



**Corvallis**  
SCHOOL DISTRICT

# NOTICE

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

| Date & Time                          | Meeting Type | Location                                                                   | Agenda        |
|--------------------------------------|--------------|----------------------------------------------------------------------------|---------------|
| Thursday, July 1,<br>2021<br>6:30 PM | Regular      | District Office Board Room,<br>1555 SW 35th Street,<br>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](mailto: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](mailto:kimberly.nelson@corvallis.k12.or.us)**



# Corvallis

## SCHOOL DISTRICT

Thursday, July 1, 2021  
6:30 PM

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

Meeting Details: Thursday, July 1, 2021, 6:30 PM in the District Office Board Room,  
1555 SW 35th Street, Corvallis, OR 97333.

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

- I. CALL TO ORDER AND ROLL CALL (6:30 p.m.)\*
- II. PLEDGE OF ALLEGIANCE
- III. SWEARING-IN OF NEW BOARD MEMBER(S)
- IV. ELECTION OF BOARD OFFICERS
- V. RATIFY 2020-21 ORGANIZATIONAL ACTIONS



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Parker Schulze, Board Secretary  
Meeting Date: July 1, 2021

### **Ratify 2020-21 Organizational Actions**

### **ACTION REQUESTED**

#### **Background**

The Board is required to take action on certain organizational items no later than July 1 of each fiscal year. The annual organizational items are:

1. Adoption of the 2021-22 board meeting schedule.
2. Resolution No. 21-0603 – Designation of District Officers, Clerks, Agents, and Depositories of Funds (2020-21 Organizational Resolution)

#### **ACTION REQUESTED:**

Ratify the Board actions taken the prior fiscal year.

#### **MOTION REQUESTED:**

“I move to ratify the actions that were taken by the Corvallis School Board in 2020-21.”



**Corvallis**  
SCHOOL DISTRICT

V.A. Resolution 21-0603: Designation of District Officers, Clerks, Agents, and  
Depositories of Funds (2021-22 Organizational Resolution)



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: June 10, 2021

### **Resolution No. 21-0603: Designation of District Officers, Clerks, Agents and Depositories of Funds (2021-22 Organizational Resolution)**

### **ACTION REQUESTED**

#### Background

Oregon Revised Statutes requires schools board to annually hold an organizational meeting to designate appointees and authorize actions. The board is required to approve the designation of district officers, agents, and depositories of funds. Other designations and appointments are made as a matter of practice. This resolution is renewed annually to allow for the continued operation of district business.

Due to the closure of the YES House effective June 30, 2021, the designation of an alternative education program (Board Policy IGBHA) has been removed from this year's resolution. There are no other changes from the 2020-21 resolution.

#### ACTION REQUESTED:

Adopt the attached resolution authorizing the designation of district officers, agents, depositories of funds, and other designations and appointments for the 2021-22 fiscal year.

#### ATTACHED:

Resolution No. 21-0603

#### MOTION REQUESTED:

"I move that Resolution No. 21-0603 be adopted to authorize the designation of district officers, agents, depositories of funds, and other designations and appointments for the 2021-22 fiscal year."

Corvallis School District 509J  
**Designation of District Officers, Clerks, Agents, and Depositories of Funds**  
(2021-22 Organizational Resolution)  
**Resolution No. 21-0603**

**Designate Clerk and Deputy Clerk (ORS 332.515, Policy BC/BCA)**

Be It Resolved, that Ryan Noss, Superintendent of Corvallis School District 509J, is hereby designated as Clerk, and Olivia Meyers Buch, Director of Finance and Operations, is hereby designated as Deputy Clerk for the 2021-22 fiscal year.

**Designate Budget Officer (ORS 294.331)**

Be It Resolved, that Olivia Meyers Buch, Director of Finance and Operations, is hereby designated to serve as Budget Officer of the Corvallis School District 509J for the 2021-22 fiscal year.

**Designate Custodian of Funds (ORS 328.441)**

Be It Resolved, that Olivia Meyers Buch, Director of Finance and Operations, is hereby designated to serve as Custodian of Funds of the Corvallis School District 509J for the 2021-22 fiscal year.

**Designate Depositories & Signature Authority (ORS 328.441, 328.445, Policy DG, DGA/DGB)**

Be It Resolved, that the following depositories are hereby approved as official depositories of Corvallis School District 509J funds for the 2021-22 fiscal year: Oregon State Treasury Local Government Investment Pool and all "Qualified Depositories for Public Funds" as approved by the Office of the State Treasurer.

Be It Further Resolved, that the Deputy Clerk, as Custodian of Funds, is hereby authorized to establish accounts and to issue checks against such accounts bearing the facsimile signature of the Deputy Clerk.

**Designate Student Body Fund Signature Authority**

Be It Resolved, that the Deputy Clerk, as Custodian of Funds, is hereby authorized to establish student body funds with a district depository of record, identified above.

Be It Further Resolved, that checks issued against student body funds be honored for amounts up to \$500 that bear the original signature of two of the persons holding one of the following positions for each of the schools using these funds for the 2021-22 fiscal year: Principal(s), Assistant Principal(s), Athletic Director(s), and Office Manager(s).

Be It Further Resolved, that checks issued in amounts of \$500 or more must bear the original or facsimile signature of the Deputy Clerk or the designee.

**Designate Financial Auditors**

Be It Resolved, that Pauly Rogers and Co, P.C., is hereby designated to serve as the independent financial audit firm for the Corvallis School District 509J for the 2021-22 fiscal year.

**Designate Legal Counsel**

Be It Resolved, that attorney Eric DeFreest and the firm of Luvaas Cobb is hereby 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 Hungerford Law Firm, based on their special expertise in the area of law being considered, at the discretion of the Superintendent, for the 2021-22 fiscal year.

**Designate Insurance Agent of Record**

Be It Resolved, that Steve Uerlings of HUB | Barker-Uerlings Insurance, Inc. is hereby designated to serve as agent of record for the Corvallis School District 509J for property, liability, and workers' compensation insurance for the 2021-22 fiscal year.

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 for the 2021-22 fiscal year.

**Designate Newspaper for Legal Notices**

Be It Resolved, that the Corvallis Gazette-Times is hereby designated as the newspaper in which legal notices will be published.

**Designate Authority to Negotiate and Execute Real Property Transactions**

Be It Resolved, that the Board Chair and Clerk are hereby authorized to negotiate and execute real property transactions on behalf of the Corvallis School District 509J for the 2021-22 fiscal year, after obtaining official Board approval within legal regulations and district guidelines.

**Designate Authority to Sign Documents and Agreements for Funded Programs**

Be It Resolved, that Ryan Noss, Superintendent, and Melissa Harder, Assistant Superintendent, are hereby authorized to file applications and sign documents and agreements related to funded programs on behalf of the Corvallis School District 509J for the 2021-22 fiscal year.

**Disposal of Surplus Property (Board Policy DN)**

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

ADOPTED by the Board of Directors of Corvallis School District 509J in Benton and Linn Counties, Oregon, at its regular meeting this 10<sup>th</sup> day of June, 2021.

ATTEST:

A handwritten signature in black ink, appearing to read "Sami Al-AbdRabbuh". The signature is stylized with a large, looping initial "S".

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Sami Al-AbdRabbuh, Board Chair

A handwritten signature in black ink, appearing to read "Olivia Meyers Buch". The signature is written in a cursive style.

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Olivia Meyers Buch, Deputy Clerk



# Corvallis

SCHOOL DISTRICT

V.B. Ratify the 2021-22 Board Meeting Calendar



**Board of Directors  
2021-22 Meeting Schedule**

|   |                                                                |
|---|----------------------------------------------------------------|
| J | July 1 <sup>st</sup> , 2021 – Swearing-In Ceremony             |
| A | August 12, 2021 – Business Meeting                             |
|   | August 19, 2021 – Retreat                                      |
| S | September 9, 2021 – Business Meeting                           |
|   | September 23, 2021 – Special Meeting                           |
| O | October 14, 2021 – Business Meeting                            |
|   | October 21, 2021 – Special Meeting                             |
| N | November 18, 2021 – Special Meeting (School Improvement Plans) |
| D | December 9, 2021 – Special Meeting (School Improvement Plans)  |
|   | December 16, 2021 – Business Meeting                           |
| J | January 6, 2022 – Business Meeting                             |
|   | January 13, 2022 – Special Meeting                             |
| F | February 3, 2022 – Business Meeting                            |
|   | February 24, 2022 – Special Meeting                            |
| M | March 3, 2022 – Business Meeting                               |
| A | April 14, 2022 – Business Meeting                              |
|   | April 21, 2022 – Budget Committee Meeting                      |
| M | May 5, 2022 – Business Meeting                                 |
|   | May 19, 2022 – Budget Committee Meeting                        |
|   | May 26, 2022 – Budget Committee Meeting                        |
| J | June 9, 2022 – Business Meeting                                |



# Corvallis

## SCHOOL DISTRICT

### VI. BOARD MEMBER COMMENTS

### VII. 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](mailto: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 35<sup>th</sup> Street, Corvallis, OR 97333. E-mail may be sent to [schoolboard@corvallis.k12.or.us](mailto: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](mailto: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](mailto:kim.nelson@corvallis.k12.or.us) or submitted between 8:00 am – 5:00 pm Monday through Friday at 1555 SW 35<sup>th</sup> 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 |