

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Regular Session and Executive Session
January 15, 2015
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Diane Downs, Kristin Downs, Angi Dilkes Perry, Brendan Murphy, Andrea Weber, Tom Scott, and Mike Zagyva. Also in attendance were Trip Goodall (Interim Superintendent), Kamela Davis (Board Secretary), Tim Oberg, Denise Lapp, Sheryl Lipski, Sondra Strong, Christine Taylor, Andy McKean, Skyler Rodolph, Jennifer Turner, Cherie Switzer, Pat Johnson, Kimie Carroll, Bernardo Tuma, Matt Olsen, Tracie Heidt, Angela Horst, Bill Shunn, Jack Shunn, Isaiah Yip, Steve Yip, Seth Doman, Tomika Doman, Lori Schutt, Nick Savey, Cami Dunbar, Renee Boucher, Karin Bury, Kersti Bury, Karen Seiwald, Daniel Seiwald, Teresa Han, Jamie Radford, Tracy Steaverson, Amanda H., Bek H., Gid H., Gabriel Rivera, Dan Silver, Sasha Silver, Zack Silver, Jacob Silver, Elizabeth Marque, Michelle Goddard, Lynn Harris, Jana Clark, Stacy Humphry, Michelle Askew, and Sharon Eli.

1.0 CALL TO ORDER

Board Chair, Diane Downs, called the Regular Board Meeting to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

The audience members introduced themselves. Ninety-One School 7th grade students, Seth Doman, Isaiah Yip, and Jack Shunn, led the flag salute.

3.0 CHANGES TO AGENDA

No changes to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Spotlight on Student Success – Ninety-One School

Skyler Rodolph, Ninety-One School Principal, introduced 7th grade students, Seth Doman, Isaiah Yip, and Jack Shunn, who presented on the House Color Program at Ninety-One School. Seth Doman explained that the program has been going for three years and discussed the team colors: red, green, purple, and orange. He reported that students, kindergarten through 8th grade, are grouped together to foster leadership skills, school wide community, participate in House competitions, and enforce positive behaviors. Jack Shunn shared about relationships between older students and younger students and presented a video showcasing classmates in every-day activities talking about a favorite aspect of the House Color Program. Isaiah Yip added that students participate in competitions such as food drives and are able to earn points. The program is successful and fun. The Board asked if the presenters had observed a change in student behavior from the time before the program was implemented to this year and about the process for grouping the teams together. Seth Doman replied that he has observed more interactions with older students greeting younger students in the hallway. Mr. Rodolph added that there is a lottery process to select groups.

4.2 CARE Award

The Canby Area Recognition of Excellence (CARE) Award acknowledges local teachers, administrators and staff who excel in educating students. Trip Goodall, Interim Superintendent, announced January's recipient, Karen Seiwald, music teacher at Ninety-One School and Carus Elementary. Mr. Goodall introduced Skyler Rodolph, Ninety-One Principal, who reported that Mrs. Seiwald was nominated by Ninety-One parents for her calming demeanor with students and her

outstanding teaching ability. Matt Olsen, Canby Area Recognition of Excellence (CARE) Committee member presented the award to Mrs. Seiwald on behalf of the committee.

4.3 Board Recognition

Trip Goodall, Interim Superintendent, announced the Canby School District joins with the 196 districts throughout Oregon to celebrate January as “School Board Appreciation Month”. Mr. Goodall added that School board members volunteer their time, energy, and counsel to the school district. They serve because they care deeply about the education of today’s Canby students; they care about the next generation of Canby students and the future of this community and state. Board service is vitally important to the management of our school district. As elected officials, each Board Member represents their fellow citizen’s views regarding our schools. They also reinforce the principle of local control over public education, which is an important, highly valued aspect of education in Oregon. Board members serve the community’s interest in supporting schools that meet the needs of all students ensuring students leave the district well prepared to be successful in careers and in college. Canby School District is fortunate to have outstanding citizens in our community willing to serve. Mr. Goodall invited the community to recognize the dedication and hard work of our school board members in preparing today’s students for tomorrow’s world. He added that Board members were presented with student artwork and Cougar dark chocolate as an expression of appreciation.

4.4 Public Comments

Chair Diane Downs opened the floor for public comments.

Angela Horst, parent and community member, addressed the Board regarding the Charter School proposal. Mrs. Horst spoke about her personal experience with children attending Canby schools as well as an online school. Mrs. Horst noted concerns regarding class size and believes that her students would have benefitted from the option of a Charter School and therefore supports the proposal. Mrs. Horst added that advanced notice of the Charter School Proposal Hearing would have been appreciated and asked what notice was given to the community.

Chair Diane Downs reminded Mrs. Horst and the audience that the Public Comment portion of the meeting is intended for the public to address the Board but there is no reciprocation from the Board. Mrs. Downs added that she would, however, respectfully respond and explained that Board Meeting agendas are posted to the website on a regular basis as per requirements.

No other public comments were made.

Chair Diane Downs recessed the meeting for 5 minutes.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 December 18th, 2014 Board Regular Session Minutes
- 5.2 Personnel Changes

Brendan Murphy moved to approve the Consent Agenda as presented, Andrea Weber seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT’S REPORT

Trip Goodall commented on the following:

- Met with the administrative team upon returning from winter break to discuss staff development on January 16th. Continue to be impressed by the level of expertise in instructional practices.
- Met with Ninety-One School staff and parents and received great feedback with comments and suggestions for school to community connection.
- Visited with students in the Canby High School Leadership class and was apprised on

current projects including fundraisers and food drives, a continued reminder of the contribution of kids in our community.

- Visited the Ackerman Center and was impressed with the level of student engagement, particularly one student who articulated his project without any notice.
- Currently working on budget preparation, establishing milestones and metrics in collaboration with building leadership.

7.0 BOARD COMMENTS

Mike Zagyva: Pass

Kristin Downs: Pass

Brendan Murphy: Would like to acknowledge the district's work on the new website. The layout is easier to navigate. Also, would like to acknowledge Traci Hensley, who served as City Council Board Liaison and our new City Council Board Liaison, Tracie Heidt. As a Board, we would benefit from reevaluating our relationship with the City Council and work to improve communication.

Andrea Weber: Pass

Tom Scott: Pass

Diane Downs: Would like to acknowledge the gift received from Knight Elementary. The student's assignment was to draw a creature that combined two animals resulting in an elephant-bird creation. The student named it an "Elbr".

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Budget Committee Member Appointment

Denise Lapp, Director of Finance, reviewed the Budget Committee Member applications received, including an additional application received after the deadline. A total of six (6) applications were received with one not eligible due to not residing in Canby. The other five (5) applicants were verified as eligible to serve. Mrs. Lapp explained the need for the Board to appoint committee members and assign them to various two-year and three-year term positions. The Board held a brief discussion noting the diverse backgrounds and experience of the applicants. The Board expressed appreciation for Mrs. Lapp's efforts in fulfilling Budget Committee member requirements.

Andrea Weber moved to approve the appointment of Budget Committee Members as follows:

Amanda Beyer - term ending 6/30/16

Kathleen Crutchfield - term ending 6/30/16

Robert Fowke - term ending 6/30/17

Jim Gadberry - term ending 6/30/17

Brian Krytenberg - term ending 6/30/17

Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.2 Superintendent Search – Screening Committee Announcement

Chair Diane Downs read the Superintendent Search Screening Committee members recommended by certified and classified associations and by the administration team as follows:

Classified Staff: Susie McMullin, Jen Dennis, Chad Kay, Larry Kraxberger, Rory Sandberg, Shelley Vredenburg;

Certified Staff: Sheila Daniels, Jaime Valeriani, Scott Harms, Patti Lang, Paul Huggins, Troy Soles;

Administrative Staff: Mark Martens, Jennifer Turner, Angie Navarro, Sheryl Lipski;

Community Members/Parents/Business Leaders: Bob Mack, Mallory Gwynn, Tim Leshner, Lisa Wing, Cynthia Liles, and Magda Moreno.

The total number of committee members including Board members is (29) twenty-nine.

Diane Downs thanked the committee members in advance for volunteering their time to the district.

8.3 Canby Grove Experiential Charter School Proposal Hearing

Interim Superintendent, Trip Goodall, reviewed the Charter School proposal application process and timeline as required by state law. Mr. Goodall explained the purpose for the hearing is to gain more information and provide an opportunity for the proposal developers to answer questions supplied to them in preparation for the hearing.

Renee Boucher, Canby Grove Experiential Charter School Director, along with Dan Silver and Karin Bury, Charter School Committee Members, presented an over-view of the Canby Grove Experiential Charter School with a video showcasing an example of the “Celebration of Learning” aspect of the school as well as a power point presentation. Mrs. Boucher outlined the group’s accreditation, steering committee members, and the school’s philosophy and mission. In addition, Mrs. Boucher explained the focus on experiential education, character and leadership development, and service learning. She detailed the Expeditionary Learning partnership, assessment practices and timeline, school-wide goals, student transportation plans, and the process for hiring staff. Mrs. Boucher listed the proposed enrollment plan for the first three years: grades K-8 the first year, grades K-9 the second year, and grades K-10 the third year. She discussed the full high school course load meeting Oregon State requirements and added that no classes will be taken at Canby High School as originally proposed. Current enrollment data is approximately 100 students based on collected intent to enroll forms. Mrs. Boucher reported that the budget is dependent on enrollment and other factors such as free and reduced lunch. An advantage is the facility use partnership with the Canby Grove Conference Center. Mrs. Boucher explained the financial picture includes a contingency budget and potential grants. She presented a list of current community relationships, business endorsements, and potential partners. Mrs. Boucher introduced student speaker, Sasha Silver, who shared about how he would personally benefit from the type of learning offered through the charter school. A parent letter of support for the charter school was read. Additional speakers, Cami Dunbar and Jamie Radford, discussed their personal experiences with children in public school and expressed support for the charter school.

Questions/Comments:

- Trip Goodall thanked the presenters for their time and sincere effort in trying to meet the needs of students. He asked for clarification regarding current grants submitted and the names of specific community supporters. Mrs. Boucher explained the school has applied for one grant but has not received approval. The group is waiting for a 501(c)(3) from the IRS and the support of the school district in order to move forward in the application process. Mrs. Boucher added that there are many strong community connections as listed on the power point.
- Brendan Murphy, Board member, asked about the lack of diversity in applicants, specifically, the English Learner (EL) population. Mr. Silver responded there has not been any outreach to other communities and word has spread by word of mouth and on social media only. Once approval is received a more concerted effort will be done to advertise.
- Tom Scott, Board member, asked about the proposed budget with 30% of revenue in grants or unknown monies and the plan for operation if funding is not received. Mrs. Boucher discussed the contingency budget and areas that would be cut. With enrollment at 100 students, the school would consider not partnering with Expeditionary Learning the first year, a savings of \$60,000.
- Denise Lapp, Director of Finance, asked for clarification on when the 501(c)(3) application was submitted to the state, what instructional support is planned for large class sizes, and about plans to hire a finance manager with a background in school accounting. Mrs. Boucher explained that the 501(c)(3) application was submitted in October and will likely take six to nine months, instructional support will be accomplished through parent volunteers, and they are currently looking for a volunteer to manage finance with the goal to hire a qualified person. Mr. Silver added that other charter schools such as Cascade Charter School has offered to help with the learning process.

- Denise Lapp asked how transportation would be provided for students and if transportation would be offered for field trips. Mrs. Boucher reported that there is no current budget for transportation. Parents would participate in carpooling and, if needed, field trips would be done on site.
- Denise Lapp inquired about the proposed fifteen days of required training for teachers and what the expectation would be for staff. Mrs. Boucher reported that professional development days would be scheduled throughout the year and five of the total fifteen days would be scheduled during the summer as part of their contract.
- Sheryl Lipski, Director of Teaching and Learning, asked for clarification regarding the high school requirements and the difference in the learning approach compared to techniques currently used by the district. Mrs. Boucher reported that the complete high school course for grades 9th through 12th is outlined in the proposal. Mr. Silver discussed the hands-on thematic units. Mrs. Boucher added the traditional teaching approach is the framework with the Expeditionary Learning component as the unique learning experience.
- Cindy Bauer, Coordinator of Special Programs, asked for clarification regarding how students would be identified as English Learners, how English Language Development would be provided, and the process for training teachers. Kersti Bury, charter school committee member and ESOL endorsed teacher in the Salem/Kaiser School district, explained that assessments are correlated with the school district for consistency, teachers will be trained by the ESL specialist during professional development time, and the model would be a push-in approach to assist with language development in the classroom with formative assessments to track student progress. Mr. Silver added that as more students are identified more resources would be added.
- Sheryl Lipski asked for additional clarification on the reading achievement goals on page 26 of the charter school application in comparison to the power point presentation. Mrs. Boucher explained the reading achievement goals are school wide goals. In year one, grades K through 8 would meet or exceed at 80%; in year two, grades K through 9 would meet or exceed at 85%; and in year three, grades K through 10 would meet or exceed at 87%.
- Sondra Strong, Student Services Director, asked about students already identified as “at risk” students or students with learning needs and how the information was provided to the school. Mrs. Boucher reported that parents supplied the information.
- Sondra Strong asked about how services would be provided to this student population. Mrs. Boucher reported that a certified specialist is included in the budget to ensure student needs are met.
- Andrea Weber, Board Member, asked about the world language curriculum and for clarification on the teacher listed as “classified” in the proposal. Mrs. Boucher explained that “classified” should instead be “certified”, an error in the proposal, and languages are Spanish, French, and German. However, only Spanish would be offered in year three.
- Brendan Murphy asked about the required \$250 activity fee and any options for students not able to pay the fee. Mrs. Boucher responded that a fund supplied by the generosity of others would give scholarships to students.
- Brendan Murphy asked for clarification regarding the Expeditionary Learning partnership and the charter school’s need for a vote of approval from the Canby School District Board of Directors verses a letter of support. Mrs. Boucher replied that the charter school needs a vote of approval.
- Andrea Weber expressed concern regarding the proposed location of the charter school by the river and asked about insurance and liability issues. Mr. Silver reported that over 10,000 people have visited the Canby Grove Conference Center and he is unaware of any incidents. The group has procured eight buildings toward the back of the campground away from the river. Close supervision would be provided should there be activities by the water. Mrs. Boucher added that they have not discussed specifics of the grounds with insurance companies but plan to have a quote within the next two weeks. An estimated increase of

\$5,000 to \$15,000 has been added to the budget to cover costs.

Chair Diane Downs thanked the presenters for their effort and hours of hard work. Mrs. Downs explained the next step in the process is for the Board to give consideration to the application with evaluation criterion provided by state law and Board Policy LBE. Additionally, the Board is required to approve or deny the application within 30 days of the hearing. The Board will vote at the February 5th, 2015 Work Session.

8.4 Division 22 – Report and Postponement of Purchase of State-Adopted Instructional Materials

Sheryl Lipski, Director of Teaching and Learning provided the Board with handouts regarding the Division 22 Standards for Public Elementary and Secondary Schools 2014-2015 Assurances Report to the Community. Mrs. Lipski explained that school districts are required to provide annual reports to the community regarding compliance with Division 22 standards by January 15 and then submit assurances to the Oregon Department of Education by February 13, 2015. Currently, the district is in compliance in all areas but one: with regard to the Selection and Adoption of Instructional Materials. For the 2014-15 school year English Language Arts was scheduled for review with the materials adoption for Fall 2014. The district is requesting to postpone the Adoption until Fall 2015. Mr. Lipski added that Board approval is required to move forward with the waiver request to postpone the adoption.

The Board asked for clarification regarding the waiver. Mrs. Lipski explained further that the district is requesting more time to seek materials aligned to Common Core State Standards. Mr. Goodall added other districts are in a similar situation and the waiver request will be sufficient for compliance requirements. Chair Diane Downs noted that the Board is aware there has not been a curriculum adoption in recent years and the correct materials are needed.

Kristin Downs moved to approve the postponement of adoption of instructional materials as presented, Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.4 Financial Report/Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report and Month End Enrollment Summary as of December 31, 2014. Ms. Lapp noted the following items on the December 2014 Financial Report provided to the Board: property tax revenues are similar to recent years - 92% collection rate, the last state-school fund estimate was received December 5th with the next estimate anticipated in March or April, Line 4 indicates receipt of half of the Common School Fund with the other half to be received in July, Line 11 reflects a shortfall verifying no additional monies received from the Educational Service District, and finally, the audit of 2.2 million was completed and submitted to the state. In addition, Mrs. Lapp updated the Board regarding the recent Co-Chair budget release of 7.235 million dollars with funds allocated for full-day kindergarten. The Board asked for a comparison of last year's per student allocation in relation to the proposed budget.

Ms. Lapp reviewed the December 31, 2014 Month End Enrollment Summary hand-out as follows noting that enrollment has decreased by 62 students. The enrolment trend is similar to previous years.

Canby School District
 Month End Enrollment Summary: December 31, 2014

	K	1	2	3	4	5	6	7	8	9	10	11	12	TR	Total by Building	Budget Enrollment
Canby High School*	0	0	0	0	0	0	0	0	0	351	353	348	346	6	1404	1419
Baker Prairie Middle School	0	0	0	0	0	0	0	298	272	0	0	0	0	0	588	602
Carus Elementary School	47	76	58	62	49	59	56	0	0	0	0	0	0	0	407	408
Eccles Elementary School	66	70	69	69	81	62	68	0	0	0	0	0	0	0	485	501
Knight Elementary School	50	51	48	49	59	55	59	0	0	0	0	0	0	0	371	413
Lae Elementary School	43	68	56	56	58	65	66	0	0	0	0	0	0	0	412	404
Ninety-One Elementary School	53	37	47	59	47	50	53	66	55	0	0	0	0	0	467	409
Trost Elementary School	53	75	68	61	56	48	39	0	0	0	0	0	0	0	400	459
Ackerman Center**	0	1	1	0	7	4	2	11	5	6	9	13	31	0	90	111
Outside Placement***	0	0	0	0	1	0	0	1	1	2	8	9	4	0	26	2
Total by Grade	312	378	347	356	358	343	343	374	333	359	370	370	381	6	4630	4728
Budget Enrollment	370	366	365	374	343	337	331	377	347	383	369	357	382	7		4728
2013-14 Enrollment (Jan 31st)	367	368	362	342	340	334	373	338	370	372	368	387	404	10	4735	4757
2012-13 Enrollment (Jan 31st)	367	354	341	341	329	376	336	369	376	387	391	408	376	5	4758	4757

*Canby High counts include Parrott Creek and Post-High.
 **Ackerman Center counts include Ackerman Academies and KEY Program.
 *** Outside Placement counts include Small Group / Tutoring.

District Enrollment Summary for 2014-2015

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Month End Actuals	4699	4709	4692	4630						
Year Average	4699	4704	4700	4682.5						
Budget #	4728	4728	4728	4728						
Special Education	519	516	516	514						
English Language Learners	675	672	669	653						
Migrant	506	490	494	488						
Economically Disadvantaged	1897	1888	1879	1834						

Enrollment by grade level	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
K-6	2455	2473	2466	2437						
7-8	718	716	714	707						
9-12	1526	1488	1512	1486						
District Total	4699	4675	4692	4630						

9.0 FUTURE AGENDA ITEMS

The following items will be addressed at the next Board Session:

- Canby Grove Experiential Charter School Proposal Vote
- Auditor Report
- District Priorities - Academic Milestone Discussion
- Legislature Field Trip Dates

The Baseball Field Naming Proposal will be addressed at the March Board Work Session.

EXECUTIVE SESSION

Diane Downs exited the Board from the Board Regular Session and entered into an Executive Session at 9:10 p.m. The Executive Session is held in accordance with ORS 190.660 (1)(a) to consider the employment of a public officer, employee, staff member or individual agent, which allows the Board to meet in executive session for that purpose.

Board members in attendance were Diane Downs, Brendan Murphy, Angi Dilkes Perry, Kristin Downs, Mike Zagyva, Andrea Weber, and Tom Scott. Also in attendance were Trip Goodall (Interim Superintendent), and Kamela Davis (Board Secretary).

It is requested that information discussed in the Executive Session not be disclosed and information discussed in the Executive Session shall not be made public by the news media.

Diane Downs exited the Board from the Executive Session and reentered the Regular Session at 10:06 p.m.

10.0 ADJOURNMENT

Diane Downs adjourned the meeting at 10:06 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Diane Downs
Board Chair