

**Board of Directors  
Workshop Meeting Minutes  
August 6, 2009**

**1.0** Board Chair Diane Downs called the meeting to order at 6:30 p.m. in the Canby School District Office, Meridian room. Those present included Dick Adams, Kristin Downs, Ty Kraft, Tom Scott, Andy Rivinus, Marty McCullough, Jeff Rose, Carol Meeuwsen, Tim Oberg, David Moore and Peggy Savage.

**2.0** Introductions were made.

**3.0** Kristin Downs was given the oath of office.

**4.0** **Changes to the agenda:** agenda item 6.2, Personnel Changes, was moved to Action Item 8.3; Dick requested that a review of the Board retreat be added.

**5.0** **Public Forum/Announcements:** None.

**6.0** **Consent Agenda:**

**6.1 Minutes:** Andy moved and Ty seconded a motion to accept as amended the minutes of the July 13, 2009 board workshop. The motion was approved by unanimous vote.

**7.0** **Information/Discussion Items**

**7.1** **Hiring/Call Backs for 2009-2010:** Tim provided an updated list of staffing. Many changes occurred over the summer months once the budget was finalized and decisions were made. Many of the previously RIF'd employees have been called back. Tim commented that he was very impressed with the principals' flexibility to work with Tim to get the right people in the right places. The handout listed the staff with the 08-09 positions with the 2009-10 assignments. Diane asked if there were any remaining open positions and Tim reported "very few".

Kristin asked that a class size report be provided. Tom asked about no PM kindergarten at Lee School, what had changed from last year. Jeff reported once the school year begins, staff changes are limited.

**7.2** **Board Work Plan:** The Board reviewed its 2008-09 Board Priorities document, deleted and added items to prioritize the list for 2009-10. (Updated list included with meeting minutes.) This list will be covered at the Board retreat. It was noted that Board meetings are changing to the second and fourth Thursdays of the month.

**7.3** **Organizational Designations:** David explained a change in Oregon law in effect October 2008-October 2009 will become permanent which means insurance on monies in banks is \$250,000 per customer, not account. Additional change as of July 1, 2008 was described by David and outlined in a handout to the board. This new program creates a more beneficial pool of all public agencies and deposits. Canby uses all the banks in town and they are all qualified under this program.

**7.4 Personal Service Contracts:** This agenda items came as a result of conflicting language between the District's policy on Healthcare Continuation and personal service contract (MOU) language. After discussion on which practice the district has used as the guideline and which 'should' be used, and considering information and recommendation provided to Jeff by the district's attorney, it was determined that the district should follow the MOU (Memorandum of Understanding) contract language to determine healthcare continuation benefits. Other considerations of the MOU contract should be followed as well as opposed to past practice. No board action was required in the current situation as Personnel will follow the MOU in place. Tim reported that he will look at all the requirements and review current reduced staff who may qualify and be interested.

**7.5 Policy First Reading:** Clarification and research needed for IGBAB and JO as they are similar/duplicated. No changes on the first read of Policy JOA and will be brought back as an action item at the next meeting.

**7.6 Board Retreat:** Board members will have a short phone interview with Margot Helphand, board retreat facilitator. The board reviewed the list of agenda items including roles and expectations, navigating policies, identify/print list for work plan, revisit operating agreements, communication methods, outcome-based Superintendent evaluation, and review of board priorities.

## **8.0 ACTION ITEMS:**

**8.1 2009-10 Board Meeting dates:** Meeting dates are changed, as submitted, to the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month, with exceptions noted for some months. Andy moved and Marty seconded a motion to approve the 2009-10 board meetings schedule, subject to clarification of location for two of the listed meetings.

**8.2 Policy GCBF:** No decision was made regarding Board Policy GCBF *Health Care Continuation Program-Licensed* first and second reading.

**6.2 Personnel Changes** (moved from earlier in the agenda): Marty moved that the meeting adjourn to Executive Session in accordance with ORS 192.660 (2) (a). It is requested information discussed in the Executive Session not be disclosed. NOTE: Andy reviewed the policy to see if previous notice had to be published prior to this adjournment and found that 24-hour notice is recommended but unexpected issues allow the Board Chair to call for an Executive Session.

Executive session was adjourned and the workshop session returned to the 6.2 Personnel Changes document.

Questions were asked about Skilled Trainers hired on the list. Jeff will research and email the Board with that information on that new position. Marty moved and Dick seconded a motion to approve the

personnel changes omitting employee 1000190. The motion was  
unanimously approved.

The meeting was adjourned at 9:15pm.

Submitted by,

Carol Meeuwsen

Diane Downs

Board Chair

Approved: August 27, 2009