



**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, August 12,<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/UC9Jtpte5dmilZl9kySBJbVQ?>  
**A recording of the meeting will also be posted to that channel.**

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

**For more information, please contact Kim Nelson at 541-757-5841 or at [kimberly.nelson@corvallis.k12.or.us](mailto:kimberly.nelson@corvallis.k12.or.us)**



# Corvallis

SCHOOL DISTRICT

Thursday, August 12, 2021  
6:30 PM

## AGENDA

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

Meeting Details: Thursday, August 12, 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/UC9Jtp5dmilZI9kySBjbVQ?> A recording of the meeting will also be posted to that channel.*

- I. CALL TO ORDER AND ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. BOARD MEMBER REPORTS
- IV. SUPERINTENDENT'S REPORT (6:50pm approx.)



## **Superintendent's Update**

Shared with the Corvallis School Board during the August 12, 2021 meeting.

### **Introduction of New Administrators**

I am pleased to introduce five new administrators to our administrative team. Some are new to the District and some have changed roles.

Emmet Whitaker will serve as Assistant Principal at CHS. He has been a science and AVID teacher at Lebanon High School in Lebanon, Oregon since 2013. He began teaching after a 15-year career as a Senior Engineer and Program Manager with Hewlett-Packard in the U.S. and Ireland.

Germaine Joseph-Hays will serve as Assistant Principal at CHS. She most recently was a science teacher at CHS and has taught in the Corvallis School District since 2017. She has 11 years of experience as an educator, including teaching middle and high school science, and teaching Biology and Advanced Placement Biology at Central High School in Independence, Oregon.

Nancy Davila-Williams, who has served as interim principal at Garfield, will continue in that position for the 2021-22 school year. She has worked in public education for 17 years teaching at the elementary level (kindergarten, second, and fifth grades) and most recently was the Dean of Students at Garfield.

Tracey Fischer will serve as principal at Husky Elementary. She started her career as an elementary teacher at Adams Elementary in 2007 and has most recently worked as interim principal at Mountain View Elementary and as a Teacher on Special Assignment (TOSA) elementary teacher mentor.

### **Summer Programs**

We still have another week of summer programs for elementary and middle school, while our high school credit recovery and WINGS programs have finally wrapped up. We have had an incredible summer of programs serving students all at levels and in many modalities. Through our partnerships with Kid Spirit and Boys & Girls Club,

we have had students participating in camps and activities all summer long, many of whom have never had that opportunity before.

Most notably, in our partnership with Parks and Recreation, students have been participating in camps at the schools and at additional Parks and Rec. sites all summer. Parks and Rec. stepped up to being a critical partner in providing students and families with many new opportunities. This in addition to our academic boost programs, credit recovery, transition programs, and care and connect has served just under 1,000 kids.

Additionally, we are running a health fair as a part of our summer programming. On **August 24th and 25th between 2-7PM at Linus Pauling Middle School**, we will be offering:

- Hearing Screenings
- Vision Screenings
- COVID-19 Vaccines
- Operation School Bell measurements
- Community Agency Resource Tables
- Registration support

This additional day and these resources are intended to help students who have been largely quarantined get caught up. Completing these screenings and helping families to get their back-to-school needs met will mean that we can start to identify the recovery needs for many students as we move into the fall.

We are so grateful for the many staff from the school district and in the community who have made this tremendous undertaking possible. We are hopeful that this work can continue for summers to come!

### **OSBA Virtual Conference**

The Corvallis School District was well represented at the OSBA Virtual Conference Raising the Equity Question in July. School board chair Sami Al-Abdrubbah and Equity Coordinator Marciane Rivero Koetje joined me as co-presenters. Liv Gifford, Executive Director of the Corvallis Public Schools Foundation also presented on the impact of school foundations partnering in our equity work.



## **Middle School Athletics**

This year we will expand school-based sports for middle school students. Fall season will include boys and girls Soccer, which is open to students in grades 7 and 8 and Cross Country, which is open to grades 6, 7, and 8.

Winter season will include boys and girls Basketball, which is open to grades 7 and 8 and spring season will include Track and Field, which is open to grades 6, 7, and 8. These opportunities will be funded by the Student Investment Account.

## **COVID Liability For School Districts**

As you know by now, Governor Kate Brown recently announced that effective immediately, staff, students and visitors will be required to wear masks indoors in all K-12 schools. The announcement aligns with recent guidance from the Centers for Disease Control and Prevention, and is designed to combat the Delta variant of COVID-19.

The announcement has raised liability questions as districts plan a widespread return to in-person instruction this fall. Recent state guidance, contained in the Oregon Department of Education's Ready Schools, Safe Learners Resiliency Framework (RSSL), had been "advisory" rather than mandatory. The RSSL guidance is expected to be updated to reflect the governor's announcement today that wearing masks indoors will be mandatory.

OSBA and its partners were successful at getting HB 4402 passed during the December 2020 emergency legislative session. HB 4402 provides school districts, charter schools, community colleges and ESDs with limited liability protection for COVID-19 related claims. For a school to benefit from HB 4402's limited liability protection, it must be in compliance with all current "COVID-19 Emergency Rules." This includes all guidance issued by the Oregon Department of Education and the Oregon Health Authority.

Liability insurance carriers encourage districts to comply with all current guidance when making reopening decisions. A district could be at risk of losing the protections of HB 4402 if it were to open for in-person instruction and not be in compliance with ODE or OHA advisory or mandatory guidance.



**Corvallis**  
SCHOOL DISTRICT

V. PUBLIC COMMENT (7:00pm approx.)

Statement Read by Raquel Buyers at August 12, 2021 School Board Meeting

Members of the Corvallis School Board,

I come before you, this evening, to address an issue that involves the abuse of our children and the infringement and subversion of their rights as well as the rights of all humanity. Sons and daughters, are the property of their biological parents, until they attain the age of maturity. They are not the property of any STATE or body politic.

Between January and February of 2020, Yale and Stanford Universities approached the CDC and World Health Organization, to inquire if either were in possession of a viral load sample of the genetic material of what they claimed to be COVID-19. To this day, the CDC and The World Health Organization, have neglected to produce said results, which in turn, nullifies the existence of an actual “emergency.”

In 1984, Kary Mullis, a renowned biochemist, invented the Polymerase Chain Reaction (PCR) Test. The purpose of this test was to take an RNA/DNA imprint, lift it and render an amplified scan of said extracted genetic material. In fact, if you sign up for an ancestral trace route like Ancestry.com or 23 and Me.com, the test that they utilize to deliver said results, is the PCR test. Mullis made it implicitly clear, that the PCR test was not designed to test for infectious diseases or microbial strands. The PCR test is what is being used to identify COVID-19 and the so-called variant strains. Those are the facts.

The point of this address is “self” governance and preservation. If a person feels the need to wear a mask or get vaccinated to procure their safety and security, that person has said right, but must see to that themselves “personally” as they see fit. No single person, group of persons or body politic has the lawful right to impose their ideals or convictions upon another, by and through tactics of coercion fueled by propaganda. There is no “we” when it comes to health. Everyone’s health is uniquely different and personal preservation of such must be respected and not discriminated against.

We have been granted a unique choice to take a vaccine and to wear a mask to preserve our personal health and safety. That same choice has existed since the foundation of our country. To choose to preserve life with self defense or to choose to remain vulnerable to unknown and known threats. This is the first time in history the boot of tyranny has forced Americans to protect themselves with a biological weapon and a shield or face consequences. If you are going to enforce such draconian mandates and orders that infringe upon people’s divine rights and liberties, then it is incumbent upon you to provide incontrovertible proof that is validated by unbiased credible sources that an actual danger exists that would warrant the jurisdiction to exercise emergency powers and suggestive policy.

“For your convenience, I have provided three exhibits. One is an official study done on the ineffectiveness of masks, the other states on the box itself that masks cause cancer, the other is direct from the CDC’s OSHA page which states that cloth masks and N95 surgical masks are not considered personal protective equipment.”

A recent study from the UK found that 99.995% of children recover from the coronavirus. More children die in car crashes and from drowning each year than from coronavirus. But all of you sitting on this board tonight want kids to wear masks anyway despite their health concerns. And now there is proof that masks are not only emotionally damaging to children but can cause cancer.

I respectfully ask that you would stand for our children's health by making masks optional & stop infringing on the rights of the parents to choose whats best for their children. Im asking you today to stand for medical freedom & liberty. Our children's lives and future depend on it.

Thank you.



# Corvallis

## SCHOOL DISTRICT

### VI. FACILITIES BOND (7:20pm approx.)

#### VI.A. Bond Program Update



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Kim Patten, Director of Facilities and Transportation  
Meeting Date: August 12, 2021

### **Bond Program Update**

**NO ACTION REQUIRED**

#### Background

Wenaha Group provides project management services for the Facilities Improvement Bond approved by voters in May 2018. Wenaha Group's project managers will prepare a monthly report to communicate status and progress on bond projects. The report will be included in a board packet each month, published on the district website, and shared with key communicators.

Direct questions regarding bond projects to [kim.patten@corvallis.k12.or.us](mailto:kim.patten@corvallis.k12.or.us)



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE AUGUST 12, 2021**



### **GENERAL PROGRAM UPDATES**

Since the last day of the 2020-21 school year, there has been significant activity throughout the district.

- The teams at Jaguar and Wildcat Elementary Schools are now working with staff and the City Development Services department to ensure the buildings are safe for the return of students in September. This includes planning for building egress, access routes, separation of construction from occupied areas, provisions for fire department access, student drop-off and pick-up areas and restroom accommodations. The projects will be underway into the summer of 2022.
- Construction is underway at Adams Elementary for the new power service. Underground and vault work is scheduled to complete in August, with equipment delivery and power switchover scheduled for later in the fall.
- The new Lincoln Elementary building is in the final stages before occupancy. Teams are working closely with the City to ensure safety, crews are installing final finishes, cleaning is underway, most of the new furnishings are in place, and contents from the teacher's previous classrooms are being moved into the new building. Sitework is underway, with a focus on generating a good amount of on-site parking and some space for kids to play. The balance of the sitework will be completed near the end of this year. In parallel with the school completion, the Benton County Health Center is nearing completion and is a beautiful and functional new facility. School district and health center staff are coordinating a joint ribbon cutting and tour event to celebrate the opening of these two new facilities. This will take place in late September to give staff and students a chance to settle into the building before the community comes to visit.
- Husky Elementary construction continues at full speed. This building is on track for winter completion and occupancy with sitework to complete the summer of 2022.
- Garfield Elementary is in a similar position as Lincoln with teams working through the necessary completion activities. We anticipate that students, staff and visitors will be amazed with the results of this project. It feels like a brand-new school.
- The Mt. View and Franklin projects are both moving through the design process. Architects and engineers are hard at work putting finishing touches on the designs, which are scheduled for completion in September.
- Crews at CVHS are working hard to complete the CTE project, the new elevator at the gym, and the fiber optic cabling replacement. Work continues on the seismic upgrade project at the gym, but some unforeseen conditions have arisen that will require some new steel fabrications. Given the need to regain the gym for student use, the crews will complete that project at a later date.
- The Corvallis High CTE project will be ready for student return, but there are notable exceptions. Supply chain disruptions have delayed the metal roofing system for the new covered walkway for about 6 months. The steel columns and supporting beams will be complete and safe, but the project will be incomplete until the materials are available. The covered work area between the T-



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE AUGUST 12, 2021



south and T-north buildings is also affected by steel material deliveries. Although it won't be complete when school opens, we anticipate completion by the end of September. The new overhead garage doors for the shops are also delayed. The existing doors will be left in place until they are available.

- The Cheldelin Library project is ready for school use. It is a beautiful new space.
- The College Hill project design is progressing, with the design team working on Construction Documents. Bidding is targeted for the fall, with construction starting summer of 2022.

### Bond Communications

The bond team has worked closely with the District Communications Department to provide the community with information about our progress. To date, the District has run social media campaigns highlighting bond projects, provided updates on all school projects on dedicated bond program web pages, and produced two videos to recognize the topping out milestones at Lincoln and Husky Elementary. This month, a community mailing will be sent to all voter households with an update on the status of design and construction projects throughout the community as we pass the halfway point in the bond program.



### Highlights from Lincoln Elementary



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE AUGUST 12, 2021



## FINANCIAL SUMMARY AS OF MAY 30, 2021

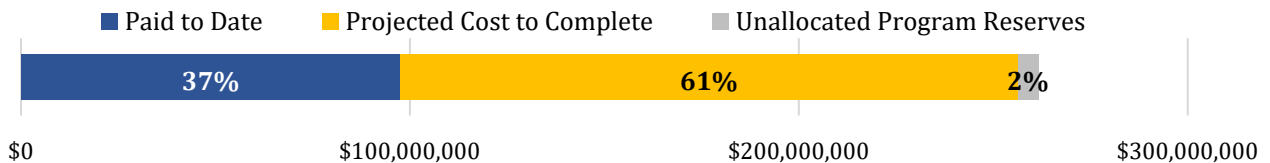
|                                                         |                       |
|---------------------------------------------------------|-----------------------|
| Voter Approved Bond Issuance                            | \$ 199,914,046        |
| Bond Sale Premium                                       | 39,204,888            |
| Bond Interest Earnings                                  | 12,048,568            |
| OSCIM Grant <sup>1</sup>                                | 6,234,147             |
| Other Funding <sup>2</sup>                              | 2,000,066             |
| Projected Resources through End of Program <sup>3</sup> | 2,195,000             |
| <b>Total Program Resources</b>                          | <b>\$ 261,596,715</b> |

|                                   |                       |
|-----------------------------------|-----------------------|
| Paid to Date                      | \$ 97,544,925         |
| Projected Cost to Complete        | 158,776,974           |
| <b>Total Projected Costs</b>      | <b>\$ 256,321,899</b> |
| Unallocated Program Reserves      | 5,274,816             |
| <b>Total Program Requirements</b> | <b>\$ 261,596,715</b> |

<sup>1</sup> **Oregon School Capital Improvement Matching (OSCIM) Grant.** Matching grant through this state program; restricted to Lincoln project.

<sup>2</sup> **Other Funding.** Additional grants and reimbursements from several sources including energy conservation reimbursements from the SB 1149 program and from the Energy Trust of Oregon, and seismic rehabilitation grants; restricted to specific projects.

<sup>3</sup> **Projected Resources through End of Program.** Interest earnings.



|                        | Bond Allocation       | Other Funding Sources <sup>1</sup> |                      | Total Projected Costs | Paid to Date         |            | Projected Cost to Complete |
|------------------------|-----------------------|------------------------------------|----------------------|-----------------------|----------------------|------------|----------------------------|
|                        |                       | allocated                          | pending allocation   |                       |                      |            |                            |
| Adams                  | \$ 11,594,457         | \$ 632,420                         | \$ 5,897,118         | \$ 18,123,995         | \$ 2,326,045         | 13%        | \$ 15,797,950              |
| Garfield               | 20,431,066            | 4,789,016                          | 297,121              | 25,517,203            | 19,372,628           | 76%        | 6,144,575                  |
| Husky                  | 38,462,382            | (648,740)                          | 235,020              | 38,048,661            | 14,930,445           | 39%        | 23,118,216                 |
| Jaguar                 | 12,322,158            | 5,625,703                          | 156,135              | 18,103,996            | 3,628,884            | 20%        | 14,475,112                 |
| Lincoln                | 32,068,849            | 6,260,619                          | 378,750              | 38,708,217            | 25,355,921           | 66%        | 13,352,296                 |
| Mt View                | 8,904,029             | -                                  | 8,354,345            | 17,258,374            | 262,782              | 2%         | 16,995,592                 |
| Wildcat                | 11,807,766            | 5,669,935                          | 32,497               | 17,510,198            | 3,581,237            | 20%        | 13,928,961                 |
| Franklin               | 8,897,336             | -                                  | 1,952,876            | 10,850,212            | 120,865              | <1%        | 10,729,347                 |
| Cheldelin              | 9,992,479             | 8,500                              | 2,238,426            | 12,239,405            | 6,285,805            | 51%        | 5,953,600                  |
| Linus Pauling          | 400,000               | -                                  | -                    | 400,000               | 355,294              | 89%        | 44,706                     |
| Corvallis              | 7,982,711             | 2,449,028                          | -                    | 10,431,739            | 4,579,500            | 44%        | 5,852,239                  |
| Crescent Valley        | 16,226,898            | 4,402,001                          | 14,886               | 20,643,785            | 9,723,303            | 47%        | 10,920,482                 |
| Harding                | 11,208,697            | -                                  | 5,860,198            | 17,068,895            | 625,838              | 4%         | 16,443,057                 |
| Program Administration | 9,615,219             | -                                  | 1,802,000            | 11,417,219            | 6,396,379            | 56%        | 5,020,840                  |
| <b>TOTAL</b>           | <b>\$ 199,914,046</b> | <b>\$ 29,188,482</b>               | <b>\$ 27,219,372</b> | <b>\$ 256,321,899</b> | <b>\$ 97,544,925</b> | <b>38%</b> | <b>\$ 158,776,974</b>      |

<sup>1</sup> **Other Funding Sources.** Includes bond sale premium, bond interest earnings, OSCIM grant, and other funding such as energy conservation reimbursements from the SB 1149 program or Energy Trust of Oregon, and seismic rehabilitation grants.





## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### ADAMS ELEMENTARY SCHOOL MAJOR ADDITION AND REMODEL

Project Manager: **Kieron Spellman**  
**Wenaha Group**

Architect: **DLR Group**

CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Add five (5) permanent classrooms, create collaborative/small group learning areas, create dedicated PE space by adding multi-use cafeteria, renovate existing classroom space for student support services, improve ADA accessibility, install energy efficient lighting, replace covered play shelter, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, replace emergency communication systems, secure front entry, and office modifications.

### SCHEDULE

| Key Milestones      | Start      | Completion | % Complete | Comments |
|---------------------|------------|------------|------------|----------|
| Pre-Design          | Nov 2018   | Oct 2019   | 100%       |          |
| Design & Permitting | Nov 2019   | Dec 2021   | 87%        |          |
| Construction        | April 2022 | June 2023  | 0%         |          |

### CURRENT ACTIVITIES

- Final Land Use: Application has been deemed complete. Commission hearing scheduled for early September.
- Electrical service replacement work and low voltage fiber work for the District Office and Food Warehouse:
  - Underground and vault work started last week. Will be complete by end of month.
  - Panels/equipment/transformers scheduled to arrive this fall.
  - All turnover work will occur after hours or on non-working CSD days.

### ACTIVITIES SCHEDULED FOR NEXT QUARTER

- Land Use Commission Hearing.
- Submit PIPC and Building permit application
- Continue with electrical service replacement project.

### HIGHLIGHTS - N/A

### CHALLENGES AND SOLUTIONS - N/A

### PROJECT PHOTO GALLERY - N/A



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### CHELDELIN MIDDLE SCHOOL MAJOR RENOVATION

**Project Manager:** Patrick Linhart  
**Wenaha Group**  
**Architect:** Pivot Architecture  
**Track Contractor:** Field Turf USA  
**CM/GC Contractor:** Gerding Builders

### PROJECT DESCRIPTION

Renovation: Renovate classroom to create a STEAM lab, renovate library/media center, improve ADA accessibility to the front office and elsewhere in the school, renovate cafeteria, renovate restrooms, replace kitchen flooring, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, improve emergency lighting, improve seismic safety, replace wooden bleachers in the gym.

Resurface existing track: Scope also includes enlarging the high jump area to accommodate two jumping areas and improving drainage around the long jump area – Now Complete.

### SCHEDULE

| Key Milestones            | Start       | Completion                        | % Complete | Comments                                 |
|---------------------------|-------------|-----------------------------------|------------|------------------------------------------|
| Pre-Design                | Jan 2019    | June 2019                         | 100%       | Complete                                 |
| Design & Permitting       | May 2019    | March 2020                        | 100%       | Permit issued                            |
| Design & Permitting PH II | July 2020   | Mar-design, Aug - Nov permit 2021 | 98%        | Developing seismic and HVAC/Elec designs |
| Ph I Construction         | June 2020   | Aug 2021                          | 99%        | Library going now                        |
| Ph II Construction        | Spring 2022 | Aug 2022                          | 0%         | Scheduled 2022                           |

### CURRENT ACTIVITIES

- Library construction work is nearly complete! Final City inspections were completed.
- LED lighting and new flooring in ancillary rooms has completed.
- Final ADA door work going into corridor and courtyard to wrap up by end of August.
- Gerding is working with CSD teams on HVAC balancing and equipment commissioning.
- CSD and Llama movers are moving library materials back into the spaces.



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



- Furniture is arriving over the next 3-4 weeks including new center bookshelves and a new circulation desk.
- PHASE B design drawings – will submit for permit at the end of August.

### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Plans will be reviewed for permit
- Gerding will bid the work in September with a GMP anticipated by late November 2021.

### **HIGHLIGHTS**

- New library space is fresh and vibrant.
- This project is completing earlier than others, which will help minimize the end-of-summer rush.

### **CHALLENGES AND SOLUTIONS**

- The team experienced some material delivery challenges including delays with acoustical panels, hollow metal doors and other unforeseen structural conditions. Fortunately, we were able to start this work earlier in the school year which gave us time to absorb material delays on this project and still allow the library to set back up early.

### **PROJECT PHOTO GALLERY**



*CMS – Ancillary rooms back to functional*



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*CMS – Previous library ceiling and lighting*



*CMS - Front wall & acoustical panels*



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## COLLEGE HILL

MAJOR ADDITION AND REMODEL

Project Manager: **Patrick Linhart**  
**Wenaha Group**

Architect: **Pivot Architecture**

CM/GC Contractor: **Gerding Builders**

## PROJECT DESCRIPTION

Adds multi-use cafeteria like reception, renovate two (2) classrooms to support science construction, improve ADA accessibility, renovate locker rooms, replace cabinetry in classrooms, replace roof and gutter system, upgrade mechanical infrastructure including electrical, heating, boilers and plumbing systems, improve emergency lighting, improve seismic safety in one and two story portions of the building, install access control system, replace emergency communication systems, replace fire monitoring system and add an outdoor covered classroom space.

## SCHEDULE

| Key Milestones      | Start     | Completion | % Complete | Comments |
|---------------------|-----------|------------|------------|----------|
| Pre-Design          | Nov 2018  | Feb 2019   | 100%       |          |
| Design & Permitting | Jan 2021  | Nov 2021   | 65%        |          |
| Permitting          | Nov 2021  | May 2022   | 0%         |          |
| Construction        | June 2022 | May 2023   | 0%         |          |

## CURRENT ACTIVITIES

- Pivot completed the Design Development phase and have started on Construction Documents due in mid-late November.
- As the team absorbed the DAC and neighborhood input over the past several months, certain site related items were adjusted to the mutual benefit of the district and the community.
- An alternate building seismic upgrade design is complete and is being incorporated into the documents.
- The project team has continued to work with school staff and Gerding Builders to develop a detailed construction phasing plan. The current phased construction plan (one project built in two halves) required to meet school operational needs will include both temporary office space and some temporary modular classrooms.





## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Completion 100% Construction Documents in November.
- The applications for the historical approval process are in draft form and will be submitted the same week as this board meeting.
- The application for the land use planning process is in the development stage. We are exploring whether the land use processes can be dealt with as a special situation and run concurrently with historical review given the light impact of the exterior modifications to the building.
- Updated cost estimates were completed and the pricing appears to be at or near budget. Given the recent large price escalations, cost estimates include a sizable escalation factor.

### **HIGHLIGHTS**

- The parking lot previously contemplated has been deleted and the design has moved toward some additional parking in the front of the school with a redesigned front entry loop.

### **CHALLENGES AND SOLUTIONS**

- As we have investigated more into the plumbing on this project, we have encountered more and more unknowns and confirmation of very small sized drain pipes. We performed some additional investigations of those pipes and jetted some clear. We will have to do more plumbing drain replacements than originally anticipated.

### **PROJECT PHOTO GALLERY – N/A**



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### CORVALLIS HIGH SCHOOL MAJOR RENOVATION

**Project Manager:** Patrick Linhart  
**Wenaha Group**  
**Architect:** Pivot Architecture  
**CM/GC Contractor:** Gerding Builders

#### PROJECT DESCRIPTION

Expand covered outdoor learning area for career technical education, renovate classroom spaces for career and technical education, improve softball facilities, including restroom and concessions, install ADA door openers, install covered walkway to applied technology buildings, replace artificial turf field, replace hallway carpet, replace roof on main building & greenhouse roof, resurface track, enhance video surveillance system, increase restroom connections to emergency generator, toilets & faucets, replace field lighting at Taylor Field.

#### SCHEDULE

| Key Milestones      | Start       | Completion | % Complete | Comments                                                                 |
|---------------------|-------------|------------|------------|--------------------------------------------------------------------------|
| Pre-Design          | Nov 2018    | June 2020  | 100%       | Initial CTE Planning                                                     |
| Design & Permitting | June 2020   | March 2021 | 100%       | CTE plans in for permit – due April                                      |
| Construction        | Spring 2019 | April 2021 | 100%       | CHS Softball, Taylor Field Lights, & Track Resurfacing, reroof completed |
| Major Construction  | April 2021  | Sept 2021  | 75%        | CTE renovation                                                           |

#### CURRENT ACTIVITIES

- Solar Project – Solar installation is completed and a small punch list has been developed. Working with Pacific Power and Benton Solar to get the system online.
- CHS Renovation – mechanical equipment is schedule to install August 9<sup>th</sup>. Mechanical connections will immediately proceed and finishes to follow.
- Pre-Engineered Metal Building – Scheduled for delivery mid-August. Erection will immediately proceed as quickly as possible. Our goal is to have the entire structure and decking installed before school starts. Unfortunately, the roofing portion may have to finish during school off hours or off days due to delivery delays.
- Foundations for the covered walkway are installed and backfill is happening for sidewalk prep. We expect to have the sidewalk completely poured back by the time teachers return. The roof structure for this walkway is a specialty decking that was delayed 26 weeks, hopefully to be installed over the winter break.



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



- The new dust collector is in hand and will be installed by the time school resumes. Due to supply issues, the surrounding screen wall will be another item that will install after school is back in session.
- Carpet replacement in the main building is going very well. We are working on the 2<sup>nd</sup> floor work now and the main ground floor and front office has moved back into their newly carpeted space.

### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Replacement overhead doors, possibly covered canopy decking, screen wall materials at dust collector and roof top screening.
- Assembly of project close out documents.

### **HIGHLIGHTS**

- Interior improvements have proceeded cleanly and are expected to be buttoned up and ready for teacher return on August 30<sup>th</sup>.
- A large number of unforeseen underground utilities were encountered while installing the piles for the covered walkway. These were difficult to identify ahead of time as most were under existing active sidewalks. Gerding remained persistent and we found solutions to each condition. Some were abandoned lines from the old school, others needed to be relocated and, in some cases, we had to change our footing designs.

### **CHALLENGES AND SOLUTIONS**

- Overhead Doors, specialty structural decking and PEMB structure delays have all impacted the project to some degree. Efforts continue to develop a plan to finish these work items while still providing the new CTE experience the school and students expect.





# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## PROJECT PHOTO GALLERY



*CHS – new woods dust collector piping*





**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
August 12, 2021**



*CHS – underground obstacles*





# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*CHS – New carpet 1<sup>st</sup> floor main building*



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## CRESCENT VALLEY HIGH SCHOOL MAJOR RENOVATION

Project Manager: **Patrick Linhart**  
**Wenaha Group**  
Architect: **Pivot Architecture**  
CM/GC Contractor: **Gerding Builders**

### PROJECT DESCRIPTION

Expand covered outdoor learning area for career technical education, renovate and expand classroom spaces for career and technical education, install a new artificial turf field, improve ADA accessibility, install elevator in gym building and replace main ramp for ADA access, refurbish, repair, and weatherize building exterior, Replace fire suppression system in kitchen, resurface bus drop-off/pick-up lane, resurface track, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, enhance video surveillance system, improve seismic safety, increase power connections to generator circuit, replace access control system, and replace emergency communication systems.

### SCHEDULE

| Key Milestones                                       | Start     | Completion | % Complete | Comments                           |
|------------------------------------------------------|-----------|------------|------------|------------------------------------|
| Pre-Design                                           | Oct 2018  | Dec 2018   | 100%       |                                    |
| Design & Permitting                                  | Jan 2019  | Mar 2020   | 100%       | Permit Bldg F & A Elevator in hand |
| Design & Permit Bldg A seismic                       | July 2020 | Feb 2021   | 100%       | Bldg A seismic permit in hand      |
| Construction Bldg F & elev (includes Bldg A seismic) | June 2020 | Aug 2021   | 88%        | Complete by Sept                   |

### CURRENT ACTIVITIES

#### CVHS Renovation-Building F:

- Security and surveillance improvements are well underway and tracking for completion at the end of August.
- New roof top equipment at building F is installed and almost ready to test.
- Exterior brick is complete and metal siding and soffits are installing now.
- Mechanical mezzanine loaded with equipment. Equipment hooked up and making final connections throughout mezzanine.
- Finishes almost complete in science & chemical storage. Intend to start filling this room again with stored chemicals in late August.



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



- Finish electrical and data is going in throughout the building. Team is working toward getting IT into rooms early to set up prior to the end of August.
- Finish misc. mechanical items going in including kiln hoods and hose reel in autos.
- Individual rooms in woods and metals are finishing out with paint and ceilings. Doors and hardware soon to follow.
- Hoping to return equipment to the woods and metal spaces in late August.
- Exterior joint sealant replacement complete at Building A and Building F. Working on replacing sealants at the rest of the campus buildings.
- Site work at student parking – new ADA ramps, sidewalk and curbing installed. Paving scheduled for mid-August at this time.

### **CVHS Fiber Backbone:**

- Fiber backbone low voltage switch over work is complete and designers are punch listing this work now.
- Just a few building construction items remain outstanding and punch list process will happen on August 12.

### **CVHS Seismic for Building A:**

- Exterior seismic improvements are nearing completion this week (including new exterior shearwall infills on the outside of the building and those on the inside also).
- Seismic supports have installed throughout the ground floor and Gerding is working on putting back the finishes that needed to be removed to gain access for the work to occur.
- Sizeable seismic steel will be dropped through holes in the roof into final position in late August with just enough time to close up the roof for school to start.
- Some unforeseen lead paint issues and differing structural conditions up high in the gym roof structure have created additional work. In an effort to minimize sports impacts and disruptions to instructional environments, we are wrapping up what we can in the gym at the end of summer and will return later to address the remaining seismic improvements in the gym area.

### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Installation of delayed overhead doors.
- Final closeout.

### **HIGHLIGHTS**

- The elevator equipment itself is complete and the State Elevator inspection is scheduled for August 10.
- Building F is a beehive of activity as all spaces wind down for final inspections around August 16-23.





## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



- Site work improvements went extremely well and we have paving scheduled for mid-August.

### CHALLENGES AND SOLUTIONS

- Structural concrete over the building A ramp was different than anticipated. This was discovered when we went to remove the topping slab and found it to be integral with the structural T's. We were not able to remove the ramp topping as anticipated. We have replaced the small area removed with high strength material and will apply a traffic topping coating over the ramp portion only.
- Overhead door delivery was delayed by manufacturer after ordering the doors. We anticipate doors to deliver in November and have them installed around Thanksgiving. We will install temporary doors until then.

### PROJECT PHOTO GALLERY



*CVHS Building A – Elevator lobby*



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*CVHS – Building A Seismic – interior Gym improvements formed*



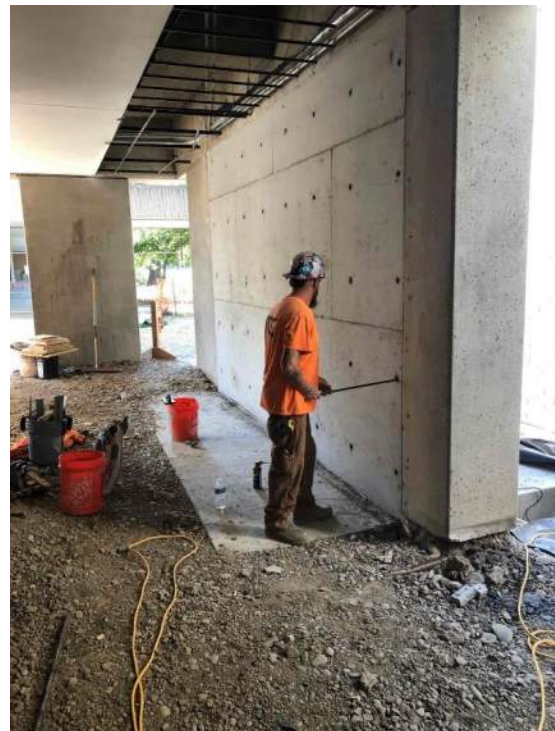
*CVHS – Building A Seismic – interior gym improvements placed*



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*CVHS Building A - Shearwall rebar and formwork*



*CVHS Building A - new shearwall near elevator*





## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*CVHS – New student parking sidewalk improvements*



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*CVHS Building F – metal ceiling ready to begin at outdoor kiln area*



*CVHS Building F – Outside of outdoor classroom kiln area*



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### FRANKLIN K-8 MAJOR REMODEL

Project Manager: **Kieron Spellman**  
**Wenaha Group**  
Architect: **DLR Group**  
CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Create collaborative/small group learning areas, renovate 2 classrooms to support middle school science instruction, improve ADA accessibility, install energy efficient lighting, renovate restrooms, replace exterior windows, flagpole, kitchen flooring, and roof, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating and plumbing systems, improve emergency and exterior lighting, improve seismic safety, repair sidewalks, replace emergency communication systems, secure front entry, and office modifications.

### SCHEDULE

| Key Milestones      | Start     | Completion | % Complete | Comments |
|---------------------|-----------|------------|------------|----------|
| Pre-Design          | Jan 2019  | Dec 2020   | 100%       |          |
| Design & Permitting | Jan 2021  | Dec 2022   | 45%        |          |
| Construction        | June 2022 | Mar 2023   | 0          |          |

### CURRENT ACTIVITIES

- 100% Design Development phase documents issued Early August.
- Received 75% DD Budget. The team is working on optimizing the design to reduce costs.

### ACTIVITIES SCHEDULED FOR NEXT QUARTER

- Fortis working on logistics and phasing plans for the project.

### HIGHLIGHTS

- N/A

### CHALLENGES AND SOLUTIONS

- N/A

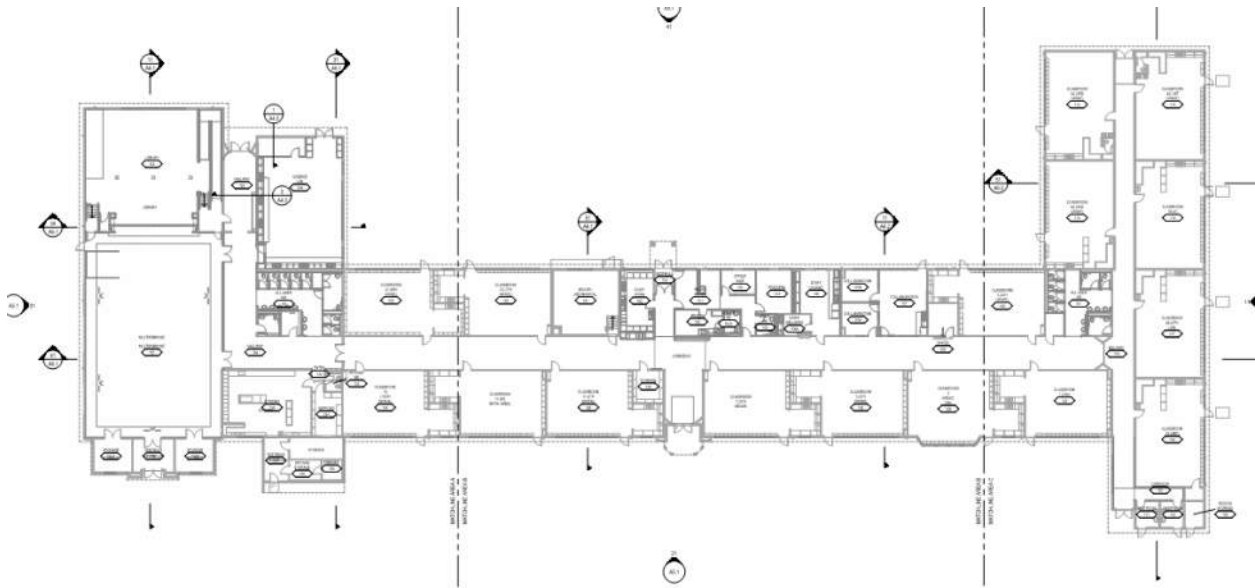
### PROJECT PHOTO GALLERY







# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021

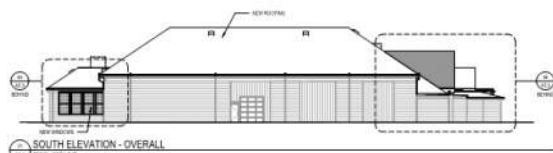


FLOOR PLAN - OVERALL  
SCALE: 1/8" = 1'-0"

*Proposed floor plan*



EAST ELEVATION - OVERALL  
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION - OVERALL  
SCALE: 1/8" = 1'-0"



WEST ELEVATION - OVERALL  
SCALE: 1/8" = 1'-0"

*Proposed exterior elevations*



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## **GARFIELD ELEMENTARY SCHOOL** MAJOR ADDITION AND REMODEL

**Project Manager:** Patrick Linhart  
**Wenaha Group**

**Architect:** DLR Group

**CM/GC Contractor:** Fortis Construction

### **PROJECT DESCRIPTION**

Addition of six (6) classrooms, create collaborative and small group learning areas, expand the library/media center, renovation of existing classroom spaces, add covered play shelter, improve ADA accessibility, renovate restrooms, repair concrete floor foundation, replace the kitchen flooring, upgrade finishes in shared spaces with floors, paint, and ceiling, secure front entry, office modifications, improve site circulation and parking, repair/replace sidewalk, seismic upgrades, fuel tank decommissioning and upgrades to mechanical, electrical, and plumbing.

### **SCHEDULE**

| Key Milestones      | Start    | Completion | % Complete | Comments |
|---------------------|----------|------------|------------|----------|
| Pre-Design          | Oct 2018 | Jan 2019   | 100%       |          |
| Design & Permitting | Jan 2019 | July 2020  | 100%       |          |
| Construction        | May 2020 | Aug 2021   | 96%        |          |

### **CURRENT ACTIVITIES**

- New Administration Area – 99% complete and punch listed. This area will obtain occupancy with the larger school so the front office will move in August 30<sup>th</sup>. We already have a minor amount of school supplies stocked in this space and furniture placement has started and will continue through August.
- New Addition – Classrooms are completed (except some minor IT related items) and punch list developed. Fortis is working through corrective items.
- New Addition – Furniture began the week of August 2<sup>nd</sup> and will continue off and on through the end of the week of August 20<sup>th</sup>.
- East Wing – all classrooms have been abated and demo work has completed. Structural shear wall and window infill work has also completed, and drywall finishes and ceilings are being reinstalled.
- Overall building – Fire alarm, lighting, HVAC and plumbing work continue to finalize connections between wings and energize to permanent power. Final inspections are scheduled for around August 20<sup>th</sup>.
- Overall building – roofing should complete by mid-August.





## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



- Gym – the majority of work for the N/W/E walls is complete in the gym –acoustical wall panel installation is underway.
- Gym – is currently loaded with school materials to be returned to other zones of the building. As completed areas open up, these materials will be moved back to classrooms and other spaces.
- Gym – Stage area – Seismic/Structural, revised stage opening, operable door, curtain and stage structure work on the south wall is ongoing and will be one of the final areas to complete.
- Modular classrooms are all removed and off site!
- Site related – outdoor play structure is up and masonry wall completed. Final roofing to occur over the next couple weeks.
- Paving on the north side is scheduled for August 16 & 17<sup>th</sup>.

### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Training for new mechanical systems and lighting systems.
- Some final landscaping (for heat-sensitive plantings).

### **HIGHLIGHTS**

- The team was able to secure over \$69,000 in ETO rebate funds for the improved roofing system at Garfield.

### **CHALLENGES AND SOLUTIONS**

- Material delivery delays due to supply chain disruptions – Our overhead door to the arts and science classroom was delayed by 12 more weeks. Constant checking in with subcontractors to reconfirm deliveries has become the new normal. Pushing for early submittal approvals to facilitate ordering is critical. We will likely have a temporary overhead door installed and swap out the final version when it arrives later in the fall.
- The scope at the kitchen was enhanced to ensure student safety. Materials for this upgrade have also experienced delays.



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### PROJECT PHOTO GALLERY



*GES – Open Collaboration Room*



*GES – Area C Classroom looking south*



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*GES – Area C Classroom looking north*



*GES – Outdoor Play structure*





## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*GES – Future Garden Area*



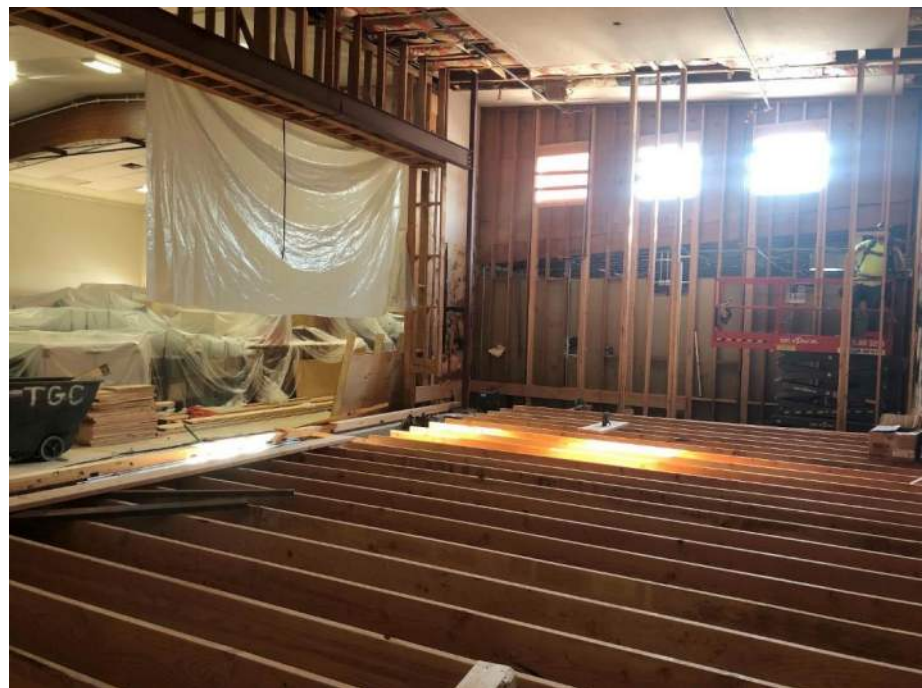
*GES – Front Entry canopy progress – see through solar panels will be installed here*



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*GES – East side ramping and fencing progress*



*GES – new stage and music room windows*





# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## HUSKY ELEMENTARY SCHOOL REPLACEMENT SCHOOL

Project Manager: **Kieron Spellman**  
**Wenaha Group**  
Architect: **DLR Group**  
CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Construct new two-story 67,466 square foot elementary school and demolish existing school. Create new play areas and fields once demolition is complete.

### SCHEDULE

| Key Milestones                                                                                  | Start       | Completion  | % Complete | Comments              |
|-------------------------------------------------------------------------------------------------|-------------|-------------|------------|-----------------------|
| Pre-Design                                                                                      | Aug 2018    | Dec 2018    | 100%       |                       |
| Design & Permitting                                                                             | Jan 2019    | March 2020  | 99%        |                       |
| Construction                                                                                    |             |             | 51%        |                       |
| Phase 1                                                                                         | Summer 2020 | Fall 2020   | 100%       | Staging & Sitework    |
| Modular Classrooms to be relocated onsite and building pad construction.                        |             |             |            |                       |
| Phase 2                                                                                         | Fall 2020   | Winter 2021 | 65%        | New Construction      |
| Construction to be conducted during the school year with secure fencing separation from school. |             |             |            |                       |
| Phase 3                                                                                         | Spring 2022 | Summer 2022 | 0%         | Demolition & Sitework |

### CURRENT ACTIVITIES

#### Area A (east wing):

- Installation of mechanical / electrical / fire sprinkler rough-in.
- Continuing with interior metal framing.
- Drywall installation occurring on both floors over next couple of weeks, moving onto taping.
- MEP rough in still proceeding on 2<sup>nd</sup> floor
- Windows being installed on both floors

#### Area B (west wing):

- Painting on both floors
- Drywall installation within the kitchen area.
- Elevator installation to start next week.
- Ceramic tile within bathrooms to commence in a couple of weeks
- Casework to commence in a couple of weeks



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



### **Area C (gym/music wing):**

- Working on interior framing within the gym area

### **Exterior:**

- Exterior skin (brick / metal panels) continuing
- Standing seam gym roof continuing
- Roofing to commence next week

### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Continue with all exterior skin (masonry / metal siding and windows)
- Continue with roofing installation
- Painting to continue through building
- Start casework and ceramic tile work
- Exterior siding to continue
- Concrete hardscapes on backside of building will commence

### **HIGHLIGHTS**

- Schedule is still tracking for turnover over winter break

### **CHALLENGES AND SOLUTIONS – N/A**

### **PROJECT PHOTO GALLERY**



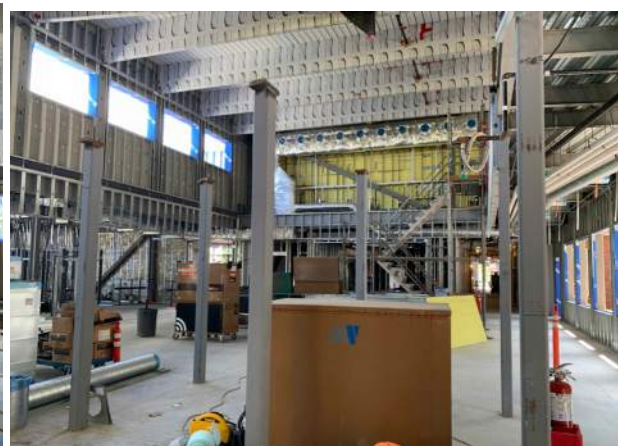




# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*Exterior elevations*



*Commons*



*Stage/Music Room & Gym*



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## JAGUAR ELEMENTARY SCHOOL MAJOR ADDITION AND REMODEL

Project Manager: **Kieron Spellman**  
**Wenaha Group**  
Architect: **DLR Group**  
CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Add four (4) permanent classrooms, create collaborative/small group learning areas, create dedicated PE space by adding multi-use cafeteria, renovate existing classroom space for student support services, add ADA accessible restrooms in Life Skills classrooms, improve ADA accessibility, install energy efficient lighting, replace covered play shelter, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, improve emergency lighting, improve site circulation and parking, replace emergency communication systems, replace sidewalk, secure front entry, and office modifications.

### SCHEDULE

| Key Milestones      | Start      | Completion | % Complete | Comments |
|---------------------|------------|------------|------------|----------|
| Pre-Design          | Nov 2018   | Oct 2019   | 100%       |          |
| Design & Permitting | Nov 2019   | May 2021   | 97%        |          |
| Construction        | April 2021 | June 2022  | 10%        |          |

### CURRENT ACTIVITIES

- CSD, Wenaha Group and DLR are working with the City to ensure student safety on their return to school.
- Modular classrooms have been installed for the new school year. Moving of teacher's contents to occur in next few weeks.
- Demolition and Hazardous Abatement has been completed.
- Completing necessary work to open restrooms and corridors within existing school for student return.

### ACTIVITIES SCHEDULED FOR NEXT QUARTER

- Continue with remodels within existing building.
- Start construction of new additions.





# **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**

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## **HIGHLIGHTS**

- N/A

## **CHALLENGES AND SOLUTIONS**

- Ensuring that conditions are safe for student return to school, with the continuing renovation project.

## **PROJECT PHOTO GALLERY**

- N/A



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## LINCOLN ELEMENTARY SCHOOL REPLACEMENT SCHOOL

Project Manager: **Kieron Spellman**  
**Wenaha Group**

Architect: **DLR Group**

CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Construct new two-story 68,560 square feet elementary school and demolish existing school. Create new play areas and fields once demolition is complete.

### SCHEDULE

| Key Milestones                                                                                  | Start       | Completion  | % Complete | Comments            |
|-------------------------------------------------------------------------------------------------|-------------|-------------|------------|---------------------|
| Pre-Design                                                                                      | Aug 2018    | Dec 2018    | 100%       |                     |
| Design & Permitting                                                                             | Jan 2019    | March 2020  | 100%       |                     |
| Construction                                                                                    |             |             | 87%        |                     |
| Phase 1                                                                                         | Summer 2020 | Summer 2020 | 100%       | Staging/Sitework    |
| Health Clinic to be relocated onsite. Temporary playground enhancement is being planned.        |             |             |            |                     |
| Phase 2                                                                                         | Summer 2020 | Summer 2021 | 92%        | New Construction    |
| Construction to be conducted during the school year with secure fencing separation from school. |             |             |            |                     |
| Phase 3                                                                                         | Summer 2021 | Fall 2021   | 30%        | Demolition/Sitework |

### CURRENT ACTIVITIES

#### Building:

- Finish touches being made to mechanical room build-out. – Equipment starting to be turned on.
- Completing punch list and final finishes in all classrooms and admin.
- Acoustical wall panels and tack able surfaces being installed.
- Completing all MEP trim.
- Commencing testing, balancing, and commissioning of all systems.
- Gym floor being installed. Sanding/lines/finish coats to commence next week.
- Final Cleaning to start next week.
- All low voltage systems to be complete by week of August 16<sup>th</sup>.
- Working to get all final inspections and occupancy by 8/26/21.

#### Exterior:

- All exterior skin complete / working on punch list.

#### Site Work:

- Existing Building demolition complete.
- Working on all hardscapes.



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



- All plantings and mulch to commence next week.
- Working on underground storm piping in parking lots.
- Grading of roadways and parking to commence next week. Paving is scheduled for August 26<sup>th</sup> and 27<sup>th</sup>.

### **Lincoln Health Center:**

- All work complete – working on punch list.
- Process of getting final inspections leading to occupancy.

### **ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Complete parking lots.
- Construct covered play structure.
- Complete playfield and asphalt play areas.

### **HIGHLIGHTS**

- Building received furniture mid-July and teachers contents being moved into building this week.

### **CHALLENGES AND SOLUTIONS**

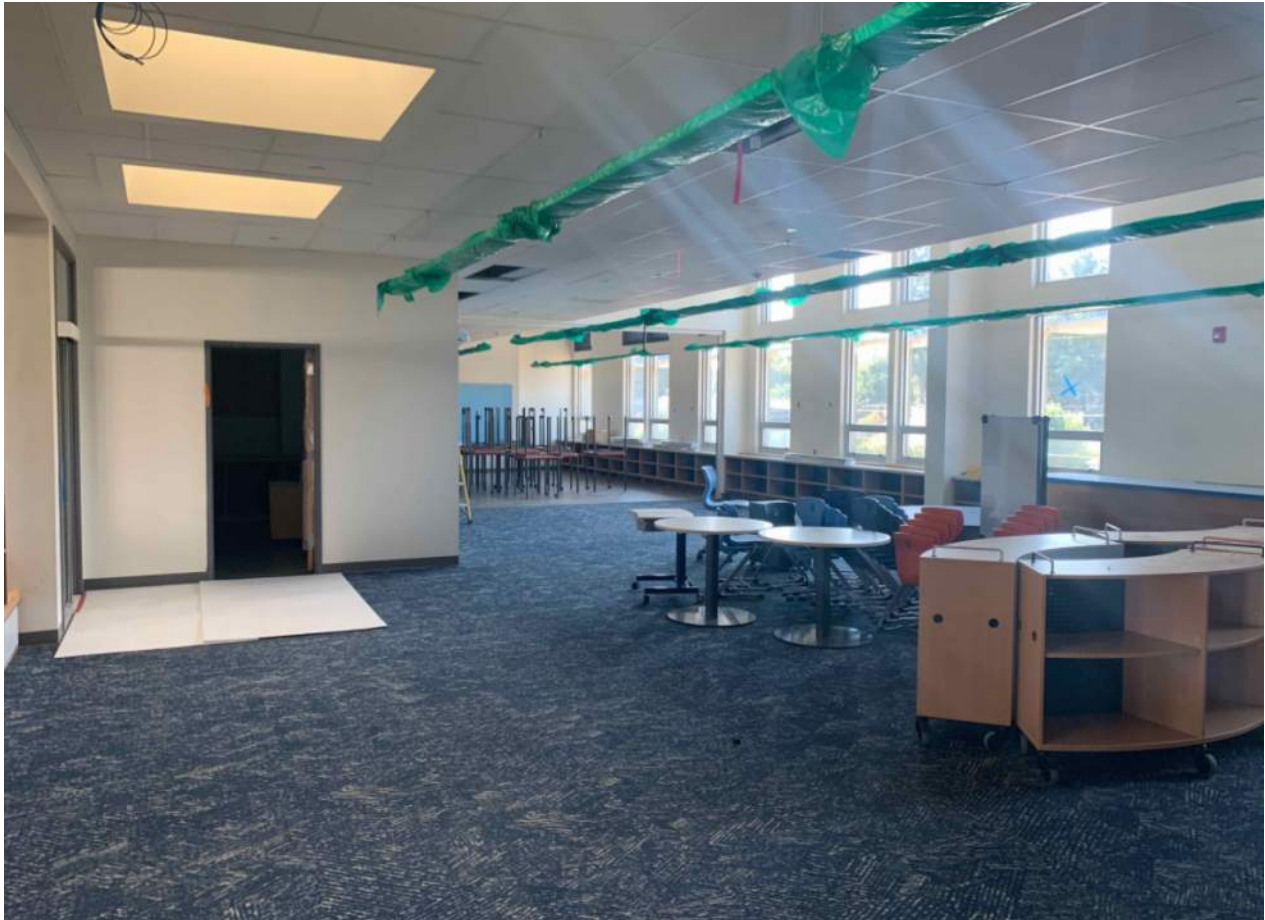
- Occupancy – working with the City to complete all necessary paperwork for a occupancy permit, as there are elements of the project that are not yet scheduled to complete.
- Playground equipment and gymnasium backboards may arrive late due to supply chain issues.



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### PROJECT PHOTO GALLERY



Media Center – natural light streaming in





# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## LINUS PAULING MIDDLE SCHOOL

RESURFACE TRACK

Project Manager: **Wenaha Group**

Architect: **N.A.**

Contractor: **Field Turf USA**

### PROJECT DESCRIPTION

Resurface existing track. Additional scope includes enlarging the high jump area to accommodate two jumping areas, improving drainage around the long jump area, removing the pole vault pad and adding track surface to the javelin runway.

### SCHEDULE

| Key Milestones      | Start     | Completion | % Complete | Comments |
|---------------------|-----------|------------|------------|----------|
| Pre-Design          | N.A       | N.A.       | N.A.       |          |
| Design & Permitting | Jan 2019  | March 2019 | 100%       |          |
| Construction        | June 2019 | Aug 2019   | 100%       |          |

### CURRENT ACTIVITIES

- There are two modular classrooms being placed, outside of the bond program.

### ACTIVITIES SCHEDULED FOR NEXT QUARTER

- N/A

### HIGHLIGHTS

- This project came in on budget.

### CHALLENGES AND SOLUTIONS

- N/A

### PROJECT PHOTO GALLERY

- N/A



## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



### MOUNTAIN VIEW ELEMENTARY SCHOOL MAJOR ADDITION AND REMODEL

Project Manager: **Kieron Spellman**  
**Wenaha Group**

Architect: **DLR Group**

CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Add three (3) permanent classrooms, convert existing office to classroom space, create collaborative/small group learning areas, improve ADA accessibility, install energy efficient lighting, replace kitchen flooring, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, enhance emergency communication systems, improve emergency lighting, improve seismic safety, improve site circulation and parking.

### SCHEDULE

| Key Milestones      | Start    | Completion | % Complete | Comments |
|---------------------|----------|------------|------------|----------|
| Pre-Design          | Dec 2018 | Dec 2020   | 100%       |          |
| Design & Permitting | Jan 2021 | Dec 2021   | 58%        |          |
| Construction        | Apr 2022 | June 2023  | 0%         |          |

### CURRENT ACTIVITIES

- In receipt of Design Development 100% documents as of a few weeks ago.
- 100% DD budget presently being compiled

### ACTIVITIES SCHEDULED FOR NEXT QUARTER

- DLR presently working on Construction Documents.
- Scheduled to submit for permit early November.
- Fortis to work on logistics and phasing plans for the project.



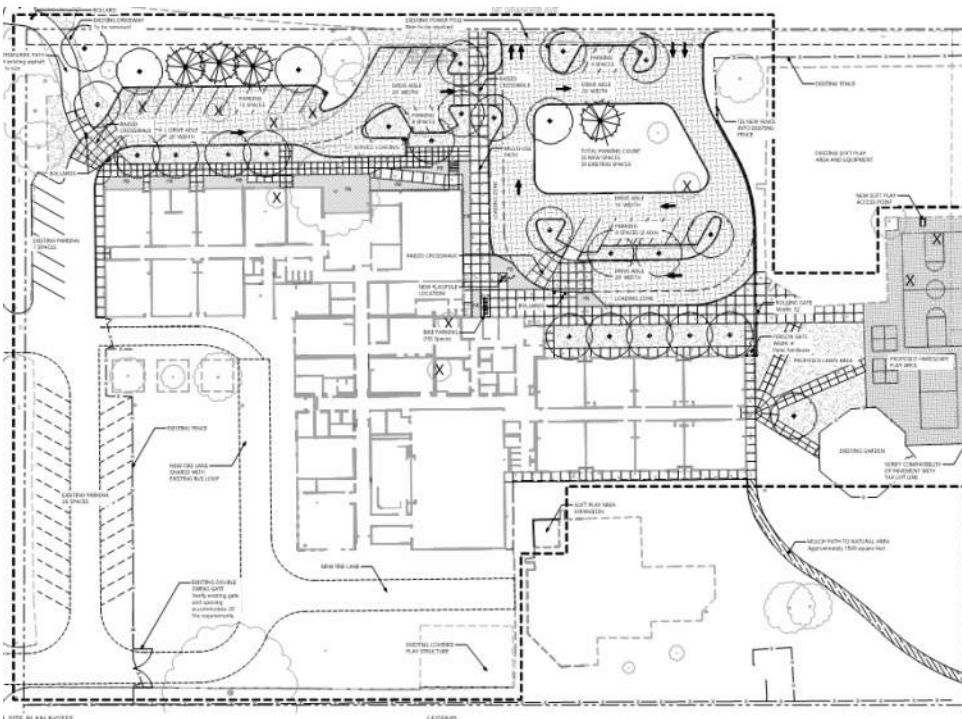
# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## PROJECT PHOTO GALLERY



*Proposed Front Entry*



*Proposed Site Plan*



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



*Proposed Floor Plan*





# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021



## WILDCAT ELEMENTARY SCHOOL MAJOR ADDITION AND REMODEL

Project Manager: **Kieron Spellman**  
**Wenaha Group**

Architect: **DLR Group**

CM/GC Contractor: **Fortis Construction**

### PROJECT DESCRIPTION

Add three (3) permanent classrooms, create collaborative/small group learning areas, create dedicated PE space by adding multi-use cafeteria, renovate existing classroom space for student support services, improve ADA accessibility, install energy efficient lighting, replace covered play shelter, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, enhance emergency communication systems, improve emergency lighting secure front entry, and office modifications.

### SCHEDULE

| Key Milestones      | Start      | Completion | % Complete | Comments |
|---------------------|------------|------------|------------|----------|
| Pre-Design          | Nov 2018   | Oct 2019   | 100%       |          |
| Design & Permitting | Nov 2019   | May 2021   | 93%        |          |
| Construction        | April 2021 | June 2022  | 10%        |          |

### CURRENT ACTIVITIES

- CSD, Wenaha Group and DLR are working with the City to ensure student safety on their return to school.
- Modular classrooms have been installed for new school year. Moving of teacher's contents to occur in next few weeks.
- Demolition and Hazardous Abatement has been completed.
- Completing necessary work to open restrooms and corridors within existing school for student return.

### ACTIVITIES SCHEDULED FOR NEXT QUARTER

- Continue with remodels within existing building.
- Start construction of new additions.
- Submit for LDO related to Satinwood sidewalk and drainage pond location after receipt of PIPC permit.



# **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE August 12, 2021**



## **HIGHLIGHTS**

- N/A

## **CHALLENGES AND SOLUTIONS**

- Ensuring that conditions are safe for student return to school, with the continuing renovation project.

## **PROJECT PHOTO GALLERY**

- N/A



**Corvallis**  
SCHOOL DISTRICT

VI.B. Pivot Architecture Additional Service Requests



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Kim Patten, Director of Facilities and Transportation  
Meeting Date: August 12, 2021

### **Pivot Architecture Additional Service Requests**

### **ACTION REQUESTED**

#### **Background**

In May 2018 voters approved a Facilities Improvement Bond in the amount of \$199,916,925. Pivot Architecture was selected as the architect firm for the secondary projects.

The original scope of work for Cheldelin Middle School, Corvallis, High School, Crescent Valley High School has increased over what was originally anticipated. All three projects have been moved from single projects into phased projects requiring additional design efforts and duration of construction. In addition to these time-related elements, project specific design elements include:

Cheldelin Middle School: Bike shelter/PV array, EV charging, ceiling fans, code-required upgrades of corridor ceilings, adjusting both structural and mechanical approaches to significantly reduce construction costs.

Corvallis High School: Additional security cameras and audio/visual changes, expanded mechanical improvements/replacements, ADA restroom upgrades, overhead door replacement, door and hardware improvements.

Crescent Valley High School: Enhancing the seismic upgrade design for Building A which significantly reduced construction costs.

#### **ACTION REQUESTED**

Authorize staff to execute Amendments to the Professional Services Agreements with Pivot Architecture for CHS CTE Renovation in the amounts of \$138,182 and \$3,800, CVHS Renovation in the amount of \$25,407, and Cheldelin Middle School in the amount of \$380,956.

#### **MOTION REQUESTED**

"I move to authorize staff to execute Amendments to the Professional Services Agreements with Pivot Architecture for Corvallis High School, Crescent Valley High School, and Cheldelin Middle School for a combined total of \$548,345.





**Corvallis**  
SCHOOL DISTRICT

VII. EDUCATIONAL UPDATE (7:35pm approx.)



# EDUCATIONAL UPDATE

August 12, 2021



CORVALLIS SCHOOL DISTRICT | SUPERINTENDENT RYAN NOSS



## First Day of School is September 8

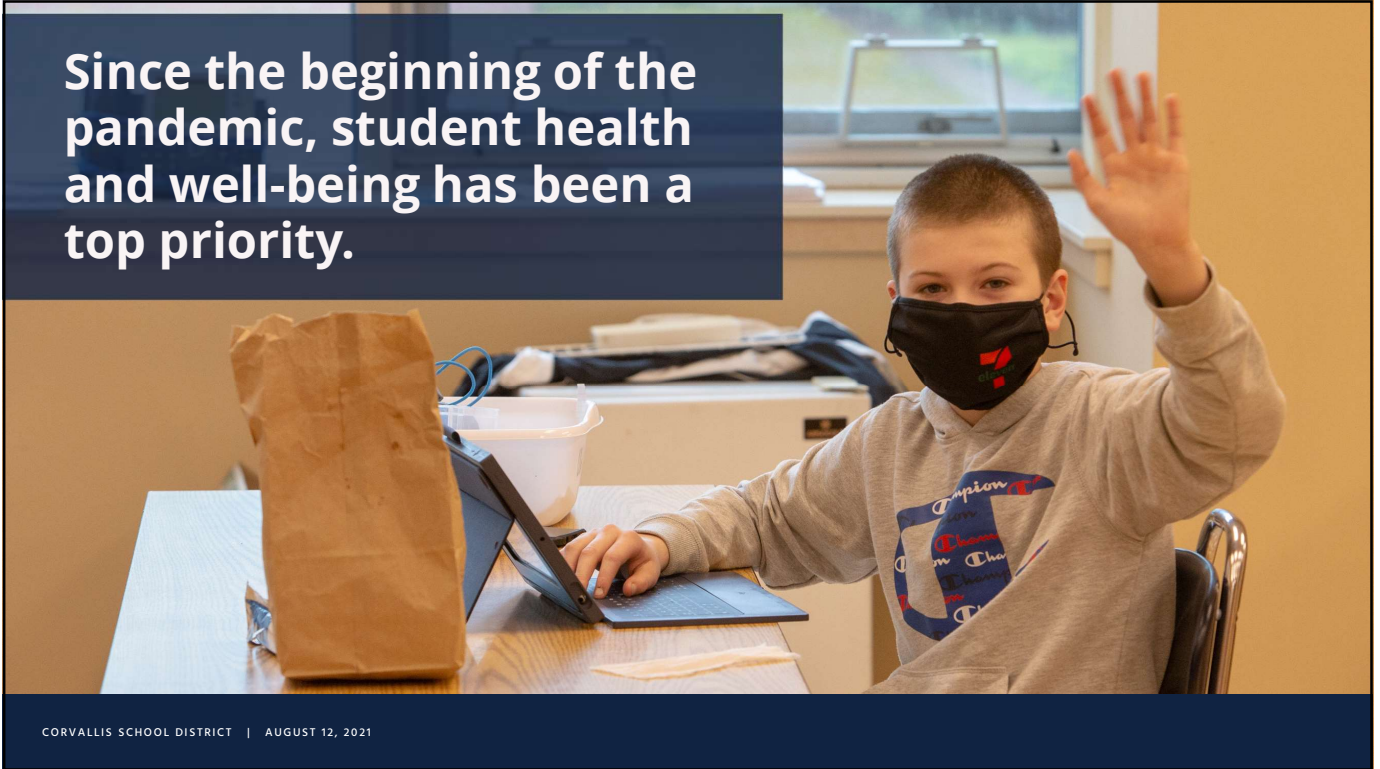
Kindergarten students will begin with a gentle start schedule.

All other grades will return to full day, five day, in-person learning.

Families who want a fully online learning option may enroll in Corvallis Online.

CORVALLIS SCHOOL DISTRICT | AUGUST 12, 2021

Since the beginning of the pandemic, student health and well-being has been a top priority.



CORVALLIS SCHOOL DISTRICT | AUGUST 12, 2021

**We have several layers of prevention strategies to ensure the health and safety of our students and staff**

- Promoting vaccination to all who are eligible
- Consistent and correct indoor mask use
- Physical distancing indoors and outdoors
- Testing - diagnostic and screening
- Ventilation in classrooms and public areas
- Handwashing and respiratory etiquette
- Staying home when sick
- Contact Tracing - Isolation - Quarantine
- Cleaning and disinfection

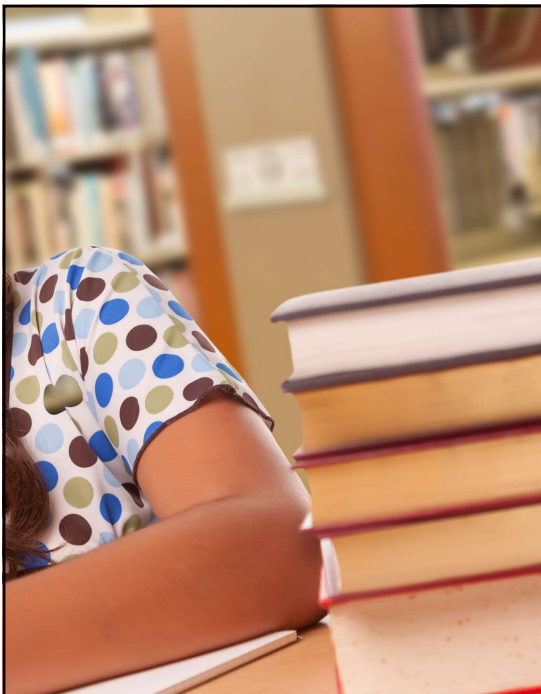


CORVALLIS SCHOOL DISTRICT | AUGUST 12, 2021



## **Our focus is to have students return to school full time and support the health and safety of students and staff.**

- On July 29, Governor Kate Brown directed that all Oregon school districts require masks indoors in all K-12 schools for staff, students, and visitors, regardless of whether they are vaccinated or not.
- The updated ODE/OHA guidance document—the Resiliency Framework—was updated on August 3, 2021, to reflect this mandate.
- On August 11, the Governor announced new statewide mask requirements in all indoor settings.
- For purposes of the District’s mask requirement, “public indoor settings” include indoor environments in District-owned properties. Examples include school buildings, classrooms, school cafeterias (except while seated to consume food/drink), front offices, and common work areas.



Students and staff will wear masks on the bus and indoors during the school day.

- Our staff will work with students individually to support the consistent use of masks.

---

All visitors, volunteers, and contractors are required to wear masks indoors.

---

Masks are not required outdoors.





# Daily Health Screening

1



## Safety iPass Email or App

Health screening email sent to guardian. Optional: download free CrisisGo App for iOS or Android. App will be available on MS/HS student's school-issued device (iPad or Chromebook.)

2



## Health Screening

Parent/guardian completes online health screening with iPass to provide health status of student.

3



## Check in at School

Upon entry, staff will scan a digital badge for each student. The check in process varies by grade level.

4



## Monitoring

School data team provides real-time health data monitoring for district Health and Safety Team.

5



## Tracing

Data sent to Health & Safety Team for immediate response and timely notification to potentially exposed individuals.

CORVALLIS SCHOOL DISTRICT | AUGUST 12, 2021

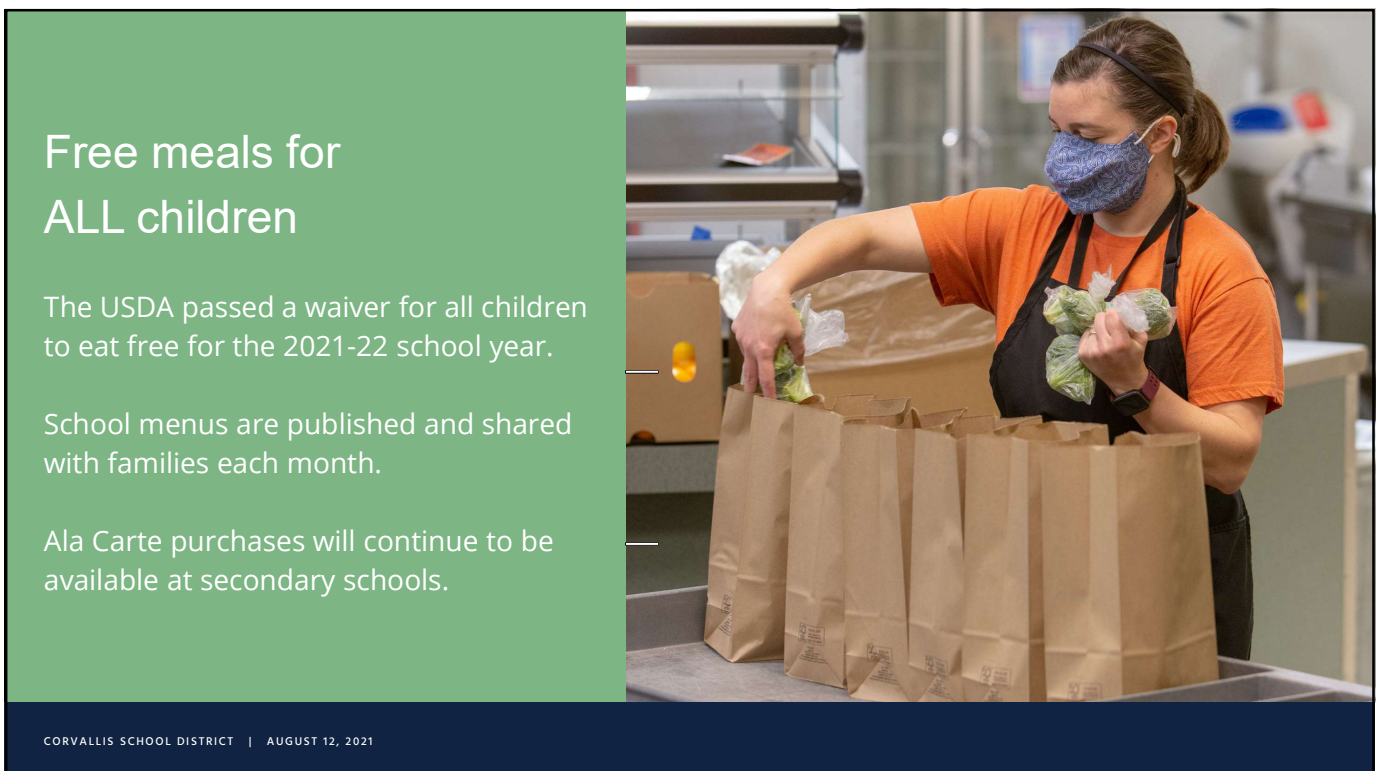
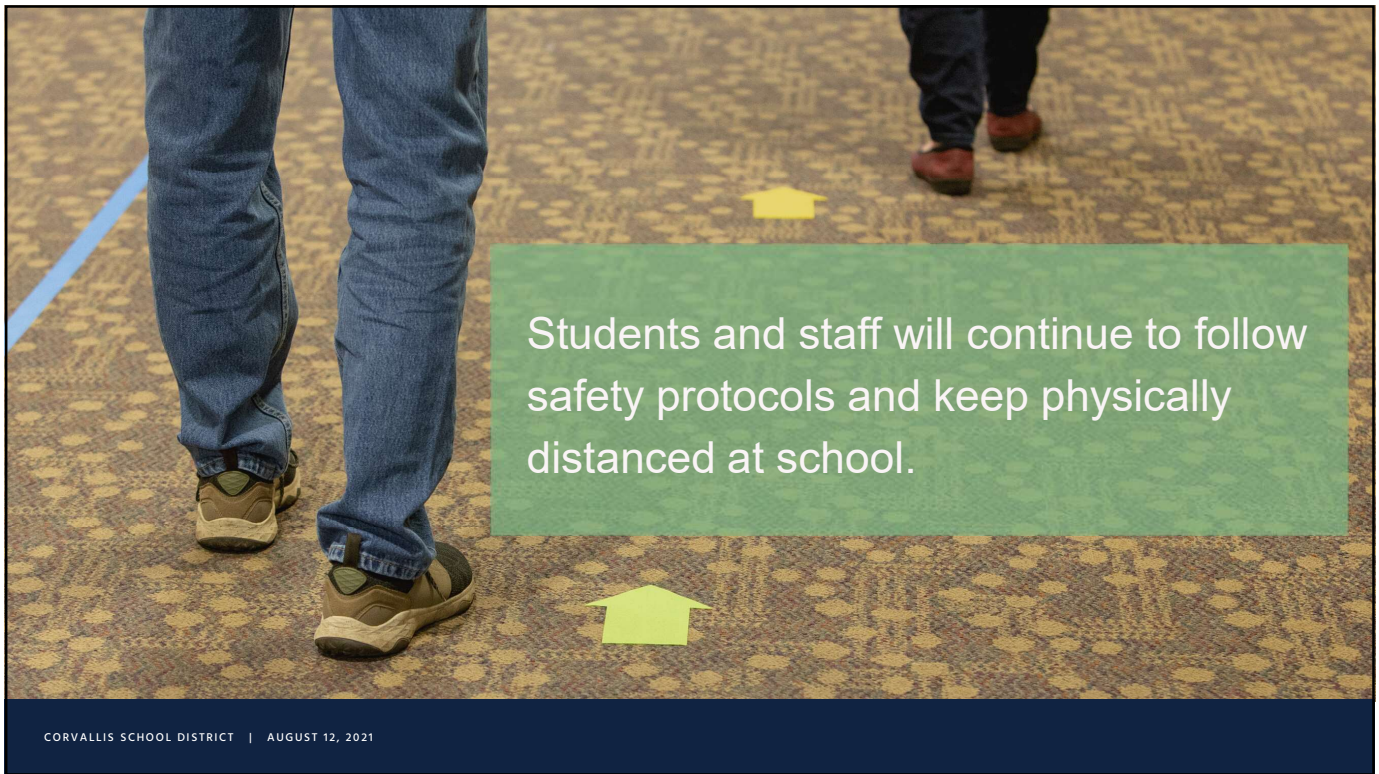


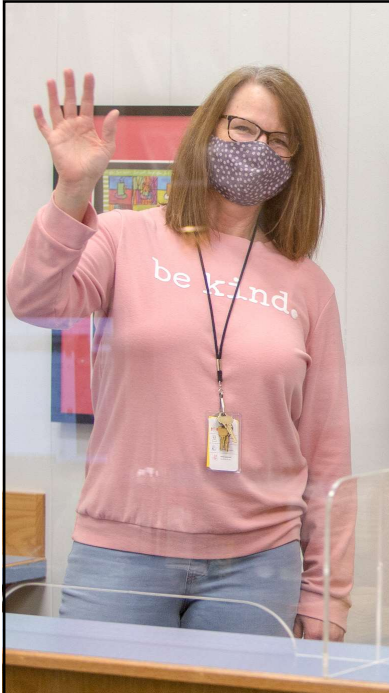
## Students and staff will be reminded of handwashing and respiratory etiquette.

This includes washing hands for 20 seconds with soap and water and using hand sanitizer at stations located throughout the building.

CORVALLIS SCHOOL DISTRICT | AUGUST 12, 2021







**We are excited to welcome students to the  
2021-22 SCHOOL YEAR!**



**Corvallis**  
SCHOOL DISTRICT

VIII. RENAMING SCHOOLS -- HUSKY, JAGUAR, WILDCAT ELEMENTARIES  
(7:55pm approx.)



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Ryan Noss, Superintendent  
Meeting Date: August 12, 2021

### **School Renaming Resolutions**

### **NO ACTION REQUIRED**

#### **Background**

On June 10, 2021, Superintendent Noss presented his [recommendations](#) regarding the renaming of schools in the Corvallis School District. Following lengthy discussion, the Board directed the Superintendent to draft resolutions to rename Husky, Jaguar, and Wildcat Elementary schools in accordance with the Superintendent's recommendations.

Action will not be taken at this meeting. Tonight's meeting is an opportunity for the Board to comment on the verbiage of the draft resolutions. After edits, if any, are made to the resolutions, they will be brought forward for action at the September 9, 2021 school board meeting.

Attachments: Draft resolutions for renaming Husky, Jaguar, and Wildcat Elementary schools.

School Renaming Resolutions  
August 12, 2021  
Page 2

S:\DO\Super\Parker\BOARD\ACTION\2021\08-12-21\School Renaming Resolutions -- Husky Jaguar Wildcat - cover.docx



Corvallis School District 509J  
**Rename Husky Elementary School to Bessie Coleman Elementary School**  
**Resolution No. \_\_\_\_\_**

**WHEREAS**, systemic racism and racial oppression have plagued our nation for over 400 years and is evident in national, state, and local institutions, including law enforcement, prisons, and public education, and have led to physical, political, legal, economic, and environmental harm on people of color in the United States and Oregon;

**AND WHEREAS**, education is a key lever for creating a more equitable and anti-racist community, nation, and world;

**AND WHEREAS**, the Corvallis School District acknowledges that the names of school buildings have significant impact on the overall educational environment to foster positive student development and sense of belonging;

**AND WHEREAS**, students, families, and staff within our District have long advocated for changing the name of certain schools and buildings because of the misalignment with our values and commitment to racial equity and social justice;

**AND WHEREAS**, at the July 30, 2020 meeting of the Board of Directors, a proposal was made to rename Husky Elementary, Jaguar Elementary, and Wildcat Elementary schools, identify buildings that need further name changes, establish a process for changing these names, and select a proposed list of names that better represent the culture, climate, and collective values of our community; the proposal was adopted at the August 6, 2020 Board of Directors meeting;

**AND WHEREAS**, membership of the Superintendent's School Renaming Task Force included students, families, staff, community members, and alumni commenced in October 2020 and met until mid-January 2021. The charge of the Task Force work was to query the community, research the renaming options, and put forth a list of recommended names to the Superintendent for his review and final recommendation to the Board of Directors;

**AND WHEREAS**, Bessie Coleman was the first African American woman to earn a pilot's license, which she accomplished by learning to speak French and moving to France. She was deeply respected by Black communities who recognized not only her flying skills but also her contributions to civil rights and racial justice in the darkest era of post-Civil War society;

**AND WHEREAS**, the recommendation to rename Husky Elementary School to Bessie Coleman Elementary School will foster a lasting message of determination, valor, and cultural understanding among all students and staff;

**AND WHEREAS**, the recommendation to rename Husky Elementary School to Bessie Coleman Elementary School will nurture students' appreciation and respect of the historical and contemporary contributions of women and African American women to civil rights and racial justice;

**AND WHEREAS**, our community and nation's future requires that systemic racial oppression be dismantled, and that the removal of a historical figure's name from a building does not constitute erasure from history, but a conscious choice to amplify those societal values that must be taken into the future to promote equity, and ensure ALL children are able to thrive and grow;

**AND WHEREAS**, as leaders of our Corvallis School District and role models for young people, it is our charge to call out racism in all its forms and stand up against injustice especially in our public education system.

**BE IT RESOLVED**, that the School Board of Corvallis School District 509J hereby changes the name of Husky Elementary School to Bessie Coleman Elementary School.

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon, at its regular meeting this \_\_\_\_ day of \_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Sami Al-Abdrabbuh, Board Chair

\_\_\_\_\_  
Olivia Meyers Buch, Deputy Clerk

Corvallis School District 509J  
**Rename Jaguar Elementary School to Kathryn Jones Harrison Elementary School**  
**Resolution No. \_\_\_\_\_**

**WHEREAS**, systemic racism and racial oppression have plagued our nation for over 400 years and is evident in national, state, and local institutions, including law enforcement, prisons, and public education, and have led to physical, political, legal, economic, and environmental harm on people of color in the United States and Oregon;

**AND WHEREAS**, education is a key lever for creating a more equitable and anti-racist community, nation, and world;

**AND WHEREAS**, the Corvallis School District acknowledges that the names of school buildings have significant impact on the overall educational environment to foster positive student development and sense of belonging;

**AND WHEREAS**, students, families, and staff within our District have long advocated for changing the name of certain schools and buildings because of the misalignment with our values and commitment to racial equity and social justice;

**AND WHEREAS**, at the July 30, 2020 meeting of the Board of Directors, a proposal was made to rename Husky Elementary, Jaguar Elementary, and Wildcat Elementary schools, identify buildings that need further name changes, establish a process for changing these names, and select a proposed list of names that better represent the culture, climate, and collective values of our community; the proposal was adopted at the August 6, 2020 Board of Directors meeting;

**AND WHEREAS**, membership of the Superintendent's School Renaming Task Force included students, families, staff, community members, and alumni commenced in October 2020 and met until mid-January 2021. The charge of the Task Force work was to query the community, research the renaming options, and put forth a list of recommended names to the Superintendent for his review and final recommendation to the Board of Directors;

**AND WHEREAS**, Kathryn Jones Harrison is a member of the Confederated Tribes of the Grand Ronde and one of the first leaders of the contemporary tribe who led the Confederated Tribes of Siletz and Confederated Tribes of the Grand Ronde through restoration;

**AND WHEREAS**, the recommendation to rename Jaguar Elementary School to Kathryn Jones Harrison Elementary School will foster a lasting message of determination, valor, and cultural understanding among all students and staff;

**AND WHEREAS**, the recommendation to rename Jaguar Elementary School to Kathryn Jones Harrison Elementary School will nurture students' appreciation and respect of the contributions of Oregon's indigenous nations and its tribal leaders and elders;

**AND WHEREAS**, our community and nation's future requires that systemic racial oppression be dismantled, and that the removal of a historical figure's name from a building does not constitute erasure from history, but a conscious choice to amplify those

societal values that must be taken into the future to promote equity, and ensure ALL children are able to thrive and grow;

**AND WHEREAS**, as leaders of our Corvallis School District and role models for young people, it is our charge to call out racism in all its forms and stand up against injustice especially in our public education system.

**BE IT RESOLVED**, that the School Board of Corvallis School District 509J hereby changes the name of Jaguar Elementary School to Kathryn Jones Harrison Elementary School.

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon, at its regular meeting this \_\_\_\_ day of \_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Sami Al-Abdrabbuh, Board Chair

\_\_\_\_\_  
Olivia Meyers Buch, Deputy Clerk

Corvallis School District 509J  
**Rename Wildcat Elementary School to Leticia Carson Elementary School**  
**Resolution No. \_\_\_\_\_**

**WHEREAS**, systemic racism and racial oppression have plagued our nation for over 400 years and is evident in national, state, and local institutions, including law enforcement, prisons, and public education, and have led to physical, political, legal, economic, and environmental harm on people of color in the United States and Oregon;

**AND WHEREAS**, education is a key lever for creating a more equitable and anti-racist community, nation, and world;

**AND WHEREAS**, the Corvallis School District acknowledges that the names of school buildings have significant impact on the overall educational environment to foster positive student development and sense of belonging;

**AND WHEREAS**, students, families, and staff within our District have long advocated for changing the name of certain schools and buildings because of the misalignment with our values and commitment to racial equity and social justice;

**AND WHEREAS**, at the July 30, 2020 meeting of the Board of Directors, a proposal was made to rename Husky Elementary, Jaguar Elementary, and Wildcat Elementary schools, identify buildings that need further name changes, establish a process for changing these names, and select a proposed list of names that better represent the culture, climate, and collective values of our community; the proposal was adopted at the August 6, 2020 Board of Directors meeting;

**AND WHEREAS**, membership of the Superintendent's School Renaming Task Force included students, families, staff, community members, and alumni commenced in October 2020 and met until mid-January 2021. The charge of the Task Force work was to query the community, research the renaming options, and put forth a list of recommended names to the Superintendent for his review and final recommendation to the Board of Directors;

**AND WHEREAS**, Leticia Carson was a Black woman and an Oregon pioneer at a time when Black people were legally excluded from Oregon's territory. She exercised the right to claim land as a woman and as a Black person to build a heritage for her children;

**AND WHEREAS**, the recommendation to rename Wildcat Elementary School to Leticia Carson Elementary School will foster a lasting message of determination, valor, and cultural understanding among all students and staff;

**AND WHEREAS**, the recommendation to rename Wildcat Elementary School to Leticia Carson Elementary School recognizes and celebrates Black women who despite the racist and exclusionary laws and policies assert their rights to claim land and be celebrated members of our community;

**AND WHEREAS**, our community and nation's future requires that systemic racial oppression be dismantled, and that the removal of a historical figure's name from a building does not constitute erasure from history, but a conscious choice to amplify those



societal values that must be taken into the future to promote equity, and ensure ALL children are able to thrive and grow;

**AND WHEREAS**, as leaders of our Corvallis School District and role models for young people, it is our charge to call out racism in all its forms and stand up against injustice especially in our public education system.

**BE IT RESOLVED**, that the School Board of Corvallis School District 509J hereby changes the name of Wildcat Elementary School to Leticia Carson Elementary School.

Adopted by the Board of Directors of School District No. 509J (Corvallis) of Benton and Linn Counties, Oregon, at its regular meeting this \_\_\_\_ day of \_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Sami Al-Abdrabbuh, Board Chair

\_\_\_\_\_  
Olivia Meyers Buch, Deputy Clerk



# Corvallis

SCHOOL DISTRICT

- IX. RESOLUTION NO. 21-0801: CALL A MEASURE ELECTION TO SUBMIT TO THE ELECTOR OF THE DISTRICT THE QUESTION OF AUTHORIZING A FIVE-YEAR LOCAL OPTION LEVY RENEWAL (8:20pm approx.)



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: August 12, 2021

### **Resolution No. 21-0801: Call a Measure Election to Submit to the Elector of the District the Question of Authorizing a Five-Year Local Option Levy Renewal ACTION REQUESTED**

#### Background

Under Oregon's property tax law, a local option levy gives individual communities the ability to supplement state funding for their local schools. In November 2016, voters in Corvallis renewed a five-year local option levy, originally approved in 2006 and renewed in 2010, at a rate of \$1.50 per \$1,000 of assessed value. The district uses resources from the local option levy to fund teachers at all schools to sustain class sizes; instructional coaches to improve teaching and learning; music, physical education and art instruction for elementary students; vocational and technical education opportunities; counseling for students; and support for high school athletics and activities. In fiscal year 2021-22, local option taxes are estimated to represent about \$8.3 million, or 10% of the district's general fund operating revenues.

#### **LIMITATIONS ON PROPERTY TAXES**

Oregon's property tax system as we know it today is shaped by Measures 5 and 50, two constitutional amendments that introduced statewide limitations on property taxes.

##### **Measure 5 (1990)**

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- Capped property taxes at \$15 per \$1,000 of **real market value**. Bonds are outside of these limitations.
  - \$5 for education (school districts, ESDs and community colleges)
  - \$10 for general government (all others)

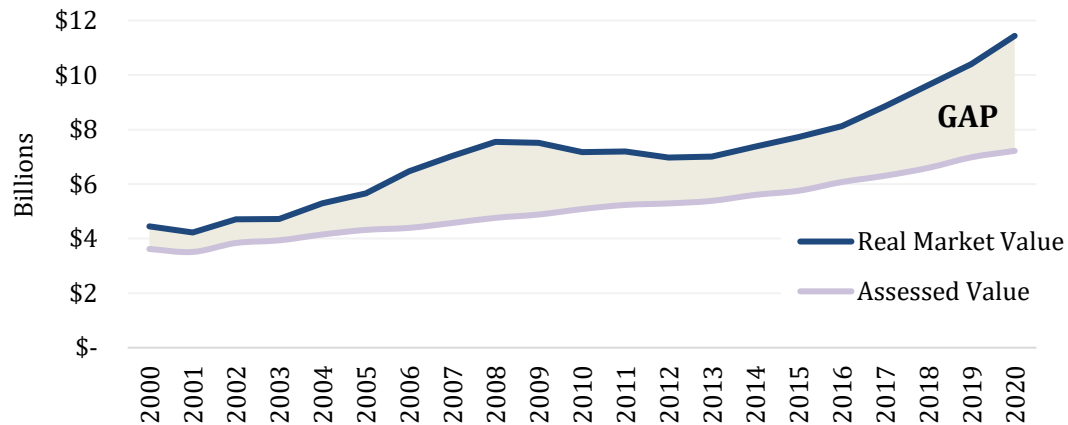
##### **Measure 50 (1997)**

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- Created a lower **assessed value** on which property taxes are calculated, and capped assessed value growth at 3% per year.
- Created local option levies, which are levied in addition to permanent operating rates, but are still subject to Measure 5 limits, and require voter approval.

Most properties have a “gap” between their Measure 5 real market value and their Measure 50 assessed value. Because local option levies can increase taxes up to the Measure 5 limit on real market value, local option levies “tax the gap” between assessed value and real market value. When taxes on a property exceed the Measure 5 limit, the tax rates are reduced or “compressed”.

### CORVALLIS SCHOOL DISTRICT PROPERTY VALUES



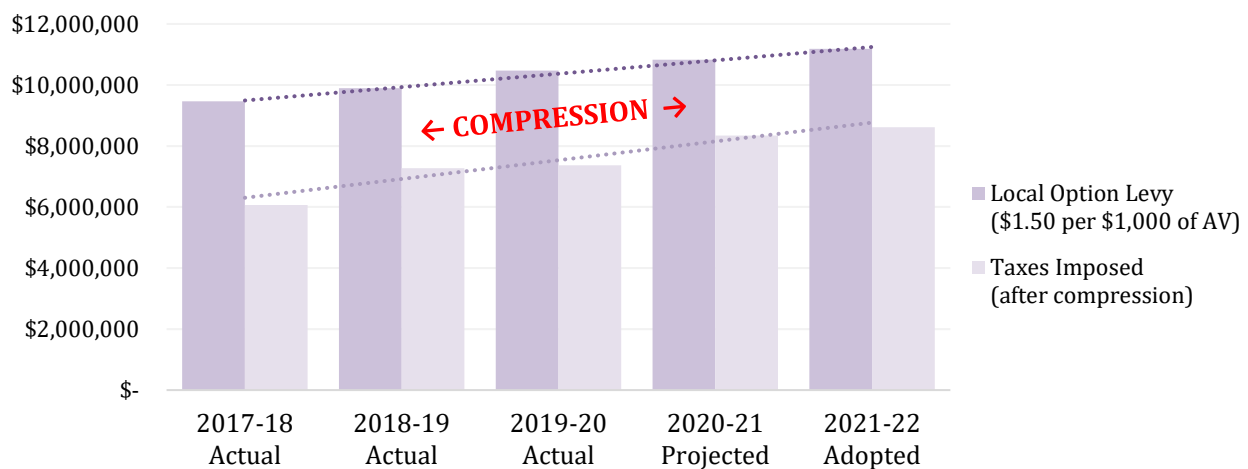
Because Measure 5 limits affect each property differently, the taxes imposed by the district’s local option levy are calculated on a property-by-property basis. Some properties may already be at the Measure 5 education limit, so not all property owners pay local option taxes, and some pay more than others, as shown in the example below:

|                                                           | Corvallis House | Corvallis Neighbor | Corvallis Grocery Store |
|-----------------------------------------------------------|-----------------|--------------------|-------------------------|
| Real Market Value                                         | \$ 450,000      | \$ 475,000         | \$ 1,500,000            |
| Assessed Value                                            | \$ 325,000      | \$ 360,000         | \$ 1,500,000            |
| <b>Measure 5 Education Limit (\$5 per \$1,000 of RMV)</b> | <b>\$ 2,250</b> | <b>\$ 2,375</b>    | <b>\$ 7,500</b>         |
| <b>Education Tax Rates \$ 5.2682</b>                      |                 |                    |                         |
| Corvallis School District                                 | \$ 4.4614       |                    |                         |
| Linn Benton CC                                            | \$ 0.5019       |                    |                         |
| Linn Benton Lincoln ESD                                   | \$ 0.3049       |                    |                         |
| <b>Education Taxes (\$5.2682 per \$1,000 of AV)</b>       | <b>\$ 1,712</b> | <b>\$ 1,897</b>    | <b>\$ 7,902</b>         |
| <b>Gap (Measure 5 Capacity - Education Taxes)</b>         | <b>\$ 538</b>   | <b>\$ 478</b>      | <b>\$ 0</b>             |
| <b>Local Option Levy (\$1.50 per \$1,000 of AV)</b>       | <b>\$ 488</b>   | <b>\$ 540</b>      | <b>\$ 2,250</b>         |
| <b>Local Option Taxes Paid (lesser of levy or gap)</b>    | <b>\$ 488</b>   | <b>\$ 478</b>      | <b>\$ 0</b>             |
| <i>Local Option Rate Paid</i>                             | <i>\$ 1.50</i>  | <i>\$ 1.33</i>     | <i>\$ 0.00</i>          |

## LOCAL OPTION REVENUES

The projection of local option revenue can be difficult to calculate due to the volatility of real market values and the application of property tax limitations on individual properties. The table and chart below summarizes local option levy revenues received over the last three years, projected for last year, and the adopted budget for this year. In the last three years, local option revenues increased by an average of 17%.

|                                                         | 2017-18<br>Actual   | 2018-19<br>Actual   | 2019-20<br>Actual    | 2020-21<br>Projected | 2021-22<br>Adopted   |
|---------------------------------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|
| Assessed Value (AV)                                     | \$6,306,809,269     | \$6,595,000,408     | \$6,984,828,681      | \$7,220,540,323      | \$7,455,207,883      |
| Change in AV                                            | +3.81%              | +4.57%              | +5.91%               | +3.37%               | +3.25%               |
| <b>Local Option Levy<br/>(\$1.50 per \$1,000 of AV)</b> | <b>\$ 9,460,214</b> | <b>\$ 9,892,501</b> | <b>\$ 10,477,243</b> | <b>\$ 10,830,810</b> | <b>\$ 11,182,812</b> |
| Compression Loss                                        | (3,390,360)         | (2,615,127)         | (3,107,372)          | (2,486,304)          | (2,567,109)          |
| Taxes Imposed                                           | \$ 6,069,854        | \$ 7,277,373        | \$ 7,369,871         | \$ 8,344,506         | \$ 8,615,703         |
| Collection Rate                                         | 96.09%              | 96.21%              | 96.20%               | 96.00%               | 96.00%               |
| <b>Net Revenue</b>                                      | <b>\$ 5,832,531</b> | <b>\$ 7,001,620</b> | <b>\$ 7,090,116</b>  | <b>\$ 8,010,726</b>  | <b>\$ 8,271,074</b>  |
| Change in Revenue                                       | +28.33%             | +20.04%             | +1.26%               | +12.98%              | +3.25%               |



## LOCAL OPTION EXPENDITURES

The majority of taxes received from the local option levy (about 50%) funds about 70 full-time staff positions, or about 9% of the district's total staff. Because of the local option levy, class sizes have been stabilized or reduced, students have more access to counseling and social work services, and all elementary students receive PE, music and art instruction. Local option funds also help support the district's teacher mentoring program, high school athletics and activities, and expanded vocational and technical education programs at secondary schools.

The table below summarizes the 2021-22 adopted budget local option levy spending plan.



|                                                        | 2021-22 Adopted Budget |                    |
|--------------------------------------------------------|------------------------|--------------------|
|                                                        | FTE                    | Amount             |
| Classroom Teachers to Sustain Class Sizes              | 41.58                  | 4,317,349          |
| Instructional Coaches to Improve Teaching and Learning | 8.25                   | 920,579            |
| Music, PE and Art Instruction for Elementary Students  | 8.05                   | 799,013            |
| Vocational and Technical Education Opportunities       | 2.33                   | 268,595            |
| Counseling for Students                                | 9.25                   | 1,012,861          |
| Support for High School Athletics and Activities       | 3.60                   | 1,032,856          |
| <b>District Total</b>                                  | <b>73.06</b>           | <b>\$8,351,253</b> |

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 2022-23 after the current levy expires. A levy renewal at the current rate would raise approximately \$9.1 million per year or \$45.6 million over five years, from 2022 to 2027. The attached resolution calls a measure election on November 2, 2021 to submit to the voters of the district the question of authorizing a five-year local option levy renewal.

**ACTION REQUESTED:**

Adopt the attached resolution to call a measure election on November 2, 2021 to submit to the electors of the district the question of authorizing a five-year local option levy renewal.

**ATTACHED:**

Resolution No. 21-0801  
Notice of Measure Election – SEL 803  
Explanatory Statement for Voters Pamphlet

**MOTION REQUESTED:**

“I move that Resolution No. 21-0801 be adopted to call a measure election on November 2, 2021 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. 21-0801**

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 2016, 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, 2022 and ending June 30, 2027 at a maximum rate of \$1.50 per \$1,000 of assessed value. Such a rate is estimated to raise a total of \$45.6 million over five years.
2. That the election hereby called shall be held on November 2, 2021.
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 2, 2021.
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 12th day of August, 2021.

ATTEST:

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Sami Al-AbdRabbuh, Board Chair

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Olivia Meyers Buch, Deputy Clerk

## **NOTICE OF MEASURE ELECTION (SEL 803)**

**CAPTION** *(10 words which reasonably identifies the subject of the measure)*

RENEWAL OF FIVE-YEAR LOCAL OPTION LEVY FOR K-12 EDUCATION

9 words.

**QUESTION** *(20 words which plainly phrases the chief purpose of the measure)*

Shall district renew levy of \$1.50 per \$1,000 of assessed value for five years beginning in 2022-2023 for K-12 education? This measure renews current local option taxes.

20 words. Last sentence not included in word count.

**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 and again 2016. The current levy expires June 30, 2022. If renewed, the current levy rate would not increase.

The Corvallis School District will use the revenue from this measure to fund teachers at all schools to sustain class sizes; instructional coaches to improve teaching and learning; music, physical education and art instruction for elementary students; vocational and technical education opportunities; counseling for students; and support for high school athletics and activities.

The proposed levy will raise approximately \$8.5 million in 2022-23, \$8.8 million in 2023-24, \$9.1 million in 2024-25, \$9.4 million in 2025-26, and \$9.7 million in 2026-27 for a total of \$45.6 million. This amount would support the equivalent of about 85 full-time teaching positions annually.

136 words.

## **EXPLANATORY STATEMENT**

*Words and numbers only. No charts, graphics or photographs. Word total cannot exceed 500 words; a word is considered anything with white space on either side of it, including bullets and dashes.*

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 10% of the district's operating budget, equivalent to about 9% of the district's teaching staff. The current levy expires in 2022. This measure would renew the local option levy at the same rate for another five years, through 2027. 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 sustain class sizes and programs. Specifically, funds would be used to support:

- Music, art, and physical education instruction for all students in grades K-5
- Counseling support for students
- Classroom teachers at all schools in order to sustain smaller class sizes
- Vocational and technical education opportunities for high school students
- High school athletics and activities
- Instructional coaches to improve teaching and learning

### **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 property so that the total rate paid for education 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 2022 and ending in 2027. It is not a new or additional tax.

### **What if the local option measure doesn't pass?**

If the measure fails, the school board could decide to submit another levy renewal proposal to voters in May 2022 while preparing a plan to significantly reduce programs and staffing. If the levy is not renewed before the current levy expires on June 30, 2022, the district would have to reduce its annual budget by approximately \$8.5 million, or 10%, beginning in the 2022-23 school year. The current local option levy funds about 85 full-time teaching positions annually.

360 words





# Corvallis

## SCHOOL DISTRICT

- X. CONSOLIDATED ACTION (8:25pm approx.)
  - X.A. Licensed Personnel Action



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Jennifer Duvall, Human Resources Director  
Meeting Date: August 12, 2021

### Licensed Personnel Action

### ACTION REQUESTED

1. Issue:
  - a. Recommendation to Hire

| Name                   | Position                  | FTE  | Building                    | Start Date | Contract Status     |
|------------------------|---------------------------|------|-----------------------------|------------|---------------------|
| Amiton, Lauren         | Mental Health Therapist   | 1.00 | TBD                         | 8/17/2021  | Probationary Year 1 |
| Autencio, Tanner       | PE Teacher                | 0.70 | Mt View Elementary School   | 8/30/2021  | Temporary Teacher   |
| Blue Arm, Julia        | Art Teacher               | 0.67 | Crescent Valley High School | 8/30/2021  | Probationary Year 2 |
| Boyer, Vanessa         | 5th Grade Teacher         | 1.00 | Adams Elementary School     | 8/30/2021  | Temporary Teacher   |
| Brown, Shannon         | Health Teacher            | 1.00 | Corvallis High School       | 8/30/2021  | Probationary Year 1 |
| Davila-Williams, Nancy | Principal                 | 1.00 | Garfield Elementary School  | 7/1/2021   | Temporary Admin     |
| Ford, Lindsay          | Science Teacher           | 1.00 | Corvallis High School       | 8/30/2021  | Temporary Teacher   |
| Grace, Dawn            | District Nurse            | 1.00 | District Office             | 8/17/2021  | Probationary Year 1 |
| Harlan, Sierra         | Counselor                 | 1.00 | Adams Elementary School     | 8/30/2021  | Temporary Teacher   |
| Hintzman, Alison       | Math Teacher              | 1.00 | Corvallis High School       | 8/30/2021  | Probationary Year 1 |
| Horan, Katja           | Special Education Teacher | 1.00 | Franklin School             | 8/30/2021  | Probationary Year 1 |
| Hung, Yi-Lin           | Mental Health Therapist   | 1.00 | Crescent Valley High School | 8/17/2021  | Probationary Year 1 |
| Joseph-Hays,           | Asst HS Principal         | 1.00 | Corvallis High School       | 7/1/2021   | Probationary        |



# Corvallis

## SCHOOL DISTRICT

|                           |                                     |      |                                 |           |                     |
|---------------------------|-------------------------------------|------|---------------------------------|-----------|---------------------|
| Germaine                  |                                     |      |                                 |           | Year 1              |
| Kilman, Alexander (Alex)  | PE/Health Teacher                   | 1.00 | Linus Pauling Middle School     | 8/30/2021 | Probationary Year 1 |
| Kittredge, Russa          | TOSA                                | 1.00 | Crescent Valley High School     | 8/30/2021 | Temporary Teacher   |
| Meza, Yahaira             | Kindergarten Teacher - Bilingual    | 1.00 | Garfield Elementary School      | 8/30/2021 | Probationary Year 1 |
| Moore, Jennifer           | Kindergarten Teacher                | 1.00 | Franklin School                 | 8/30/2021 | Probationary Year 1 |
| Nelson, Colton (Cody)     | PE Teacher                          | 0.80 | Husky Elementary School         | 8/30/2021 | Probationary Year 1 |
| Nunez Guzman, Ana Maria   | DLI Teacher                         | 1.00 | Corvallis High School           | 8/30/2021 | Probationary Year 2 |
| Reese, Stacey             | 3rd Grade Teacher                   | 1.00 | Franklin School                 | 8/30/2021 | Probationary Year 1 |
| Sheridan, Elizabeth (Liz) | Mental Health Therapist             | 1.00 | District Office                 | 8/17/2021 | Probationary Year 1 |
| Taylor, Melinda (Mindy)   | Speech Language Pathologist         | 1.00 | Husky/Wildcat Elementary School | 8/30/2021 | Probationary Year 1 |
| Van Patten, Candace       | Special Education Teacher           | 1.00 | Mt View Elementary School       | 8/30/2021 | Temporary Teacher   |
| Walter, Tiffany           | Math Teacher                        | 0.83 | Linus Pauling Middle School     | 8/30/2021 | Probationary Year 1 |
| Zachary, Dana             | District Library & Media Specialist | 1.00 | District Office                 | 8/30/2021 | Probationary Year 1 |



# Corvallis

## SCHOOL DISTRICT

b. Additional Information/Leaves/Reduction

| Name            | Position           | FTE of leave | Building                | Effective | Notes                                             |
|-----------------|--------------------|--------------|-------------------------|-----------|---------------------------------------------------|
| Lindsay, Hilary | Elementary Teacher | 1.00         | Adams Elementary School | 7/1/2021  | Full-year leave of absence, job rights to 1.0 FTE |
| Spencer, Deidra | Science Teacher    | 1.00         | Corvallis High School   | 7/1/2021  | Full-year leave of absence, job rights to 1.0 FTE |

| Name                   | Position          | FTE  | Building                              | Effective | Reason         |
|------------------------|-------------------|------|---------------------------------------|-----------|----------------|
| Clocker, Liz           | 4th Grade Teacher | 1.00 | Husky Elementary School               | 6/30/2021 | Resignation    |
| Connor, Casey          | PE Teacher        | 1.00 | Cheldelin Middle School               | 6/30/2021 | Resignation    |
| Connor, Michael        | PE Teacher        | 1.00 | Crescent Valley High School           | 6/30/2021 | Resignation    |
| Rubio Lopez, Ana Maria | DLI Teacher       | 1.00 | Linus Pauling Middle School           | 6/30/2021 | Withdrew offer |
| Sharp, Tia             | French Teacher    | 1.00 | Crescent Valley/Corvallis High School | 6/30/2021 | Resignation    |

**MOTION REQUESTED:**

"I move to approve the Licensed Personnel action as submitted."



# Corvallis

SCHOOL DISTRICT

X.B. Addition of Position to the Non-Represented Employee Salary  
Schedule: Risk Manager





# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Jennifer Duvall, Human Resources Director  
Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: August 12, 2021

### **Addition of Position to the Non-Represented Employee Salary Schedule: Risk Manager**

### **ACTION REQUESTED**

#### **Background**

The district previously contracted with Hub International Northwest LLC for risk management consulting services, including loss prevention services in occupational safety and health as well as liability areas, through the placement of an agency representative at the district office for a minimum of 32 hours per week. The contract for these services expired June 30, 2021 and was not extended at the district's request. The district proposes to create a new Risk Manager position and hire a district employee to provide the same services as previously contracted.

The board approves salary schedules for employee groups; however, the Non-Represented Employee Salary and Benefit Agreement does not currently have a salary range for this position. Therefore, we are asking the board to approve this addition.

#### **Classification**

The Risk Manager position is classified as non-represented because the position will be responsible for managing insurance and safety issues that may expose the district to litigation or insurance claims, including and not limited to identifying, evaluating, controlling and minimizing the district's exposure to loss or damages. This position will act as a liaison with the district's agent of record, insurance adjusters, and legal counsel.

#### **Cost**

This position will be funded by the Insurance Fund, which previously funded the contracted services. The 2021-22 adopted budget includes funding for this position. The proposed salary range for this position is \$67,523 - \$76,396, which is comparable to what was previously paid for the contracted services (\$47.55 per hour).

| Position     | Days | Step 1   | Step 2   | Step 3   | Step 5   | Step 6   |
|--------------|------|----------|----------|----------|----------|----------|
| Risk Manager | 260  | \$67,523 | \$69,211 | \$70,941 | \$72,715 | \$76,396 |

ACTION REQUESTED:

Approve the addition of the Risk Manager position and salary range to the Non-Represented Employee Salary and Benefit Agreement.

MOTION REQUESTED:

"I move to add the Risk Manager position and salary range to the Non-Represented Employee Salary and Benefit Agreement."



**Corvallis**  
SCHOOL DISTRICT

X.C. Lease Purchase Agreement with Insight Financial Services for Classified  
Staff Computer Hardware



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Gil Anspacher, Director of Technology Services  
Meeting Date: August 12, 2021

### **Lease Purchase Agreement With Insight Financial Services – Computer Hardware For Classified Staff**

### **ACTION REQUESTED**

#### Background

In order to complete the classified staff device replacement cycle for the 2021-22 school year in alignment with our approved budget, all classified staff devices that are at least four years old will be replaced. This is a replacement of obsolete computers at current inventory levels.

The District solicited quotes from Dell and CTL for a total of 322 devices and peripherals. Both Dell technologies and CTL Chromebooks are proprietary products and are the sole source providers.

Dell responded with a proposal that included the desired equipment (158 devices and peripherals) at discounted education pricing for a total purchase price of \$322,177.82. Included in the quote is an additional quantity of 10% of each device and peripheral to respond to shifting needs within the District over the 4 year lease. The District solicited a lease purchase option from Insight Financial Services. Insight responded with a dollar buyout lease of four years for a total cost of \$349,111.88, 5.63% interest rate. The annual payment schedule would be as follows:

| Date          | Payment             | Outstanding Balance |
|---------------|---------------------|---------------------|
| Commencement  |                     | \$349,111.88        |
| 11/1/2021     | \$87,277.97         | \$261,833.91        |
| 11/1/2022     | \$87,277.97         | \$174,555.94        |
| 11/1/2023     | \$87,277.97         | \$87,277.97         |
| 11/1/2024     | \$87,277.97         | \$0                 |
| <b>Totals</b> | <b>\$349,111.88</b> |                     |

CTL responded with a proposal that included the desired equipment (164 Chromebooks) at discounted education pricing for a total purchase price of \$66,748. Included in the quote is an additional quantity of 10% of devices to respond to shifting needs within the District over the 4 year lease. The District solicited a lease purchase option from Insight Financial

Services. Insight responded with a dollar buyout lease of four years for a total cost of \$72,328.12, 5.63% interest rate. The annual payment schedule would be as follows:

| Date          | Payment            | Outstanding Balance |
|---------------|--------------------|---------------------|
| Commencement  |                    | \$72,328.12         |
| 11/1/2021     | \$18,082.03        | \$54,246.09         |
| 11/1/2022     | \$18,082.03        | \$36,164.06         |
| 11/1/2023     | \$18,082.03        | \$18,082.03         |
| 11/1/2024     | \$18,082.03        | \$0                 |
| <b>Totals</b> | <b>\$72,328.12</b> |                     |

Taking advantage of leasing options helps create more sustainable budgets that support the technology needs across the District, ensuring that we are effectively utilizing existing resources while also planning for the future.

**ACTION REQUESTED:**

Approve purchasing the desired equipment from Dell and CTL through Insight Financial Services per the attached lease document. Both Dell Technologies and CTL Chromebook are proprietary products and are the sole source providers.

**MOTION REQUESTED:**

“I move to approve the execution of a lease purchase agreement for computer hardware in the amount of \$421,440 through Insight Financial Services.”



August 4, 2021

Corvallis School District 509J  
1555 SW 35<sup>th</sup> Street  
Corvallis, OR 97333

On behalf of Insight Investments, LLC, I am pleased to present this proposal for the financing of the equipment described below according to the terms and conditions indicated herein.

|                               |                            |                   |
|-------------------------------|----------------------------|-------------------|
| <b>Equipment Description:</b> | Dell Quote 3000094142210.1 | CTL Quote 0252932 |
| <b>Initial Term:</b>          | 48 Months                  | 48 Months         |
| <b>Finance Amount:</b>        | \$322,177.82               | \$66,748.00       |
| <b>Lease Rate Factor:</b>     | .2709                      | .2709             |
| <b>Annual Payment:</b>        | \$87,277.97                | \$18,082.03       |
| <b>OETC Contract:</b>         | OETC-15R-Leasing           |                   |

**Terms and Conditions:**

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Lease Rates:</b>                  | The lease payment quoted in this proposal has been calculated using an interest rate tied to the current yield of a comparable term Interest Rate Swaps as reported at <a href="http://www.barchart.com">www.barchart.com</a> for August 3, 2021. The lease rate quoted is subject to change in the event such Interest Rate Swap yields increase.                                                                                                                                                                                                                                   |
| <b>End of Term Options:</b>          | \$1 Buyout Option: <ul style="list-style-type: none"><li>• Purchase the equipment for \$1.00</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Purchase Order Authorization:</b> | With respect to any executed lease proposal outlining the cost, rent, term and equipment to be leased under a Schedule, Lessee agrees that: (a) Lessor may order such equipment from a manufacturer or vendor thereof in Lessor's own name, and (b) in such case, Lessee will indemnify and hold Lessor harmless from and against all claims, actions and/or demands of said manufacturer or vendor resulting from any cancellation or termination of said purchase order in the event that the lease financing of said Equipment contemplated in lease proposal is not consummated. |
| <b>Conditions Precedent:</b>         | This transaction is contingent upon (i) successful execution of mutually agreed upon documentation with Insight and (ii) the review and approval by Insight's Finance Committee.                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Market Disruption:</b>            | Notwithstanding anything contained herein to the contrary, in the event any material change shall occur in the financial markets, including but not limited to governmental action or any event which cause material adverse change in the extension of credit by lenders generally, Lessor shall have the ability to amend its pricing contained herein. In such a case, Lessor shall provide an updated proposal and Lessee will have the option to execute as revised.                                                                                                            |
| <b>Proposal Expiration:</b>          | This proposal may be withdrawn at any time at Insight's sole discretion and expires 30 days from the date of this letter unless extended by Insight.                                                                                                                                                                                                                                                                                                                                                                                                                                 |

Sincerely,

**Andy Hashimoto**  
Vice President  
916-812-9994  
[ahashimoto@ifsleasing.com](mailto:ahashimoto@ifsleasing.com)

Agreed to and Accepted by:  
Corvallis School District 509J

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



# Corvallis

SCHOOL DISTRICT

- XI. CONSOLIDATED INFORMATION (8:35pm approx.)
  - XI.A. Non-Licensed Personnel Information



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Ryan Noss, Superintendent  
Meeting Date: August 12, 2021

### Non-licensed Personnel Information

### NO ACTION REQUIRED

#### Recommendation to Hire

| Name                   | Preferred Name | Position                                         | Hrs/FTE | Building                    | Start Date | Contract Status      |
|------------------------|----------------|--------------------------------------------------|---------|-----------------------------|------------|----------------------|
| A Balaramu, Sharmila   |                | Educational Assistant 2                          | 6.50    | Husky Elementary            | 8/30/2021  | Regular/Probationary |
| Auer, Kelsey           |                | Educational Assistant 2                          | 6.50    | Wildcat Elementary          | 8/30/2021  | Regular/Probationary |
| Baker, LeeAnn          |                | Assessment Technician & Career Center Specialist | 8.00    | Corvallis High School       | 8/30/2021  | Regular/Probationary |
| Bean, William          |                | Educational Assistant 2                          | 6.50    | Wildcat Elementary          | 8/30/2021  | Regular/Probationary |
| Carcamo, Milton        |                | Assessment Technician & Career Center Specialist | 8.00    | Crescent Valley High School | 8/30/2021  | Regular/Probationary |
| Catbagan, Winnie       |                | Educational Assistant 2                          | 6.50    | Jaguar Elementary           | 8/30/2021  | Regular/Probationary |
| Chavez, Kandy          |                | Educational Assistant 2                          | 6.50    | Adams Elementary            | 8/30/2021  | Regular/Probationary |
| Deters, Stella         |                | Educational Assistant 2                          | 6.50    | Jaguar Elementary           | 8/30/2021  | Regular/Probationary |
| Engelhart, Candace     |                | Educational Assistant/Lifeskills                 | 7.00    | Crescent Valley High School | 8/30/2021  | Regular/Probationary |
| Eveleth, Harper        |                | Educational Assistant 2                          | 6.50    | Jaguar Elementary           | 8/30/2021  | Regular/Probationary |
| Gilbert-Morgan, Ella   |                | Educational Assistant 2 - Bilingual              | 6.50    | Garfield Elementary         | 8/30/2021  | Regular/Probationary |
| Hafeli, Sophia         | Sophie         | Registrar 1                                      | 8.00    | Linus Pauling Middle School | 7/23/2021  | Regular/Probationary |
| Juarez Brambila, Maria |                | Educational Assistant 2 - Bilingual              | 6.50    | Garfield Elementary         | 8/30/2021  | Regular/Probationary |



# Corvallis

## SCHOOL DISTRICT

|                           |       |                                           |      |                             |           |                      |
|---------------------------|-------|-------------------------------------------|------|-----------------------------|-----------|----------------------|
| Lahommedieu, Adam         |       | Educational Assistant/Lifeskills          | 7.00 | Crescent Valley High School | 8/30/2021 | Regular/Probationary |
| Lindsay, Alex             |       | Educational Assistant 2                   | 6.50 | Jaguar Elementary           | 8/30/2021 | Regular/Probationary |
| Mamoyac-Spaulding, Sophia |       | Educational Assistant 2                   | 6.50 | Wildcat Elementary          | 8/30/2021 | Regular/Probationary |
| Miranda Alarcon, Rocio    |       | Educational Assistant 2 - Bilingual       | 6.50 | Garfield Elementary         | 8/30/2021 | Regular/Probationary |
| Monson, Alyosha           |       | Educational Assistant 2                   | 6.50 | Wildcat Elementary          | 8/30/2021 | Regular/Probationary |
| Padlina, Adaline          |       | Student & Family Advocate 2               | 8.00 | Adams & Husky Elementary    | 8/17/2021 | Regular/Probationary |
| Rigsby, Lauren            |       | Administrative Assistant 3/Office Manager | 8.00 | Corvallis High School       | 7/27/2021 | Regular/Probationary |
| Seitz, Matthew            |       | Educational Assistant/Lifeskills          | 4.00 | Crescent Valley High School | 8/30/2021 | Regular/Probationary |
| Sherrell, Leah            |       | Administrative Assistant 1 & Registrar    | 8.00 | Franklin School             | 8/2/2021  | Regular/Probationary |
| Sordi Bryant, Marina      |       | Educational Assistant 2                   | 6.50 | Adams Elementary            | 8/30/2021 | Regular/Probationary |
| Spitzer, Jakob            | Aaron | Mental Health and Wellness Skills Trainer | 8.00 | District Office             | 8/17/2021 | Regular/Probationary |
| Swaim, William            |       | Educational Assistant 2                   | 6.50 | Mountain View Elementary    | 8/30/2021 | Regular/Probationary |
| Tercek, Natalie           |       | Educational Assistant/Lifeskills          | 7.00 | Crescent Valley High School | 8/30/2021 | Regular/Probationary |
| Tomono, Yoshimi           |       | Educational Assistant 2                   | 6.50 | Jaguar Elementary           | 8/30/2021 | Regular/Probationary |
| VanEpps, Jeffrey          |       | Educational Assistant /Lifeskills         | 7.00 | Crescent Valley High School | 8/30/2021 | Regular/Probationary |
| Wallace, Jodi             |       | Educational Assistant 3                   | 7.50 | Crescent Valley High School | 8/30/2021 | Regular/Probationary |



# Corvallis

## SCHOOL DISTRICT

|                      |  |                                          |      |                                                 |           |                      |
|----------------------|--|------------------------------------------|------|-------------------------------------------------|-----------|----------------------|
| Talvi Duncan, Sarah  |  | Student & Family Advocate 2              | 4.00 | Jaguar Elementary                               | 8/30/2021 | Regular/Probationary |
| Koch, Calvin         |  | Educational Assistant 2                  | 7.00 | Crescent Valley High School                     | 8/30/2021 | Regular/Probationary |
| Reuter, Jennifer     |  | Student & Family Advocate 2              | 4.00 | District Office                                 | 8/30/2021 | Regular/Probationary |
| Shirly, Jason        |  | Information Services Technical Support 1 | 8.00 | Corvallis High School                           | 8/9/2021  | Regular/Probationary |
| Merback, Ashley      |  | Student Behavior Support 2               | 4.00 | College Hill/Harding Center                     | 8/30/2021 | Regular/Probationary |
| Perez, Carlos        |  | Educational Assistant 2 - Bilingual      | 6.50 | Lincoln Elementary                              | 8/30/2021 | Regular/Probationary |
| Leon-Aispuro, Denise |  | Educational Assistant 2 - Bilingual      | 6.50 | Lincoln Elementary                              | 8/30/2021 | Regular/Probationary |
| Clark, Dana          |  | Educational Assistant 2                  | 6.50 | Wildcat Elementary                              | 8/30/2021 | Regular/Probationary |
| Thompson, Bonnie     |  | Assessment Technician                    | 4.00 | Harding Center                                  | 8/30/2021 | Regular/Probationary |
| Pritchard, Rebecca   |  | Educational Assistant 2                  | 7.00 | Crescent Valley High School                     | 8/30/2021 | Regular/Probationary |
| Barrett, Lauren      |  | Student Behavior 2                       | 7.00 | Mountain View Elementary                        | 8/30/2021 | Regular/Probationary |
| Dicksa, Alexandra    |  | Educational Assistant 2                  | 6.50 | Mountain View Elementary                        | 8/30/2021 | Regular/Probationary |
| Holly, Guy           |  | Educational Assistant 2                  | 6.50 | Adams Elementary                                | 8/30/2021 | Regular/Probationary |
| Kinsey, Jessica      |  | Administrative Assistant 2               | 8.00 | District Office (Facilities & Maintenance Dept) | 7/1/2021  | Regular/Probationary |
| Laurion, Connor      |  | Educational Assistant 2                  | 7.00 | Cheldelin Middle School                         | 8/30/2021 | Regular/Probationary |
| Leach, Canton        |  | Educational Assistant 2                  | 7.00 | Cheldelin Middle School                         | 8/30/2021 | Regular/Probationary |
| Lopez Medina, Melisa |  | Mental Health & Wellness Skills Trainer  | 8.00 | District Office                                 | 8/17/2021 | Regular/Probationary |



# Corvallis

## SCHOOL DISTRICT

|                   |       |                                                         |          |                                   |           |                      |
|-------------------|-------|---------------------------------------------------------|----------|-----------------------------------|-----------|----------------------|
| Luchterhand, Otto | Chaz  | Educational Assistant 2                                 | 7.00     | Cheldelin Middle School           | 8/30/2021 | Regular/Probationary |
| Mitchell, Nathan  |       | Educational Assistant 2                                 | 7.00     | Cheldelin Middle School           | 8/30/2021 | Regular/Probationary |
| Poore, Brendon    |       | Information Services Technical Support 2                | 8.00     | District Office (Technology Dept) | 7/7/2021  | Regular/Probationary |
| Sanders, Jordan   |       | Educational Assistant 2                                 | 7.00     | Cheldelin Middle School           | 8/30/2021 | Regular/Probationary |
| Sauret, Rebecca   |       | Library Media Technician                                | 6.50     | Crescent Valley High School       | 8/30/2021 | Regular/Probationary |
| Young, Peter      |       | Educational Assistant 2                                 | 7.00     | Cheldelin Middle School           | 8/30/2021 | Regular/Probationary |
| Adams, Angelique  | Angel | Administrative Assistant 3/Office Manager               | 8.00     | Linus Pauling Middle School       | 7/27/2021 | Regular/Probationary |
| Light, Brian      |       | Maintenance Lead - Custodian                            | 8.00     | Linus Pauling Middle School       | 7/19/2021 | Regular/Probationary |
| Marshall, Mary    |       | Registrar 2 & Administrative Assistant 3/Office Manager | 8.00     | Corvallis Online                  | 7/1/2021  | Regular/Probationary |
| Chona, Christina  |       | Educational Assistant 2                                 | 6.50     | Husky Elementary                  | 8/30/2021 | Regular/Probationary |
| Palmer, Katherine | Katie | Mental Health and Wellness Skills Trainer               | 8.00     | District Office                   | 8/17/2021 | Regular/Probationary |
| Mills, Kirsten    |       | Health Service Assistant & Educational Assistant 2      | 6.50     | Wildcat Elementary                | 8/30/2021 | Regular/Probationary |
| Wallace, Jodi     |       | Educational Assistant 3                                 | 7.50     | Crescent Valley High School       | 8/30/2021 | Regular/Probationary |
| Torgerson, Becky  |       | Library Media Technician                                | 6.50     | Adams Elementary                  | 8/30/2021 | Regular/Probationary |
| Olsen, Joni       |       | Fiscal Clerk 2/Office Manager                           | 8.00     | Facilities & Maintenance          | 7/27/2021 | Regular/Probationary |
| Robbins, Amanda   |       | Human Resources Specialist                              | 8.00     | District Office                   | 7/1/2021  | Regular/Probationary |
| Tiller, Douglas   |       | Facilities Manager                                      | 1.00 FTE | District Office                   | 8/2/2021  | Probationary Non Rep |





# Corvallis

## SCHOOL DISTRICT

### Termination/Resignation/Layoff/Retirement

| Name                      | Position                                                 | Hrs/FTE  | Building                          | Effective | Reason      |
|---------------------------|----------------------------------------------------------|----------|-----------------------------------|-----------|-------------|
| Uffelman, Lakotah         | Maintenance 1                                            | 8        | District Office                   | 7/2/2021  | Resignation |
| Duvall, Kyia              | Educational Assistant Lifeskills                         | 7        | Jaguar Elementary                 | 6/30/2021 | Resignation |
| Sturner, Sydney           | Student Behavior Support 2                               | 7.5      | Crescent Valley High School       | 7/28/2021 | Resignation |
| Dye, Marilynda            | Educational Assistant 2/LRC                              | 7.5      | Cheldelin Middle School           | 8/10/2021 | Resignation |
| Fisher, Mariana           | Student Behavior Support 1                               | 7.5      | Linus Pauling Middle School       | 7/30/2021 | Resignation |
| Pifer, Sydney             | Educational Assistant 2                                  | 4        | Lincoln Elementary                | 6/30/2021 | Resignation |
| Breder-Albright, Stefanie | Educational Assistant 2                                  | 2        | Corvallis High School             | 6/30/2021 | Resignation |
| Sherman, Laniesse         | Student Behavior Support 2                               | 5.5      | Lincoln Elementary                | 6/30/2021 | Resignation |
| Jensen, Allison           | Educational Assistant 2                                  | 6        | Jaguar Elementary                 | 6/30/2021 | Resignation |
| Bazan-Alvarado, Rolando   | Food Service Assistant                                   | 4.75     | Food Service/Philomath Elementary | 6/30/2021 | Resignation |
| Seistrup, Amy             | Educational Assistant 2                                  | 7        | Mountain View Elementary          | 7/30/2021 | Resignation |
| Asunsolo, Jamie           | Educational Assistant 2/LRC                              | 6.5      | Crescent Valley High School       | 8/4/2021  | Resignation |
| Ross, Garrett             | Human Resources Specialist                               | 8        | District Office                   | 8/20/2021 | Resignation |
| Gordon, Blake             | Facilities Manager                                       | 1.00 FTE | District Office                   | 6/30/2021 | Resignation |
| Schulz, Parker            | Executive Assistant to the Superintendent & School Board | 1.00 FTE | District Office                   | 8/10/2021 | Resignation |
| Downum, Brenda            | Communications Coordinator                               | 1.00 FTE | District Office                   | 9/10/2021 | Resignation |



**Corvallis**  
SCHOOL DISTRICT

XI.B. Corvallis Online Curriculum Adoption



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Nikki McFarland, Secondary Teaching and Learning Coordinator; Amy Lesan, Elementary Teaching and Learning Coordinator; Melissa Harder, Assistant Superintendent; Byron Bethards, Mt. View Elementary School Principal; Mark Henderson, CVHS Assistant Principal

Meeting Date: August 12, 2021

## Corvallis Online Curriculum Adoption

## NO ACTION REQUIRED

### Background

In response to the COVID-19 pandemic and Ready Schools Safe Learners guidance, our District established Corvallis Online in the Fall of 2020 to offer a completely online option to K-12 students who wanted remote learning for the entire school year. During the 2020-21 school year, students in grades K-5 used Florida Virtual Learning School (FVLS) curriculum. Students in grades 6-12 used Apex Learning (Apex) curriculum.

In the Spring of 2021, all Corvallis School District families were sent a Google form that allowed them to share whether they planned to enroll their student in Corvallis Online for the 2021-22 school year. Based on continuing interest in a remote learning option, Superintendent Noss and the Teaching and Learning Department Coordinators made a decision to continue to offer Corvallis Online in the 2021-22 school year.

The Oregon COVID-19 Resiliency Framework for the 2021-22 School Year requires that districts choosing to use digital content as core curriculum for a course of study complete an independent adoption of the digital instructional materials.

### Overview of Curriculum Adoption Review Process

On July 2, 2020, Superintendent Noss and Assistant Superintendent Harder met with representatives from the Salem-Keizer School District and the Beaverton School District to hear about their plans for online learning due to the COVID-19 pandemic and gather ideas for our own online curriculum. Florida Virtual Learning School, Apex Learning, and Edgenuity were the programs discussed. Both Salem-Keizer and Beaverton were utilizing FVLS for their K-5 but differed when it came to their secondary curriculum. Salem-Keizer was going to continue their partnership with Edgenuity but described the program as credit recovery. Beaverton representatives explained that Apex was their choice due to the availability of advanced placement (AP) and elective credits and the importance of those options for their community.

On July 13, 2020, Corvallis School District staff met with representatives from both FVLS and Apex to discuss the curriculum as well as the speed and ease of implementation for our Corvallis Online program. In the FVLS meeting, we learned about the core subjects and elementary electives provided and alignment to the Common Core Standards. We discussed training for teachers as well as the ability to implement FVLS using Canvas (our

recently implemented learning management system). In our meeting with Apex representatives, we discussed similar concerns and were pleased to learn that Apex was customizable, had translation available in 29 languages, and supported our high school students in AP and career and technical education (CTE) courses.

At the end of the 2020-21 school year, Mark Henderson met with FVLS to explore the possibility of purchasing its curriculum K-12. After a review of the FVLS, curriculum it was clear that the Apex courses are better aligned to what we currently offer in grades 6-12, in both title and content. For this reason and because Apex offers many more electives and offers an expanded elective package for the 2021-22 school year, we are requesting to continue to use Apex curriculum for students in grades 6-12 for the 2021-22 school year. During the school year, we found Apex to be responsive to any concerns raised by families.

The instructional materials under review were announced on the district website and available online for public review from August 2-11, 2021. District families received notification via email on August 2.

#### Professional Development Plan to Ensure a Successful Materials Implementation

All teachers have been trained on the Apex platform or FVLS curricula. Continuing training will occur at monthly staff meetings. In addition, our Success Managers from Apex and FVLS are available to us for training on an as needed basis.

#### About the Curricula

##### ➤ *Florida Virtual Learning School (FVLS)*

FVLS is designed for students looking for high-quality education, unparalleled flexibility and support, an academic challenge, and ownership of their education in a safe, distraction-free learning environment.

FVLS courses are created to national standards, and include a wide-range of diverse activities, providing an engaging and rigorous learning experience for different learning styles. With interactive games and quizzes, engaging video and audio clips, and practical written lessons and assessments, FVLS courses are thoughtfully designed to help students understand new concepts and master new skills.

FVLS courses are updated annually.

- Corvallis Online K-5 students will be utilizing the English Language Arts and Mathematics courses.
- Materials may be reviewed at <https://www.flvsglobal.net/elementary/>

➤ *Apex Learning*

Students enrolled in Corvallis Online in grades 6-12 can use Apex courses to earn credit toward grade-level advancement and high school graduation. Apex courses are built to standards to meet high school graduation requirements with a rigorous curriculum. A wide offering of courses and relevant and engaging content keeps students interested and motivated to succeed. At the same time, Apex curriculum is designed to help students learn independently. Through scaffolding and supports, active and personalized learning, and interactive tools, students can access a high-quality education in Corvallis Online with a Corvallis School District teacher.

Apex includes courses in the following subjects:

- Math
- Science
- English
- Social studies
- World languages
- Electives
- Career and Technical Education (CTE)
- Advanced Placement (AP)

Apex courses are updated annually. A complete list of courses in each subject is available [here](#). Course outlines can be viewed [here](#). Course materials are available for review at <https://apexdemo.apexvs.com/> utilizing the following login and password:

- Login: Corvallis\_Student
- Password: corvallisdemo

Board Questions and Action

No discussion or action will be taken at this meeting. Board members are asked to submit their questions to staff by August 15; answers will be provided at a special meeting on August 19, and the Board will be asked to take action at that time.



# Corvallis

SCHOOL DISTRICT

XI.C. May 2021 Financial Statements (Unaudited)





# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Olivia Meyers Buch, Finance and Operations Director

Meeting Date: August 12, 2021

### May Financial Statements (Unaudited)

### NO ACTION REQUIRED

#### Background

The Statement of Resources and Requirements for the General Fund for the period ending May 31, 2020 and May 31, 2021 follow this report. Year-to-date operating revenues through the end of May 2021 total \$77.9 million or 96.7% of total budgeted operating revenues as compared to \$78.5 million or 98.3% through the end of May 2020. Total resources are projected to be approximately \$345,000 less than budgeted.

Year-to-date operating expenditures through the end of May 2021 total \$61.6 million or 71.5% of total budgeted operating expenditures as compared to \$68.3 million or 78.1% through the end of May 2020. Due to the COVID-19 pandemic, the district has experienced savings in operational costs related to staffing vacancies, contracted student transportation services, contracted substitute services, and travel. Projected underspending in 2020-21 is expected to be much higher than normal at about 9.6% of budgeted expenditures.

Projected resources and requirements through June 30, 2021 result in an ending fund balance of \$15.0 million, or 18.7% of projected operating revenues. The projected ending fund balance reflects an increase in fund balance, or operating surplus, of \$2.3 million. All General Fund reserves are projected to be at the designations outlined in board policy on June 30, 2021.

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

#### Supplementary Materials

1. Statements of Resources and Requirements as of May 31, 2020 and May 31, 2021
2. Schedule of Investments as of May 31, 2021
3. Schedule of Cash Disbursements greater than or equal to \$1,000 for the period of April 1 – May 31, 2021

Corvallis School District 509J  
Statement of Resources and Requirements  
Fiscal Year to Date as of May 31, 2020 and 2021 Respectively (Unaudited)

**General Fund**

|                                       | FY 2019-20           |                           |                |                           |                | FY 2020-21           |                           |                |                             |                |
|---------------------------------------|----------------------|---------------------------|----------------|---------------------------|----------------|----------------------|---------------------------|----------------|-----------------------------|----------------|
|                                       | Amended<br>Budget    | Actuals Thru<br>5/31/2020 | % of<br>Budget | Actuals Thru<br>6/30/2020 | % of<br>Budget | Adopted<br>Budget    | Actuals Thru<br>5/31/2021 | % of<br>Budget | Projected Thru<br>6/30/2021 | % of<br>Budget |
| <b>RESOURCES</b>                      |                      |                           |                |                           |                |                      |                           |                |                             |                |
| State School Fund Formula Revenue     |                      |                           |                |                           |                |                      |                           |                |                             |                |
| State School Fund - General Support   | \$ 38,905,151        | \$ 38,745,585             | 99.6%          | \$ 36,383,095             | 93.5%          | \$ 38,680,046        | \$ 38,513,035             | 99.6%          | \$ 38,513,035               | 99.6%          |
| Property Taxes Levied by District     | 29,762,663           | 29,227,452                | 98.2%          | 30,083,614                | 101.1%         | 30,973,627           | 30,222,788                | 97.6%          | 30,965,948                  | 100.0%         |
| Common School Fund                    | 649,272              | 472,692                   | 72.8%          | 945,382                   | 145.6%         | 644,846              | 505,348                   | 78.4%          | 1,010,696                   | 156.7%         |
| County School Funds                   | 260,000              | 168,161                   | 64.7%          | 255,094                   | 98.1%          | 260,000              | 93,864                    | 36.1%          | 260,000                     | 100.0%         |
| Local Option Taxes Levied by District | 7,084,797            | 6,965,926                 | 98.3%          | 7,166,192                 | 101.1%         | 8,080,492            | 7,892,579                 | 97.7%          | 8,354,957                   | 103.4%         |
| Earnings on Investments               | 613,000              | 620,146                   | 101.2%         | 869,178                   | 141.8%         | 413,000              | 347,012                   | 84.0%          | 375,000                     | 90.8%          |
| Other                                 | 2,591,784            | 2,276,903                 | 87.9%          | 4,916,227                 | 189.7%         | 1,491,275            | 340,782                   | 22.9%          | 718,289                     | 48.2%          |
| <b>Total Operating Revenues</b>       | <b>\$ 79,866,667</b> | <b>\$ 78,476,865</b>      | <b>98.3%</b>   | <b>\$ 80,618,782</b>      | <b>100.9%</b>  | <b>\$ 80,543,286</b> | <b>\$ 77,915,408</b>      | <b>96.7%</b>   | <b>\$ 80,197,925</b>        | <b>99.6%</b>   |
| Beginning Fund Balance                | \$ 16,373,874        | \$ 16,373,874             | 100.0%         | \$ 16,373,874             | 100.0%         | \$ 12,679,136        | \$ 12,679,136             | 100.0%         | \$ 12,679,136               | 100.0%         |
| <b>TOTAL RESOURCES</b>                | <b>\$ 96,240,541</b> | <b>\$ 94,850,739</b>      | <b>98.6%</b>   | <b>\$ 96,992,656</b>      | <b>100.8%</b>  | <b>\$ 93,222,422</b> | <b>\$ 90,594,544</b>      | <b>93.4%</b>   | <b>\$ 92,877,061</b>        | <b>99.6%</b>   |
| <b>REQUIREMENTS</b>                   |                      |                           |                |                           |                |                      |                           |                |                             |                |
| Salaries                              | \$ 41,476,992        | \$ 32,749,695             | 79.0%          | \$ 41,580,271             | 100.2%         | \$ 41,671,984        | \$ 31,768,495             | 76.2%          | \$ 40,408,745               | 97.0%          |
| Associated Payroll Costs              | 25,697,817           | 19,640,714                | 76.4%          | 25,185,238                | 98.0%          | 25,470,225           | 18,852,638                | 74.0%          | 24,079,135                  | 94.5%          |
| Purchased Services                    | 12,813,811           | 9,700,825                 | 75.7%          | 10,888,531                | 85.0%          | 12,425,872           | 6,727,311                 | 54.1%          | 8,207,353                   | 66.1%          |
| Supplies and Materials                | 5,586,567            | 4,171,418                 | 74.7%          | 4,632,084                 | 82.9%          | 4,514,057            | 2,339,884                 | 51.8%          | 3,171,098                   | 70.2%          |
| Capital Outlay                        | 55,000               | 264,571                   | 481.0%         | 267,299                   | 486.0%         | 125,000              | 121,169                   | 96.9%          | 218,660                     | 174.9%         |
| Other Objects                         | 1,789,724            | 1,757,170                 | 98.2%          | 1,760,098                 | 98.3%          | 1,948,662            | 1,783,292                 | 91.5%          | 1,809,852                   | 92.9%          |
| <b>Total Operating Expenditures</b>   | <b>\$ 87,419,911</b> | <b>\$ 68,284,392</b>      | <b>78.1%</b>   | <b>\$ 84,313,520</b>      | <b>96.4%</b>   | <b>\$ 86,155,800</b> | <b>\$ 61,592,788</b>      | <b>71.5%</b>   | <b>\$ 77,894,842</b>        | <b>90.4%</b>   |
| Contingency                           | -                    | -                         | -              | -                         | -              | 2,013,582            | -                         | 0.0%           | -                           | -              |
| Rainy Day Reserves                    | 3,210,137            | -                         | 0.0%           | -                         | 0.0%           | 1,987,321            | -                         | 0.0%           | -                           | 0.0%           |
| Unappropriated Reserves               | 2,811,990            | -                         | 0.0%           | -                         | 0.0%           | 3,065,719            | -                         | 0.0%           | -                           | 0.0%           |
| Unappropriated Reserve (PERS)         | 2,798,503            | -                         | 0.0%           | -                         | 0.0%           | -                    | -                         | -              | -                           | 0.0%           |
| <b>TOTAL REQUIREMENTS</b>             | <b>\$ 96,240,541</b> | <b>\$ 68,284,392</b>      | <b>71.0%</b>   | <b>\$ 84,313,520</b>      | <b>87.6%</b>   | <b>\$ 93,222,422</b> | <b>\$ 61,592,788</b>      | <b>66.1%</b>   | <b>\$ 77,894,842</b>        | <b>83.6%</b>   |
| <b>ENDING FUND BALANCE</b>            |                      | <b>\$ 26,566,347</b>      |                | <b>\$ 12,679,136</b>      |                |                      | <b>\$ 29,001,756</b>      |                | <b>\$ 14,982,219</b>        |                |
| Contingency                           |                      |                           |                | 2,015,470                 | 2.5% *         |                      |                           |                | 2,004,948                   | 2.5% *         |
| Rainy Day Reserves                    |                      |                           |                | 4,030,939                 | 5.0% *         |                      |                           |                | 4,009,896                   | 5.0% *         |
| Unappropriated Reserves               |                      |                           |                | 5,309,909                 | 6.6% *         |                      |                           |                | 8,967,375                   | 11.2% *        |
| Unappropriated Reserve (PERS)         |                      |                           |                | 1,322,819                 | 1.6%           |                      |                           |                | -                           | 0.0% *         |
| <b>* Percent of Operating Revenue</b> |                      |                           |                | <b>12,679,136</b>         | <b>15.7%</b>   |                      |                           |                | <b>14,982,219</b>           | <b>18.7%</b>   |

Corvallis School District 509J  
Schedule of Investments  
May 31, 2021

| Type of Investment                           | Investment<br>Date | Maturity/ Call<br>Date | No. of<br>Days | Bond<br>Equivalent<br>Yield | Purchase Price | Par (Maturity)<br>Value |
|----------------------------------------------|--------------------|------------------------|----------------|-----------------------------|----------------|-------------------------|
| U.S. Treasury Obligations:                   |                    |                        |                |                             |                |                         |
|                                              | 11/16/20           | 06/15/21               | 211            | 0.043%                      | \$101.50       | 5,000,000               |
|                                              | 01/15/20           | 06/30/21               | 532            | 1.501%                      | \$99.46        | 3,000,000               |
|                                              | 08/07/18           | 07/15/21               | 1,073          | 2.624%                      | \$100.00       | 4,750,000               |
|                                              | 01/15/20           | 07/31/21               | 563            | 1.508%                      | \$99.42        | 2,500,000               |
|                                              | 12/17/18           | 08/15/21               | 972            | 2.670%                      | \$100.20       | 6,000,000               |
|                                              | 01/15/20           | 08/31/21               | 594            | 1.515%                      | \$99.98        | 2,500,000               |
|                                              | 12/22/20           | 09/15/21               | 267            | 0.045%                      | \$101.97       | 5,000,000               |
|                                              | 01/06/21           | 09/15/21               | 252            | 0.040%                      | \$101.86       | 2,900,000               |
|                                              | 01/15/20           | 09/30/21               | 624            | 1.517%                      | \$99.97        | 2,500,000               |
|                                              | 08/18/20           | 10/15/21               | 423            | 0.098%                      | \$103.21       | 6,500,000               |
|                                              | 05/28/20           | 10/15/21               | 505            | 0.085%                      | \$103.85       | 3,600,000               |
|                                              | 01/06/21           | 10/15/21               | 282            | 0.042%                      | \$102.19       | 2,900,000               |
|                                              | 01/06/21           | 11/15/21               | 313            | 0.043%                      | \$101.68       | 2,900,000               |
|                                              | 11/16/20           | 12/15/21               | 394            | 0.061%                      | \$102.77       | 10,000,000              |
|                                              | 11/16/20           | 01/15/22               | 425            | 0.060%                      | \$102.84       | 6,350,000               |
|                                              | 01/06/21           | 01/15/22               | 374            | 0.044%                      | \$102.52       | 2,900,000               |
|                                              | 01/06/21           | 02/15/22               | 405            | 0.043%                      | \$102.17       | 2,900,000               |
|                                              | 01/15/21           | 02/15/22               | 396            | 0.051%                      | \$102.65       | 6,360,000               |
|                                              | 01/06/21           | 04/15/22               | 464            | 0.043%                      | \$102.81       | 2,900,000               |
|                                              | 04/13/21           | 04/15/22               | 367            | 0.041%                      | \$102.22       | 4,850,000               |
|                                              | 01/06/21           | 05/15/22               | 494            | 0.046%                      | \$102.31       | 2,900,000               |
|                                              | 01/06/21           | 06/15/22               | 525            | 0.050%                      | \$102.45       | 2,900,000               |
|                                              | 01/06/21           | 08/15/22               | 586            | 0.052%                      | \$102.33       | 2,900,000               |
|                                              | 01/06/21           | 09/15/22               | 617            | 0.058%                      | \$102.43       | 2,900,000               |
|                                              | 01/06/21           | 10/15/22               | 647            | 0.064%                      | \$102.32       | 2,900,000               |
|                                              | 01/06/21           | 11/15/22               | 678            | 0.063%                      | \$102.90       | 2,900,000               |
|                                              | 01/06/21           | 12/15/22               | 708            | 0.063%                      | \$103.03       | 2,900,000               |
| US Government-Sponsored Enterprises (Total): |                    |                        |                |                             |                |                         |
|                                              | 08/07/18           | 06/11/21               | 1,039          | 2.665%                      | \$102.61       | 4,750,000               |
|                                              | 11/30/20           | 06/21/21               | 203            | 0.057%                      | \$100.89       | 5,000,000               |
|                                              | 03/30/20           | 06/22/21               | 449            | 0.425%                      | \$102.84       | 2,260,000               |
|                                              | 03/30/20           | 07/07/21               | 464            | 0.424%                      | \$101.84       | 2,260,000               |
|                                              | 03/30/20           | 08/12/21               | 500            | 0.412%                      | \$100.97       | 2,260,000               |
|                                              | 01/15/19           | 09/10/21               | 974            | 2.500%                      | \$101.27       | 6,000,000               |
|                                              | 10/15/20           | 10/08/21               | 358            | 0.096%                      | \$100.00       | 5,915,000               |
|                                              | 05/28/20           | 11/19/21               | 540            | 0.100%                      | \$102.25       | 3,000,000               |
|                                              | 12/28/20           | 12/14/21               | 351            | 0.050%                      | \$100.04       | 6,530,000               |
|                                              | 01/06/21           | 12/16/21               | 344            | 0.050%                      | \$100.04       | 2,900,000               |

|          |          |     |        |          |           |
|----------|----------|-----|--------|----------|-----------|
| 01/06/21 | 03/11/22 | 429 | 0.050% | \$102.60 | 2,900,000 |
| 01/06/21 | 07/13/22 | 553 | 0.055% | \$100.22 | 3,000,000 |

Total Investments outside of Local Government Investment Pool: \$ 153,385,000

|                                                 | Average<br>Annualized<br>Rate |                              |
|-------------------------------------------------|-------------------------------|------------------------------|
| <u>Local Government Investment Pool:</u>        |                               |                              |
| General Account                                 | 0.60%                         | \$ 21,612,236                |
| Debt Service Account                            | 0.60%                         | 5,558                        |
| Debt Service Account - GO 2018 Bond Series      | 0.60%                         | 17,869,993                   |
| Debt Service Account - GO 2020 Bond Series      | 0.60%                         | <u>2,425,322</u>             |
| Subtotal LGIP <sup>4</sup>                      |                               | <u>\$ 41,913,109</u>         |
| Pension Bond Debt Service Account: <sup>4</sup> | 0.60%                         | <u>\$ 504,910</u>            |
| <u>Total Investments</u>                        |                               | <u><u>\$ 195,803,019</u></u> |

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is \$50,400,000
2. The Pension 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 % of<br>Portfolio per Policy<br>DFA | Current Percent |
|----------------------------------------------------------------------------------------------|---------------------------------------------|-----------------|
| U.S. Treasury Obligations                                                                    | 100.0%                                      | 54.4%           |
| U.S. Government Agency Securities and Instrumentalities of Government-sponsored Corporations | 90.0%                                       | 23.9%           |
| State of Oregon Local Investment Pool                                                        | 100.0%                                      | 21.7%           |
| Bankers Acceptances                                                                          | 25.0%                                       | 0.0%            |
| Repurchase Agreements                                                                        | 25.0%                                       | 0.0%            |
| Certificates of Deposits                                                                     | 50.0%                                       | 0.0%            |
| Commercial Paper                                                                             | 10.0%                                       | 0.0%            |
| State of Oregon and Oregon Local Government Securities                                       | 25.0%                                       | 0.0%            |
| <b>TOTAL</b>                                                                                 |                                             | <b>100.00%</b>  |

#### Benchmarks as of 5/28/21:

|                                           |       |
|-------------------------------------------|-------|
| 3 Month U.S. Treasury Yield Curve Rate    | 0.01% |
| 3 Month Jumbo Certificate of Deposit Rate | 0.70% |

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of May 1 to May 31, 2021

| <b>Vendor by Fund and Object</b>         | <b>Check Total</b> |
|------------------------------------------|--------------------|
| <b>100 - General Fund</b>                |                    |
| <b>Advertising</b>                       |                    |
| POWERSCHOOL GROUP LLC                    | 5,176.60           |
| <b>Audit Services</b>                    |                    |
| PAULY, ROGERS AND CO. P.C.               | 10,850.00          |
| <b>Cash Donations to Other Agencies</b>  |                    |
| CITY OF CORVALLIS - PARKS & RECREATION   | 100,000.00         |
| <b>Charter School Payments</b>           |                    |
| INAVALE COMMUNITY PARTNERS, INC          | 172,257.00         |
| <b>Cleaning Services</b>                 |                    |
| MCGOVERN MAINTENANCE                     | 2,170.00           |
| <b>Computer Software</b>                 |                    |
| AVANT ASSESSMENT LLC                     | 2,348.20           |
| CRISISGO INC                             | 1,554.00           |
| EXPLORE LEARNING                         | 3,295.00           |
| LEARNING A-Z                             | 1,697.00           |
| LEARNING WITHOUT TEARS                   | 1,066.80           |
| MYSTERY SCIENCE INC                      | 1,249.00           |
| VERNIER SOFTWARE & TECHNOLOGY            | 2,330.00           |
| <b>Consumable Supplies and Materials</b> |                    |
| ACADEMIC THERAPY PUBLICATIONS            | 1,111.00           |
| AMAZON CAPITAL SERVICES                  | 14,222.23          |
| ANOVA CULINARY CREDIT CARD CHARGE        | 4,445.80           |
| Beasley, Eric W                          | 1,486.05           |
| CORVALLIS POWER EQUIPMENT                | 1,361.76           |
| ELEMENT GRAPHICS, INC                    | 9,329.54           |
| GEORGIE'S CERAMIC & CLAY CO - PORTLAND   | 1,879.03           |
| GOPHER SPORT                             | 10,607.10          |
| GRAINGER                                 | 1,625.97           |
| HARRIS, ANGEL                            | 1,450.00           |
| KIWICO                                   | 3,692.68           |
| LEARNING WITHOUT TEARS                   | 4,681.88           |
| MICK'S GLASS SERVICE INC                 | 7,565.09           |
| NO DINX INC                              | 2,853.90           |
| NW TECH, INC.                            | 1,080.00           |
| OFFICE DEPOT, INC                        | 17,292.01          |
| OREGON DEPARTMENT OF EDUCATION           | 9,553.09           |
| OVERDRIVE                                | 1,322.05           |
| PLATT ELECTRIC SUPPLY CO                 | 2,118.74           |
| ROSS RECREATION EQUIPMENT                | 1,723.00           |
| SCHOOL SPECIALTY                         | 4,520.93           |
| TWGW, INC                                | 1,282.29           |

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of May 1 to May 31, 2021

| <b>Vendor by Fund and Object</b>                          | <b>Check Total</b> |
|-----------------------------------------------------------|--------------------|
| WAXIE SANITARY SUPPLY                                     | 5,540.55           |
| WOODCRAFT                                                 | 1,308.57           |
| <b>Copier Charges</b>                                     |                    |
| CTX - XEROX                                               | 3,684.48           |
| <b>Dues and Fees</b>                                      |                    |
| COGNIA INC                                                | 1,200.00           |
| <b>Electricity</b>                                        |                    |
| CONSUMERS POWER INC                                       | 9,819.76           |
| PACIFIC POWER                                             | 34,020.98          |
| <b>Equipment \$5,000 and greater</b>                      |                    |
| BENTON COUNTY PUBLIC WORKS                                | 54,598.49          |
| WINDSMITH MUSIC LLC                                       | 12,484.00          |
| <b>Equipment-like items \$1,000 - \$4,999</b>             |                    |
| AMAZON CAPITAL SERVICES                                   | 2,899.99           |
| <b>Garbage</b>                                            |                    |
| REPUBLIC SERVICES                                         | 14,612.65          |
| <b>Instructional, Professional and Technical Service</b>  |                    |
| BEAN, ROBYN                                               | 2,386.25           |
| DOT COM THERAPY                                           | 11,599.00          |
| INAVALE COMMUNITY PARTNERS, INC                           | 3,090.16           |
| <b>Intergovernmental Accounts Receivable</b>              |                    |
| DHS OHA RECEIPTING UNIT                                   | 10,791.74          |
| <b>Legal Services</b>                                     |                    |
| LUVAAS COBB                                               | 1,170.00           |
| <b>Library Books</b>                                      |                    |
| INGRAM LIBRARY SERVICE                                    | 5,197.97           |
| OVERDRIVE                                                 | 1,650.00           |
| <b>Licensed Salaries</b>                                  |                    |
| JENSEN, AARON                                             | 10,663.07          |
| <b>Other Non-instructional Professional and Technical</b> |                    |
| CORVALLIS CLINIC - OCCUPATIONAL MEDICINE                  | 2,816.00           |
| CRIMINAL INFORMATION SERVICES INC                         | 1,012.40           |
| MAXIM STAFFING SOLUTIONS                                  | 22,134.05          |
| WENAH GROUP INC                                           | 14,910.00          |
| <b>Other Professional Services - Certified Subs</b>       |                    |
| EDUSTAFF                                                  | 60,161.13          |
| <b>Other Professional Services - Classified Subs</b>      |                    |
| EDUSTAFF                                                  | 14,400.14          |
| <b>Postage</b>                                            |                    |
| GARTEN SERVICES, INC                                      | 1,346.82           |
| <b>Printing and Binding</b>                               |                    |
| ELEMENT GRAPHICS, INC                                     | 1,610.00           |



Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of May 1 to May 31, 2021

| <b>Vendor by Fund and Object</b>             | <b>Check Total</b> |
|----------------------------------------------|--------------------|
| <b>Redemption of Principal</b>               |                    |
| US BANK EQUIPMENT FINANCE                    | 3,972.01           |
| <b>Reimbursable Student Transportation</b>   |                    |
| DIAL-A-BUS OF BENTON COUNTY                  | 48,892.76          |
| STA WEST REGION                              | 1,272,780.38       |
| <b>Rentals</b>                               |                    |
| PHILOMATH RENTAL                             | 2,808.00           |
| PHILOMATH SCOUT LODGE, INC                   | 4,026.00           |
| <b>Repairs and Maintenance Services</b>      |                    |
| ADVANCED WOODCRAFT                           | 2,015.00           |
| BENTON COUNTY PUBLIC WORKS                   | 6,582.37           |
| C A'S LIFT TRUCK SERVICE & REPAIR            | 1,701.35           |
| CCI                                          | 1,000.00           |
| COOLSYS COMMERCIAL & INDUSTRIAL SOLUTION     | 8,878.36           |
| DAIKIN APPLIED                               | 2,080.00           |
| E.D. HUGHES EXCAVATING INC                   | 3,882.34           |
| EC ELECTRIC                                  | 11,113.29          |
| HOODZ OF CLACKAMAS                           | 1,090.00           |
| KONE INC                                     | 10,993.45          |
| PACIFIC POWER GROUP LLC                      | 1,277.61           |
| ROBERT LLOYD SHEET METAL, INC                | 8,729.48           |
| SNYDER ROOFING                               | 1,751.00           |
| SYNERGY SECURITY SOLUTIONS                   | 8,833.20           |
| <b>Scholarships</b>                          |                    |
| Stark, Jacob                                 | 1,500.00           |
| <b>Taxes and Licenses</b>                    |                    |
| DEPARTMENT OF ENVIRONMENTAL QUALITY          | 2,514.00           |
| <b>Technology Taggable Equip &lt;\$5,000</b> |                    |
| APPLE INC                                    | 36,043.25          |
| CTL CORPORATION                              | 30,675.00          |
| DELL MARKETING LP                            | 3,883.68           |
| <b>Telephone</b>                             |                    |
| AT&T MOBILITY-ACCT#837370420 (TECH)          | 2,426.93           |
| CENTURYLINK                                  | 1,176.72           |
| CENTURYLINK.                                 | 6,673.89           |
| <b>Textbooks</b>                             |                    |
| INGRAM LIBRARY SERVICE                       | 1,009.95           |
| LEARNING WITHOUT TEARS                       | 2,277.00           |
| <b>Travel, Out of District</b>               |                    |
| OREGON SCHOOL PERSONNEL ASSOCIATION          | 1,196.00           |
| YOUR INFINITE LIFE TRAINING & COACHING       | 9,390.00           |
| <b>Water and Sewage</b>                      |                    |

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of May 1 to May 31, 2021

| <b>Vendor by Fund and Object</b>                          | <b>Check Total</b>  |
|-----------------------------------------------------------|---------------------|
| CITY OF CORVALLIS                                         | 25,976.19           |
| <b>100 - General Fund Total</b>                           | <b>2,241,455.15</b> |
| <b>204 - District Donation Fund</b>                       |                     |
| <b>Consumable Supplies and Materials</b>                  |                     |
| BOYS & GIRLS CLUB OF CORVALLIS                            | 8,025.00            |
| FRED MEYER CUSTOMER CHARGES                               | 2,187.71            |
| GROCERY OUTLET - CORVALLIS                                | 3,495.53            |
| <b>204 - District Donation Fund Total</b>                 | <b>13,708.24</b>    |
| <b>296 - Grants Fund</b>                                  |                     |
| <b>Cleaning Services</b>                                  |                     |
| CINTAS                                                    | 9,597.63            |
| <b>Consumable Supplies and Materials</b>                  |                     |
| COLLEGE BOARD - SAT                                       | 3,060.00            |
| COLLEGE ENTRANCE EXAMINATION BOARD                        | 1,545.00            |
| CTL CORPORATION                                           | 7,250.00            |
| DELL MARKETING LP                                         | 2,580.18            |
| ELEMENT GRAPHICS, INC                                     | 1,180.00            |
| GOVCONNECTION INC                                         | 81,095.70           |
| WAXIE SANITARY SUPPLY                                     | 5,363.81            |
| WOODCRAFT                                                 | 7,934.13            |
| <b>Equipment \$5,000 and greater</b>                      |                     |
| NW TECH, INC.                                             | 11,500.00           |
| <b>Equipment-like items \$1,000 - \$4,999</b>             |                     |
| WOODCRAFT                                                 | 5,599.98            |
| <b>Other Communication Services</b>                       |                     |
| T-MOBILE                                                  | 6,700.00            |
| <b>Other Non-instructional Professional and Technical</b> |                     |
| BOYS & GIRLS CLUB OF CORVALLIS                            | 37,573.39           |
| <b>Other Professional Services - Certified Subs</b>       |                     |
| EDUSTAFF                                                  | 20,375.33           |
| <b>Other Professional Services - Classified Subs</b>      |                     |
| EDUSTAFF                                                  | 16,477.87           |
| <b>Reimbursable Student Transportation</b>                |                     |
| DIAL-A-BUS OF BENTON COUNTY                               | 1,100.00            |
| STA WEST REGION                                           | 66,342.61           |
| <b>Rentals</b>                                            |                     |
| SPECIAL OCCASIONS                                         | 173,269.43          |
| <b>Travel, Student Out of District</b>                    |                     |
| OMSI                                                      | 72,670.00           |
| <b>296 - Grants Fund Total</b>                            | <b>531,215.06</b>   |
| <b>297 - Student Body Funds</b>                           |                     |
| <b>Consumable Supplies and Materials</b>                  |                     |

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of May 1 to May 31, 2021

| Vendor by Fund and Object                                 | Check Total      |
|-----------------------------------------------------------|------------------|
| BSN SPORTS                                                | 2,614.97         |
| EASTBAY                                                   | 1,913.35         |
| LES & BOBS SPORTS AND APPAREL                             | 1,076.65         |
| PREMIER FUNDRAISING USA                                   | 3,330.00         |
| VALLEY ATHLETICS                                          | 1,300.00         |
| <b>Non-reimbursable Student Transportation</b>            |                  |
| STA WEST REGION                                           | 6,105.30         |
| <b>Other Non-instructional Professional and Technical</b> |                  |
| MID VALLEY WRESTLING OFFICIALS ASSOC                      | 1,191.00         |
| MVBOA                                                     | 5,620.75         |
| MVBUA                                                     | 3,885.75         |
| OREGON SPORTSBEAT                                         | 1,500.00         |
| <b>297 - Student Body Funds Total</b>                     | <b>28,537.77</b> |
| <b>298 - Designated Revenue Fund</b>                      |                  |
| <b>Buildings Acquisition</b>                              |                  |
| DLR GROUP                                                 | 5,170.00         |
| GLUMAC                                                    | 1,078.00         |
| <b>Consumable Supplies and Materials</b>                  |                  |
| AMAZON CAPITAL SERVICES                                   | 1,077.78         |
| <b>298 - Designated Revenue Fund</b>                      | <b>Total</b>     |
|                                                           | <b>7,325.78</b>  |
| <b>299 - Food Service Fund</b>                            |                  |
| <b>Food - Food Service Only</b>                           |                  |
| FRANZ FAMILY BAKERIES                                     | 5,030.34         |
| LOCHMEAD DAIRY                                            | 16,277.90        |
| UNITED SALAD CO                                           | 13,646.60        |
| <b>Inventories</b>                                        |                  |
| MCDONALD WHOLESALE CO                                     | 20,022.08        |
| NORTHWEST DISTRIBUTION SERVICES                           | 6,026.79         |
| US FOODS INC                                              | 19,553.22        |
| <b>299 - Food Service Fund</b>                            | <b>Total</b>     |
|                                                           | <b>80,556.93</b> |
| <b>400 - Capital Projects Fund</b>                        |                  |
| <b>Architect/Engineer Services</b>                        |                  |
| BRENDLE GROUP INC                                         | 2,546.50         |
| DLR GROUP                                                 | 410,942.80       |
| FOUNDATION ENGINEERING                                    | 18,147.25        |
| PBS ENGINEERING & ENVIRONMENTAL INC                       | 7,401.29         |
| PIVOT ARCHITECTURE                                        | 103,246.82       |
| WENHA GROUP INC                                           | 106,739.96       |
| <b>Buildings Acquisition</b>                              |                  |
| APPLE INC                                                 | 4,619.00         |
| BENTON COUNTY COMMUNITY DEVELOPMENT DEPT                  | 15,819.81        |
| CITY OF CORVALLIS - DEVELOPMENT SERVICES                  | 161,256.40       |

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of May 1 to May 31, 2021

| <b>Vendor by Fund and Object</b>                          | <b>Check Total</b>   |
|-----------------------------------------------------------|----------------------|
| CITY OF CORVALLIS - PUBLIC WORKS                          | 4,582.00             |
| DRY BOX INC                                               | 5,965.00             |
| FORTIS CONSTRUCTION                                       | 6,137,385.70         |
| GARAVENTA LIFT                                            | 5,400.00             |
| GERDING BUILDERS, LLC                                     | 2,026,297.47         |
| GLUMAC                                                    | 8,567.00             |
| LIBERTY MUTUAL INSURANCE                                  | 4,012.00             |
| LIGHTSPEED TECHNOLOGIES, INC                              | 18,571.00            |
| LLAMA MOVERS LLC                                          | 39,670.00            |
| MID VALLEY RIGGING AND CRATING LLC                        | 1,541.00             |
| NW NATURAL                                                | 17,771.42            |
| OETC                                                      | 49,966.96            |
| SAXTON BRADLEY                                            | 4,540.00             |
| STONER ELECTRIC INC                                       | 41,466.72            |
| WATSON FURNITURE                                          | 4,479.75             |
| WAXIE SANITARY SUPPLY                                     | 1,088.64             |
| WENAH GROUP INC                                           | 13,469.21            |
| WILLAMETTE VALLEY PLANNING, LLC                           | 4,500.00             |
| <b>Other Non-instructional Professional and Technical</b> |                      |
| CRIMINAL INFORMATION SERVICES INC                         | 1,176.00             |
| US BANK CORPORATE TRUST SERVICES                          | 5,400.00             |
| <b>Rentals</b>                                            |                      |
| BRIAN LIND & DANIEL & ANDREA LIND TRUST                   | 4,768.70             |
| <b>400 - Capital Projects Fund Total</b>                  | <b>9,231,338.40</b>  |
| <b>601 - Insurance Fund</b>                               |                      |
| <b>Equipment-like items \$1,000 - \$4,999</b>             |                      |
| STAR*21, INC                                              | 3,199.00             |
| <b>Group Insurance</b>                                    |                      |
| SAIF CORPORATION                                          | 3,869.66             |
| WILLAMETTE DENTAL GROUP (GROUP Z1329)                     | 29,252.15            |
| <b>601 - Insurance Fund Total</b>                         | <b>36,320.81</b>     |
| <b>Grand Total</b>                                        | <b>12,170,458.14</b> |



# Corvallis

## SCHOOL DISTRICT

XI.D. Board Policies -- **FOR INFORMATION:**

XI.D.1. Board Policy BCBA—Student Representative(s) to the Board—  
NEW—First Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Erika Cook  
Meeting Date: August 12, 2021

### **NO ACTION REQUIRED**

Board Policy BCBA—Student Representative(s) to the Board—NEW—First Reading

#### Background

The Board has implemented student representatives to the Board to increase student voice and communication for our student population. As such, this policy is being brought forward to formalize this practice.

This policy is new. The sample provided by OSBA was last revised on 3/22/2016 and is optional.

#### Involvement

District staff: Melissa Harder, Parker Schulze, Ryan Noss and Erika Cook.

#### Cost Impact

None.

#### Function

Review of revisions.





# Corvallis

## SCHOOL DISTRICT

Code: BCBA  
Adopted:  
Revised/Readopted:

### **Student Representative(s) to the Board**

The Board has provided for a formalized ongoing method of communication with district students by establishing a position(s) of student representative(s) to the Board.

The student representative(s) shall receive notice of meetings, the agenda and the appropriate agenda materials; be provided a place at the Board table; and shall have the same privileges of discussion as apply to Board members. The student representative(S) shall not be a voting member of the Board.

The student representative(s) shall be installed on the Board through the following Oath of Office:

"I \_\_\_\_\_, will support the Constitution and the laws of the United States, the state of Oregon and the laws thereof, and the policies of the Corvallis District, and will discharge the duties of Student Representative to the School Board to the best of my ability."

END OF POLICY

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#### **Legal Reference:**

[ORS 332.107](#)



**Corvallis**  
SCHOOL DISTRICT

XI.D.2. Administrative Regulation DJ-AR—Purchasing Standards—  
Revised—For Information



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Erika Cook

Meeting Date: August 12, 2021

**NO ACTION REQUIRED**

Administrative Regulation DJ-AR—Purchasing Standards—Revised—For Information

### Background

Per policy DJ, the finance and operations director is appointed by the Board to serve as purchasing agent and is responsible for developing and administering the district's purchasing program.

DJ-AR clarifies that the finance and operations director will provide schools and departments with detailed purchasing procedures and instructions each year with annual updates on authorization and approval limits, contract authority, bidding requirements, and forms. In addition, DJ-AR provides further guidance on the use of district funds for meals, refreshments, and gifts. This suggested language conforms to OSBA and state guidelines.

Administrative Regulation DJ-AR is conditionally required. Template provided by OSBA 4/28/2016. Last review by CSD 4/11/2016.

### Involvement

District staff: Olivia Meyers Buch, Lauren Wolfe, Steven Proski, and Jennifer Schroeder.

### Cost Impact

None.

### Function

Review of revisions. No Board adoption necessary.



# Corvallis

## SCHOOL DISTRICT

Code: DJ-AR  
Adopted: 5/12/97  
Revised/Readopted: 4/11/16

### Purchasing Standards

The following procedures shall be followed in making purchases:

1. ——— Appropriate authorization must be obtained and documented prior to purchase;
2. ——— Designated employees may authorize purchases of \$749.99 or less;
3. ——— Principals, managers, and supervisors may authorize purchase of \$2,499.99 or less;
4. ——— Any purchases of \$2,500 or more shall require authorization from either the superintendent, assistant superintendent, or finance and operations director.

The finance and operations director will provide schools and departments with detailed purchasing procedures and instructions. Annual updates will be provided on authorization and approval limits, contract authority, bidding requirements, and forms.

#### Authorization

The finance and operations director will designate the employees who have authority to approve budgeted expenditures for specific school and department budgets. Procurements are authorized only when the following conditions are met:

1. The procurement is pre-approved by an appropriate administrator or manager with budget oversight and authority;
2. An adequate budget is confirmed for the procurement;
3. The procurement complies with all district purchasing policies and regulations.

#### Exemptions from Purchase Orders

All procurements require an approved purchase order except for the following:

1. Employee reimbursements for expenses incurred for professional growth and/or job requirements;

2. District procurement card expenditures submitted per district procedures;

### **Expenditure of District Funds for Meals, Refreshments and Gifts**

The district recognizes there may be occasions when it is appropriate for Board members, administrators and others to expend district funds in the course of conducting district business to provide meals or refreshments (i.e., bakery goods, snacks, fruit, punch, coffee, tea, soft drinks, etc.). The purchase of gifts may also be approved, in certain situations. Such occasions may include, but are not limited to, various district and building level meetings, gatherings to celebrate district successes or recognize individual achievements, contributions or outstanding service to the district and other district and school-sponsored activities. Such expenditures may be made with prior superintendent or finance and operations director approval only, subject to the provisions of this administrative regulation.

The use of district funds, as used in this regulation, means the use of funds in any of the accounts maintained by the district. This applies to all funds including money in student body accounts held at each school that are derived from any student activity or from parent organization contributions. Exceptions are funds collected from staff members or others for the specific purpose of providing gifts or parties. It is recognized that buildings may have established a “social fund” or “sunshine fund” to which each staff member may voluntarily contribute. Such funds are generally used for birthday recognition, bereavement and illness acknowledgment activities, etc. These funds are to be kept separate and discrete from any district funds, and will not be included in any district accounting. These are thereby exempt from the following requirements.

### ***Meals and Refreshments***

District funds may be used to pay for individual or group meals only if official district business is being conducted during the time in which the meal is provided and only if the meal provides a particularly practical time or setting for the discussion, consistent with Board policy and the following:

1. Meals may be provided by the district to recognize the contributions of staff, through retirement dinners or other recognition events with prior superintendent or finance and operations director approval;
2. Meals may be provided by the district as a part of Board or administrative work sessions, at district or building-level committee meetings or other district-approved activities.

Meals not directly business related may be provided to staff or others at the individual’s expense only.

Board members, principals and other district administrative staff may use district funds to provide refreshments for staff, parents or others at meetings, in-service programs or other similar district or school-sponsored activities subject to the following additional requirements:

1. The purchase of alcoholic beverages with district funds is strictly prohibited;
2. The use of district funds for parties is prohibited.

### ***Gifts***

There are numerous occasions that may arise whereby Board members, administrators or other district staff may feel the need to recognize employees (i.e., Administrative Professional's Day, teacher appreciation week, classified employees' week, etc.). A Board member, administrator or other district employee may provide such recognition at their personal expense only, unless as otherwise permitted below:

1. The district may provide a small token of appreciation for a board member's or employee's retirement and years of service and other related activities utilizing district funds, as approved in advance. For example, the board generally proclaims special recognition for classified employees' week and teacher appreciation week;
2. Other expenditure of district funds for gifts may be permitted with prior written authorization from the superintendent or finance and operations director;
3. The gift of any form of cash, or cash equivalent as defined by the Internal Revenue Service (including gift cards) is prohibited.





# Corvallis

SCHOOL DISTRICT

XI.D.3. Administrative Regulation DLC-AR—Staff Expense  
Reimbursements—Revised—For Information



# Corvallis

## SCHOOL DISTRICT

Code: DLC-AR  
Adopted: 1/11/99  
Revised/Readopted: 9/10/07, 11/9/15

### **Staff Expense Reimbursement** ~~District Travel for Staff and Student Activities~~

District travel administrative rules are applicable regardless of what funding source or agency eventually absorbs the costs. **Expense reimbursements for staff traveling on approved district business** Allowable expenses for approved district travel will be governed by the following procedures.

Travel expenses include travel fares, meals and lodging, and expenses incident to travel. Only directly attributable travel expenses that are ordinary and necessary in the conduct of approved district business purposes are eligible. As used in this administrative rule, an “ordinary” expense means one that is reasonably priced and commonly accepted in the profession; a “necessary” expense means one that is essential and appropriate in order to conduct district business. Procedures established by the district will also apply to Board members traveling on district business, as applicable.

#### **Authorization**

1. All meeting, training, conference, or travel expenditures must be within appropriated and available funds of the district.
2. All meeting, training, conference, or travel expenditures must be authorized by the appropriate immediate supervisor and/or administrator **prior to departure**. Administrator expenditures are to be approved by the superintendent or **assistant superintendent** designee.
3. ~~Group travel may be requested on one travel request form for a group traveling together as long as travel advances and reimbursements are payable to one person who has complete responsibility for reporting expenses as outlined in the administrative regulation.~~

#### **~~In-District and Out-of-District Travel—Use of Private Vehicles~~**

1. **Staff will use district-owned vehicles, whenever possible, in conducting district business that requires travel within district boundaries.**
2. Private vehicles may be used in conducting district business only with prior building principal or administrator approval.

3. Travel in a private vehicle for the purpose of conducting district business may be approved when:
  - a. A district vehicle is not available;
  - b. The destination is not conveniently accessible by commercial carrier;
  - c. Various points must be visited and commercial carrier schedules are such that the use of commercial carrier transportation is not practical;
  - d. Carrying articles by commercial carrier would not be feasible;
  - e. Commercial travel is deemed to be less economical; or
  - f. Other circumstances are approved by an administrator.
4. Non-represented employees—refer to the current bargaining contract for language on eligible mileage costs.
5. Mileage rates are based upon the federal IRS rate unless otherwise specified in an employee contract.

#### 6. Insurance Coverage

- a. Insurance costs are included as part of the mileage reimbursement for employees authorized to use a private vehicle to conduct district business. It is the responsibility of the owner or driver of the vehicle to be certain that the vehicle is adequately covered by insurance.
- b. The responsibility of the district for damages resulting from vehicle accidents is not the same as set forth in the district's general liability insurance policy. The employee's insurance coverage provides primary coverage when the employee is driving their own vehicle on approved district business.
- c. All district employees operating private vehicles on approved district business are required to complete and maintain on file with the district verification of vehicle liability insurance that meets or exceeds Oregon statutory minimum limits. This verification is required prior to any district approval to conduct district business in a private vehicle. Employees are required to update their verification of vehicle liability information maintained on file with the district upon any change in the employee's vehicle insurance coverage.

#### Out-of-State Travel

Out-of-state travel requires prior superintendent designee, building principal, program administrator, or business manager approval.

#### Insurance Coverage

1. ——— It is the responsibility of the owner or driver of the vehicle to be certain the vehicle is adequately covered by insurance.
2. ——— The employee's insurance coverage provides primary coverage when the employee is driving his/her own vehicle on approved district business.

3. ~~All district employees operating private vehicles on approved district business are required to complete the district mileage reimbursement form which documents their vehicle liability insurance that meets or exceeds Oregon statutory minimum limits. This verification is required by the approving administrator or designee prior to formal approval to conduct district business in a private vehicle.~~

## **Meals and Meetings**

1. **Reimbursement** Payment will be made for ordinary and necessary meal expenses incurred in the course of approved travel for district business by utilizing the meal per diem allowance basis. Meals include amounts spent for food, beverage, taxes, and related gratuities. Alcoholic beverages will not be reimbursed by the district. See **Expense Reimbursement Request and Accounting Procedures** below.
2. Employees receiving meal per diem allowances are not required to furnish receipts to account for and itemize expenses.
3. ~~Meal per diem allowances are updated periodically as determined by district administration.~~

## **Travel Advances**

1. All costs feasible such as travel, lodging, and registrations shall be paid directly by the district to the vendor.
2. A travel advance may be requested for the estimated cost of meals, shuttles, and parking, etc. The travel advance may be requested by submitting the appropriate district form and proper documentation.
3. The cost of commercial travel tickets will not be included in a cash advance request and should be paid directly by the district to the vendor.
4. In the event of loss, the employee is personally responsible for cash advances issued and for any third-party use of a district-provided credit or banking card unless misuse is due to fraud.
5. Advance travel checks can be obtained by following the published accounts payable schedule.
6. Only one cash advance may be outstanding to any employee at any time. Unused excess funds will be returned to the district within 15 days of travel completion, with the exception of unused meal per diem allowances.

## **Reservations, Commercial Carrier, and Lodging**

1. Travel must be conducted in the most expeditious and cost-effective manner, considering the total cost of the travel package, as determined by the district. If an employee chooses to use an alternative mode of transportation other than the most cost-effective total travel package, the additional cost will be picked up by the employee as a personal expense. When more than one employee is attending, carpooling is encouraged.

2. Each employee is responsible for obtaining proper authorization prior to making ~~their~~ ~~his/her~~ own reservations. Normal district accounting and purchasing methods are to be utilized when making travel arrangements.

### **Vehicle Rentals**

1. Rental vehicles may be used only when their use will effect a savings, otherwise be more advantageous to the district, or when the use of other transportation is not feasible.
2. Rental of a compact vehicle is recommended when suitable for approved district business because of the lower initial rate and the guaranteed rate. Certain rental agencies guarantee the compact rate in all owned stations and in most licensee stations, which means that if a reservation for a compact vehicle is accepted and one is not available, a standard-sized vehicle will be substituted at the compact rate.
3. Rental vehicles will be used only for official travel or in lieu of taxi for necessary travel. Any additional costs incurred for other usage will be the personal responsibility of the traveler.
4. Fuel purchased for rental vehicles may be reimbursed with the original receipt documenting the purchase and accompanied by the vehicle rental contract.
5. Employees must rent the vehicle in the name of Corvallis School District in order to be covered under the district's rental car insurance endorsement. If the employee rents the vehicle in the employee's name then the employee's insurance prevails. It is important to note that an individual's personal insurance may not provide the same level of insurance as the district's thereby creating a more significant risk loss potential.

### **Cancelled Trips**

1. If an employee cannot leave at the scheduled time, it is ~~their~~ ~~his/her~~ responsibility to call the travel agency or carrier and arrange to have the tickets cancelled for a refund or exchanged. The traveler is required to take all steps necessary to secure such refunds. The refunds are the property of the district.
2. Commercial carrier reservation cancellations must be made at least 24 hours before departure time, whenever possible.
3. Lodging reservations must be cancelled by the employee as soon as possible to avoid a cancellation charge.
4. If a trip is cancelled after a travel advance and/or tickets have been issued, the travel advance and tickets must be returned to the Business Services ~~Department~~ Office immediately.

### **Personal Travel Combined with District Business Travel**

1. If an individual traveling on approved district business engages in both business and personal activities, travel expenses incurred will be funded only for expenses that are ordinary and necessary in the conduct of district business. Expenses incurred as a part of personal business are the sole responsibility of the traveler.
2. When personal travel is combined with approved district business travel and the individual is traveling by less than the most expeditious and cost-effective manner, any additional costs must be paid by the traveler.
3. ~~When a member of his/her family or other guest accompanies an official or employee, the district will make payment at the single room rate with the employee being responsible for the remaining balance. The employee is to provide documentation from the lodging establishment to substantiate the single room rate.~~
- 4.3. Time away from work caused by traveling by less than the most expeditious means available for personal purposes must be charged to vacation or other appropriate leave.
- 5.4. Vacation or other personal leave may be taken in conjunction with approved district travel subject to the following:
  - a. Time delays related to approved district business are charged as working time even if no work is performed;
  - b. If the employee travels by less than the most cost-effective manner, as determined by the district, for approved district business or for personal travel combined with travel for district business purposes, **they** ~~he/she~~ must pay the additional cost (e.g., increased fare, meals, lodging expenses, etc.) incurred as a result of the personal travel;
  - c. All subsistence and local transportation (taxi, vehicle fare, etc.) while on vacation status or other appropriate leave must be paid by the employee;
  - d. The traveler will not be required to pay any of the basic transportation costs incurred as a part of the approved district business, even though **they** ~~he/she~~ spends a substantial part of the total time away from home on vacation or other personal leave, provided the employee was traveling on approved district business; and
  - e. A traveler who decides on **their** ~~his/her~~ own to conduct district business without prior approval, while on vacation or other personal leave, cannot then use this as a justification to have the district pay **their** ~~his/her~~ basic transportation cost from the district to the location visited, or submit a request for other expense reimbursement.

### **Expense Reimbursement Request and Accounting Procedures**

1. Reimbursement requests detailing actual expenditures must be submitted on the district's travel expense form and approved by the administrator or designee in writing. Original itemized receipts and supporting documentation must accompany all expense reimbursement requests. This includes, but is not limited to, itemized receipts for transportation, lodging, registration, conference, and workshop fees. Meals are to be on the per diem allowance method. All requests must follow normal accounting procedures and work with the

responsible site administration to be submitted to the district office within 15 working days of the conclusion of the trip.

- a. If the completed travel expense report totals less than the travel advance, the difference must be returned within 15 working days to the business office with the report.
  - b. Reimbursement for expenditures in excess of a travel advance, or where no travel advance has been requested, will be made within 30 working days after the approved travel expense report is received by the business office.
2. Expenses which consist primarily of the cost of furnishing meals for others will be reimbursed upon submission of a travel expense report which includes:
  - a. Names of guests;
  - b. Organizations involved; and
  - c. Full explanation of the district business purpose of the meeting.
3. In the event a vehicle was rented, an itemized invoice must be attached to the travel expense report. The rental charge should be paid from the amount advanced, as applicable. Purchase of gas and oil which have been deducted from the rental charge by the rental agency must be included.
4. All claims for mileage reimbursement must be submitted within 60 days the fiscal year in which the expense was incurred. Reimbursement claims for expenses incurred after 60 days in prior fiscal years may be denied, at the discretion of the finance and operations director administrator or business manager.
5. Mileage for approved district business travel in a private vehicle will be reimbursed at the current rate per mile established by the district, collective bargaining agreement or Internal Revenue Service (IRS), as applicable. Reimbursement that exceeds the IRS rate will be included as income to the employee in accordance with IRS regulations.
6. Meal per diem allowances are provided for approved district business purposes for a trip that is overnight, or long enough that the individual conducting business or attending training is away from the regular workplace and cannot access meals through normal channels and still perform their his/her duties. Meal per diem allowances approved for district business travel purposes are generally not reportable as income to the employee as long as the per diem does not exceed the federal meal per diem guidelines as in accordance with IRS regulations.
7. In the event the total amount of travel advances, reimbursements, or otherwise charged to, and/or received from the district by the employee exceeds the ordinary and necessary business expenses and/or the federal meal per diem guidelines, the excess must be reported as income in accordance with IRS requirements.



8. Group travel may be requested on one travel request form for a group traveling together as long as travel advances and reimbursements are payable to one person who has complete responsibility for reporting expenses.

### Travel Expense Limitations

1. Meal expenses are covered on a per diem allowance basis. No receipts or unused amounts are required to be submitted with reimbursement requests turned in to the business office. Allowable meal per diem rates are based on the [U.S. General Services Administration \(GSA\) rates](#). These are tiered rates, based on location, and are set by fiscal year, effective October 1 of each year. If the travel location isn't specified within the GSA charts, the Standard CONUS (contiguous United States) Rate will be applied. Per diem allowances:

|              |                |
|--------------|----------------|
| Breakfast    | \$10.00        |
| Lunch        | \$12.00        |
| Dinner       | \$18.00        |
| <b>Total</b> | <b>\$40.00</b> |

Note: Meal allowances will not be issued for meals included as part of the conference or training event.

2. Per diem allowances will not be issued for meals included as part of a conference or training event.
3. Gratuities in excess of the per diem limits are the responsibility of the employee and will not be reimbursed by the district.
3. Meal per diem allowances will not exceed the full daily amount if all three meals are taken. If the travel covers only a portion of the day the following timelines apply:
- |           | Start travel is before | Return time is after |
|-----------|------------------------|----------------------|
| Breakfast | 6:00 a.m.              | 9:00 a.m.            |
| Lunch     | 11:00 a.m.             | 2:00 p.m.            |
| Dinner    | 5:00 p.m.              | 7:00 p.m.            |
4. To acknowledge that meetings, training, and conferences attended in metropolitan cities may carry a higher associated cost for meals, the superintendent or designee may authorize a higher meal allowance. Receipts will be required to substantiate costs. All other administrative procedure requirements apply.
5. Other expenses such as toll charges, parking fees, valet services, cleaning, pressing, and laundry may be reimbursed if the duration of the trip or other circumstances warrant it.
- 6.4. Mileage reimbursement for actual miles traveled on district business may be approved subject to the following limitations:
- Reimbursement will be made only for those miles actually traveled in the course of completing approved district business;
  - Group travel may be requested on one travel request form for a group traveling together as long as travel advances and reimbursements are payable to one person who has complete responsibility for reporting expenses;

- c. In the event a private vehicle is approved for use from home, to or from airport or railroad station, mileage for one round trip and economy parking will be reimbursed. Parking receipts are required; and
- d. Individuals requesting reimbursement for use of a private vehicle on approved district business must meet insurance requirements. See **Insurance Coverage** above.

7. ~~5.~~ Lodging will be reimbursed based on the [U.S. General Services Administration \(GSA\) rates](#) at reasonable commercial rates. These are tiered rates, based on location and month, and are set by fiscal year, effective October 1 of each year. If the travel location isn't specified within the GSA charts, the Standard CONUS (contiguous United States) Rate will be applied. All personal costs charged to the room such as movies, room service, and other charges are to be paid directly to the lodging provider by the employee as a personal expense.

8. ~~6.~~ Local taxi, Taxi, rideshare, shuttle, bus fares, parking fees, toll charges, and vehicle rentals may be reimbursed, subject to the district's requirement that the travel selected is by the most expeditious, cost-effective manner, as determined by the district.

9. ~~7.~~ Other reasonable expenses not specifically covered in this administrative rule may be reimbursed if within appropriated and available funds and authorized by the superintendent or finance and operations director designee.

#### **Student Body Activities and Playoffs**

1. Expenses for extracurricular, co-curricular, or playoff activities authorized by an administrator are eligible to follow this administrative rule. Outlined below are the specific documentation requirements to qualify for travel expenses unique to these activities:

- a. Names of staff and students attending;
- b. Date of the activity;
- c. School name/group attending;
- d. Purpose of the activity;
- e. Destination and duration of trip;
- f. Approval of an administrator or their designee; and
- g. Student signatures and amount of cash if distributed directly to the students for meals.

2. Student per diem meal allowances are as follows:

|           |                |
|-----------|----------------|
| Breakfast | \$8.00         |
| Lunch     | \$9.00         |
| Dinner    | \$13.00        |
| Total     | <b>\$30.00</b> |

Standard times as outlined in the Travel Expense Limitations section above determine the eligible timeframes for students to access these per diems during travel.



# Corvallis

SCHOOL DISTRICT

XI.D.4. Board Policy EFAA—District Food and Nutrition Services—  
Revised—First Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Erika Cook

Meeting Date: August 12, 2021

**NO ACTION REQUIRED**

Board Policy EFAA—District Food and Nutrition Services—Revised—First Reading

### Background

The federal regulations for the Healthy, Hunger-Free Kids Act of 2010 were released July 31, 2016. The recommended changes have been drafted in collaboration with, and approved by, the Oregon Department of Education (ODE) as meeting the federal law.

Policy EFAA is required. Edits provided by OSBA on 1/31/2017. Last adoption by CSD 3/1/2018.

### Involvement

Staff members: Melissa Harder, Sharon Gibson and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.



# Corvallis

## SCHOOL DISTRICT

Code: EFAA  
Adopted: 7/28/05  
Revised/Readopted: 1/09/12, 3/01/18  
Orig. Code: 5700

### **District Food and Nutrition Services**

The Board believes that the Food and Nutrition Services Program is a necessary adjunct to the instructional programs of the district. It serves as a setting for learning opportunities for students as well as providing nutritious, well-balanced, and attractive meals to maintain students' health, physical fitness, and readiness to learn.

The Board will enter into agreements with the federal government, through the Oregon Department of Education, to participate in the national child meal and commodity programs and adhere to the regulations and guidelines governing these programs. This will enable the district to utilize to the fullest extent possible the financial resources of the district.

The district may enter into an agreement with the Oregon Department of Education (ODE) to operate the National School Lunch Program (NSLP) and the Commodity Food Distribution Program (CFDP) by signing a permanent Sponsor-ODE Agreement entitling the district to receive reimbursement for all meals that meet program requirements and to earn USDA Food entitlement based on the number of lunches served.

The permanent agreement shall be signed by the superintendent or other school official with authority to obligate the district to legally binding contracts, subject to annual ODE renewal and will include, at the district's option, an agreement to operate the School Breakfast Program (SBP), Summer Food Service Program (SFSP), the Child and Adult Care Food Program (CACFP) and the Special Milk Program (SMP). The district recognizes that meals and snacks served by the district will not be eligible for reimbursement until the annual program update is received and approved by ODE.

The permanent Sponsor-ODE Agreement shall include assurances by the district that it will follow all Child Nutrition Program regulations for which the district is approved to operate:

1. Free and reduced price process (updated annually);
2. Financial management of the nonprofit school food service;
3. Civil rights and confidentiality procedures;
4. Meal pattern and nutrition content of meals served;

5. Use and control of commodity foods;
6. Accuracy of reimbursement claims;
7. Food safety and sanitation inspections;
8. Nutrition standards for foods and beverages sold to students.

Breakfast and lunch shall be an “offer versus serve” program at all grade levels as defined in state regulations.

The superintendent or his/her designee shall serve as the school food authority.

The superintendent will develop administrative regulation as necessary to implement this policy and meet the requirements of state and federal law. The administrative regulation(s) will be reviewed and adopted by the Board as required by law.

END OF POLICY

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#### **Legal References:**

[ORS 327.520 to 535](#)

[ORS 336.423](#)

[OAR 581-022-2345](#)

[~~OAR 581-022-1530\(2\)~~](#)

[OAR 581-051-0100](#)

[OAR 581-051-0305](#)

[OAR 581-051-0310](#)

[OAR 581-051-0400](#)

Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, 7 C.F.R. Part 15b (2001).

U.S.D.A., ELIGIBILITY GUIDANCE FOR SCHOOL MEALS MANUAL.

U.S.D.A., FNS INSTRUCTION 765-7 REV. 2: HANDLING LOST, STOLEN AND MISUSED MEAL TICKETS.

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §§ 1758, 1760.

National School Lunch Program 7 C.F.R. Part 210

U.S.D.A. Instruction 113-1 Civil Rights

Donation of Foods for Use in the United States, Its Territories and Possessions and Areas Under its Jurisdiction, 7 C.F.R. Part 250

Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. 200.



**Corvallis**  
SCHOOL DISTRICT

XI.D.5. Board Policy GCA— License Requirements —Revised—First  
Reading





# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Erika Cook

Meeting Date: August 12, 2021

**NO ACTION REQUIRED**

Board Policy GCA— License Requirements —Revised—First Reading

### Background

SB 155 assigned investigative responsibilities to ODE for non-licensed employees for reports of suspected sexual conduct and investigative responsibilities to TSPC for employees licensed through TSPC. The SB redefines sexual conduct, adds a definition for student in relation to sexual conduct, amends reporting requirements, makes volunteers subject to law, and maintains applicability to contractors and agents.

Policy GCA is optional. Edits provided by OSBA on 11/22/2019. Last adoption by CSD 2/1/2018.

### Involvement

District Staff: Melissa Harder, Jennifer Duvall and Erika Cook.

### Cost Impact

None.

### Function

Reading of revisions.



# Corvallis

## SCHOOL DISTRICT

Code: GCA  
Adopted: 3/8/99  
Revised/Readopted: 2/1/18

### License Requirements

The Board, in adhering to Oregon Revised Statutes (ORS), shall require all applicants selected for employment for positions that require licensing, to hold a valid Oregon license issued by the Teacher Standards and Practices Commission (TSPC) or appropriate state board/agency as a condition of employment.

The district must be able to verify the ability of obtaining a license of applicants offered employment before the Board will consider approving their employment. The verification of licensure includes all license endorsements. It shall be each licensed staff member's responsibility to keep all appropriate endorsements and licenses current and to submit them to the human resources department.

The district will complete a review of the applicant's employment history and verify through TSPC if there is an ongoing investigation or a substantiated report that may constitute sexual conduct as required by law prior to beginning employment.

The verification of licensure includes all license endorsements. It shall be each licensed staff member's responsibility to keep all endorsements current and to submit them to the Human Resources office.

Subject to any applicable collective bargaining agreement, a district required to forfeit any State School Fund moneys is entitled to recover one-half of the amounts forfeited from the licensed personnel whose unlicensed status caused the forfeiture. Recovery shall not exceed one-half of the amount forfeited that is attributable to the particular licensed person.

END OF POLICY

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#### Legal References:

[ORS 339.374](#)

[ORS 342.120 to 203](#)

[OAR 584-050-0035](#)

[OAR 584-200-0020](#)

Senate Bill 155 (2019)

Senate Bill 216 (2019)



# Corvallis

SCHOOL DISTRICT

XI.D.6. Board Policy JFC/JG—Student Conduct and Discipline\*\*—  
Rescind—For Information



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Erika Cook

Meeting Date: August 12, 2021

**NO ACTION REQUIRED**

[Board Policy JFC/JG](#)—Student Conduct and Discipline\*\*—Rescind—For Information

[Board Policy JFC](#)—Student Conduct\*\*—NEW—First Reading

[Board Policy JG](#)—Student Discipline\*\*—NEW—First Reading

### Background

In 2006, the District combined the OSBA sample policies JFC - Student Conduct and JG - Student Discipline. At this time, we would like to delete the combined policy and adopt these policies separately.

Policy JFC/JG was last updated by CSD on 8/15/2016.

Policy JFC is required. Edits provided by OSBA on 6/27/2017.

Policy JG is required. Edits provided by OSBA on 4/17/2017.

### Involvement

District staff: Melissa Harder and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.

## **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, 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 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

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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).



**Corvallis**  
SCHOOL DISTRICT

XI.D.7. Board Policy JFC—Student Conduct\*\*—NEW—First Reading



# Corvallis

## SCHOOL DISTRICT

Code: JFC  
Adopted:  
Revised/Readopted:  
Orig. Code(s): JFC/JG

### Student Conduct\*\*

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 teachers and school officials and conduct themselves in an orderly manner during the school day and during district-sponsored activities.

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.

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school-sponsored events, while at other schools in the district and while off campus whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of the rights of others.

The following forms or displays of student misconduct, including but not limited to, shall be subject to discipline, suspension or expulsion as per Oregon Revised Statute (ORS) 339.250:

1. Assault;
2. Hazing, harassment, intimidation, bullying, menacing, cyberbullying or teen dating violence as prohibited by Board policy JFCF - Hazing/Harassment/Intimidation/Bullying/Menacing/Cyberbullying/Teen Dating Violence/Domestic Violence – Student and accompanying administrative regulation;
3. Coercion;
4. Threats of violence or harm as prohibited by Board policy JFCM - Threats of Violence;
5. Disorderly conduct;
6. Bringing, possessing, concealing or using a weapon as prohibited by Board policy JFCJ - Weapons in the Schools;

7. Vandalism, malicious mischief or theft as prohibited by Board policies ECAB - Vandalism/Malicious Mischief/Theft or willful damage or destruction of private property on district premises or at district-sponsored activities;
8. Sexual harassment as prohibited by Board policy JBA/GBN - Sexual Harassment and accompanying administrative regulation;
9. Use of tobacco, alcohol or drugs as prohibited by Board policy JFCH - Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems;
10. Use or display of profane or obscene language;
11. Disruption of the school environment;
12. Open defiance of a teacher's authority, including persistent failure to comply with the lawful directions of teachers or school officials;
13. Violation of law, Board policy, administrative regulation, school or classroom rules.

The district recognizes that under the Unsafe School Choice Option of the Every Student Succeeds Act of 2015 (ESSA), a school can be deemed unsafe as a whole entity or for an individual student based on expulsions for weapons violations, violent behavior or expulsions for students arrested for the following criminal offenses occurring on district grounds, on district-sponsored transportation and/or at district-sponsored activities:

1. Assault;
2. Manufacture or delivery of a controlled substance;
3. Sexual crimes using force, threatened use of force or against incapacitated persons;
4. Arson;
5. Robbery;
6. Hate/Bias crimes;
7. Coercion; or
8. Kidnapping.

The district will record and report these infractions to the Oregon Department of Education, as required.

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. These procedures will include a system of consequences designed to correct student misconduct and promote acceptable behavior.

END OF POLICY

#### **Legal References:**

[ORS 339.240](#)

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

[ORS 339.250](#)

[ORS 659.850](#)

Tinker v. Des Moines Sch. Dist., 393 U.S. 503 (1969).

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).

Every Student Succeeds Act of 2015, 20 U.S.C. § 7912 (2017).

Morse v. Frederick, 551 U.S. 393, 127 S. Ct. 2618 (2007).

C.R. v. Eugene S.D. 4J, No. 12-1042, U.S. District Court of OR (2013).



# Corvallis

SCHOOL DISTRICT

XI.D.8. Board Policy JG—Student Discipline\*\*—NEW—First Reading



# Corvallis

## SCHOOL DISTRICT

Code: JG  
Adopted:  
Revised/Readopted:

### **Student Discipline\*\***

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.

The Board seeks to ensure a school climate which is appropriate for learning and which assures the safety and welfare of personnel and students. The superintendent will develop administrative regulations whereby those students who disrupt the educational setting or who endanger the safety of others, will be offered corrective counseling and be subject to disciplinary sanctions that are age appropriate, and to the extent practicable, that uses approaches that are shown through research to be effective.

The district shall enforce consistently, fairly and without bias all student conduct policies, administrative regulations and school rules.

A student whose conduct or condition is seriously detrimental to the school's best interests may be suspended. Students may be expelled for any of the following circumstances: a) when a student's conduct poses a threat to the health or safety of students or employees; b) when other strategies to change the student's behavior have been ineffective, except that expulsion may not be used to address truancy; or c) when required by law. The district shall consider the age of the student and the student's past pattern of behavior prior to imposing the suspension or expulsion. 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.

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 References:**

[ORS 243.650](#)  
[ORS 332.061](#)  
[ORS 332.072](#)

[ORS 332.107](#)  
[ORS 339.115](#)  
[ORS 339.240 to 280](#)

[OAR 581-021-0045](#)  
[OAR 581-021-0050 to 0075](#)



# Corvallis

SCHOOL DISTRICT

XI.D.9. Board Policy LBE—Public Charter Schools—Revised—First  
Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board

Prepared by: Erika Cook

Meeting Date: August 12, 2021

**NO ACTION REQUIRED**

Board Policy LBE—Public Charter Schools—Revised—First Reading

Administrative Regulation LBE-AR—Public Charter Schools—Delete—For Information

Administrative Regulation LBE-AR—Public Charter Schools—New—For Information

### Background

The ability of a public charter schools to allow weighted lottery for historically underserved students in admissions by Senate Bill 820 (2015) expired with the 2020-2021 school year. The associated language has been removed from the new version of administrative regulation (AR), LBE-AR - Public Charter Schools.

In the process of reviewing the model sample AR, OSBA has remodeled this AR and associated policy LBE - Public Charter Schools. Model sample policy LBE - Public Charter Schools has been revised in this process to update language and remove language found duplicated in policy LBEA - Resident Student Denial for Virtual Public Charter School Attendance\*\*. For school districts that sponsor public charter schools or choose to have policy for when a public charter school makes application for sponsorship, policy LBE and its LBE-AR are highly recommended.

The policy and administrative regulation for public charter schools are highly recommended. Edits provided from OSBA on 11/06/2020. The last revision of policy LBE was 6/21/2018 and the last revision to the administrative regulation LBE was 3/10/2014.

### Involvement

District staff: Melissa Harder, Olivia Meyers-Buch, Jennifer Schroeder and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.



# Corvallis

## SCHOOL DISTRICT

Code: LBE  
Adopted: 1/10/00  
Revised/Readopted: 8/19/02, 11/7/05, 1/10/11, 4/14/14, 6/21/18

### Public Charter Schools\*\*

The district recognizes that public charter schools offer an opportunity to create new, innovative, and more flexible ways of educating students in an atmosphere of learning experiences based on current research and development. Public charter schools shall demonstrate a commitment to the mission and diversity of public education while adhering to one or more of the following goals:

1. — Increase student learning and achievement;
2. — Increase choices of learning opportunities for students;
3. — Better meet individual student academic needs and interests;
4. — Build stronger working relationships among educators, parents, and other community members;
5. — Encourage the use of different and innovative learning methods;
6. — Provide opportunities in small learning environments for flexibility and innovation;
7. — Create new professional opportunities for teachers;
8. — Establish additional forms of accountability for schools; and
9. — Create innovative measurement tools.

Public charter schools may be established as a new public school or a virtual public school, from an one or more existing public schools or a portion of the school, or from an existing alternative education program. A public charter school may not convert an existing tuition-based private school into a charter school, affiliate itself with a nonsectarian school or religious institution, or encompass all the schools in the district unless the district is composed of only one school.

The Board will not approve any public charter school proposal when it is deemed that its value is outweighed by any direct identifiable, significant, and adverse impact on the quality of the public education of students residing in the district. To meet the eligibility criteria for Board approval, a public charter school proposal must meet the requirements of Oregon Revised Statutes, Oregon Administrative Rules, Board policy, and regulation. Upon request of the Board, the public charter school applicant must furnish in a timely manner any other information the Board deems relevant and necessary to conduct a complete and good faith evaluation of the charter school proposal.

Public charter schools shall demonstrate a commitment to the mission and diversity of public education while adhering to the following goals:

1. Increase student learning and achievement;
2. Increase choices of learning opportunities for students;
3. Better meet individual student academic needs and interests;

4. Build stronger working relationships among educators, parents and other community members;
5. Encourage the use of different and innovative learning methods;
6. Provide opportunities in small learning environments for flexibility and innovation;
7. Create new professional opportunities for teachers;
8. Establish additional forms of accountability for schools; and
9. Create innovative measurement tools.

An applicant must submit a complete public charter school proposal that meets the requirements of Oregon law, and includes other information required by the district in the application process.

The public charter school employer will be determined with each proposal. If the district is the employer, the terms of the current collective bargaining agreement will be examined to determine which parts of the agreement apply. If the district is not the sponsor of the public charter school, the district shall not be the employer and will not collectively bargain with public charter school employees.

The district will determine if it has any vacant or unused or underutilized buildings and will make a list of such buildings; buildings may be made available for public charter school use, bBuildings may be made available for public charter school use, subject to Board approval. Approved use may be limited to instructional purposes only. Appropriate-use fees will be determined by the Board. Public charter school use outside the district's instructional day will be subject to Board policy KG, Community Use of District Facilities and accompanying administrative regulation.

Public charter school students may, upon request, be allowed to participate in district programs such as physical education, instrumental and vocal music offerings, or other selected options if space and materials are available<sup>1</sup>. Appropriate user fees for such options will be determined by the district. Students must adhere to state law, Board policies, regulations, and rules concerning student conduct and discipline.

Public charter school students in grades K-8 may participate in their resident district's activities that are offered before or after regular school hours. Public charter school students in grades 9-12 may participate in their resident district's available activities that are sanctioned by the Oregon School Activities Association (OSAA) when the requirements found in Oregon law are met.

The district may provide instructional materials, lesson plans, or curriculum guides for use in a public charter school on a fee basis.

A public charter school or the sponsor of the public charter school is considered the employer of any employees of the public charter school. The public charter school employer will be determined with each proposal. If the Board is the employer, the terms of the current collective bargaining agreement will be examined to determine which parts

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<sup>1</sup> This does not apply to the Oregon law related to OSAA-sanctioned activity participation.

of the agreement apply. If the Board is not the sponsor of the public charter school, it shall not be the employer and will not collectively bargain with public charter school employees.

The district will annually by December 1 calculate the number of students residing in the district who are enrolled in a virtual public charter school. When the percentage is three percent or above, the district may choose not to approve additional students for enrollment to a virtual public charter school, subject to the requirements in 581-026-0305(2).

The district is only required to use data that is reasonably available to the district including but not limited to the following for such calculation:

1. \_\_\_\_\_ The number of students residing in the district enrolled in the schools within the district;
2. \_\_\_\_\_ The number of students residing in the district enrolled in public charter schools located in the district;
3. \_\_\_\_\_ The number of students residing in the district enrolled in virtual public charter schools;
4. \_\_\_\_\_ The number of home-schooled students who reside in the district and who have registered with the educational service district; and
5. \_\_\_\_\_ The number of students who reside in the district enrolled in private schools located within the school district.

A parent may appeal a decision of a school district not to approve a student for enrollment to a virtual public charter school to the State Board of Education.

The superintendent will develop administrative regulations for public charter schools to include, but not limited to, the proposal process, review and appeal procedure and program evaluation, renewal and termination charter agreement provisions.

END OF POLICY

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### Legal References:

[ORS 327.077](#)

[ORS 327.109](#)

[ORS 332.107](#)

[ORS 338](#)

[ORS 339.141](#)

[ORS 339.147](#)

[ORS 339.460](#)

[OAR 581-026-0005 to 0710](#)

[OAR 581-026-0005 to -0515](#)

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6311-6322 (20152018).



# Corvallis

SCHOOL DISTRICT

XI.D.10. Administrative Regulation LBE-AR—Public Charter Schools—  
Delete—For Information



## Public Charter Schools

### I. Definition

- A. **Applicant** means any person or group that develops and submits a written proposal for a public charter school to the district.
- B. **Public charter school** means an elementary or secondary school offering a comprehensive instructional program operating under a written agreement entered into between the district and an applicant.
- C. **Virtual Public Charter School** means a public charter school that provides online courses but does not primarily serve students in a physical location.
  - 1. For the purposes of this definition, an **online course** is a course in which instruction and content are delivered on a computer using the Internet, other electronic network, or other technology such as CDs or DVDs; the student and teacher are in different physical locations for the majority of instructional time; the student is not required to be in a physical location of a school while participating in the course; and the online instruction is integral to the academic program of the charter school.
  - 2. For the purpose of this definition, **primarily serving students in a physical location** means that more than 50 percent of the core courses offered are not online courses; more than 50 percent of the total number of students attending the school are not receiving instructional services in an online course; and more than 50 percent of the school's required instructional hours are not through an online course.
- D. **Remote and necessary school district** means a school district that offers kindergarten through grade 12 and has:
  - 1. An average daily membership (ADM), as defined in ORS 327.006, in the prior fiscal year of less than 110; and
  - 2. A school that is located, by the nearest traveled road, more than 20 miles from the nearest school or from a city with a population of more than 5,000.

E. **Sponsor** means the district Board.

## II. Proposal Process

A. The public charter school applicant shall submit the proposal to the district no later than October 1 for a September starting date.

B. To be considered complete, the proposal for a public charter school shall include, but not be limited to, the following:

1. The identification of the applicant.
2. The name of the proposed public charter school.
3. A description of the philosophy and mission of the public charter school and how it differs from the district's current program and philosophy.
4. A description of any distinctive learning or teaching techniques to be used.
5. A description of the curriculum of the public charter school.
6. A description of the expected results of the curriculum and the verified methods of measuring and reporting results that will allow comparisons with district schools.
7. The governance structure, to include public charter school board membership, selection, duties, and responsibilities.
8. The projected enrollment including the ages or grades to be served.
9. The target population of students the public charter school is designed to serve.
10. The legal address, facilities, and physical location of the public charter school and applicable occupancy permits and health and safety approvals.
11. A description of admission policies and application procedures.
12. The statutes and rules that shall apply to the public charter school.
13. The proposed budget and financial plan including evidence that the proposed budget and financial plan are financially sound.
14. A sound financial management system that includes:

- a. A description of a sound financial management system for the public charter school. The sound financial management plan must include a budget and accounting system that:
    - (1) Is compatible with the budget and accounting system of the sponsor of the school; and
    - (2) Complies with the requirements of the uniform budget and accounting system adopted by the State Board of Education under OAR 581-023-0035.
  - b. A plan for having the financial management system in place at the time the school begins operating.
- 15. The standards for behavior and the procedures for the discipline, suspension or expulsion of students.
- 16. The proposed school calendar, including the length of the school day and length of the school year.
- 17. A description of the proposed school staff and required qualifications of teachers including a breakdown of professional staff who hold a valid teaching license issued by Teacher Standards and Practices Commission (TSPC) and those who do not hold a license but are registered with TSPC (at least one-half of the full-time equivalent teaching and administrative staff of the public charter school shall be licensed).
- 18. The date upon which the public charter school would begin operating.
- 19. The arrangements for any necessary special education and related services for students with disabilities who qualify under IDEA and special education or regular education and related services for students who qualify under Section 504 of the Rehabilitation Act of 1973 who may attend the public charter school.
- 20. Information on the manner in which community groups may be involved in the planning and development process of the public charter school.
- 21. The term of the charter.
- 22. The plan for performance bonding or insuring the public charter school, including buildings and liabilities.
- 23. A proposed plan for the placement of public charter school teachers, other employees, and students upon termination or nonrenewal of a charter.
- 24. The manner in which the public charter school program review and fiscal audit will be conducted.

25. In the case of a district school's conversion to charter status, the following additional criteria must be addressed:
  - a. The alternate arrangements for students who choose not to attend the public charter school and for teachers and other school employees who choose not to participate in the public charter school;
  - b. The relationship that will exist between the public charter school and its employees including terms and conditions of employment.
26. The district will not complete the review required under ORS 338.055 of an application that does not contain the required components listed in ORS 338.045 (2)(a)-(y). A good faith determination of incompleteness is not a denial for purposes of requesting state board review under ORS 338.075.

### III. Charter Requirements

In addition to the minimum requirements enumerated in ORS 338.045 (2)(a)-(y), the district, under ORS 338.045 (3), may require the applicant to submit any of the following information as necessary to add detail or clarity to the minimum requirements or that the Board considers relevant to the formation, operation, or renewal of the public charter school:

#### A. Curriculum, Instruction, and Assessment

1. Description of a curriculum for each grade of students, which demonstrates in detail alignment with Oregon's academic content standards.
2. Description of instructional goals in relationship to Oregon's academic content standards and benchmarks.
3. A planned course statement for courses taught in the program, including related content standards, course criteria, assessment practices, and state required work samples that will be collected.
4. Documentation that reflects consideration of credits for public charter school course work a student may perform at any other public school.
5. Explanation of grading practices for all classes and how student performance is documented.
6. Explanation of how the proposed academic program will be aligned with that of the district. (If an applicant is proposing an elementary level public charter school, describe how the curriculum is aligned at each grade level with the district's curriculum, including an explanation of how a student in the public charter school adequately will be prepared to re-enter the

district's public school system after completing the charter school's program.)

7. Description of the student assessment system, including how student academic progress will be measured at each grade level and any specific assessment instruments that will be used.
8. Description of the plan for reporting student progress to parents, students, and the community.
9. Description of policies and procedures regarding diplomas and graduation.
10. Description of policies and practices for meeting the needs of students who are not successful in the regular program.
11. Identification of primary instructional materials by publisher, copyright date, version, and edition for each academic content area in each grade.
12. Identification of major supplementary material in core academic content areas and the criteria for use with students.
13. Description of how the public charter school will meet the unique learning needs of students working above and below grade level, including but not limited to talented and gifted students.
14. Description of how the public charter school staff will identify and address students' rates and levels of learning.
15. Description of strategies the public charter school staff will use to create a climate conducive to learning and positive student engagement.
16. Documentation that demonstrates improvements in student academic performance over time (both individual and program/grade level) from any private alternative school operated by the public charter school applicant, if applicable.
17. Description of how teachers will utilize current student knowledge and skills to assist in the design of appropriate instruction.
18. Identification of how the public charter school will provide access to national assessments such as PSAT, SAT, and ACT, if applicable.
19. Description of parental involvement, content of planned meetings, and how the school will adjust any meeting to meet the needs of working parents.

20. Description of distance learning options available to students, including the grade levels and amount of instruction offered to students, if applicable.

B. State and Federal Mandates/Special Education

1. Description of how the public charter school will meet any and all requirements of the Every Student Succeeds Act of 2015 (ESSA), which also specifically addresses adequate yearly progress (AYP) and the safe schools aspects of the law.
2. Description of how the public charter school will collect AYP information on all subgroup populations in the school.
3. Description of specific program information regarding curriculum and how specially designed instruction is delivered for special education students. (Include methodologies, data collection systems and service delivery models used.)
4. Description of how the public charter school will serve the needs of talented and gifted students, including screening, identification, and services.
5. Description of how the public charter school will deliver services and instruction to Emergent Bilingual students, including descriptions of curriculum, methodology, and program accommodations.
6. Description of how the public charter school will work with the district to comply with Section 504 accessibility requirements and nondiscrimination requirements in admissions and staff hiring.
7. Explanation of how the public charter school will work with the district to implement Child Find requirements.
8. Explanation of how the public charter school will work with the district to manage IDEA 2004 mandates regarding eligibility, IEP, and placement meetings.
9. Explanation of how the public charter school will work with the district in which the public charter school is located to implement accommodations and modifications contained in the IEP or Section 504 plan.
10. Explanation of how the public charter school will work with the district to include parents in implementing IEPs.

11. Explanation of how the public charter school intends to work with the district in which the public charter school is located to provide special education services for eligible students.

C. Teacher Certification

1. Identification regarding the training and/or certification of staff, including areas of industry training, endorsements and Teacher Standards and Practices Commission (TSPC) licensure.
2. Explanation of how the public charter school will comply with TSPC requirements for all staff, including all TSPC Oregon Administrative Rules pertaining to its staff.

D. Professional Development

1. Provide the public charter school's plan for comprehensive professional development for all staff.
2. Identification of how the public charter school's licensed staff will obtain their required Continuing Professional Development units for licensure renewal.

E. Budget

1. Explanation of projected budget item for PERS contributions that would be required of the public charter school.
2. Description of planned computer and technology support.
3. Description of planned transportation costs, if applicable.
4. Explanation of projected budget items for teaching salaries and other personnel contracts.
5. Explanation of facilities costs, including utilities, repairs, and rent.
6. Copies of municipal audits for any other public charter school operated by the public charter school applicant, if applicable.

F. Policy

1. Copy of any policy that the public charter school intends to adopt that addresses expectations of academic standards for students and transcribing of credits.

2. Copies of any policy that the public charter school intends to adopt on student behavior, classroom management, suspensions and expulsions. This must contain an explanation of how the charter school will handle a student expelled from another district for reasons other than a weapons violation.
3. Descriptions and copies of any policy that the public charter school intends to adopt regarding corporal punishment.
4. Copies of any policy that the public charter school intends to adopt regarding dispensing of medication to students who are in need of regular medication during school hours.
5. Copies of any policy that the public charter school intends to adopt regarding reviewing and selecting instructional materials.
6. Copies of any policy that the public charter school intends to adopt regarding solicitation/advertising/fundraising by non-school groups.
7. Copies of any policy that the public charter school intends to adopt regarding field trips.
8. Copies of any policy that the public charter school intends to adopt regarding student promotion and retention.
9. Copies of any policy that the public charter school intends to adopt regarding student publications.
10. Copies of any policy that the public charter school intends to adopt regarding staff/student vehicle parking and use.
11. Copies of any policy that the public charter school intends to adopt regarding diplomas and graduation, and also participation in graduation exercises.
12. Copies of any policy that the public charter school intends to adopt regarding student/parent/public complaints.
13. Copies of any policy that the public charter school intends to adopt regarding visitors.
14. Copies of any policy that the public charter school intends to adopt regarding staff discipline, suspension, or dismissal.



G. Other Information

1. Plans for use of any unique district facilities including, but not limited to, gymnasiums, auditoriums, athletic fields, libraries, cafeterias, computer labs, and music facilities.
2. Plans for child nutrition program(s).
3. Plans for student participation in extracurricular activities pursuant to Oregon School Activities Association and Board policy, regulations, and rules.
4. Plans for counseling services.
5. Explanation of contingency plans for the hiring of substitute professional and classified staff.
6. Description of how the public charter school will address the rights and responsibilities of students.
7. Description of how the public charter school will handle situations involving student possession, use or distribution of illegal drugs, weapons, flammable devices, and other items that may be used to injure the student or others.
8. Description of procedures on how the public charter school will handle disciplinary referrals and how they will impact student promotion and advancement.
9. Copies of program reviews conducted by other school districts that may have referred students to another public charter school operated by the public charter school applicant, if applicable.
10. Description of the typical school day for a student, including a master schedule, related activities, breaks, and extracurricular options.
11. Description of how student membership will be calculated, including a description of the type of instruction and location of instruction that contributes to Average Daily Membership (ADM).
12. Documentation and description of how long most students remain in the program, and documentation of student improvement in academic performance, disciplinary referrals, juvenile interventions, or any other disciplinary action while in the program.
13. Explanation of the legal relationship between the public charter school and any other public charter school, if applicable. (Provide any contracts or legal

documents that will create the basis of the relationship between the entities. Also provide all financial audits and auditor's reports.)

14. If a public charter school applicant is operating any other public charter school, documentation that the public charter school applicant has established a separate Oregon nonprofit corporation, legally independent of any other public charter school in operation.
15. If a public charter school applicant has not secured a facility at the time of submitting a public charter school proposal, a written and signed declaration of intent that states:

If given any type of approval (conditional or unconditional), the public charter school applicant promises to provide to the school district liaison, at least **120** calendar days before the intended date to begin operation of the public charter school, proof that it will be able to secure, at least **60** calendar days before the intended date to begin operation of the public charter school, a suitable facility, occupancy and safety permits and insurance policies with minimum coverages required by the school district in school board policy and administrative regulation LBE that sets forth the requirements and process for the school board in reviewing, evaluating, and approving a public charter school.

If the public charter school applicant fails to provide proof of an ability to secure a facility and all necessary occupancy and safety permits and insurance that is required by the school district as a condition of approval by the due date, it will withdraw its application to begin operation of a public charter school for the upcoming school year.

By signing this document, I affirm that I am authorized to make the promises stated above on behalf of the public charter school applicant. I understand that failure to fulfill the conditions listed above will result in an approval becoming void, and will automatically revoke any type of approval that the school board previously granted to the public charter school applicant.

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Name

Date

On behalf of the (add applicant's name)

The public charter school applicant will organize and label all information required in section III to correspond to the requested numbers.

16. Each member of the proposed public charter school's governing body must provide an acknowledgement of understanding of the standards of conduct and the liabilities of a director of a nonprofit organization in ORS 65.

#### IV. Proposal Review Process

- A. The superintendent may appoint an advisory committee to review public charter school proposals and submit a recommendation to the Board. The committee will consist of district representatives, community members, and others as deemed appropriate.
- B. Within 30 business days of receipt of a proposal, the district will notify the applicant as to the completeness of the proposal and identify the specific elements of the proposal that are not complete. Applicant will have 30 calendar days within which to complete the required components.
- C. Within 60 calendar days after the receipt of a completed proposal that meets the requirements of law and the district, the Board shall hold a public hearing on the provisions of the public charter school proposal.
- D. The Board shall evaluate a proposal in good faith using the following criteria:
  1. The demonstrated sustainable support for the proposal by teachers, parents, students, and other community members, including comments received at the public hearing.
  2. The demonstrated financial stability of the proposed public charter school including the demonstrated ability of the school to have a sound financial management system that:
    - a. Is in place at the time the school begins operating;
    - b. Is compatible with the budget and accounting system of the sponsor of the school; and
    - c. Complies with the requirements of the uniform budget and accounting system adopted by rule of the State Board of Education under OAR 581-023-0035.
  3. The capability of the applicant in terms of support and planning to provide comprehensive instructional programs.
  4. The capability of the applicant in terms of support and planning to provide comprehensive instructional programs to students identified by the applicant as academically low achieving.
  5. The adequacy of the information provided as provided in the proposal criteria.
  6. Whether the value of the public charter school is outweighed by any directly identifiable, significant and adverse impact on the quality of the public education of students residing in the district. A “directly identifiable, significant and adverse impact” is defined as an adverse loss or reduction in staff, student, program, or funds that may reduce the

quality of existing district educational programs. This may include, but not be limited to, the following current data as compared to similar data from preceding years:

- a. Student enrollment;
  - b. Student teacher ratio;
  - c. Staffing with appropriately licensed or endorsed personnel;
  - d. Student learning and performance;
  - e. Specialty programs or activities such as music, physical education, foreign language, talented and gifted, and English as a second language;
  - f. Revenue; and
  - g. Expenditures for maintenance and upkeep of district facilities.
7. Whether there are arrangements for any necessary special education and related services.
  8. Whether there are alternative arrangements for students, teachers, and other school employees who choose not to attend or be employed by the public charter school if the public charter school is converting an existing district school.
  9. The prior history, if any, of the applicant in operating a public charter school or in providing educational services.
- E. The Board must either approve or deny the proposal within 30 calendar days of the public hearing.
- F. Written notice of the Board's action shall be sent to the applicant. If denied, the notice must include the reasons for the denial with suggested remedial measures. The applicant may then resubmit the proposal within 14 calendar days. The Board must either approve or deny the resubmitted proposal within 30 calendar days. The Board may, with good cause, request an extension in the approval process timelines from the State Board of Education.

#### V. Terms of the Charter Agreement

- A. Upon Board approval of the proposal, the Board will become the sponsor of the public charter school. The district and the applicant must develop a written charter agreement, subject to Board approval, which shall act as the legal authorization for the establishment of the public charter school.
- B. The charter agreement shall be legally binding and must be in effect for a period of not more than five years but may be renewed by the district.
- C. The district and the public charter school may amend a charter agreement through joint agreement.

D. It is the intent of the Board that the charter agreement be detailed and specific to protect the mutual interests of the public charter school and the district. The agreement shall incorporate the elements of the approved proposal and will address additional matters, statutes, and rules not fully covered by law or the proposal that shall apply to the public charter school including, but not limited to, the following:

1. Sexual harassment (ORS 342.700, 342.704).
2. Pregnant and parenting students (ORS 336.640).
3. Special English classes for certain children (ORS 336.079).
4. Student conduct (ORS 339.250).
5. Alcohol and drug abuse program (ORS 336.222).
6. Student records (ORS 326.565).
7. Oregon Report Card (ORS 329.115).
8. Recovery of costs associated with property damage (ORS 339.270).
9. Use of school facilities (ORS 332.172).
10. Employment status of public charter school employees.
  - a. Public charter school law requires the following:
    - (1) Employee assignment to a public charter school shall be voluntary.
    - (2) A public charter school or the sponsor of the public charter school may be considered the employer of any employees of the public charter school.
    - (3) If the Board is not the sponsor of the public charter school, it shall not be the employer and shall not collectively bargain with the employees.
    - (4) A public charter school employee may be a member of a labor organization or organize with other employees to bargain collectively. The bargaining unit may be separate from other bargaining units of the district.
    - (5) The public charter school governing body shall control the selection of employees at the public charter school.
    - (6) The Board shall grant a leave of absence to any employee who chooses to work in the public charter school. The length and terms of the leave of absence shall be set by collective bargaining agreement or by Board policy.

However, the length of leave of absence may not be less than two years unless:

- (a) The charter of the public school is terminated, or the public charter school is dissolved or closed during the leave of absence; or
  - (b) The employee and the Board have mutually agreed to a different length of time.
- (7) An employee of a public charter school operating within the district who is granted a leave of absence and returns to employment with the district shall retain seniority and benefits as an employee, pursuant to the terms of the leave of absence.

b. The terms and conditions of employment addressed in the agreement may include, but need not be limited to, the following provisions:

- (1) A proposed plan for the placement of teachers and other school employees upon termination or nonrenewal of the charter.
- (2) Arrangements for employees who choose not to be employed or participate in the public charter school, if a district school has been converted to a public charter school.
- (3) Salary for professional staff or wages for classified staff.
- (4) Health benefits.
- (5) Leaves, including timing, commencement, and duration of leave; voluntary and involuntary termination and return to work; whether the leave is paid or unpaid; and a description of benefits upon termination of leave (i.e., same, similar, or available position and salary schedule placement).
- (6) Work year.
- (7) Working hours.
- (8) Discipline and dismissal procedures.
- (9) Arrangements to secure substitutes.
- (10) Arrangements to ensure that 50 percent of the total full-time equivalent teaching and administrative staff are licensed.
- (11) Hiring practices.
- (12) Evaluation procedures.

11. Student enrollment, application procedures, and whether the public charter school will admit nonresident students and on what basis. Public charter school law requires the following:

- a. Student enrollment shall be voluntary. If the number of applicants exceeds the capacity, students shall be selected through an equitable lottery process. An equitable lottery may incorporate a

weighted lottery for historically underserved students. If the public charter school has been in operation one or more years, priority enrollment will be given to those students who:

- (1) Were enrolled in the public charter school the prior year;
- (2) Have siblings who are presently enrolled in the public charter school and who were enrolled the prior year; and
- (3) Reside in the public charter school's sponsoring district or a district which is a party to a cooperative agreement with the sponsoring district.

- b. A public charter school may not limit student admission based on race, color, religion, sex, gender identity, gender expression, national origin, citizenship, sexual orientation, disability, parental or marital status, or age, income level, proficiency in the English language, or athletic ability but may limit admission within a given age group or grade level, and may implement a weighted lottery for historically underserved students. Historically underserved students are at risk because of any combination of two or more factors including their race, ethnicity, English language proficiency, socioeconomic status, gender, sexual orientation, disability, and geographic location.

12. Transportation of students. Public charter school law requires the following:

- a. The public charter school shall be responsible for providing transportation for its students and may negotiate with the district for the provision of transportation services.
- b. The district shall provide transportation for public charter school students pursuant to ORS 327.043. Resident public charter school students will be transported under the same conditions as students attending private or parochial schools located along or near established district bus routes. The district shall not be required to add or extend existing bus routes.
- c. Public charter school students who reside outside the district may use existing bus routes and transportation services of the district in which the public charter school is located.
- d. Any transportation costs incurred by the district shall be considered approved transportation costs.

13. The plan for performance bonding or insuring the public charter school sufficient to protect the district. Documentation shall be submitted prior to agreement approval.

- a. Insurance:<sup>1</sup>
  - (1) Commercial General Liability Insurance in an amount of not less than \$1,000,000 combined single limit per

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<sup>1</sup> Insurance requirements for individual public charter schools may vary and should be reviewed by legal counsel and an insurance representative.

- occurrence/\$3,000,000 annual aggregate covering the public charter school, the governing board, employees, and volunteers against liability for damages because of personal injury, bodily injury, death, or damage to property including the loss of use thereof. Coverage to include, but not limited to, contractual liability, advertisers' liability, employee benefits liability, professional liability, and teachers' liability.
- (2) Liability Insurance for Directors and Officers in an amount not less than \$1,000,000 each loss/\$3,000,000 annual aggregate covering the public charter school, the governing board, employees, and volunteers against liability arising out of wrongful acts and employment practices. Continuous "claims made" coverage will be acceptable, provided the retroactive date is on the effective date of the charter.
  - (3) Automobile Liability Insurance in an amount not less than \$1,000,000 combined single limit covering the public charter school, the governing board, employees, and volunteers against liability for damages because of bodily injury, death, or damage to property, including the loss of use thereof arising out of the ownership, operation, maintenance, or use of any automobile. The policy will include underinsured and uninsured motorist vehicle coverage at the limits equal to bodily injury limits.
  - (4) Workers' Compensation Insurance shall also be maintained pursuant to Oregon laws (ORS Chapter 656). Employers' liability insurance with limits of \$100,000 each accident, \$100,000 disease each employee and \$500,000 each policy limit.
  - (5) Honesty Bond to cover all employees and volunteers. Limits to be determined by the governing board, but no less than \$25,000. Coverage shall include faithful performance and loss of moneys and securities.
  - (6) Property Insurance shall be required on all owned or leased buildings or equipment. The insurance shall be written to cover the full replacement cost of the building and/or equipment on an "all risk of direct physical loss basis," including earthquake and flood perils.

b. Additional requirements:

- (1) The district shall be an additional insured on commercial general and automobile liability insurance. The policies shall provide for a 90-day written notice of cancellation or material change. A certificate evidencing all of the above insurance shall be furnished to the district.
- (2) The public charter school shall also hold harmless and defend the district from any and all liability, injury,



damages, fees, or claims arising out of the operations of the public charter school operations or activities.

(3) The district shall be loss payee on the property insurance if the public charter school leases any real or personal district property.

(4) The coverage provided and the insurance carriers must be acceptable to the district.

E. If the district and the public charter school enter a cooperative agreement with other school districts for the purpose of forming a partnership to provide educational services, then the agreement must be incorporated into the charter of the public charter school.

F. In addition to any other terms required to be in the charter agreement, a virtual public charter school must have in the charter of the school, a requirement that the school:

1. Monitor and track student progress and attendance; and
2. Provide student assessments in a manner that ensures that an individual student is being assessed and that the assessment is valid.

## VI. Public Charter School Operation

A. The public charter school shall operate at all times in accordance with the public charter school law, the terms of the approved proposal, and the charter agreement.

B. Statutes and rules that apply to the district shall not apply to the public charter school except the following, as required by law, shall apply:

1. Federal law, including applicable provisions of the ESSA.
2. Public records law (ORS 192.410 to 192.505).
3. Public meetings law (ORS 192.610 to 192.690).
4. Public contracting code (ORS Chapters 279A, 279B, and 279C).
5. Student records (ORS 326.565, 326.575, and 326.580).
6. Municipal audit law (ORS 297.405 to 297.555 and 297.990).
7. Criminal records check (ORS 181.534, 326.603, 326.607, and 342.223).
8. Textbooks (ORS 337.150).

9. Considerations for educational services (ORS 339.119).
  10. Use of personal electronic devices (ORS 336.840).
  11. Tuition and fees (ORS 339.141, 339.147, and 339.155).
  12. Core teaching standards (ORS 342.856).
  13. Discrimination (ORS 659.850, 659.855, and 659.860).
  14. Tort claims (ORS 30.260 to 30.300).
  15. Employment Department law (ORS Chapter 657).
  16. Health and safety statutes and rules.
  17. Any statute or rule listed in the charter.
  18. The statewide assessment system developed by the Oregon Department of Education for Mathematics, Science, and English under ORS 329.485 (2).
  19. The academic content standards and instruction (ORS 329.045).
  20. Any statute or rule that establishes requirements for instructional time.
  21. Prohibition of infliction of corporal punishment (ORS 339.250 (12)).
  22. Notice concerning students subject to juvenile court petitions (ORS 339.326).
  23. Reporting of suspected abuse of a child and sexual conduct, and training on prevention and identification of abuse and sexual conduct (ORS 339.370, 339.372, 339.388, and 339.400).
  24. Diploma, modified diploma, extended diploma, and alternative certificate standards (ORS 329.451).
  25. Statutes and rules that expressly apply to public charter schools.
  26. Statutes and rules that apply to special government body ORS 174.117 or public body as defined in ORS 174.109.
  27. ORS Chapter 338.
- C. The public charter school may employ as a teacher or administrator a person who is not licensed by the TSPC. However, at least one-half of the total full-time

equivalent teaching and administrative staff at the public charter school shall be licensed by the commission, pursuant to ORS 342.135, 342.136, or 342.138.

- D. A board member of the school district in which the public charter school is located may not serve as a voting member of the public charter school's board, yet may serve in an advisory capacity.
- E. The public charter school shall participate in the Public Employees Retirement System.
- F. The public charter school shall not violate the Establishment Clause of the First Amendment to the United States Constitution or Section 5, Article I of the Oregon Constitution, or be religion based.
- G. The public charter school shall maintain an active enrollment of at least 25 students, unless the public charter school is providing educational services under a cooperative agreement entered into for the purpose of forming a partnership to provide educational services.
- H. The public charter school may sue or be sued as a separate legal entity.
- I. The public charter school may enter into contracts and may lease facilities and services from the district, education service district, state institution of higher education, other governmental unit, or any person or legal entity.
- J. The public charter school may not levy taxes or issue bonds under which the public incurs liability.
- K. The public charter school may receive and accept gifts, grants and donations from any source for expenditure to carry out the lawful functions of the school.
- L. The district shall offer a high school diploma, modified diploma, extended diploma, or alternative certificate to any public charter school student located in the district who meets the district's and state's standards for a high school diploma, modified diploma, extended diploma, or alternative certificate.
- M. A high school diploma, modified diploma, extended diploma, or alternative certificate issued by a public charter school shall grant to the holder the same rights and privileges as a high school diploma, modified diploma, extended diploma, or alternative certificate issued by a nonchartered public school.
- N. Upon application by the public charter school, the State Board of Education may grant a waiver of certain public charter school law provisions if the waiver promotes the development of programs by providers, enhances the equitable access by underserved families to the public education of their choice, extends the equitable access to public support by all students, or permits high quality

programs of unusual cost. This waiver request must specify the reasons the public charter school is seeking the waiver and further requires the public charter school to notify the sponsor if a waiver is being considered.

## VII. Virtual Public Charter School Operations

- A. In addition to the other requirements for a public charter school, a Virtual Public Charter School must have:
1. A plan for academic achievement that addresses how the school will improve student learning and meet academic content standards required by ORS 329.045.
  2. Performance criteria the school will use to measure the progress of the school in meeting the academic performance goals set by the school for its first five years of operation.
  3. A plan for implementing the proposed education program of the school by directly and significantly involving parents and guardians of students enrolled in the school and involving the professional employees of the school.
  4. A budget, business plan, and governance plan for the operation of the school.
  5. An agreement that the school will operate using an interactive, Internet-based technology platform that monitors and tracks student progress and attendance in conjunction with performing other student assessment functions.
  6. A plan that ensures:
    - a. All superintendents, assistant superintendents, and principals of the schools are licensed by the TSPC to administrate; and
    - b. Teachers who are licensed to teach by the TSPC teach at least 95 percent of the school's instructional hours.
  7. A plan for maintaining student records and school records, including financial records, at a designated central office of operations.
  8. A plan to provide equitable access to the education program of the school by ensuring that each student enrolled in the school:
    - a. Has access to and use of a computer and printer equipment as needed;
    - b. Is offered an Internet service cost reimbursement arrangement under which the school reimburses the parent or guardian of the student, at a rate set by the school, for the costs of obtaining Internet service at the minimum connection speed required to effectively access the education program provided by the school; or

- c. Has access to and use of computer and printer equipment and is offered Internet service cost reimbursement.
  - 9. A plan to provide access to a computer and printer equipment and the Internet service cost reimbursement as described in 9. above by students enrolled in the school who are from families that qualify as low-income under Title I of the ESSA.
  - 10. A plan to conduct school-sponsored optional educational events at least six times each school year at locations selected to provide convenient access to all students in the school who want to participate.
  - 11. A plan to conduct biweekly meetings between teachers and students enrolled in the school, either in person or through the use of conference calls or other technology.
  - 12. A plan to provide opportunities for face-to-face meetings between teachers and students enrolled in the school at least six times each school year.
  - 13. A plan to provide written notice to both the sponsoring district and the district in which the student resides upon enrollment or withdrawal for a reason other than graduation from high school.
    - a. If notice is provided due to enrollment, then the notice must include the student's name, age, address, and school at which the student was formerly enrolled.
    - b. If notice is provided due to withdrawal for a reason other than graduation from high school, then notice must include the student's name, age, address, reason for withdrawal (if applicable), and the name of the school in which the student intends to enroll (if known).
  - 14. An agreement to provide a student's education records to the student's resident school district or to the sponsor upon request of the resident school district or sponsor.
- B. The sponsor of a Virtual Public Charter School or a member of the public may request access to any of the documents described in VII.A. above.
- C. If a Virtual Public Charter School or the sponsor of a Virtual Public Charter School contracts with a for-profit entity to provide educational services through the Virtual Public Charter School, the for-profit entity may not be the employer of any employees of the Virtual Public Charter School.
- D. The following limitations apply:
- 1. School board members of the virtual public charter school's sponsoring district may not be:

- a. An employee of the virtual public charter school.
  - b. A member of the governing body of the virtual public charter school.
  - c. An employee or other representative of any third-party entity with which the virtual public charter school has entered into a contract to provide educational services.
2. Members of the governing body of the virtual public charter school may not be an employee of a third-party entity with which the virtual public charter school intends to enter or has entered into a contract to provide educational services.
3. If a third-party entity contracts with a virtual public charter school to provide educational services to the school, then:
  - a. No third-party entity's employee or governing board member may attend an executive session of the sponsoring district's school board.
  - b. No virtual public charter school employee may promote the sale or benefits of private supplemental services or classes offered by the third-party entity.
  - c. The educational services must be consistent with state standards and requirements.
  - d. The virtual public charter school must have on file the third-party entity's budget for the provision of educational services, including itemization of:
    - (1) The salaries of supervisory and management personnel and consultants who are providing educational or related services for a virtual public charter school in this state; and
    - (2) The annual operating expenses and profit margin of the third-party entity for providing educational services to a virtual public charter school in this state.

#### VIII. Charter Agreement Review

- A. The public charter school shall report at least twice annually the first year of operation and at least annually in subsequent years on the performance of the school and its students to the State Board of Education and the district.
- B. The Board or designee shall visit the public charter school at least annually to assure compliance with the terms and provisions of the charter.
- C. The public charter school shall be audited annually in accordance with the Municipal Audit Law. After the audit, the public charter school shall forward to the sponsoring district and the Oregon Department of Education:
  1. A copy of the annual audit;

2. Any statements from the public charter school that show the results of operations and transactions affecting the financial status of the charter school during the preceding annual audit period for the school; and
  3. Any balance sheet containing a summary of the assets and liabilities of the public charter school and related operating budget documents as of the closing date of the preceding annual audit period for the school.
- D. The sponsoring district may request at any time an acknowledgement from each member of the public charter school governing body that the member understands the standards of conduct and liabilities of a director of a nonprofit organization.
- E. The public charter school shall submit to the Board quarterly financial statements that reflect the school's financial operations. The report shall include, but not be limited to, revenues, expenditures, loans and investments.

#### IX. Charter School Renewal

- A. The first renewal of a charter shall be for the same time period as the initial charter. Subsequent renewals of a charter shall be for a minimum of five years but may not exceed ten years.
- B. The Board and the public charter school shall follow the following timeline unless a different timeline has been agreed upon by the Board and the public charter school:
1. The public charter school shall submit a written renewal request to the Board for consideration at least 180 calendar days prior to the expiration of the charter.
  2. Within 45 calendar days after receiving a written renewal request from a public charter school, the Board shall hold a public hearing regarding the renewal request.
  3. Within 30 calendar days after the public hearing, the Board shall approve the charter renewal or state in writing the reasons for denying charter renewal.
  4. If the Board approves the charter renewal, the Board and the public charter school shall negotiate a new charter within 90 calendar days unless the Board and the public charter school agree to an extension of the time period. Notwithstanding the time period specified in the charter, an expiring charter shall remain in effect until a new charter is negotiated.

5. If the Board does not renew the charter, the public charter school may address the reasons stated for denial of the renewal and any remedial measures suggested by the Board and submit a revised request for renewal to the Board.
6. If the Board does not renew the charter based on the revised request for renewal or the parties do not negotiate a charter contract within the timelines established in this policy, the public charter school may appeal the Board's decision to the State Board of Education for a review of whether the Board used the process required by Oregon law in denying the charter renewal.
  - a. If the State Board of Education finds that the Board used the appropriate process in denying the request for renewal, it shall affirm the decision of the Board. A public charter may seek judicial review of this order.
  - b. If the State Board of Education finds that the Board did not use the appropriate process in denying the request for renewal, it shall order the Board to reconsider the request for renewal. If after reconsideration the Board does not renew the charter, the public charter school may seek judicial review of the Board's decision.
7. The Board shall base the charter renewal decision on a good faith evaluation of whether the public charter school:
  - a. Is in compliance with all applicable state and federal laws;
  - b. Is in compliance with the charter of the public charter school;
  - c. Is meeting or working toward meeting the student performance goals and agreements specified in the charter or any other written agreements between the Board and the public charter school;
  - d. Is fiscally stable and used the sound financial management system described in the proposal submitted under ORS 338.045 and incorporated into the written charter agreement; and
  - e. Is in compliance with any renewal criteria specified in the charter of the public charter school.
8. The Board shall base the renewal evaluation described above primarily on a review of the public charter school's annual performance reports, annual audit of accounts and annual site visit and review, and any other information mutually agreed upon by the public charter school and the Board.
9. For purposes of this section, the phrase "good faith evaluation" means an evaluation of all criteria required by this section resulting



in a conclusion that a reasonable person would come to who is informed of the law and the facts before that person.

## X. Charter School Termination

A. The public charter school may be terminated by the Board for any of the following reasons:

1. Failure to meet the terms of an approved charter agreement or any requirement of ORS Chapter 338 unless waived by the State Board of Education.
2. Failure to meet the requirements for student performance as outlined in the charter agreement.
3. Failure to correct a violation of federal or state law.
4. Failure to maintain insurance.
5. Failure to maintain financial stability.
6. Failure to maintain, for two or more consecutive years, a sound financial management system described in the proposal submitted under ORS 338.045 and incorporated into the written charter under ORS 338.065.
7. Failure to maintain the health and safety of the students.

B. If a charter school is terminated by the Board for any reason listed in Sections X.A.1 through X.A.6, the following shall occur:

1. The district shall give the public charter school a 60-day written notification of its decision.
2. If the grounds for termination include failure to maintain financial stability or failure to maintain a sound financial management system, the sponsor and the public charter school may agree to develop a plan to correct deficiencies. The plan to correct deficiencies will follow the process as per ORS 338.105.
3. The district shall state the grounds for termination and deliver notification to the business office of the public charter school.
4. The public charter school may request a hearing by the district. The request must be made in writing and delivered to the business address of the sponsor.

5. Within 30 calendar days of receiving the request for a hearing, the sponsor must provide the public charter school with the opportunity for a hearing on the proposed termination.
  6. The public charter school may appeal the decision to terminate to the State Board of Education.
  7. If the public charter school appeals the decision to terminate to the State board of Education, the public charter school will remain open until the State Board issues its final order.
  8. If the State Board's final order upholds the decision to terminate and at least 60 calendar days have passed since the notice of intent to terminate was received by the public charter school, the district's sponsorship of the public charter school will terminate.
  9. The final order of the State Board may be appealed under the provision of ORS 183.484.
  10. Throughout the ORS 183.484 judicial appeals process the public charter school shall remain closed.
  11. If terminated or dissolved, assets of the public charter school purchased by the public charter school with public funds, shall be given to the State Board of Education.
- C. If the public charter school is terminated by the Board for any reason related to student health or safety as provided in section X.A.7, the following shall occur:
1. If the district reasonably believes that a public charter school is endangering the health or safety of the students enrolled in the public charter school, the district may act to immediately terminate the approved charter and close the public charter school without providing the notice required in section X.B.1.
  2. A public charter school closed due to health or safety concerns may request a hearing by the sponsor. Such a request must be made in writing and delivered to the business address of the district.
  3. Within 10 calendar days of receiving the request for a hearing, the district must provide the public charter school with the opportunity for a hearing on the termination.
  4. If the district acts to terminate the charter following the hearing, the public charter school may appeal the decision to the State Board of Education.

5. The State Board will hold a hearing on the appeal within 10 calendar days of receiving the request.
  6. The public charter school will remain closed during the appeal process unless the State Board orders the district not to terminate and to re-open the public charter school.
  7. The final order of the State Board may be appealed under the provisions of ORS 183.484.
- D. If the public charter school is terminated, closed, or dissolved by the governing body of the public charter school, it shall be done only at the end of a semester and with 180 calendar days' notice to the district, unless the health and safety of the students are in jeopardy. Such notice must be made in writing and be delivered to the business address of the sponsor.

Assets of a terminated, closed or dissolved public charter school that were obtained with grant funds will be dispersed according to the terms of the grant. If the grant is absent any reference to ownership or distribution of assets of a terminated, closed or dissolved public charter school, all assets will be given to the State Board of Education for disposal.

#### XI. District Immunity

The district, members of the Board and employees of the district are immune from civil liability with respect to the public charter school's activities.



**Corvallis**  
SCHOOL DISTRICT

XI.D.11. Administrative Regulation LBE-AR—Public Charter Schools—  
New—For Information



# Corvallis

## SCHOOL DISTRICT

Code: LBE-AR  
Adopted:  
Revised/Readopted:

### Public Charter Schools

#### 1. Definitions

- a. “Applicant” means any person or group that develops and submits a written proposal for a public charter school to the district.
- b. “Public charter school” means an elementary or secondary school offering a comprehensive instructional program operating under a written agreement entered into between the district and an applicant.
- c. “Virtual public charter school” means a public charter school that provides online courses, but does not primarily serve students in a physical location as described in Oregon Administrative Rule (OAR) 581-026-0300.
- d. “Remote and necessary school district” means a school district that offers kindergarten through grade 12 and has: (a) an average daily membership (ADM), as defined in Oregon Revised Statute (ORS) 327.006, in the prior fiscal year of less than 110; and (b) a school that is located, by the nearest traveled road, more than 20 miles from the nearest school or from a city with a population of more than 5,000.
- e. “Sponsor” means the district or Board.

#### 2. Proposal Process

- a. An applicant will issue a written statement of its intent to submit a proposal not less than 30 days prior to the submission date outlined below.
- b. An applicant shall submit a complete proposal for sponsorship of a public charter school by the Board, including items outlined in ORS 338.045, and any additional requirements as are required in the Board’s application for sponsorship, to the district office by October 1 during the hours the district office is open to the public for a start date in a subsequent school year. The applicant shall also submit a copy of the same proposal to the State Board of Education.
- c. The district will complete the review process as outlined in Section 3 below.
- d. As part of the proposal, each member of the proposed public charter school’s governing body must provide an acknowledgment of understanding of the standards of conduct and the liabilities of a director of a nonprofit organization, as described in ORS Chapter 65, if the public charter school is organized as required by ORS 338.035(2)(a)(B) and (C).

### 3. Proposal Review Process

- a. Within 30 business days of receipt of a proposal, the district will notify the applicant as to the completeness of the proposal.
  - (1) If the Board determines the proposal is incomplete, the district will identify the specific elements of the proposal that are not complete and provide the applicant with a reasonable opportunity, as determined by the Board, to complete the proposal.
  - (2) If after given a reasonable opportunity the applicant does not complete the required elements, the Board may disapprove<sup>1</sup> the proposal.
  - (3) An applicant, that has had a proposal disapproved pursuant to section (2) may appeal the Board's decision to the State Board of Education within 30 days of the disapproval.
  - (4) A good faith disapproval is not a denial for purposes of requesting a review by the State Board of Education under ORS 338.075.
- b. Within 60 days after the receipt of a completed proposal, or a final order issued by the Superintendent of Public Instruction remanding the proposal to the Board for consideration following a decision on an appeal, the Board shall hold a public hearing on the provisions of the public charter school proposal.
- c. The Board must evaluate a proposal in good faith using the following criteria:
  - (1) The demonstrated sustainable support for the proposed charter school by teachers, parents, students and other community members, including comments received at the public hearing;
  - (2) The demonstrated financial stability of the proposed public charter school including the demonstrated ability of the school to have a sound financial management system that
  - (3) is in place at the time the school begins operating and meets requirements of ORS 338.095(1);
  - (4) The capability of the applicant, in terms of support and planning, to provide comprehensive instructional programs;
  - (5) The capability of the applicant, in terms of support and planning, to provide comprehensive instructional programs to students identified as academically low achieving;
  - (6) The adequacy of the information provided as required in the proposal criteria;
  - (7) Whether the value of the public charter school is outweighed by any directly identifiable, significant and adverse impact<sup>2</sup> on the quality of the public education of students residing in the district in which the public charter school will be located.

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<sup>1</sup> The term "disapprove" is used for a proposal that is rejected due to being incomplete. See ORS 338.055(1)(c).

<sup>2</sup> A determination of whether an impact is directly identifiable, significant and adverse may include, but is not limited to student enrollment, student-teacher ratios, staff with requisite licensure or endorsement, student learning and performance, specialty programs, financial considerations, and maintenance capabilities.

- (8) Whether there are arrangements for any necessary special education and related services for students with disabilities;
  - (9) Whether there are alternative arrangements for students, teachers and other school employees who choose not to attend or who choose not to be employed by the public charter school; and
  - (10) The prior history, if any, of the applicant in operating a public charter school or in providing educational services.
- d. The Board must either approve or deny the proposal within 30 days of the public hearing.  
Written notice of the Board's action shall be sent to the applicant by the district.
- (1) If approved, the applicant shall also submit a copy of the approval to the State Board of Education.
  - (2) If denied, the notice must include the reasons for the denial with suggested remedial measures. The Board shall provide a reasonable opportunity for the applicant to amend and resubmit the proposal. The Board must either approve or deny the resubmitted proposal within 30 days of receipt. The Board may, with good cause, request an extension in the approval process timelines from the State Board of Education.
- e. If the Board denies the resubmitted proposal, the process ends. An applicant whose resubmitted proposal is not approved by the Board may request a review of that decision to the State Board of Education within 30 days of the disapproval.

#### 4. Terms of the Charter Agreement

- a. Upon the approval of a proposal by the Board, the applicant, in cooperation with the district, must prepare and execute a written charter agreement, subject to Board approval, which shall act as the legal authorization for the establishment of the public charter school.
- b. The charter agreement shall be legally binding and must be in effect for a period of not more than five years but may be renewed by the Board.
- c. The Board and the public charter school may amend a charter agreement through joint agreement.
- d. The agreement shall incorporate the elements of the approved proposal, will address the requirements outlined in OAR 581-026-0100(2), ORS 338.115 and any additional requirements that may apply to the public charter school including, but not limited to, the following:
  - (1) Sexual harassment (ORS 342.700 and ORS 342.704);
  - (2) Pregnant and parenting students (ORS 336.640);
  - (3) English language learners (ORS 336.079);
  - (4) Student conduct (ORS 339.250);
  - (5) Assessment of costs of school property damage (ORS 339.270);
  - (6) Use of school facilities (ORS 332.172);
  - (7) Alcohol and drug abuse policy and plan (ORS 336.222);

- (8) Oregon Report Card (ORS 329.115);
- (9) Employment status of public charter school employees pursuant to ORS 338.135;
- (10) Student enrollment, application procedures and whether the public charter school will admit nonresident students and on what basis pursuant to ORS 338.125.<sup>3</sup>
- (11) Transportation of students shall comply with ORS 338.145;
- (12) The plan for performance bonding or insuring the public charter school sufficient to protect the public charter school and the district from loss and liability and comply with Oregon law. Documentation shall be submitted prior to agreement approval.

- e. If the district and the public charter school enter a cooperative agreement with other school districts for the purpose of forming a partnership to provide educational services, then the agreement must be incorporated into the charter of the public charter school.

## 5. Public Charter School Operation

- a. The public charter school shall operate at all times in accordance with the laws and rules governing public charter school operation in the state of Oregon, including but not limited to ORS Chapter 338 and applicable OAR Chapter 581 Division 22, and the charter agreement.
- b. Upon application by the public charter school, the State Board of Education may grant a waiver of certain public charter school law provisions if the waiver promotes the development of programs by providers, enhances the equitable access by underserved families to the public education of their choice, extends the equitable access to public support by all students or permits high quality programs of unusual cost. This waiver request must specify the reasons the public charter school is seeking the waiver and further requires the public charter school to notify the sponsor if a waiver is being considered.

## 6. Virtual Public Charter School Operation

In addition to the other requirements for a public charter school, a virtual public charter school must comply with additional requirements pursuant to ORS 338.120.

## 7. Charter Agreement Review

- a. The public charter school shall report at least annually on the performance of the school and its students to ODE and the district.

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<sup>3</sup> Student enrollment shall be voluntary. A public charter school may not limit student enrollment based on ethnicity, national origin, race, religion, disability, sex, sexual orientation<sup>3</sup>, income level, the terms of an individualized education program, proficiency in the English language or athletic ability but may limit admission within a given age group or grade level, and may implement an equitable lottery if applications for enrollment exceed the capacity of a program, class, grade level or building pursuant to ORS 338.125.



- b. The public charter school shall be audited annually in accordance with the Municipal Audit Law. After the audit, the public charter school shall forward a copy of the annual audit to ODE and the following to the sponsoring district:
  - (1) A copy of the annual audit;
  - (2) Any statements from the public charter school that show the results of operations and transactions affecting the financial status of the public charter school during the preceding annual audit period for the school; and
  - (3) A balance sheet containing a summary of the assets and liabilities of the public charter school as of the closing date of the preceding annual audit period for the school.
- c. The district may request at any time an acknowledgment from each member of the public charter school board that the member understands the standards of conduct and liabilities of a director of a nonprofit organization, as those standards and liabilities are described in ORS Chapter 65.
- d. The public charter school shall submit to the district [quarterly] financial statements that reflect the school's financial operations. The report shall include, but not be limited to, revenues, expenditures, loans and investments.

#### 8. Authorizing Duties

- a. The district shall designate a liaison to the public charter school for ease of communication between the district and the public charter school.]
- b. The district shall ensure at all times that both the public charter school and the district are in compliance with the charter agreement, as per ORS 338.065(2).
- c. The district shall conduct:
  - (1) A comprehensive annual visit to the public charter school and written evaluation of the charter school's program, which should include an audit of the public charter school's academic, financial, and operational performance.
  - (2) A review of public charter school staff credentials to ensure that public charter school staff are properly licensed and/or registered with TSPC.
  - (3) A collection and review of all deliverables specified in the agreement.
  - (4) A review of data to ensure the public charter school is making progress on reasonable, measurable written goals for academic, financial, and operational performance.
  - (5) A review to ensure the public charter school is providing appropriate services to students who qualify, e.g., English learner supports.

#### 9. Complaints Heard by the Charter School Board

A final decision reached by the public charter school board for a complaint that alleges a violation of ORS 339.285 - 339.303 or OAR 581-021-0550 - OAR 581-021-0570 (Restraint or Seclusion), ORS 659.850 (Discrimination), ORS 659.852 (Retaliation), or applicable OAR Chapter 581, Division 22 (Division 22 Standards), may be appealed to the

Board of the Corvallis School District<sup>4</sup>. The complainant may file such appeal with the Corvallis School District Board chair. A final decision reached by the Corvallis School District Board will be the district's final decision and may be appealed to the Oregon Department of Education under OAR 581-002-0003 - 581-002-0005.

## 10. Charter School Renewal

- a. The first renewal of a charter agreement shall be for the same time period as the initial charter. Subsequent renewals of a charter agreement shall be for a minimum of five years but may not exceed 10 years.
- b. The Board and the public charter school shall follow the timeline listed below, unless a different timeline has been agreed upon by the Board and the public charter school:
  - (1) The public charter school board shall submit a written renewal request to the Board for consideration at least 180 days prior to the expiration of the charter agreement;
  - (2) Within 45 days after receiving a written renewal request from a public charter school, the Board shall hold a public hearing regarding the renewal request;
  - (3) Within 30 days after the public hearing, the Board shall approve the charter renewal or state in writing the reasons for denying charter renewal;
  - (4) If the Board approves the charter renewal, the district and the public charter school shall negotiate a new charter agreement within 90 days unless the district and the public charter school agree to an extension of the time period. Notwithstanding the time period specified in the charter agreement, an expiring charter agreement shall remain in effect until a new charter agreement is negotiated;
  - (5) If the Board does not renew the charter agreement, the public charter school board may address the reasons stated for denial of the renewal and any remedial measures suggested by the district and submit a revised request for renewal to the Board;
  - (6) If the Board does not renew the charter agreement based on the revised request for renewal the public charter school may appeal the Board's decision to the State Board of Education for a review of whether the Board used the process required by Oregon law in denying the charter agreement renewal pursuant to ORS 338.065(6).
  - (7) The Board shall base the charter agreement renewal decision on a good faith evaluation pursuant to ORS 338.065(8) and shall base the renewal evaluation described primarily on a review of the public charter school's annual performance reports, annual audit of accounts and annual site visit and review as required by ORS 338.095 and any other information mutually agreed upon by the public charter school board and the Board.

For purposes of this section, the phrase "good faith evaluation" means an evaluation of all criteria required by ORS 338.065 resulting in a conclusion

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<sup>4</sup> The district Board will hear this appeal as established through [the charter agreement] [Board policy] [resolution].

that a reasonable person would come to who is informed of the law and the facts before that person.

## 11. Charter School Termination

a. The public charter school may be terminated by the Board for any of the following reasons:

- (1) Failure to meet the terms of an approved charter agreement or any requirement of ORS Chapter 338 unless waived by the State Board of Education.
- (2) Failure to meet the requirements for student performance as outlined in the charter agreement.
- (3) Failure to correct a violation of federal or state law that is described in ORS 338.115.
- (4) Failure to maintain insurance as described in the charter.
- (5) Failure to maintain financial stability.
- (6) Failure to maintain, for one or more consecutive years, a sound financial management system described in the proposal submitted under ORS 338.045 and incorporated into the written charter under ORS 338.065.
- (7) Failure to maintain the health and safety of the students.

b. If a public charter school is terminated by the Board for any reason listed in sections a.(1) through a.(6) above, the following shall occur:

- (1) The Board shall give the public charter school board, at least 60 days prior to the proposed effective date of termination, written notification of its decision which shall state the grounds for termination.
- (2) If the grounds for termination include failure to maintain financial stability or failure to maintain a sound financial management system, the Board and the public charter school may agree to develop a plan to correct deficiencies. The plan to correct deficiencies will follow a process outlined in ORS 338.105.
- (3) The public charter school may request a hearing with the Board in relation to a termination or a plan to correct deficiencies. The request must be made in writing and delivered to the business address of the district.
- (4) Following a hearing, a decision reached by the Board to terminate may be appealed by the public charter school to the State Board of Education.

c. The Board may terminate a charter immediately and close the public charter school for endangering the health or safety of the students enrolled in the public charter school under ORS 338.105(4):

- (1) A public charter school board may request, in writing and delivered to the business address of the district, a hearing with the Board.
- (2) Within 10 days of receiving the request for a hearing, the Board must hold a hearing on the termination.

- (3) If the Board acts to terminate the charter following the hearing, the public charter school may appeal the decision reached by the Board to the State Board of Education.
  - (4) The public charter school will remain closed during the appeal process at the discretion of the Board unless the State Board of Education orders the Board not to terminate and to re-open the public charter school.
- d. If the charter agreement is terminated or a public charter school is closed or dissolved by the governing body of the public charter school, it shall be done only at the end of a semester and the public charter school board shall notify the district at least 180 days' prior to the proposed effective date of the termination, closure or dissolution. Such notice must be made in writing and be delivered to the business address of the district.
- e. If a charter agreement is terminated or a public charter school is dissolved, assets that were obtained with grant funds will be dispersed according to the terms of the grant. If the grant is absent any reference to ownership or distribution of assets of a terminated, closed or dissolved public charter school, all assets will be given to the State Board of Education for disposal.



# Corvallis

## SCHOOL DISTRICT

XII. BOARD MEMBER COMMENTS (8:50pm approx.)

XIII. ADJOURNMENT (9:00pm approx.)

\*All times are approximate.

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



# Corvallis

## SCHOOL DISTRICT

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