

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
WORKSHOP SESSION AND EXECUTIVE SESSION  
April 7, 2011**

**WORKSHOP SESSION**

**1.0 CALL TO ORDER**

Board Chair Dick Adams called the Workshop Session to order at 6:32 p.m. on April 7, 2011 in the Central Services Meridian room. Board members in attendance were Dick Adams, Ty Kraft, Diane Downs, Andy Rivinus, Tom Scott and Kristin Downs. Marty McCullough was absent from the meeting. Also in attendance were Superintendent Rose, Linda Martin, Julie Johnson, David Moore, Marilyn Jeli, Tony and Betty Crawford, Skyler Rodolph, Kimie Carroll, Jennifer Turner, Christine Taylor, Sondra Strong, Ray Hughey, Cindy Bauer, Joe Morelock, Tim Oberg, Joel Sebastian, Noel Hygelund, Conni McNamee, Pat Johnson and Marilyn Wood.

**2.0 INTRODUCTIONS**

Introductions were made by audience members.

**3.0 CHANGES TO AGENDA**

192.660 (a) was removed from the Executive Session agenda.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

Moved the 5.3.

**5.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS**

**5.1 Superintendent Qualities and Qualifications**

Kevin Noreen, representing Windows to Leadership, explained recommended steps to hire a new superintendent. He explained the feedback received to identify qualities and qualifications for the superintendent from over 500 stakeholders within the community. Board members provided feedback to Noreen to ensure the list for candidate experience includes those important to Canby schools, including experience in collaborative teaming, and that the materials should capture the essence of a successful superintendent for Canby School District.

**5.2 Public Comment with Board Discussion**

Maureen Callahan commented that she appreciated that collaborative teaming be a focus within the search materials to ensure that focus continues.

**5.3 Approval of Screening Committee**

One change was made on the committee member list, Marilyn Wood will participate on the committee instead of Jennifer Turner.

**MOTION: Diane Downs moved to approve the Screening Committee as amended. Kristin Downs seconded the motion. Motion passed 6-0.**

#### **5.4 Approval of Superintendent Salary Range**

**MOTION: Andy Rivinus moved to establish the salary range for the new superintendent of \$115,000-\$130,000 per contract year. Diane Downs seconded the motion. Motion passed 6-0.**

#### **5.5 Budget Discussion**

Superintendent Jeff Rose and Business Manager David Moore provided a handout that included detail on upcoming budget decisions. “These are not the final reductions, but a summary of earlier work of the administrative team to reflect the impact on funding levels and education in Canby School District. This list is meant to share what’s being developed,” said Rose. He explained a worst-case scenario based on a reduction of \$5 million due the K-12 state funding level, ESD reductions, restoration of a full school year, PERS increases, service levels, and board policy on minimum fund balance. Use of \$2 million in reserves was necessary to reach this level. “We had to create the worst case scenario in case the level of funding falls further and a plan is needed in response. We did create some options or solutions to pour back into the school-based reductions to roll back reductions there.”

David Moore explained other reductions and sources of revenue totaling \$2.5 million that were targeted including central services reductions, loss of administrative positions, a potential school reconfiguration, and non-personnel expenditures. Rose said that “Every single option is bad. We talked about our product when students return in September and asked ourselves ‘is it good enough?’ Shouldn’t we add funding back into schools with whatever can we reduce or redirect in order to do that?”

The Board previously asked for potential solutions to be researched, such as a four-day week or calendar reductions, which must be negotiated. “One option that doesn’t require negotiation is the is to reconfigure our schools. The district can add \$500,000 to 700,000 back into schools with this option,” said Rose. “We’ve looked at the bottom line and found we can reconfigure our schools with in-town 6th graders remaining in their elementary school and Ackerman and Carus 7<sup>th</sup> and 8<sup>th</sup> graders all attending Baker Prairie. Rather than closing Ackerman, considerations for generating income through a lease, possibly by The Canby Center, to enable more opportunities for youth in a community center concept. Consolidation of district services into the Ackerman building could bring 40-60 students back into the district to save money and lower transportation costs, and possibly other district services, with Ackerman in use. Superintendent Rose asked district administrators to share additional information on their process to this point.

Director Joe Morelock said potential savings were reviewed and that all schools K-8 were evaluated to determine available capacities. Carus has the most capacity, but boundaries would have to be changed and transportation costs would be higher. Reconfiguring to

combine AMS and BPMS 7<sup>th</sup> and 8<sup>th</sup> grades, leaving Ninety-One School unchanged, still leaves capacity at BPMS to operate. “We think this is least disruptive to families with no boundary changes necessary, added transportation cost is negligible, and it keeps the students in their own elementary boundary area. This is also cost-effective by using the district’s most energy efficient building with adequate space for this model.”

Director Maureen Callahan said administrators viewed this option from an education perspective in light of new common core standards and graduation requirements. “Philosophically we need to think of two programs. One for grades K-6, and one for 7-12. We need to be able to track students and make adjustments for 7<sup>th</sup>/8<sup>th</sup> graders that are not ready to progress to high school. This alignment with the new standards, along with higher expectations and rigor coming, would have the right people in one school to figure out what students need. The opportunity to have these students together to align their content and instruction makes sense and we’ll work with Ninety-One to ensure the 7-12 focus is in place district wide,” she said.

Director of Student Services Sondra Strong explained how the Ackerman facility could be used for special education students who are currently transported to outside educational placements which, with the right services provided locally that are stronger and more rigorous, could return 80 students to our district. “We would have two-fold savings with less cost per child served locally as well as lower transportation costs. We could also expand capacity to offer some strong alternative programs for any at risk student in the district,” she said. Rose said there would be a continued conversation about this possibility to explore the positives and negatives that might arise. We want to be alert for unexpected outcomes.”

Budgeting Focused on Priorities ~ Human Resources Director Tim Oberg shared a chart that demonstrates the level of staffing reductions in both the worst-case budget at \$5 million in cuts scenario and the revised/recommended budget level after the list of resources and other solutions totaling \$2.5 million was redirected to schools.

Carus Principal Sam Thompson further explained that K-5 class sizes currently at 27:1 would go to 38:1 in the worst case. The recommended budget would bring that down to 30:1. Arts and music would be eliminated in worst case and the recommendation would maintain a partial program, which is similar to recommendations for elementary PE.

Ackerman Principal Joel Sebastian said the 6<sup>th</sup> -8<sup>th</sup> worst case would cause teacher-to-student ratios currently at 32:1 would rise to 37 to 47:1 with the recommendation lowering that to 30/33:1. Worst case has art and technology courses eliminated, music maintained with class sizes changed, and health would be affected. The recommendation is to maintain art as partial program in a 7-8 program, maintain a music program with better fidelity, and change health. Worst-case in other areas means technology courses and after-school sports are eliminated, activities reduced. Recommendation maintains technology and after school sports with reduced activities.

Canby High Principal Pat Johnson said the high school ratio of students-to-teacher is currently 32-38:1 but would be 42:1 after cuts. Worst case reductions are technology support, elimination of traditional art courses with reduced options in the recommended budget; music would reduce in both budgets, health remains in both levels, and P.E. would see reductions. Elective reductions totaling \$80,000 in the worst-case or \$70,000 in the recommended budget would occur and career-tech options would be reduced. A new intervention program for struggling students in grades 7 to 9 and maintenance of college prep options would both be a priority.

Board chair Dick Adams asked if all the scenarios included the state fund increase as well as use of about \$2 million out of district reserves. Moore said the use of \$1.5 million in reserves and \$500,000 from the state equal to \$2 million would offset the deficit. "If we can make this level of reductions, we can get to the point of not relying on reserves in the future. The gap is shrinking and the income/expenditures are closer than in previous years," said Moore.

The Board asked a variety of questions about the proposal:

- Are the savings from incentives from the 12 licensed retirees so far a one-time savings and how would the state funding based on experience factor impact those savings? Moore said the savings are ongoing but could be impacted by the teacher experience factor in the state school fund formula which is updated annually.
- What about student movement and the number of students in this new model? What was Ackerman's most crowded years and what's the capacity and enrollment expected to be at Baker Prairie? In 2002, Ackerman enrollment was nearly 1,300 serving 6-8 students, when the 2004 bond passed it was 1,100, and when BPMS opened it was 900. The projected combined AMS and BPMS 7<sup>th</sup> and 8<sup>th</sup> grade enrollment would be 662.
- What about the move and cost? Moore said once a decision is made the cost would be calculated.
- Is there enough furniture at BPMS for this concept? Morelock said furniture was purchased for an expanded student body when Baker Prairie was built so purchases would be minimal. Joel Sebastian said it's a significant challenge to get that organized but the real difficulty is reorganizing the programs and bringing staff together before school opens as it should.
- State reporting considerations? This reorganization would be considered a new school so not considered for AYP for two years due to a 40% percent change at BPMS. The move to K-6 elementary schools would not impact AYP considerations.
- What would the 6<sup>th</sup> grade daily schedule look like in elementary schools? Joel explained the current model, which is not the same as 7<sup>th</sup> and 8<sup>th</sup> grade, and in some ways may have fewer teacher changes than K-5. Knight principal Christine Taylor said the goal would be ensuring what's best for 6<sup>th</sup> graders.
- What about the dual language immersion program moving to 6<sup>th</sup> grade next year and the possibility of delaying that implementation? Trost Principal Angie

Navarro said it wouldn't be a significant issue since they'd maintain the same students one more year but plans for 7<sup>th</sup> grade implementation next year is still a question.

Time was spent with administrators and board members offering individual comments and questions for the remainder of the meeting regarding the reconfiguration proposal:

Joe Morelock said "The district has been in enrollment reduction mode for years and there are no good cuts left to make." Marilyn Wood said "The worst case scenario means no PE/exercise so teachers pick that up with impacts to planning time. The worst case is a bad scenario and that weighed on me." Jennifer Turner said as the funding goes down, the expectations remain. "When September comes we open our doors and we do our job and we do it well. I am worried for our staff and for students and their preparation for algebra at 8<sup>th</sup> grade in the worst-case scenario."

Joel Sebastian said "You can imagine what a difficult discussion this has been for Betty Rivinus and myself as we developed models for both worst case or the combined student body possibility. These have been some of the most difficult times of my career but there is a quantity in scale advantage. If we don't close a school, there's not a lot that would come back to middle schools and classes would be in the 50's. It's hard for me to talk about this recommendation because it closes a chapter of my life and Betty's. But when I look at our current system, with possibly 60 kids in high school chemistry or 65 in middle school choir classes, I really think the board ought to consider the recommendation." Principal Betty Rivinus said that "There are a lot of unknowns when looking at a 5 to 7 year model at the minimum. That makes it hard."

Dick Adams said "We're having this conversation because of a bad situation that would not occur otherwise. This is about finding the least offensive reduction and merging the middle schools. If an extra million dollars had come, we wouldn't be having this conversation."

Angie Navarro offered that the challenge is making the decision and moving forward. Crafting another plan would make the rest of the year very challenging. Every time we find another \$100,000 and go backwards, it's not going to be okay."

Diane Downs asked if there were any reasons not to go to a K-6 model and Morelock responded that Lake Oswego just made the reverse argument, wanting their 6<sup>th</sup> graders in elementary schools. "It may be an opportunity to try something we haven't done in a long time. Let's look at the 7-12 model and focus on this as an opportunity."

Jeff talked about use of AMS in this scenario and how the Vision Team described access to schools and focused systems to support kids and volunteerism a benefit. "AMS could be used as a resource for after-school programs run by community members, centrally located and close to other resources. There are opportunities that open up in this situation and I recommend that we continue to look at it." He asked if the Board believed there

was enough merit to discuss the option in a community meeting where data could be collected for the board to consider and we'll know how to proceed."

Downs asked if the word administrative 'recommendation' was accurate and the response was 'yes'. Andy asked if the district saved an additional \$700,000 would it take re-alignment off the table. Rose said "It's really a \$1 million question and we haven't had the time to consider that question. In the end we would ask the board that question."

The board was polled on next steps with the following responses: Kraft commended all the work to bring this proposal to the board, whole-heartedly agreeing with it. "The school reconfiguration savings needs to go back into the buildings to restore programs and staffing." Downs agreed with Ty's statement and added "I saw all the administrators nod their heads that they were in agreement. We still have millions to cut so we can't leave this on the table." Kristin also agreed and appreciated hearing that this is the administration's recommendation. Tom Scott said "You have to pursue this, but what happens if the community says a loud 'no'? The decision needs to be made based on the money."

Superintendent Rose said that the district can expect people who have kids at AMS would be concerned especially due to the successes there. "Some will recognize that we're trying to keep programs and how necessary this is. We're not selling this as something wonderful, it's a must-do option. I presented to Canby's Chamber of Commerce this week and shared that something this drastic might occur. I heard them say that sometimes we have to make difficult decisions."

Ty said "I think we need to remind people that it wasn't that long ago when there was one successful 7-8 middle school in Canby. You're talking about drastic changes, but I don't view it that way." Tom said he supports the idea but it will be extremely traumatic for some and that calling it a closure is wrong. "I'm concerned on how to communicate this. We need to be on the same page on this." Joel agreed that how it's communicated is very important and can't be overstated."

Joe said keeping a historical perspective is important to keep in mind. "We've gone from CUHS to CHS and many other configurations over time and that even the boundary changes were hard. If we are honest up front about the history of how we've gotten here, I think we it can happen."

A community meeting is planned for April 14<sup>th</sup> to share information. People should bring their cell phone to submit their opinions electronically. The meeting will be at the Richard R. Brown Fine Arts Center at 6:30 p.m. on Thursday.

Dick Adams adjourned the meeting at 9:35 p.m. and will convene to Executive Session after a short break.

## **EXECUTIVE SESSION**

Board Chair Dick Adams called the Executive Session to order at 9:40 p.m. on April 7, 2011 in the Central Services Meridian room in accordance with ORS 192.660 (2) (d) & (f). Board members in attendance were Dick Adams, Tom Scott, Diane Downs, Kristin Downs, Ty Kraft and Andy Rivinus. Marty McCullough was absent from the meeting. Also in attendance were Superintendent Rose, Linda Martin, David Moore, Tim Oberg and Ray Hughey.

It is requested information discussed in the Executive Session not be disclosed or made public by the media.

The meeting was held to discuss labor negotiations.

Chair Admas adjourned at 11:31 p.m.

Respectfully submitted,

Linda Martin  
Board Secretary

Richard Adams  
Board Chair