

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR SESSION
December 15, 2011**

1.0 CALL TO ORDER

Chair Rivinus called the Regular Session to order at 6:30 p.m. on December 15, 2011 in the Canby High School Omni room. Board members in attendance were Andy Rivinus, Ty Kraft, Diane Downs, Brendan Murphy, Andrea Weber and Kristin Downs. Tom Scott arrived at 7:22 p.m. Also in attendance were Superintendent Steach, Linda Martin, David Moore, Pat Johnson, Marilyn Wood, Maureen Callahan, Tiffany Tasker, Sam Thompson, Sheila Daniels, Troy Buzalsky, Jennifer Turner, Mark Lapides, Shelly Simonyi, Sondra Strong, Skyler Rodolph, Kathy Owen, Nikki, Elsie and Jolie Rodolph, Althea Lattig, Chris Lattig, Angie Navarro, Marc, Katie and Ann Anderson, Jill and Emma Baker and Joe Morelock.

2.0 INTRODUCTION AND FLAG SALUTE

Everyone introduced themselves and Principal Rodolph, Cousteau Lattig, Meridian Lattig, Katie Anderson and Elsie Rodolph led the flag salute.

3.0 CHANGES TO AGENDA

The SBHC Youth Advisory Board announcement has been moved to the January 19 meeting.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

Superintendent Steach reported thanks to two alert students notifying teachers of a fire in a science classroom, two teachers were able to extinguish it in a timely manner with minimal smoke damage. Due to other commitments this evening, commendations will be given at the next regular meeting.

5.0 SPOTLIGHT ON STUDENT SUCCESS

Ninety-one principal Skyler Rodolph introduced teacher Sheila Daniels and 2nd graders Cousteau Lattig, Meridian Lattig, Katie Anderson and Elsie Rodolph engaged the Board members in a descriptive writing activity centered around their instructional focus of critical thinking.

Skyler also noted five weeks ago they implemented their afterschool tutoring program for 49 students receiving failing grades. Currently 37% have worked their way out with passing grades. He noted he has had positive feedback from parents.

Administrative Intern, Tiffany Tasker reported on the 8th grade community service project held on December 2. Students helped with yard work at Ackerman and the Canby Adult Center, Christmas decorating at the Canby Center, as well as helping with a craft sale at the Adult Center. It was a positive experience for students and recipients with students invited back for next year.

6.0 SCHOOL REPORTS & ACTIVITIES

Due to numerous school/student related activities this evening, the student representatives will be not reporting.

7.0 SUPERINTENDENTS REPORT

Superintendent Steach recognized Angie Navarro on her leadership and support of the family of Ivan Velasco Rodriguez, the father of four Trost students killed this week.

Several other items noted were:

- Acknowledging the FFA Ag Sales Team for placing 7th at the state competition.
- The Local Option Levy Committee may have a potential chair to be announced in January.
- Budget Projections at the state level are not good with a forecast for cuts in the 2nd biennium.
- Administrators, teachers and the employee unions met for an informational meeting with members of the Chalkboard Project on the Class Project focused on district-wide improvements. We will be moving forward gathering information from other districts on the process before applying for the grant.
- Several CSD staff participated in a Visions Software demonstration at Clackamas ESD learning about a new finance system that has saved over \$1M across the ESD's. There has been positive feedback on the system, however if we transition to this new finance system, the new student system would be delayed until next Spring.
- There are still concerns regarding cost issues and discipline issues if we open up enrollment. More discussion will take place in January.
- The Softball and Baseball Boosters have been working with CHS Athletic Director Dennis Burke discussing improvements for both fields. Plans will be brought to the Board in February.

8.0 BOARD COMMENTS

Kristin Downs thanked Terri Cumming and the students from the Floriculture class for the arrangements we received this evening. She also acknowledged it has been six months since Superintendent Steach started and she wants to thank him for the timely and efficient meetings. She enjoys his blogs with new perspectives and in

keeping the board aware of situations. She hopes his family is settling in well and wishes everyone a Merry Christmas and Happy New Year.

Andrea Weber attended the high school play and commended the students for an excellent job on a challenging play. She participated in the Future Focus mock interviews and read parts from the thank-you letters she received from the students. She thanked Eccles staff for the excellent holiday lunch they provided. Andrea also attended the Writers Workshop at Carus covering many different ideas and found the students passionate about their writing.

Brendan Murphy thanked Diane Downs, Kristen Downs and Superintendent Steach for their help in developing the superintendent evaluation. He attended a collaborative team meeting at Canby High and was very impressed with the process. He found the Economic Summit a great event and was amazed how much students learned about other cultures. He also attended the Baker Prairie play and the high school choir concert speaking to the hearts of the community.

Diane Downs attended a Trost collaborative team on the techniques on story problems and was very impressed. We have made so much growth and learned so much knowledge since we began these team meetings. She also attended the December 5 special board meeting adding back January 3 as a student contact day as well as the Class Project meeting. Diane noted a fund has been set up at Wells Fargo Bank for the Ivan Velasco Rodriguez family.

Ty Kraft attended the Eccles Open House offering different activities for everyone. The majority of parents and students were in attendance. He also attended the "Pack the Gym" night at the high school. It was great to watch and encouraged everyone's support of the girls and boys basketball teams.

Andy Rivinus was very impressed with the Economic Summit students participated in; their costumes, food and displays along with the booklet to guide you through the program with the one mission to improve the livelihood and mission of their country. Congratulations to all, especially the winners in each division.

9.0 CONSENT AGENDA

9.1 MINUTES

Minutes of the November 17, 2011 Regular Board Session and the Minutes of the Special Board Session on December 5, 2011 are provided in Addendum 9.1.

9.2 PERSONNEL CHANGES

Personnel Changes are provided in Addendum 9.2.

MOTION: Diane Downs moved to approve the minutes and personnel changes as provided in Addendum 9.1 and 9.2. Andrea Weber seconded the motion. Motion passed 6-0.

10.0 INFORMATION/DISCUSSION/ACTION ITEMS

10.1 AYP & School Improvement Plans

Each of the principals and Maureen Callahan, Director of Student Achievement reported on the School Improvement Plans for each school as provided in the board packet this evening. They each discussed their instructional focus, good news and urgent statements, SMART goals, indicators of making progress throughout the year, indicators of success at the end of the year, strategies or activities, their professional development plan and their internal and external communication plan.

10.2 KEY Program Overview

Shelly Simonyi, School Psychologist, Mark Lapides, Therapeutic Behavior Specialist and student Emma Baker presented an overview of their program at the Ackerman Center. Shelly and Mark explained the KEY Program is a special education, behaviorally oriented, therapeutic program working on multiple levels to reduce school related stress, boost academic self-esteem and support children, families, and teachers toward effective general education reintegration. They use a variety of evidenced-based practice to promote student success in all school related areas.

Their objective is to use the gradual release of responsibility, strengths-based, and powerful questions models to increase student proficiency in the areas of safety, communication, academic responsibility, punctuality, transition and material management and organization.

Emma shared some of her experiences and answered questions about the different activities.

10.3 Collaborative Team Update

Maureen Callahan discussed the strengths and challenges of the Collaborative Teams. The teams are meeting constantly and the administrative team continues to be part of the teaming. The building administrators have connected their team processes with the development of their instructional focus. There is increased focus on student achievement through the use of formative assessments. Specialists representing subgroups like Kidwatch, students with disabilities, LEP are also part of the conversations. The teams are effectively meeting weekly and are focused first on students and content second.

Challenges are tracking the formative assessment data as a building without a program to do that. With limited professional development, time is precious.

10.4 OSBA Fall Convention Recap

Several board members attended the OSBA Fall Convention in November and attended different workshops.

Kristin Downs attended a workshop on risk management presented by Special Districts of Oregon and explained how PACE (Property and Casualty Coverage for Education) was formed. PACE is the largest insurance pool of school entities in Oregon. She also talked with David Moore, the CSD Risk Manager and Wayne Layman, Facilities Manager and learned about our safety meetings and processes. We have a very good system to track incidents.

She also attended a Budget Priorities Exercise offered by Gresham-Barlow School District. She found they have a very clear process for the community to understand cuts, etc.

Andrea Weber attended several different workshops highlighting the workshop on Building a World Class School District: Unlocking your Human Capital Potential discussing engagement being a critical factor for success. Engagement is community wide both within schools and community and recognizing students for what they do well, not just what they don't do well.

The Rachel's Challenge message to motivate positive changes for middle and high school students was a powerful message to equip and empower students and educators to counteract bullying and violent behavior, creating a safer, more respectful learning environment for everyone.

Brendan Murphy attended a workshop on Oregon's Common Core Standards and noted Maureen Callahan has done an excellent job with the information she has given us already.

He also attended a workshop discussing Oregon Ethics laws effecting board members and an update on the Oregon Government Ethics Commission's interpretations of recent changes to the laws, such as not using your position for personal financial gain, and conflicts of interest as well as nepotism.

Diane Downs attended a workshop on arts education noting teaching artists is underutilized and by using statewide and regional data, plus national models, you can identify tools to measure access to arts education.

She also attended a workshop on expanded learning opportunities and the importance of combining with afterschool activities, summer academic programs, reading and food programs.

Ty Kraft attended a workshop on communication presented by David Douglas and also attended a PERS information workshop that answered basic questions and the implications on school district budgets.

Andy Rivinus listened to guest speaker, Dr. Yong Zhao addressing some interesting and timely questions such as schools emphasizing the knowledge and skills that students need in a global society or are they actually undermining their strengths by overemphasizing high-stakes testing and standardization.

Superintendent Steach attended a workshop on student assessment data and the use of dashboards for tracking of students once a decision is made on what you want to assess. The cost would be \$1.80 per student. He also attended a Dual Immersion Program workshop presented by the Woodburn School District on their nationally recognized program in Russian-English and Spanish-English and found no benefit to the Charter Schools workshop he attended.

He also attended the workshop on understanding the digital generation and how to design our schools of the future with teaching, learning and assessment in the new digital landscape. The digital age is having much more impact on their learning than in the past.

Governor John Kitzhaber and Dr. Young Zhao also addressed the attendees.

10.5 FINANCIAL AND ENROLLMENT UPDATE

Business Manager David Moore reported a final audited ending fund balance of \$4,616,934 on June 30, 2011 is reflected in the November financial statement as a resource, an increase of \$10,000 from last month's estimate.

Other resource adjustments from the prior month include an additional \$120,000 in State School Fund revenue to account for the 70% reimbursement of additional transportation costs. Also, the current statement reflects \$45,000 in outside tuition projected to be received for the Ackerman KEY program. Overall, the total estimated resources are \$42,716,753, up approximately \$175,000 from the prior month.

After additional analysis of projected transportation costs, the total transportation cost estimate has been increased by \$170,000 (savings that were forecast during the budget process will not be realized in the current year). Smaller adjustments to various payroll and non-payroll accounts make up the other \$165,000 increase in expenditures. These adjustments will be evaluated on a month-to-month basis and could move up or down as we update the financial statements each month. Overall, total estimated expenditures are \$39,054,549, up \$335,000 from the prior month.

The current estimate for the June 30, 2012 ending fund balance is \$3,622,205, a decrease of approximately \$160,000 from the prior month.

Superintendent Steach reported we are down 4 students district-wide with the biggest drop in the elementary schools due to seasonal work.

10.6 Superintendent Evaluation Update

John thanked Brendan Murphy for all the work he put into developing the superintendent evaluation form. There are two board level, final evaluations: "The Superintendent Evaluation" and the "Evaluation Summary" with pages 3-6 to be completed for a January 19 evaluation. The 360-degree Evaluation will not be used this year due to part of the New Superintendent's Academy they will be providing a survey to be done electronically with detailed feedback. This survey would be completed by administrators, approximately 20 teachers, and some community members. The 360-degree Evaluation should be completed by January.

10.7 Paperless Board Meetings

Joe Morelock, Director of Technology and Innovation presented the board with iPads to try out for the next few weeks to use instead of paper copies of the board packet. Brendan is concerned about public perception, however these are iPads not being used by staff or students at this time.

11.0 FUTURE BOARD AGENDA

There are no changes at this time to the future board meeting agenda.

12.0 ADJOURNMENT

Chair Rivinus adjourned the meeting at 10:24 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Andrew Rivinus
Board Chair

Approved:

