

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Regular Session and Executive Session
January 21, 2016
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Greg Dinse, Andy McKean, Christine Taylor, Sam Thompson, Skyler Rodolph, Cherie Switzer, Travis Opperman, Galina Dobson, Linda Brown, Milt Dennison, Jon Eyman, Tracie Heidt, Karen Groat, Craig, Anderson, Thana Anderson, Gabe Keifer, Amberlynn Keifer, David Vanhoose, Brittany Bland, Elden Porter, Rebecca Porter, Melissa Youd, Kenna Keifer, Cody Giger Bland, Colton Groat, Ethan Porter, Marissa Vanhoose, and Easton Anderson.

1.0 CALL TO ORDER

Board Chair Angi Dilkes Perry 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 students: Kenna Keifer, Cody Giger Bland, Colton Groat, Ethan Porter, Marissa Vanhoose, Easton Anderson led the flag salute.

3.0 CHANGES TO AGENDA

Agenda item 4.1 was postponed to the February 18 Regular Board Meeting.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 C.A.R.E. Award

Agenda item postponed.

4.2 Spotlight on Student Success – Ninety-One School

Skyler Rodolph, Ninety-One School Principal, introduced students: Kenna Keifer, Cody Giger Bland, Colton Groat, Ethan Porter, Marissa Vanhoose, and Easton Anderson, members of the 5th and 6th grade Lego Robotics team. The students shared about their experience on the team and at competition where the team presents their robot and is challenged to do a service project. For their service project, the students researched and implemented a ColorCycle initiative; a recycling program in K-12 schools across the continental United States and parts of Canada for collection and repurposing used markers. Students and teachers collect used markers that are ready to be discarded and send them to a facility where they are converted into clean fuel. This fuel can be used to power vehicles, heat homes, cook meals and more. The team has successfully implemented the program at Ninety-One School and the group's goal is to start the program at other schools to help the environment.

Superintendent Goodall thanked the students for their presentation and added he

would help to start the program at every school in the district because of their efforts.

4.3 Board Appreciation

Superintendent Goodall explained January is Board Appreciation Month. He thanked the Board for their service and commitment to the youth of Canby. The Canby High School FFA class provided a gift for each Board Member.

Board Chair Angi Dilkes Perry recessed the meeting for 5 minutes.

4.4 Public Comments

No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 December 17, 2015 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

The Board noted a revision in the list Executive Session attendees.

MOTION: Diane Downs moved to approve the Consent Agenda with a revision in the minutes as noted, Tom Scott seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT'S REPORT

Trip Goodall commented on the following:

- The district closed school on January 4 due to snow and there was a two-hour delay January 6 due to icy conditions. There were minimal complaints regarding the late notice for the two-hour delay.
- Met with K-12 Administrators on January 5 and for an Equity Meeting on January 7.
- Began school visits with Angi Dilkes Perry, Board Chair, to meet with staff. So far visits have been made to Baker Prairie, Carus Elementary, Ninety-One School, and Canby High School. It has been a great opportunity and well received.
- Attended a Rotary luncheon and a teacher association meeting on January 8.
- Also attended a Chief Administrator Meeting on January 20.
- Today was the first Special Education Advisory Council (SEAC) Meeting with selected parents of students with special needs.
- The district has partnered with the Coalition for Equity of Salem-Keizer to begin parent classes starting January 26-March 1. The classes help Latino parents navigate the school system.
- Tomorrow is a Coffee Time with Superintendent parent meeting at Ninety-One School.
- The next Reading Initiative Committee Meeting is Monday, January 25.

7.0 BOARD COMMENTS

Mike Zagya: Pass

Rob Sheveland: The Canby FFA Alumni Western Dinner & Auction is Saturday, January 23rd, at the Clackamas County Fairgrounds. The community is invited to attend.

Andrea Weber: Pass

Kristin Downs: Pass

Diane Downs: Kudos to Greg Dinse, CHS Principal, for coinciding parent conferences with a time for FAFSA (Free Application for Federal Student Aid) help for families and a “Drug Trends and Your Teen” parent informational session with Officer Larrison and Trevor Lockwood, Intervention and Prevention Specialist. Also, with the icy road conditions on January 6, the two-hour delay was a wise call.

Tom Scott: This week our school community has been deeply affected by the tragic loss of a former Canby graduate. The community has responded with overwhelming support.

Angie Dilkes Perry: School visits with staff have been great. The superintendent and I are hearing positive feedback regarding lower class sizes and the addition of a half time P.E. teacher and half time Counselor at the elementary schools. The high school staff expressed appreciation for the board resolution on the Smarter Balanced Assessment. Also, the CHS Lego Robotics Team won Canby’s two top stops in the district competition.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Clackamas Education Service District (CESD) Local Service Plan

Jon Eyman, CESD Board Chair, introduced Superintendent Milt Dennison, and Linda Brown, CESD Board Member Representing the Country at Large. Mr. Dennison provided handouts to the Board including the 2016-2017 Local Service Plan and a memorandum summarizing the plan recommendations and presented an overview of the 2016-2017 CESD Local Service Plan. Mr. Dennison discussed services provided by the CESD including programs for children with special needs, technology support, school improvement and instruction services, and administrative services as well as some changes to the programs. He noted a goal this year is to be more collaborative with school district staff to review and evaluate services. Mr. Dennison reported that currently 11 Canby students attend the Life Enrichment Education Program (LEEP), 92 students age 3-5 are enrolled in Early Childhood Special Education (ECSE), and 1 student is attending the Heron Creek Therapeutic Program. Also, Canby receives funding as part of the CESD budget to use as a credit for services.

MOTION: Andrea Weber moved to approve the 2016-2017 Clackamas Education Service District Local Service Plan as presented, Rob Sheveland seconded the motion. Motion passed 7-0.

8.2 Academic Vision Plan

On behalf of Sheryl Lipski, who was absent from the meeting, Superintendent Goodall reported the Teaching and Learning department met to begin the process of articulating an Academic Vision for the Canby School District. After observations of current practices, discussions on best practices, and envisioning future learning, the team reached an overarching goal: “Empowering every student, regardless of ability, race or class to reach his or her unique potential.” The work will continue and an initial draft of the Academic Vision Plan will be presented for superintendent and administrator input. June 2016 is an anticipated timeline for a final report to the Board.

Mr. Goodall added a team of teachers and administrators are in the process of researching a Universal Assessment Tool that will be used to provide mid-year data on student progress. The team should have a recommendation in the next couple of

months. The Board asked about the anticipated timeline for when the tool would be used and whether or not the district would contract out for the materials. Mr. Goodall responded the goal is to have the tool in place for next year and he confirmed the district would contract out for the materials.

8.3 Division 22 Report

Mr. Goodall explained the district is required to annually report to the community compliance or noncompliance with Division 22 Standards for Elementary and Secondary Schools by January 15. The Canby School District published notification that the district is in compliance with respect to all Standards for Public Elementary and Secondary Schools as set forth in Oregon Administrative Rules Chapter 581, Division 22.

The Board asked for clarification regarding specific standards and how evidence is reported. Mr. Goodall explained more information would be provided if needed.

8.4 Financial Report/Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report as of December 31, 2015. Ms. Lapp noted the district is collecting Property Taxes at a rate of 92%. New State School Fund estimates show a decrease of about \$50,000. Final audit numbers have been added with a full report to the Board at the February 4 Work Session. Also, Expenditure amounts were adjusted to reflect pay and insurance increases for all staff.

Ms. Lapp reviewed the Month End Enrollment Summary as of December 31, 2015 as follows noting the decrease in enrollment. To date, some students have returned after travel to Mexico. Ms. Lapp noted that even with the decrease, the district is still within five of the projected student enrollment.

**Canby School District
Month End Enrollment Summary: December 31, 2015**

	K	1	2	3	4	5	6	7	8	9	10	11	12	Post High	Total by Building
Canby High School										332	355	341	358	7	1,393
Baker Prairie Middle School								284	301						585
Carus Elementary School	74	50	76	57	67	52	60								436
Eccles Elementary School	63	73	71	69	67	85	56								484
Knight Elementary School	55	53	57	50	54	55	55								379
Lee Elementary School	73	50	70	64	57	56	66								436
Ninety-One School	32	56	32	50	55	50	56	59	67						457
Trost Elementary School	64	49	67	61	55	55	40								391
Parrott Creek Ranch										5	4	5			14
KEY Program	3	2	2	1		5	4	2	3						22
Outside Placement *		3	1			5				2	2	1	4	2	21
Total by Grade	364	336	376	352	355	363	337	345	373	339	360	350	360	8	4,618
Budget Enrollment	324	336	380	354	365	362	346	341	376	348	376	351	357	7	4,623
2014-15 Enrollment (Jan 31st)	316	380	353	355	356	343	346	375	338	365	368	362	380	7	4,644
2013-14 Enrollment (Jan 31st)	367	368	362	342	340	334	373	338	370	372	368	387	404	10	4,735

* Outside Placements include Tutoring, Heron Creek, LEEP, Lifeworks NW, Serendipity & Victory Academy

District Enrollment Summary for 2015-2016

	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Month End Actuals	4,687	4,719	4,684	4,618						
Year Average	4,687	4,703	4,696	4,677						
Budget #	4,623	4,623	4,623	4,623						
Special Education	534	535	540	536						
English Language Learners (LEP)	690	704	680	693						
Migrant	496	503	487	478						
Economically Disadvantaged	1,669	1,740	1,788	1,809						

Enrollment by Grade Level	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
K-6	2,508	2,514	2,496	2,483						
7-8	728	727	723	718						
9-TR	1,451	1,442	1,442	1,417						
District Total	4,687	4,683	4,661	4,618						

8.5 Snow Day Make-up

Mr. Goodall asked the Board for approval to replace the January 4 snow day with an instructional day added at the end of the 2015-2016 school calendar. He explained that Oregon requires the least amount of instructional time when compared to other states so making up the day is a benefit. The last day of school for students would be June 8 with teacher grade day on June 9 followed by staff training for K-6 & Ninety-One School on June 10. Graduation day would remain June 3.

The Board expressed agreement for adding the additional day and noted staff and the community should expect the district to add back days as a matter of practice rather than the exception as in the past.

MOTION: Mike Zagyva moved to approve the addition of one instructional day to the end of the 2015-2016 school year as presented, Diane Downs seconded the motion. Motion passed 7-0.

8.6 Policy/Administrative Procedure Revision – 2nd Reading

The Board held a second reading on the following policies:

Student Discipline – JG

Bonded Employees and Officers – DH

MOTION: Diane Downs moved to adopt Policy JG - Student Discipline and Policy DH - Bonded Employees and Officers as presented, Tom Scott seconded the motion. Motion passed 7-0.

8.7 Approval of Administrator and Supervisor Salaries

Mr. Goodall reviewed his rationale for a recommendation to increase the salaries for principals, directors, and coordinators by 2% effective as of July 1, 2015 as well as a 5% monthly insurance contribution increase effective October 1, 2015.

MOTION: Andrea Weber moved to approve the salary and insurance increases for district administrators and supervisors as presented, Mike Zagyva seconded the motion. Motion passed 7-0.

9.0 FUTURE AGENDA ITEMS

The following items will be addressed at a future Board session:

- Facility Review – Enrollment/Capacity
- Audit Report
- Special Education Report
- Budget Committee Member Appointment
- Open Enrollment
- Policy 1st Reading

The Board discussed the addition of a report from Trevor Lockwood and the student advisory including information on the ill effects of closing the health center; a report on the Universal Assessment Tool; and an update on the math curriculum adoption.

Chair Angi Dilkes Perry recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Angi Dilkes Perry exited the Board from the Board Regular Session and entered into an Executive Session at 8:07 p.m. The Executive Session was held to review and evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i) and in accordance with ORS 192.660(2)(a), in consideration of 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 Angi Dilkes Perry, Diane Downs, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent) and Kamela Davis (Board Secretary).

It was requested that information discussed in the Executive Session no be disclosed and information discussed in the Executive Session shall not be made public by the news media.

Angi Dilkes Perry exited the Board from the Executive Session and reentered the Regular Session at 9:00 p.m.

10.0 ADJOURNMENT

Angie Dilkes Perry adjourned the meeting at 9:30 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Angi Dilkes Perry
Board Chair