

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD WORKSHOP SESSION
February 2, 2012**

1.0 CALL TO ORDER

Chair Rivinus called the Workshop Session to order at 6:30 p.m. in the Central Services Meridian room on February 2, 2012, Board members in attendance were Andy Rivinus, Ty Kraft, Tom Scott, Diane Downs, Andrea Weber, Brendan Murphy and Krisitin Downs. Also in attendance were Superintendent Steach, Linda Martin, David Moore, Cindy Bauer, Curtis Smith, Jon Eyman, Sondra Strong, Milt Dennison, Dennis Burke, Angie Navarro, Sam Thompson, Maureen Callahan, Jennifer Turner, Tim Oberg, Joe Morelock and Ameer Foster.

2.0 INTRODUCTIONS

The audience introduced themselves.

3.0 CHANGES TO AGENDA

None.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

Chair Rivinus announced the District is seeking Budget Committee members. There are two regular Budget Committee positions to serve three year terms, four alternate positions to serve one year terms and a vacancy in one position to serve the remainder of a term to expire June 30, 2012. Applications are available at each school building and the district administration office or you can contact 503-266-7861 for additional information.

Board member Diane Downs announced there is a group of citizens working to get people involved in the Local Option Levy campaign. She also noted there is information and a calculator on the District website to compute your estimated levy amount.

5.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS

5.1 Clackamas ESD Local Service Plan

CESD Board member Jon Eyman noted they are also seeking budget committee members who are comprised of local school boards. He introduced Superintendent Milt Dennison who reported the 2012-2013 Local Service Plan was approved by the Chief Administrators and the Clackamas ESD Board in December 2011. The Local Service Plan maintains the present resolution services and he discussed the changes made and answered questions from the Board. He also reviewed the 2010-2011 annual report and the expenditures by resolution.

MOTION: Diane Downs moved to approve the 2012-2013 Local Service Plan and the 2010-2011 Annual Report as presented in Addendum 5.1. Andrea Weber seconded the motion. Motion passed 7-0.

5.2 CESD Intergovernmental Agreement

For many years Clackamas ESD has leased classroom space for our District to provide programs for our students. This year the ESD wishes to lease one room at Ackerman for a developmental preschool, one room at Carus for the LEEP program (Life Enrichment Education Program), and one room at Carus for the preschool language and speech program. There was Board discussion on errors in the agreement related to worker's compensation and liability as well as wanting the cost per classroom listed separately. Before voting they would like to see a corrected agreement and will vote at the February 16 Regular Board meeting.

5.3 Preschool Opportunities

Maureen Callahan Director of Student Achievement presented a comparison chart of the Trost Elementary Head Start Prekindergarten, Blended Early Childhood Special Education Preschool and the two traditional Head Start programs that serve children in the greater Canby area. Services are provided for children and families who meet prioritized eligibility criteria including economic disadvantage and other risk factors. She also shared information on the Carus Cooperative Preschool and the Canby High School Blended Prekindergarten and Day Care.

5.4 Softball/Baseball Complex Projects

Superintendent Steach explained any more improvements on the softball or baseball fields must be equitable. Athletic Director Dennis Burke discussed the preliminary draft for the softball fields and baseball announcer's booth plans. The District is exploring what upgrades are needed to the softball field area in order to provide equitable/comparable facilities for softball. The baseball upgrades are currently on hold and Dennis is working with the softball group at this time on fencing and restroom facilities. He is also working to merge and help support both groups as well as minimizing district costs. He will keep the Board apprised of any additional information.

5.5 Turf Field Financial Update

Business Manager David Moore reported as of June 30, 2011 the Turf Field Replacement fund held \$25,239, with \$20,857 representing maintenance cost savings and \$4,382 consisting of a \$1 per ticket surcharge for all high school fall sports events requiring admission during 2010-11.

Field usage by outside groups was minimal during 2010-11. June usage fees amounted to \$650, but this amount was not deposited into the fund until 2011-12 and is not included in the June 30, 2011 balance. Dennis Burke

reports outside usage has picked up in 2011-12 including Canby Youth Football and Soccer. After the first year the Turf Replacement Fund did meet the projected target, the turf is wearing as expected, outside usage is increasing and the turf life expectancy is 12 years with a replacement cost of \$300,000-\$400,000. A committee still needs to be formed to analyze the fund, the turf condition, stadium field usage and future replacement, however Dennis reported on the current maintenance and repairs and we are on schedule with maximizing the life expectancy of the turf.

Diane Downs thanked CHS for the shared use and availability of the turf field for others groups.

5.6 Student Assessment Data

Director of Student Achievement, Maureen Callahan presented a process for identifying assessments the District will commit to using within the K-12 system in order to communicate our academic strengths and challenges. These will be assessments in addition to the mandatory state assessments. Maureen reviewed the list of assessments used within the district shared at the November board meeting. She reviewed other assessments we may consider as well as the process for deciding which assessments will be used district wide within the K-12 system to be fully implemented in the 2012-13 school year. The district will be forming a committee to determine the need for standardizing, eliminating and adding assessment tools. After board discussion they felt our goal should be to help teachers to help the students.

5.7 Open Enrollment Pros and Cons & Policy First Reading

If the board chooses to implement the new open enrollment policy due to HB 3681 approved by the legislature, a policy must be in place by March 1. Once the policy is in place, the district then must determine the available open capacity at each school and each grade level by March 1. The district would then accept applications for transfer between March 1 and March 31. After April 1, the current transfer process would govern all remaining transfers for the year.

Opening up enrollment to outside of the district without the ability to deny any applicant can present the district with a variety of challenges. While this is a general truth, the specific benefits and liabilities vary between levels and even between schools. Superintendent Steach summarized the pros and cons relative to open enrollment.

Based upon the information, the administration recommended the following schools/grades to be opened with exact numbers presented to the Board at the next meeting for approval.

- Trost - Kindergarten (emphasis on Dual Language Immersion Program)

- Ninety-one – K-6 (geographical area TBD)
- Carus – K-6 (geographical area TBD)
- 91 – 7th & 8th
- Baker Prairie – 7th & 8th
- Ackerman – 7th - 11th
- Canby High – 9th & 10th

The draft policy and procedure were discussed and the Board would like to have two policies, one for open enrollment, and one for our current policy. These will be approved at the next regular board meeting on February 16.

Relative to enrollment, the district is currently receiving revenue commensurate with 100 students more than we presently serve. This is due to state funding using the higher of either the current year or the previous year. This has the effect of postponing the impact of approximately \$600,000 of revenue reduction and additional budget cuts. If enrollment does not return to last year's levels, the district will have to reduce staffing to serve the same number of students. If enrollment increases, these students will need to be absorbed within our present staffing levels.

5.8 Policy 2nd Reading

EBBAF, Administering Noninjectable Medications to Students

JHCD, Administering Noninjectable Medication to Students

JHCDA, Administering Injectable Medication to Students

After discussing the above policies, changes were made to bracketed items and a motion was made.

MOTION: Diane Downs moved to approved the policies listed in Addendum 5.8 with changes as discussed. Kristin Downs seconded the motion. Motion passed 6-1 with Andrea Weber voting no.

5.9 2005 Bond Refinancing

Business Manager, David Moore reported Seattle-Northwest Securities Corporation, the District's bond underwriter, has recently offered the District a proposal to refinance the District's February 15, 2005 bond issue, initially issued in the amount of \$37,760,000. Currently, the District owes \$33,450,000 on the entire bond issue, but \$5,740,000 would remain outstanding under the current payment schedule. The District owes \$27,710,000 on the bonds being considered for refunding, but under the refinancing those bonds would be refunded by issuing \$29,110,000 in new bonds. Due to a favorable current interest rate market, the District could save approximately \$1,750,000 in debt service costs on a net present value basis through 2024-25 when the bonds mature.

These savings are not realized in general fund operations, but instead the savings are passed onto the property taxpayers in the form of a lower tax levy due to lower debt service costs.

The Board agreed David should move forward with the process as long as there is minimal time involved on the District's part. Formal action will come at a future meeting in the form of a resolution.

6.0 NEXT BOARD MEETING AGENDA

6.1 K-12 Readiness

6.2 Volunteer Program Update

6.3 CAT's Tutoring Program Update

6.4 Financial Statement Update/Enrollment/Budget

6.5 Nonresident Transfer Policy Decision

The signage policy, Intergovernmental Agreement with CESD and 2012-13 calendar options will be added to the next meeting agenda, along with an Executive Session.

7.0 ADJOURNMENT

Chair Rivinus adjourned the meeting at 10:12 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Ty Kraft
Board Vice Chair

Approved: