

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR SESSION AND EXECUTIVE SESSION
September 16, 2010**

REGULAR SESSION

1.0 CALL TO ORDER

Board Chair Dick Adams called the Regular Board Session to order at 6:30 p.m. in the Canby High School Applied Technology Center, Omni room on September 16, 2010. Board members in attendance were Dick Adams, Ty Kraft, Tom Scott, Kristin Downs and Andy Rivinus. Absent Board members were Diane Downs and Marty McCullough. Also in attendance were Superintendent Jeff Rose, Linda Martin, David Moore, Tim Oberg, Wayne Layman, Carol Meeuwsen, Betty Rivinus, Sam Thompson, Kim Mabry, Alex Mabry Danielle Shull, Angie Navarro, Brenda Splitstoser, Skyler Rodolph, Pat Johnson, Joel Sebastian, Travis Opperman, Christine Taylor, Marilyn Wood, Joe Minson, and Susie McMullin.

2.0 INTRODUCTIONS AND FLAG SALUTE

Introductions were made and Andy Rivinus led the flag salute.

3.0 CHANGES TO AGENDA

Action items for the Memorandum of Understanding between the Canby School District and the Canby Education Association and the 2010-2011 School Calendar were added to Addendum 7.3.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

None.

5.0 SUPERINTENDENT'S REPORT

Superintendent Rose is excited about the start of the school year with energetic students and educators in the hallways and classrooms ready for teaching and learning. He also reported the District Inservice and workdays were both focused and cohesive.

We continue to have financial challenges with state funding down from 6.0 billion to 5.75 billion; Jeff noted we have worked hard to maintain staffing levels this year, a realizes a reduction in time is not good for students nor it is good for all of our employees. He looks forward to the day that making education a priority in our state is more than political rhetoric.

Jeff also thanked Business Manager David Moore and his staff for receiving the Certificate of Achievement for Excellence in Financial Reporting presented by the Government Finance Officers Association for the fiscal year ending June 30, 2009.

Jeff reported the Leadership students at Canby High School are hosting a Candidate's Forum on Tuesday, October 5th at 6:30 p.m. at the Richard R. Brown Fine Arts Center in conjunction with the Canby Herald and Canby Chamber of Commerce. The students will design the forum and write the questions. Included in the forum so far will be those running for the City of Canby Mayor, Oregon House District 39 and Oregon Senate District 20 and hopefully several more seats as commitments are made.

6.0 CONSENT AGENDA

6.1 Minutes

Minutes of the August 19, 2010 Workshop and Executive Session, the September 2, 2010 Workshop and Executive Session and the September 8, 2010 Executive Session are provided in Addendum 6.1.

MOTION: Andy Rivinus moved to approve the minutes of the August 19, 2010 Workshop and Executive Session, the September 2, 2010 Workshop and Executive Session and the September 8, 2010 Executive Session as provided in Addendum 6.1. Tom Scott seconded the motion. Motion passed 5-0.

6.2 Personnel Changes

Personnel Changes are provided in Addendum 6.2.

MOTION: Andy Rivinus moved to approve the Personnel Changes identified as 6.3 in the Board packet. Kristin Downs seconded the motion. Motion passed 5-0.

7.0 INFORMATION/DISCUSSION ITEMS

7.1 Nutrition Services Presentation

Nutrition Services Director, Kim Mabry provided an update from January through August 2010. Sodexo is proud of the 17-year partnership with the Canby School District. They have added more vegetables and legumes to their menu and are using less processed foods by using recipes from scratch as well as reducing fats and increasing whole grains. The popular Farm to Market will be held on October 21 this year and the Kids Culinary Competition will return in Spring 2011.

Kim explained what they are doing to positively impact student achievement. With 40% of our students on free or reduced lunches, they are providing free breakfasts encouraging students to eat this important meal. Supper meals are provided in conjunction to the Stay and Play Program. She also shared what they are doing to impact the environment by using biodegradable plates in the high school and using washable trays and plates in the elementary and middle schools and well as using environmentally friendly cleaning products.

Sodexo is supporting our community by sponsoring summer feeding sites throughout the community. They annually donate a \$1,000 scholarship to help promote continued education and always look for opportunities to become more involved in the community. They also promote exercise and activity by use of menus, activity boards and their website and promotions that highlight hiking, biking and having fun.

Superintendent Rose reported he and several other District staff met recently with Sodexo staff for the annual expectations meeting and feel we have clear communication and a good working relationship.

7.2 Asbestos Hazard Emergency Response Act (AHERA notification)

Facilities Manager Wayne Layman reported APEX Environmental has completed our required three-year re-inspection and even though the inspection indicated no areas needing immediate attention, the district has initiated surveillance, monitoring, and abatement procedures. The district also completed a small-scale abatement at Ninety-One Elementary in order to replace a HVAC boiler in the middle building and before the Carus Elementary School's 125th anniversary and white building tour, ceiling tiles were removed and tested. A copy of the management plan is on file for public review in the Canby School District Business office.

7.3 Memorandum of Understanding

Superintendent Rose and Human Resources Director Tim Oberg reported on the new MOU agreement with certified association members. The 2009-10 MOU based reduced paid staff days on the State School Fund where three paid days were lost. The district facilitated a process to develop a new MOU in cooperation with the certified association following a difference of interpretation of the existing MOU. The new MOU reduces 14 days from the school calendar including seven student contact and four staff inservice days as well as three paid holidays.

In addition, changes in practice were implemented by adding a 30 minute prep time for elementary teachers and change in scheduling of IEP meetings for middle and high school teachers. A reduction of 2.0 staffing FTE and one half-time administrative position, along with an additional \$280,000 in cash reserves, are additional cuts. Administrators will take a 15-day reduction in pay rather than 14. Certified staff ratified the MOU on September 15 with classified association discussions planned.

The amended 2010-11 calendar was presented identifying reduced days and a new schedule balancing trimesters days; grouping days when possible to maintain as many 5-day weeks as possible; and the last day now on Friday, June 10. Superintendent Rose expressed that no one is happy to reduce the 14 days. He stated that while the reductions save money, which is taken from staff compensation, students lose, but without the reduction many more positions

would have been cut. He added that the loss of days will create challenges this coming year and that the next biennium will present another set of challenges.

Andy Rivinus commented that there are no good solutions to this problem, which causes pain throughout. He also expressed appreciation to the certified association members for coming together to respond to this financial situation.

MOTION: Andy Rivinus moved to approve the Memorandum of Understanding between the Canby School District and the Canby Education Association and the 2010-2011 school calendar as provided in Addendum 7.3. Kristin Downs seconded the motion. Motion passed 5-0.

7.4 **Opening of School Reports and Class Sizes**

Ackerman Middle School Principal Joel Sebastian reported on an exciting opening with the schedules running well. There is a significant reduction in 6th grade numbers running at 33-34 students with 7 & 8th grade running between 25-35 and one class with 40 students. Joel reported Ackerman met AYP this year for the first time and everyone is very excited. There was a marked difference in the first collaborative teams meeting this last week.

Baker Prairie Middle School Principal Betty Rivinus welcomed Travis Opperman as the new Vice Principal and she noted a renewed sense of optimism with the start of the new school year. Betty thanked Lynn Olson, Counselor and teacher Keija Lee for organizing the WEB students first half day of school for incoming 6th graders and new 7th and 8th graders to BPMS.

The Exploration Wing is for 6th graders only, the Discovery Wing is for 7th graders only this year and 8th graders are housed in the Imagination Wing. Betty noted acceleration classes for 7th and 8th graders in reading, writing and math to help support the learning rates and levels of students have been added this year. Class sizes are 6th grade Language Arts and Social Studies at 21-28; 7th and 8th grade Humanities at 20-27; 6th, 7th and 8th grade Math at 22-32; 6th 7th & 8th grade Science at 26-33; 6th, 7th & 8th grade Wellness at 34-42; beginning band at 53; intermediate band at 70; advanced band at 38 and 7th & 8th grade Chorus at 70 students.

Canby High School Principal Pat Johnson reported the energy has returned to the school and the Welcome Back assembly with staff involvement was a fun activity. Pat distributed class size numbers with total enrollment presently at 1630, but will probably decline some by October 1. Student numbers are up and he does have concerns about the number of students in the Science classes. Pat and Associate Principal Kimie Carroll are co-teaching an Algebra I class this school year.

Sam Thompson, **Carus Elementary** Principal reported the Rules Rodeo part of the Positive Behavior Support (PBS) took place this week. Collaborative Teams

are sharing out continuing on from last year. Enrollment is down slightly with 340 students. There are two kindergarten classes with 17 students each and the highest classes are 5th & 6th with 28-29 students enrolled.

Eccles Elementary Principal Jennifer Turner is so proud of what she does and is proud of her teachers, parents and kids and of having the opportunity to educate our children. The doors opened with 390 students with class sizes averaging 22-25 students and noted the first day was one of the smoothest starts they've had. The students are excited about the virtual tool they are using and she thanked the Eccles PTA for purchasing an iPod touches cart. The school's instructional focus this year is comprehension across the curriculum with teachers very positive for the first collaborative team day.

Christine Taylor, **Knight Elementary** Principal is excited to have the kids back and thanked the community for all they do for the students. She gave special thanks to the Canby Center, Backpack Buddies Program and our Homeless Liaison. She also thanked her staff for their positive and professional attitudes. Class sizes look good with an average of 24-25 students.

Marilyn Wood, **Lee Elementary** Principal reported having 361 students; kindergarten classes at 17 each; 1 and 2nd with 32 students and 3rd, 4th, and 5th with 29-32 students. She thanked their PTA and technology for purchasing iPod touches for 3rd, 4th and 5th grade. Teachers are energized and ready for the new school year. She invited the Board to their Open House next Tuesday and noted the PTA is working on some fabulous programs for this year.

Ninety-one School Principal, Skyler Rodolph reported the Meet and Greet had the largest turnout ever with 350 participants and he is excited to be there as principal. He thanked the custodians and staff members for cleaning and updating and refreshing their rooms and for all their support. Students are excited and class sizes are down. There are 16 students in kindergarten; 1st, 2nd, 3rd, 4th and 5th graders are in the 20's; 6th graders 30-33 and 7th & 8th in the high 20's.

Trost Elementary Principal Angie Navarro is excited about their great start. They have 428 students with class sizes averaging 24. Their instructional focus this year is critical thinking they kicked off with school assembly focusing on the theme. Several activities have been planned and the students are excited. The collaborative teams are also excited to carry out their plans for the year.

7.5 **Website Update**

Joe Morelock, Director of Technology and Innovation shared information with the Board of Directors on our new web design and navigation. Comments from the district wide communication survey asked for an easier way to navigate for information in different areas. There are still areas needing improvements, but feedback so far as been positive.

Superintendent Rose thanked Carol Meeuwsen and Andy Summers for the countless hours in making these changes at the requests from the survey responses.

7.6 Financial Update

Business Manager David Moore noted our resources reflect the state funding level of \$5.76 billion amounting to a loss of \$1,960,000 and explained how the expenditures reflect the 14-day contract reduction and reduction of the cost equivalent of 2 FTE in 2010-11. The most recent projection for the ending fund balance is \$2.562 million in June 2011.

7.7 Board Work Plan Update

Board Chair Dick Adams, Board member Andy Rivinus and Superintendent Rose presented a template in order of priorities derived from the board topic requests at a previous meeting. This past year we had some extremely long meetings and he asked what a reasonable target would be for future meetings. After Board discussion it was determined a three-hour meeting including Executive Session should be our target depending on topics/issues. The Board felt narrowing topics was good and we are heading into times where we need to plan/design what our schools will look like in the future due to finances.

Topics are in categories of report, strategy, poll, vote or email, however we must remember if done by email it must be a one-way conversation only. Dick asked each board member to review the template and give feedback.

Kristin Downs added the need to continue informing the community of the Collaborative Team Process should be part of the plan and Andy Rivinus felt it was a positive change denoting time allotments on the agenda.

8.0 BOARD COMMENTS

Kristin Downs appreciates the Board's, Dr. Rose's and the administrative team's patience in her learning curve this year. She feels blessed to be serving with board members who show respect for one another, though they may disagree, and is grateful to be working with them in these difficult economic times.

Ty Kraft applauds the administration and staff for the amazing job they do with our kids. He attended the Collaborative Teams at Eccles this week and found they are leaps and bounds ahead of last year. He is also very excited about the use of iPods and iPads this year for teaching and learning.

Andy Rivinus gave his comments during the Memorandum of Understanding thanking the certified staff for coming together to help with the financial problem and appreciates the working relationship allowing us to come together.

Tom Scott is pleased with the attitude of our administration and staff and it's good to hear that attitude portrayed to our students.

Dick Adams acknowledged the work of our Board members and their willingness to work on subcommittees such as negotiations and the artificial turf field.

9.0 ADJOURNMENT

Chair Adams adjourned the meeting at 8:32 p.m. and will convene to Executive Session after a short break.

EXECUTIVE SESSION

Chair Adams called the Executive Session to order in accordance with ORS 192.660 (2) (d) at 8:42 p.m. in the Canby High School, Omni room. Board members in attendance were Dick Adams, Andy Rivinus, Kristin Downs, Ty Kraft and Tom Scott. Also in attendance were Superintendent Rose, Linda Martin, David Moore and Tim Oberg. Board members Diane Downs and Marty McCullough were absent from the meeting.

It is requested information discussed in the Executive Session not be disclosed. The session was held to discuss labor negotiations.

The Executive Session adjourned at 9:16 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Richard Adams
Board Chair

Approved: October 21, 2010

