallis School District.
3. The above-named club sport carries liability insurance for its participants. ~~In the event that liability insurance is not available, all parents and students participating in the above-named club sport have signed a waiver and release relating to student injuries.~~
4. If the school name is used as part of the club name, all coaches/volunteers have been approved through the Corvallis School District's background check process and their names are on file with the athletic director/principal at the school in which the club sport wishes to be recognized.
5. The head coach's contact information, including emergency contact, has been provided on this application and is on file with the athletic director/principal at the school in which the club sport wishes to be recognized.
6. The items required by #2 through #5 shall be kept current.
7. If the school name is used as part of the club name, all students who participate in the above-named club sport will be held to the same behavior standards outlined in Corvallis School District Board Policy and Administrative Regulations JFC—Student Conduct and Discipline, JGD—Suspension, and JGE—Expulsion. **Note:** Teams whose conduct violates this policy may lose the privilege of using the school name. ~~Note: Discipline consequences for club sport athletes administered by the clubs organizing body do not take the place of any disciplinary consequences outlined in the district's Student Parent Handbook.~~
8. The use of the school name by the above-named club sport will be at the discretion of the principal after review of this application. The Corvallis School District retains the right to revoke the use of the school name at any time.

PLEASE READ AND COMPLETE NEXT PAGE

By signing below, I agree to defend, release from liability, and to indemnify and hold harmless the Corvallis School District, employees, school board members, volunteers, and agents from any and all claims and liabilities (including costs and attorney fees) arising out of or in any way connected to the above-named club sport. This Release of Liability includes claims based upon negligence.

I affirm that I have carefully read and understand this application and all of its terms. I am aware that this is a RELEASE OF LIABILITY, a waiver of legal rights and contracts between me, the Corvallis School District, and all affiliated parties listed above. I enter into this Release freely and voluntarily and agree that it will be binding upon me, my heirs, assigns, and my legal representatives.

By signing below, I indicate that I have read and understand my role as the sport club organizer.

Signature

Date

Title

Name of Sponsoring Organization

Head Coach(s)

Name _____

Name _____

Address _____

Address _____

Cell Phone Number _____

Cell Phone Number _____

E-mail _____

E-mail _____

Principal Signature

Date

☐ Approved

☐ Not Approved

Copy: Athletic Director



Corvallis
SCHOOL DISTRICT

XIII.I. Board Policy JEA—Compulsory Attendance—Revised—First Reading

Corvallis School District 509J
Board of Directors

BOARD MEETING DATE: June 20, 2016

FOR INFORMATION

SUBJECT:

Board Policy JEA—Compulsory Attendance—Revised—First Reading
Board Policy JEC—Admissions—Revising—First Reading

Issue: Senate Bill 321 lowered the compulsory attendance age for Oregon students from age 7 to age 6. A “child is considered to be age 6, if the child’s sixth birthday occurred on or before September 1 immediately preceding the beginning of the current school term.”

Options Considered: Not revising the policies.

Involvement: District office staff.

Consequences: Policies will remain outdated.

Cost Impact: Unknown.

CONTACT PERSON(S): Kevin Bogatin, Kerry Richey

Compulsory Attendance**

Except when exempt by Oregon law, all students between ages 7 6-18 who have not completed the 12th grade are required to regularly attend a public full-time school full-time during the entire school term.

All students five years of age who have enrolled in a public school are required to attend regularly while enrolled in the public school.

Persons having legal responsibility for control of a student between the ages 7 6-18 who has not completed the 12th grade are required to have the student attend and maintain regular attendance during the school term. Persons having legal responsibility control of a student who is five or six years of age and has enrolled the child in a public school are required to have the student attend and maintain regular attendance during the school term.

Under the superintendent's direction and supervision, attendance supervisors shall monitor and report any violation of the compulsory attendance law to the superintendent or designee. Failure to send a student and to maintain a student in regular attendance is a Class C violation.

The district will develop procedures for issuing a citation.

A parent who is not supervising their student by requiring school attendance may also be in violation of Oregon Revised Statute (ORS) 163.577(1)(c). Failing to supervise a child is a Class A violation. Regular attendance is defined by Oregon law as attendance which does not include more than eight unexcused one-half day absences or the equivalent in any four-week period school is in session. A student must be withdrawn from the active roll on the day following the tenth consecutive full day of absence.

In addition, under policy JHFDA—Suspension of Driving Privileges, the district may report students with 10 consecutive days unexcused absence or 15 cumulative unexcused absences in a single semester to the Oregon Department of Transportation.

Exemptions from Compulsory School Attendance

In the following cases, students shall not be required to attend public schools full time:

1. Students being taught in a private or parochial school in courses of study usually taught in kindergarten through grade 12 grades 1-12 in the public schools and in attendance for a period equivalent to that required of students attending public schools.

2. Students proving to the Board's satisfaction that they have acquired equivalent knowledge to that acquired in the courses of study taught in kindergarten through grade 12 ~~grades 1-12~~ in the public schools.
3. Students being taught, by a private teacher, the courses of study usually taught in kindergarten through grade 12 ~~grades 1-12~~ in the public school for a period equivalent to that required of students attending public schools.
4. Students being educated in the home by a parent. When a student is taught or is withdrawn from a public school to be taught by a parent or private teacher, the parent or teacher must notify the Linn Benton Lincoln Education Service District (ESD) in writing within 10 days of such occurrence. In addition, when a home-schooled student moves to a new ESD, the parent shall notify the new ESD in writing, within 10 days, of the intent to continue home schooling. The ESD superintendent shall acknowledge receipt of any notification in writing within 90 days of receipt of the notification. The ESD is to notify, at least annually, school districts of home-schooled students who reside in their district.
5. Students excluded from attendance as provided by law.
6. An exemption may be granted to the parent of any student 16 or 17 years of age who is lawfully employed full time, or who is lawfully employed part time and enrolled in school, or enrolled in a community college, or an ~~other state-registered~~ alternative education program as defined in ORS 336.615.

END OF POLICY

Legal References:

ORS 153.018	OAR 581-021-0026
ORS 163.577	OAR 581-021-0029
ORS 336.615 to -336.665	OAR 581-021-0071
ORS 339.010 to -339.090	OAR 581-021-0077
ORS 339.095	HB 4014 (2012)
ORS 339.925	SB 321 (2015)
ORS 339.990	
ORS 807.065	
ORS 807.066	

Cross Reference:

Policy JHFDA—Suspension of Driving Privileges



Corvallis
SCHOOL DISTRICT

XIII.J. Board Policy JEC—Admissions—Revising—First Reading

Admissions**

The Board is committed to providing an educational program for all students living in the district. The Board believes all students living in the district who have not completed 12 years of education should regularly attend school regularly full time and be included in the available educational programs.

Special Education

Students receiving special education services Special education students shall be served from ages 0 to 21, unless the student has received a regular high school diploma.

General Nonspecial Education

A student not needing Students not in special education services shall be served between from ages 5 to and 19 or may be served until age 21, with the approval of the superintendent, if the student is still working toward a diploma.

State law requires a student whose sixth birthday is on or before September 1 to enroll in a public school and recognizes a student who is age five on or before September 1 to be kindergarten age. State law requires students to be age six on or before September 1 to enter first grade; and age five on or before September 1 to enter kindergarten.

All new students must register in the school office. Registration requirements include proof of the student's birth date (a birth certificate, a hospital record, or a baptismal record) and immunization records as required by law. Students admitted to any grade must show evidence of completing the prior school year(s).

Students enrolled in the district shall comply with Oregon laws related to age, residence, health, attendance, and immunizations.

Students located in the district shall not be excluded from admission solely because the student does not have a fixed place of residence or solely because the student is not under the supervision of a parent.

Admission of Resident Students

School-age students who live within the district attendance area may attend school without paying tuition.

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

A § students living in the district who has have attained the age of majority is are considered a residents of the district. A M minor students living with a parents who resides in the district is are considered a residents of the district. A § students who is a are wards of the court and who is are placed in the district is a are residents of the district. Final determination on any remaining questions of residency of a student shall be made by the State Superintendent of Public Instruction.

END OF POLICY

Legal Reference(s):

[ORS 109.056](#)
[ORS 327.006](#)
[ORS 336.092](#)
[ORS 339.010](#)
[ORS 339.020](#)
[ORS 339.030](#)
[ORS 339.115](#)

[ORS 339.125](#)
[ORS 339.133](#)
[ORS 339.134](#)
[ORS 433.267](#)

[OAR 581-022-0705](#)
[SB 321 \(2015\)](#)

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. § 300.122 (2006).
Illegal Immigration and Immigration Reform Act of 1996, 8 U.S.C. §§ 1101, 1221, 1252, 1324, 1363, 1367 (2006).
McKinney-Vento Homeless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431-11435 (2006).



Corvallis
SCHOOL DISTRICT

XIII.K. Administrative Regulation JEA-AR—Compulsory Attendance Notices
and Citations—Revised—For Information

BOARD MEETING DATE: June 20, 2016

FOR INFORMATION

SUBJECT:

Administrative Regulation JEA-AR—Compulsory Attendance Notices and Citations—
Revised—For Information
Board Policy JEDA—Truancy—Revised—First Reading
Board Policy JFC/JG—Student Conduct—Revised—First Reading
Administrative Regulation JFC-AR—Student Code of Conduct
Board Policy JGD—Suspension—Revised—First Reading
Board Policy JGE—Expulsion—Revised—First Reading

Issue: Senate Bill 553 added an age restriction and other conditions to when a district can impose an out-of-school suspension on a student, and further added that a district must take steps to prevent the recurrence of the behavior that led to the out-of-school suspension. Truancy may not be used as a reason to impose expulsion on a student.

House Bill 2597 added that the notices required for noncompulsory attendance must include a notice that the parent may request an evaluation of their student's current individualized education program (IEP), or an evaluation to determine if their student needs an IEP.

Options Considered: Not revising the administrative regulations or policies.

Involvement: District office staff.

Consequences: Administrative regulations and policies will remain outdated.

Cost Impact: None

CONTACT PERSON(S): Kevin Bogatin, Kerry Richey

Compulsory Attendance Notice and Citations**

Compulsory attendance citations may be issued by the superintendent or designee as a means to enforce the compulsory attendance law. All such citations shall be issued according to the following procedures:

I. Attendance Supervisor

The attendance supervisor shall:

- A. Determine that the parent or guardian has either failed to enroll his/her student or to maintain the student in regular attendance. Regular attendance shall mean attendance which does not include more than eight unexcused one-half day absences or the equivalent in any four-week period in which school is in session;
- B. Verify the compulsory attendance violation through such means as matching attendance supervisor records with classroom teacher records;
- C. Provide written compulsory attendance noncompliance notification to the parent or guardian within 24 hours of verification of the violation. If the student is a youth offender on parole or probation, at the same time notice is given to the parent or other person, the attendance supervisor shall notify the student's parole or probation officer of the absence;
- D. Serve the notification personally or by certified mail. The notification will be written in the native language of the parent or guardian;
- E. Ensure that notification includes a statement requiring the student to appear on the next school day following receipt of the notice and to maintain regular attendance for the remainder of the school year;
- F. Provide a copy of the notice and pertinent attendance records to the superintendent or designee at the time notice is given to the parent or guardian;
- G. Notify the superintendent within three days of knowledge that the parent or guardian receiving the notification has not complied with the notice.

II. Superintendent or Designee

The superintendent or designee ~~shall~~ will:

- A. Review the compulsory attendance noncompliance notice and pertinent student attendance records;
- B. If citation appears warranted, prior to issuing the citation, provide written notification to the parent or guardian. The notice will be written in the language of the parent or guardian. The notice will be delivered personally or by certified mail and will state that:
 1. The student is required to regularly attend school regularly school full-time during the school year.
 2. Failure to send the student to school and to maintain the student in regular attendance is a Class C violation.
 3. A citation for violation of compulsory attendance laws may be issued by the superintendent or designee.
 4. The parent has the right to request:
 - a. An evaluation to determine if the student should have an individualized education program (IEP), if the student does not have one; or
 - b. A review of the student's current IEP.
 54. The parent or guardian and student are required to attend a conference with the superintendent or designee. The date, time, and place of conference will be specified. This conference may not be scheduled until after an evaluation or review as described in paragraph 4 above, if requested by the parent, has been completed.
 65. Failure to attend the conference or failure to send the student to school following the conference may result in the issuance of a citation.

III. Conference

The superintendent or designee will conduct a conference with the parent or guardian and student. Auxiliary aids and services will be provided upon advance request. The superintendent or designee shall will:

- A. Review Oregon's compulsory attendance law and the student's attendance record;
- B. Determine the reasons for the noncompliance;
- C. Develop a plan for student attendance improvement (contract, etc.);

- D. Refer the parent or guardian and student to other agencies as necessary (i.e., Building Support Team; Youth Services Team; Oregon Department of Human Services, Community Human Services; Juvenile Department; etc.);
- E. Discuss the potential consequences for continued compulsory attendance noncompliance, including the potential for the issuance of a citation and the consequences for violation of the Board's student conduct and truancy policies.

IV. Citation

Compulsory attendance noncompliance citations may be issued by the superintendent or designee. The superintendent or designee shall:

- A. Determine that the parent or guardian has continued to fail to enroll his/her student in school or maintain the student in regular attendance following a conference or has refused to attend the conference as required;
- B. Contact the clerk of the court for the county and determine which court will hear the case and when;
- C. Ensure official representing the district will be available to present evidence of the violation at the time and date specified;
- D. Determine whether the local court's interpretation of ORS 339.925 requires the student be named as defendant. Complete form accordingly;
- E. Complete Uniform Compulsory Attendance Citation and Complaint form as follows:
 - 1. Specify appropriate court, district, circuit, municipal, or justice;
 - 2. Specify when the court will hear the case, including date, time, and location of the court appearance at the bottom of the form;
 - 3. Provide all pertinent defendant information, including the name and address of the parent or guardian. Only one adult should be named as the defendant;
 - 4. Provide all pertinent offense information, including the period of time during which the absences occurred;
 - 5. Ensure the minimum number of absences constituting irregular attendance as defined in law has in fact occurred. Excused absences should not be counted for purposes of this citation;
 - 6. Provide all pertinent student information including the grade, date of birth, length of time in the school district, and parent(s) name(s). The Oregon Department of Education will compile this information at the end of the calendar year to determine trends in excessive absenteeism;

7. Provide the date the superintendent's or designee's prior notification of attendance requirements, consequences including possibility of citation, and conference meeting date was sent;
8. Ensure that the prior notice was served to the same parent or guardian who is named as the defendant in the citation;
9. Provide the district name, date, superintendent's name and signature. If the superintendent has designated another district official to issue citations, such delegation will be documented and the delegated official's name and signature will appear on the form;
10. Personally serve (not mail) the citation;
11. Complete the time and date the citation was issued, and the name, title and signature of district official serving the citation;
12. Ensure the parent or guardian is served with the goldenrod (bottom) copy;
13. Ensure the white and yellow copies are sent to the appropriate court, immediately after the citation is served;
14. Ensure the pink copy is retained by the district. Additional information may be maintained on the back of the pink copy, including the dates the attendance supervisor's and the superintendent's or designee's notifications were sent, dates of contact with parents or guardians and names of school staff who have been involved with the issue;
15. Consult with the district's attorney to assist in these procedures, as necessary.

Maintain student attendance records in accordance with applicable education records laws.

CORVALLIS SCHOOL DISTRICT
1555 SW 35th Street
Corvallis, Oregon 97333-1130
Phone: 541-757-5811

***** ATTENDANCE SUPERVISOR'S NONENROLLMENT NOTICE *****

Date _____

Parent(s)/Guardian _____

Address _____

Dear _____ ,
Parent/Guardian)

A determination has been made that your student, _____ (Student's Name) _____, has not enrolled in school and has not been exempted from compulsory attendance in school, under provisions of ORS 339.030.

In accordance with Oregon law, you are hereby notified that you must enroll your student at _____ School no later than the next school day following receipt of this notice and maintain your student in regular attendance for the remainder of the school year.

Please be advised that failure to comply with Oregon's compulsory attendance law is a Class C violation and may result in a compulsory attendance citation and complaint issued by the superintendent and a fine by a court.

You may request an evaluation to determine if your student should have an individualized education program (IEP) or request a review of your student's current IEP.

If you have questions, please contact [name] at [number].

Sincerely,

[Attendance Supervisor] [Principal]

[cc: Principal/Superintendent]

CORVALLIS SCHOOL DISTRICT
1555 SW 35th Street
Corvallis, Oregon 97333-1130
Phone: 541-757-5811

***** ATTENDANCE SUPERVISOR'S IRREGULAR ATTENDANCE NOTICE *****

Date _____

Parent(s)/Guardian _____

Address _____

Dear _____ ,
Parent/Guardian)

A determination has been made that your student, _____ (Student's Name) _____, is not maintaining regular attendance as required by ORS 339.065.

Regular attendance is defined by Oregon law as attendance which does not include more than eight unexcused one-half day absences or the equivalent in any four-week period school is in session.

According to school attendance records, your student has had unexcused absences from school _____ days on the following dates: _____.

You are hereby notified that you must send your student to school no later than the next school day following receipt of this notice and maintain your student in regular attendance for the remainder of the school year.

Please be advised that failure to comply with Oregon's compulsory attendance law is a Class C violation and may result in a compulsory attendance citation and complaint issued by the superintendent and a fine by a court.

You may request an evaluation to determine if your student should have an individualized education program (IEP) or request a review of your student's current IEP.

If you have questions, please contact [name] at [number].

Sincerely,

[Attendance Supervisor] [Principal]

[cc: Principal/Superintendent]

CORVALLIS SCHOOL DISTRICT
1555 SW 35th Street
Corvallis, Oregon 97333-1130
Phone: 541-757-5811

**** SUPERINTENDENT'S NOTICE OF COMPULSORY ATTENDANCE
NONCOMPLIANCE ****

Date _____

Parent(s)/Guardian _____

Address _____

Dear _____ ,
Parent/Guardian)

According to school district records, you were notified by the district's attendance supervisor on [date] that your student, [name], has [failed to enroll in school] [failed to maintain regular school attendance] as required by Oregon compulsory attendance laws.

Your student was required to appear in school no later than the next school day following your receipt of that notice and maintain regular attendance for the remainder of the school year. School district records indicate your student continues to be absent from school. The superintendent or designee may issue a citation for your continued violation of Oregon's compulsory attendance law.

A student is required to regularly attend a full-time school. Failure to send the student to school and to maintain the student in regular attendance is a Class C violation. A citation for such compulsory attendance violations may result in a court fine.

You [did not request an evaluation of your student's individualized education program (IEP) or a review of your student's current IEP.] [requested an evaluation to determine if your student should have an individualized education program (IEP).] [requested a review of an existing IEP for your student] and the requested evaluation or review was completed on [date].

1. In accordance with law, you and your student are required to attend a conference with [designated school official] on [date] at [time] to discuss:
2. Oregon's compulsory attendance law and your student's attendance record;
3. The reasons for your noncompliance;
4. The development of a plan for improvement;
5. Resources available to help your student be successful in school, referrals to other agencies as may be needed and such alternative education information as may be required by law;
6. Any questions you may have concerning the potential consequences for continued noncompliance with Oregon's compulsory attendance law, as set forth above and as provided in Board student conduct and truancy policies.

Failure to attend this conference or failure to send your student to school and to maintain your student in regular school attendance following this conference will result in the issuance of a citation to you, as provided by law.

If you have questions, please contact [name] at [number].

Sincerely,
[Superintendent/Designee]



Corvallis
SCHOOL DISTRICT

XIII.L. Board Policy JEDA—Truancy—Revised—First Reading

TRUANCY

The superintendent will develop procedures whereby those students who are considered truant may be subject to the following penalties: detention, suspension, ~~expulsion~~, and/or ineligibility to participate in athletics or other activities.

These procedures will be published annually for students, staff, and parents.

END OF POLICY

Legal References:

[ORS 339.040](#) to 339.090

[ORS 339.240](#)

[ORS 339.250](#)

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



Corvallis
SCHOOL DISTRICT

XIII.M. Board Policy JFC/JG—Student Conduct—Revised—First Reading

Student Conduct and Discipline**

The Board expects student conduct to contribute to a productive learning climate. Students shall comply with the district's policies, administrative regulations, school and classroom written rules, pursue the prescribed course of study, submit to the lawful authority of district staff, and conduct themselves in an orderly manner at school during the school day or during district-sponsored activities.

Discipline in the district is based upon a philosophy designed to produce behavioral changes that will enable students to develop the self-discipline necessary to remain in school and to function successfully in their educational and social environments. The major objectives of the district discipline program are to teach the following fundamental concepts for living:

1. Understanding and respect for individual rights, dignity, and safety;
2. Understanding and respect for the law, Board policies, administrative regulations, and school rules;
3. Understanding of and respect for public and private property rights.

Careful attention shall be given to procedures and methods whereby fairness and consistency without bias in discipline shall be assured each student. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline, realize the responsibility of one's actions, and maintain a productive learning environment. All staff members have responsibility for consistency in establishing and maintaining an appropriate behavior atmosphere.

Age appropriate, and when possible research-based disciplinary procedures, ~~Disciplinary procedures that are age appropriate and to the extent practicable using approaches that are shown through research to be effective~~ shall be used by district personnel to correct behavioral problems, while supporting students' attendance to school and classes. Examples include, but are not limited to, reprimands, conferences, detention, and denial of participation in co-curricular and extracurricular activities. Titles and/or privileges available to or granted to students may be denied and/or revoked (e.g., valedictorian; salutatorian; study body, class, or club office positions; field trips, senior trip, prom).

Students may be suspended in cases of serious infractions or repeated failure to comply with Board policy, administrative regulation, school or classroom rules. Students may be expelled for any of the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When other strategies to change the student's behavior have been ineffective, ~~except that expulsion may not be used to address truancy;~~ or
3. When required by law.

The district shall consider the age of the student and the student's past pattern of behavior prior to a suspension or expulsion of the student. The district will ensure careful consideration of the rights and needs of the individual concerned, as well as the best interests of other students and the school program as a whole.

The use of out-of-school suspension or expulsion for discipline of a student in the fifth grade or below, is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or
3. When the suspension or expulsion is required by law.

When an out-of-school suspension is imposed on a student, the district shall take steps to prevent the recurrence of the behavior that led to the out-of-school suspension, and return the student to a classroom setting to minimize the disruption of the student's academic instruction.

Restitution may be sought for willful damage to district property. Additionally, a student's driving privileges, or the right to apply for driving privileges, may be suspended for violations of ORS 339.254 and 339.257, as provided by Board policy JHFDA—Suspension of Driving Privileges. A referral to law enforcement also may be made for violations of the law. Parental assistance shall be requested when persistent violations occur.

Students in violation of Board policy, administrative regulation, and/or code of conduct provisions shall be subject to discipline, suspension, or expulsion for misconduct, including but not limited to: theft; disruption of the school; damage or destruction of school property; damage or destruction of private property on school premises or during a school activity; assault or threats of harm; unauthorized use of weapons or dangerous instruments; unlawful use of drugs, narcotics, or alcoholic beverages; persistent failure to comply with rules or the lawful directions of teachers or school officials.

Students may face disciplinary consequences for:

1. Any off-campus behavior that would otherwise tend to disrupt the educational process or the operation of the school district;
2. Conduct that occurs off the school premises at school-related or supervised functions and at a school bus stop; or
3. Behavior that threatens or affects the safety or well-being of any student, parent, or school employee, when the person affected or threatened is traveling to or from a school or a school-related activity.

A student handbook, code of conduct, or other document shall be developed by district administration, in cooperation with staff, and will be made available and distributed to parents, students, and employees outlining student conduct expectations and possible disciplinary actions, including consequences for disorderly conduct, as required by the No Child Left Behind Act of

2001 (NCLBA). In addition, each school in the district shall publish a student/parent handbook detailing additional rules specific to that school.

The district ~~annually~~ will record and report expulsion data for conduct violations as required by the Oregon Department of Education. **Such data will be reported to the Board annually.**

The district will provide the opportunity for all students in any district school identified as persistently dangerous or for any victim of a violent criminal offense occurring in or on the grounds of the school the student attends, to the extent feasible, the opportunity to transfer to a safe school within the district.

Parents, students, and employees shall be notified by handbook, code of conduct or other document of acceptable behavior, behavior subject to discipline and the procedures to address behavior and the consequences of that behavior. These procedures will include a system of consequences designed to correct student misconduct and promote acceptable behavior.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)

[ORS 332.061](#)

[ORS 332.072](#)

[ORS 332.107](#)

[ORS 339.115](#)

[ORS 339.240 to -339.280](#)

[ORS 659.850](#)

[OAR 581-021-0045](#)

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

Hazelwood Sch. District v. Kuhlmeier, 484 U.S. 260 (1988).

Bethel Sch. Dist. v. Fraser, 478 U.S. 675 (1986).

Shorb v. Grotting and Powers Sch. Dist., Case No. 00CV-0255 (Coos County Circuit Ct.) (2000).

Ferguson v. Phoenix Talent Sch. Dist. #4, 172 Or. App. 389 (2001).

No Child Left Behind Act of 2001, 20 U.S.C. § 7912 (2006).



Corvallis
SCHOOL DISTRICT

XIII.N. Administrative Regulation JFC-AR—Student Code of Conduct

Student Code of Conduct

Students are responsible for conducting themselves properly, in accordance with the policies of the district and the lawful direction of staff.

The district has authority and control over a student at school during the regular school day, including during any school-related activity regardless of time or location and while being transported in district-provided transportation. Students will be subject to discipline including detention, suspension, expulsion, denial, and/or loss of awards and privileges and/or referral to law enforcement officials for the following (including but not limited to):

- Assault;
- Hazing, harassment, intimidation, menacing, cyberbullying, bullying, or teen dating violence;
- Coercion;
- Violent behavior or threats of violence or harm;
- Disorderly conduct, false threats, and other activity causing disruption of the school environment;
- Bringing, possessing, concealing, or using a weapon;
- Vandalism/malicious mischief/theft, including willful damage or injury to district property; or to private property on district premises or at school-sponsored activities;
- Sexual harassment;
- Possession, use, distribution, sale of tobacco products or inhalant delivery systems, alcohol, or unlawful drugs, including drug paraphernalia, on or near district grounds or while participating in school-related activities;
- Use or display of profane or obscene language;
- Willful disobedience;
- Open defiance of a teacher's or a school official's authority, including persistent failure to comply with the lawful directions of teachers or school officials;
- Violation of district transportation rules; or
- Violation of law, Board policy, administrative regulation, school rules, or classroom rules.



Corvallis
SCHOOL DISTRICT

XIII.O. Board Policy JGD—Suspension—Revised—First Reading

SUSPENSION**

The Board authorizes student suspension for one or more of the following reasons:

1. Willful violation of Board policies, administrative regulations, or school rules;
~~regulations;~~
2. Willful conduct which materially and substantially disrupts the rights of others to an education;
3. Willful conduct which endangers the student, other students, or staff members;
4. Willful conduct which damages or injures ~~endangers~~ district property.

Students and parents are given notice of possible discipline actions resulting from student misconduct that may result in suspension in the Student/Parent Handbook made available by the district.

Each suspension will include a statement of the reasons for suspension, the length of the suspension, ~~and~~ a plan for readmission, ~~and may include a plan for the student to make up school work.~~ No suspension shall extend beyond 10 school days. The district may require a student to attend school during nonschool hours as an alternative to suspension. Every reasonable and prompt effort must be made to notify the parents of suspended students.

The district shall consider the age of the student and the student's past pattern of behavior prior to a suspension of the student. The district will ensure careful consideration of the rights and needs of the individual concerned, as well as the best interests of other students and the school program as a whole.

The use of out-of-school suspension for discipline of a student in the fifth grade or below, is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or
3. When the suspension is required by law.

When an out-of-school suspension is imposed on a student, the district shall take steps to prevent the recurrence of the behavior that led to the out-of-school suspension, and return the student to a classroom setting to minimize the disruption of the student's academic instruction.

In emergency situations that are a result of risk to health and safety, the district may postpone the suspension notice process above until the emergency condition has passed.

Students who are suspended may not attend after-school activities and athletic events, be present on district property without a parent, or participate in activities directed or sponsored by the district.

Suspensions may be appealed to the Board.

END OF POLICY

Legal References:

[ORS 339.240](#)

[ORS 339.250](#)

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

[OAR 581-021-0065](#)

Cross Reference:

Board Policy JFC/JG—Student Conduct and Discipline



Corvallis

SCHOOL DISTRICT

XIII.P. Board Policy JGE—Expulsion—Revised—First Reading

EXPULSION**

A principal, after reviewing available information, may recommend to the superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

The district shall consider the age of the student and the student's past pattern of behavior prior to an expulsion of the student. The district will ensure careful consideration of the rights and needs of the individual concerned, as well as the best interests of other students and the school program as a whole. Expulsion may not be used to address truancy.

The use of expulsion for discipline of a student in the fifth grade or below, is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or
3. When the expulsion is required by law.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing. By waiving the right to a hearing, the student and parent agree to abide by the findings of a hearings officer.

When an expulsion hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service¹ or by certified mail² at least five days prior to the scheduled hearing. Notice shall will include:
 - a. ~~(1)-t~~ The specific charge or charges;
 - b. ~~(2)-t~~ The conduct constituting the alleged violation, including the nature of the evidence of the violation and reason for expulsion;
 - c. ~~(3)-a~~ A recommendation for expulsion;
 - d. ~~(4)-t~~ The student's right to a hearing;
 - e. ~~(5)-w~~ When and where the hearing will take place; and
 - f. ~~(6)-t~~ The right to representation.

¹The person serving the notice shall file a return of service. (OAR 581-021-0070)

²When certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing. (OAR 581-021-0070)

2. The Board may expel, or may delegate the authority to decide on an expulsion to the superintendent or the superintendent's designee who will act as the hearings officer. ~~The superintendent or designee will act as hearings officer.~~ The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer designated by the Board will conduct the hearing and will not be associated with the initial actions of the building administrators.
3. Expulsion hearings will be conducted in private and will not be open to the general public unless the student or the student's parents request an open session.
43. In case the parent or student has difficulty understanding the English language or has other serious communication disabilities, the district will provide a translator.
54. The student shall ~~will~~ be permitted to have a representation ~~on~~ ~~ve~~ present at the hearing to advise and to present arguments. The representation ~~on~~ ~~ve~~ may be an attorney and/or parent. The district's attorney may be present.
65. The student shall ~~will~~ be afforded the right to present his/her version of the events underlying the expulsion recommendation ~~charges~~ and to introduce evidence by testimony, writings or other exhibits.
76. The student shall ~~will~~ be permitted to be present and to hear the evidence presented by the district.
8. The hearings officer or the student may record the hearing.
9. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing.
107. If the Board is conducting the expulsion hearing, the Board may designate the Board chair or a third party as the hearings officer. The hearings officer will determine the facts of each case on the evidence presented at the hearing. Evidence may include the relevant past history and student education records. The hearings officer will provide to the Board findings as to the facts, the recommended decision, and whether or not the student has committed the alleged conduct. This will include the hearings officer's recommended ~~Findings of fact as to whether the student has committed the alleged conduct will be submitted to the Board, along with the officer's~~ decision on disciplinary action, if any, including the duration of any expulsion. This material ~~decision~~ will be available in identical form to the Board, the student if age 18 and over, and the student's parents at the same time. Following the review by the Board of the hearings officer's recommendations, the Board will make the final decision regarding the expulsion.
8. ~~The hearings officer or the student may make a record of the hearing.~~
119. If the Board has delegated authority to the superintendent or designee to act as the hearings officer, the superintendent may designate him or herself, or a third party, as the

hearings officer. The hearings officer's decision is final; however, a decision of the hearings officer may be appealed by the parent or the student, if age 18 or over to the Board for review. If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board and will be available in identical form to the Board, the student, and the student's parents at the same time. ~~However, this decision may be appealed to the Board. At its next regular or special meeting the Board will review the hearings officer's decision and will affirm, modify, or reverse the decision. Parents of students who wish to appeal the hearings officer's decision will have the opportunity to be heard at the time the Board reviews the decision;~~

~~1210. Expulsion hearings will be conducted in private and~~ A Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing ~~held~~ by the hearings officer, the following will not be made public:

- a. The name of the minor student;
- b. The issues involved, including a student's confidential medical record and that student's educational program;
- c. The discussion;
- d. The vote of Board members, which may be taken in executive session ~~when considering an expulsion.~~

Prior to expulsion, the district must propose alternative programs of instruction or instruction combined with counseling to a student subject to expulsion for reasons other than a weapons policy violation. The district must document to the parent of the student that proposals of alternative programs have been made.

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.061](#)
[ORS 336.615](#) to [336.665](#)
[ORS 339.115](#)
[ORS 339.240](#)
[ORS 339.250](#)
[OAR 581-021-0050](#) to [-0075](#)
~~ORS 339.240—339.250~~
~~ORS 339.260~~
~~[OAR 581-021-0070](#)~~
~~[OAR 581-021-0071](#)~~

Cross Reference:

Board Policy JFC/JG—Student Conduct and Discipline



Corvallis
SCHOOL DISTRICT

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