

**Executive and Regular Session Board Meeting Minutes
January 16, 2014**

Meeting Location: Canby High School, Applied Technology Center, OMNI Room & Room 706

EXECUTIVE SESSION in Room 706

Brendan Murphy entered the Board into an Executive Session at 5:30 p.m. in accordance with ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer.

Board members in attendance were Brendan Murphy, Diane Downs, Kristin Downs, Angi Dilkes Perry, Mike Zagyva, Andrea Weber, and Tom Scott. Also in attendance were Dr. Steach (Superintendent) and Caryn 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.

Brendan Murphy exited the Board from the Executive Session at 6:30 p.m.

REGULAR SESSION in the OMNI Room

Board members in attendance were Brendan Murphy, Angi Dilkes Perry, Kristin Downs, Diane Downs, Mike Zagyva, Tom Scott, and Andrea Weber. Also in attendance were Dr. John Steach (Superintendent) and Caryn Davis (Board Secretary).

Signed in guests: Dave Harvey and Traci Hensley

1.0 CALL TO ORDER AND FLAG SALUTE

Board Chair, Brendan Murphy, called the Regular Board Meeting to order at 6:36 p.m. Trost students, Morelia Rodriguez, Donaji Garcia and Matthew Powell, led the flag salute.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 SPOTLIGHT ON STUDENT SUCCESS

Angie Navarro, Trost Elementary Principal, introduced students Morelia Rodriguez, Donaji Garcia and Matthew Powell to talk about the Bilingual Battle of the Books at Trost. The students each described why they liked the Bilingual Battle of the Books and invited the community to come and watch the event on January 24, 2014 from 2:15 p.m. to 3:30 p.m.

4.2 CARE AWARD

Canby Area Recognition of Excellence (CARE) Award recognizes local teachers, administrators and staff who excel in educating local children. Nominations for the award can come from anyone. Dr. Steach read the nomination form for January's recipient, Angela Kastrava. Ms. Kastrava is the English Language Learner (ELL) teacher at Knight Elementary. Dr. Steach and Matt Olson, State Farm Insurance, presented the award to Ms. Kastrava.

4.3 PUBLIC COMMENTS

Chair Brendan Murphy opened the floor for public comments. No comments were made.

5.0 CONSENT AGENDA

Diane Downs moved to approve the Consent Agenda, Angi Dilkes Perry seconded the motion. Motion passed 7-0.

Included in the Consent Agenda:

- 5.1 Board Meeting Minutes from December 19, 2013
- 5.2 Personnel Changes
- 5.3 Acceptance of a \$3,500 donation from Canby Telephone Association

6.0 SUPERINTENDENT'S REPORT

Dr. Steach commented on the following:

- Explanation of why the donation from Canby Telephone Association had been put into the Consent Agenda. Donations will be wrapped into the Superintendent's Report in the future.
- Dr. Steach read a proclamation from the Governor in recognition of the Canby School District Board during School Board Recognition Month. Dr. Steach thanked the Board, on behalf of the community, for the work that they do each day for the district. He acknowledged their dedication in making the district a great place for students.
- Division 22, Standards for Public Elementary and Secondary Schools 2013-14 Assurance Form, was posted on the district's website on January 15, 2014, per State requirement.
- A plan was recommended to Clackamas Educational Service District (CESD) in response to the ESD Opt Out. All district superintendents within CESD have approved the plan; the plan still needs approval by CESD's board.
- The Softball Complex is well underway. Construction signage should be posted soon.
- Jim Smith, Canby High School's Athletic Director, has resigned his position, due to personal reasons. Ryan Swearington will fill in as the acting athletic director, on a temporary basis.
- Baker Prairie Middle School's Korean Sister School is visiting this week.
- Canby Center invited Dr. Steach to an adult dual language program where both English and Spanish were being taught; he was impressed with the program.
- Canby High School accreditation visit will be held next week on Wednesday, January 22nd at 7:45 a.m. for entrance review and Thursday, January 23rd at 12:30 p.m. for debriefing and findings.
- Diane Downs asked about the roll the Board would play in further opt out decisions. Dr. Steach explained that every year the Board will discuss and decide if they will be staying with or opting out of the ESD.
- Kristin Downs asked if the Athletic Director position would be rehired. Dr. Steach explained that the position would be posted early, around February.
- Kristin Downs expressed an interest in board members being part of the interview process. Dr. Steach said that it would likely work to have a board member as part of the second round of interviews. Diane Downs would like the choice for the position to be run through the Board Chair.

7.0 BOARD COMMENTS

Mike Zagya: Visited Lee Elementary's collaborative training; all were working hard. He plans to go back to Lee and Knight for Math Studio.

Kristin Downs: Went to Carus Math Studio; it is challenging, a new way of teaching. Amy Sebastian has applied for a grant for a program called Girls on the Run. She thinks the program sounds intriguing. Along with Diane Downs and Dr. Steach, she attended the welcome assembly for the Korean visitors at Baker Prairie Middle School.

Diane Downs: She was the judge for Baker Prairie's Geography Bee last Friday; it was fun and impressive, a pleasure to be part of. She attended the Korean welcoming; the students were very well behaved and courteous, due in large part to the facilitation of the staff. She attended the FAFSA Information Night at Canby High School – about 75 parents and numerous students attended.

Angi Dilkes Perry: As a parent, attended the Robotics team competition at the high school. She was surprised at how much she enjoyed the competition. The Canby team took away 4 awards and was mentioned in 7 of the 8 categories. The most impressive award they took was the Inspire Award, given to a team that is a good roll model to others.

Brendan Murphy: Informed the Board of an upcoming Labor and Employment Regional Workshop in Hillsboro.

He received a letter from Tom Olson, resigning his position from the Canby Educational Foundation. Brendan expressed his gratitude for Tom's dedication and service to the organization. He also acknowledged his years of thankless involvement in state level politics. He speaks for the entire Board in saying that Tom's absence will leave a huge vacancy that will be very hard to fill.

He thanked Dr. Steach for his service and taking a lead in the ESD Opt Out plan. He acknowledged that it took a lot of time, but it is important, due to the potential financial impact on the district.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Carus New Boundary Review:

Sam Thompson gave a presentation and distributed a handout regarding how the Trost/Carus transition was going. For Carus, the change resulted in student count going up by about 100 students. There was a small increase in economically disadvantaged students, English Language Learners went from 14 to 42 students and mobility has also increased. The biggest impact is that close to one-half of the student population is new to Carus this year. They created a WE are Carus Campaign to help all students feel that regardless of if they were at Carus last year or not, they are part of Carus now.

Andrea Weber asked about the potential for parents to ride in with students on the kindergarten bus so in town parents could volunteer at Carus School.

Diane Downs commended Mr. Thompson on the creation of the WE are Carus campaign.

Brendan Murphy commented that parents who were previously concerned about the change to Carus had expressed to him that they are now really enjoying the Carus community. He congratulated Mr. Thompson on the successful transition of the students into his school this year.

Kristin Downs asked how the transition had gone with teachers. Mr. Thompson said it had gone very well and having teachers from Trost at Carus has been extremely helpful.

8.2 KEY 7th-8th Grade Expansion

Sondra Strong, Director of Student Services, introduced Shelly Simonyi, psychologist at Ackerman, and Erik Welsh, teacher at Ackerman, to explain how the expansion to include 7th and 8th graders at the Ackerman KEY program is going.

Shelly Simonyi explained that they must first teach self-regulation tools before the students can learn. This is a big part of the KEY program.

Erik Welsh explained some of the benefits of having the students at Ackerman, including having an onsite psychologist, dedicated support staff, art therapy (added to the therapeutic curriculum), daily social skills instruction, and crossover concepts/teachable moments in a low anxiety environment. The results are showing improved academics with students being exposed to up to 85% more academics than last year, better self-regulating with less impact on administration, and students who like coming to school.

Shelly Simonyi explained the PBIS behavior system that was implemented last year. The system is

designed to enhance academic and social behavior outcomes for all students. They are teaching specific routines and providing clear and specific definitions of rule violations.

Erik Welsh explained that the system rewards positive behavior rather than punish bad behavior. Since using PBIS behavior system, there is a 14 to 1 decrease in altercations.

8.3 Use of Physical Restraint & Seclusion in Canby School District

Sondra Strong first explained that Canby School District does not use seclusion. She went over the Summary Report: 2012-13 Use of Physical Restraint and Seclusion in Canby School District.

8.4 Administrative Procedure Updates

Dr. Steach explained the revisions to administrative procedures *IKF-AP Graduation Requirements* and *JHCD/JHCDA – AP Administering Noninjectable/Injectable Medicines to Students*.

8.5 Nutrition Services RFP

Mary Knigge, Director of Finance, explained the requirement to release an RFP (Request for Proposals) for Food Service Management Services and asked if the Board had any questions.

Diane Downs asked if there were any significant changes. Mary Knigge explained that it was nearly identical to the last RFP, mostly date changes.

8.6 District Strategic Planning Process

Topic was moved to 8.10 Goal Setting.

8.7 Budget/Enrollment Numbers

Mary Knigge, Director of Finance, went over the Financial Report through December 2013, drawing attention to a few specific points of interest.

Tom Scott asked about the Canby Enrollment Trends handout. He was concerned about the December dip in enrollment. Dr. Steach explained that numbers were run again today and they had jumped back up to 4,743. Suzie Strangfield noted that the trend after the dip and spike of December to January normally stabilizes for the rest of the school year.

8.8 Open Enrollment Policy

First Reading of Policy JECB – Admission of Nonresident Students & Transfer of Resident Students during Open Enrollment. The changes to the Open Enrollment Policy, as well as the changes to the corresponding administrative procedure were reviewed. In the administrative procedure, under 3. 2., and on the application form, remove “Siblings of students currently enrolled at the requested school”.

8.9 Policy Revisions/1st Readings

Policy IKF Graduation Requirements will return at the next meeting for a first reading, after corrections. **First Reading of Policy JHCDA Administering Injectable Medicines to Students.**

Andrea Weber moved to adopt Policy IGBAJ Special Education – Free Appropriate Public Education (FAPE). Diane Downs seconded the motion. Motion passed 7-0.

8.10 Superintendent Goal Setting

Dr. Steach explained to the audience that in a memo to the Board he had outlined five goal areas that were in agreement with the District’s Strategic Plan. The Board agreed on the following areas of interest for goals:

1. Begin development of a comprehensive curriculum plan, which includes how technology will be incorporated into the plan.
2. Develop and implement a plan to align ILTs, building level instructional focus areas, and STAR, relative to ongoing instructional improvement.
3. Develop a formal district communication plan.

Not a goal, but a high priority item would be the recruitment and hiring of new employees into key district level positions.

9.0 Future Agenda Items

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

- CCSS Implementation
- TAG Program
- Budget – Ending Fund Balance
- Softball Complex Update
- Emergency Door Locks
- Report on Radios
- Auditor’s Report

EXECUTIVE SESSION

Brendan Murphy exited the Board from the Board Regular Session and entered into an Executive Session at 9:05 p.m. in accordance with ORS 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Board members in attendance were Brendan Murphy, Diane Downs, Kristin Downs, Angi Dilkes Perry, Mike Zagya, Andrea Weber, and Tom Scott. Also in attendance were Dr. Steach (Superintendent) and Caryn 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.

Brendan Murphy exited the Board from the Executive Session and reentered the Regular Session at 9:28 p.m.

REGULAR SESSION

10.0 Adjournment

Brendan Murphy adjourned the meeting at 9:28 p.m.

Respectfully Submitted:

Caryn Davis
Board Secretary

Brendan Murphy
Board Chair