

Regular and Executive Session Board Meeting Minutes

February 20, 2014

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

REGULAR SESSION

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: Tim Oberg, Andy McKean, Chris Dawson, Kris Hurley, Nichelle Michelson, Trevor Lockwood, Anton Westberg, Steve Oakley, Amy Oakley, Wanda Rohrer-Heyerby, Ann Snow, Shirley Barrett, Traci Hensley, and Lynn Olsen.

1.0 CALL TO ORDER AND FLAG SALUTE

Board Chair, Brendan Murphy, called the Regular Board Meeting to order at 6:30 p.m. Lee Elementary Student, Nicole Michelson, led the flag salute.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.3 PUBLIC COMMENTS

Andrea Weber publically acknowledged Wayne Oliver and Tom Olson for their contributions to Canby School District.

4.1 SPOTLIGHT ON STUDENT SUCCESS

Cherie Switzer, Lee Elementary Principal, and Jenne Parker, Intervention Specialist, introduced 6th grade students from Lee Elementary School: Josh Oakley, Drew Dawson-Hurley, Nicole Michelson, and Cesar Mendoza. The students had a slide/video presentation and explained how Lee Elementary is creating an Olympic experience for students at their school through athletic and academic events. Closing ceremonies will be held next Wednesday, February 26th, at 10:15 a.m.

Skyler Rodolph, Ninety-One Principal, introduced students Thomas Wing, 4th grade, Akua Swift, 5th grade, Haven Tamimi, 4th grade, and Jerett Doman, 5th grade, and teachers Wanda Rohrer-Heyerly and Ann Snow. The students showed a slide presentation and explained their experiences with JA (Junior Achievement) BizTown 2014 at Ninety-One School.

Canby High School 12th grade students Julene Koenig, Anton Westberg, Alia Zieg, and Makiya Berge introduced themselves. Makiya Berge gave an overview of what the Student Based Health Center offers. Alia Zieg explained about the Anti-Bullying Campaign currently in progress and led the group in a stress relieving exercise. Julene Koenig reviewed the Healthy Lifestyle Campaign.

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 February's recipient, Jim Nosen. Mr. Nosen is the Art Teacher at Baker Prairie Middle School. Dr. Steach and Matt Olson, State Farm Insurance, presented the award to Mr. Nosen.

5.0 CONSENT AGENDA

Diane Downs acknowledged the change of Caryn Davis from the Administrative Assistant to the Superintendent and Board of Directors into the Accounting Manager position and questioned why the position was now called Accounting Manager. Dr. Steach explained the decision to rename the position.

Diane Downs moved to approve the Consent Agenda, Andrea Weber seconded the motion.

Motion passed 7-0.

Included in the Consent Agenda:
5.1 Personnel Changes

6.0 SUPERINTENDENT'S REPORT

Dr. Steach commented on the following:

- Congratulated Canby High School for the job they did during the recent accreditation process.
- Tracie Heidt, Teacher Adoption Program Coordinator, will have a video on CTV5 to highlight and promote the Teacher Adoption Program.
- Thanked the Rotary Club members for helping with the supervision of the boys' locker room during swimming lessons. The Rotary Club also helped pay for transportation to the swim lessons.
- Today was exclusion day for vaccine non-compliance. Only 15 students in the district had to be excluded. This was due to the great job the staff did in communicating the information to parents.

7.0 BOARD COMMENTS

Kristin Downs: Commented on the impact that Tom Olson and Wayne Oliver have made in the community. She recently attending an FFA competition held at Sandy High School. Canby FFA came home with more winning banners than ever before. This is due to others devoting their time to help the kids.

Mike Zagya: Will miss Wayne Oliver and Tom Olson. Wayne had helped Mike when he was a young coach. Mike participated in mock interviews at the high school and met with Jaime Netter and Noel Hygelund to discuss bringing the ASPIRE Program to the Ackerman Academies.

Andrea Weber: Participated in mock interviews at the high school. Prior to that, she was in AP English during a poetry segment. Regarding BizTown at Ninety-One; she would like to support bringing BizTown to more schools. FinancePark is the high school level version of BizTown.

Tom Scott: Attended the accreditation debriefing. He is proud of the high school team, including Kimie Carroll, Pat Johnson and staff, for the job they did on the accreditation. The mock interviews at the high school were fun, as was the Battle of the Books at Lee Elementary.

Tom Olson was very active in the schools and will be missed. Wayne Oliver was special to me. Wayne had a love of the kids in our community and gave countless hours to kids' sports. Wayne was a role model to me.

Angi Dilkes Perry: Didn't know Wayne Oliver and Tom Olson very well personally, but know that they will be missed.

Diane Downs: Agreed with the other board members in that it will be a great loss with these two giants no longer in our community.

She attended the accreditation debrief, thanks to Kimie Carroll and the high school staff for what they have done, it was very impressive. Went to the Spanish version of Battle of the Books at Trost; it was great fun. It put her out of her comfort zone, but the students were well prepared and they translated for her. She was

retrained as an OAKS proctor; it is eye-opening what a huge undertaking that is. A great volunteer program in the district is with the ASPIRE program.

Brendan Murphy: Echoed the sentiments of the Board regarding Tom Olson and Wayne Oliver; the loss is a huge blow to the community.

As far as potential volunteerism options, the Budget Committee has openings. He attended Math Studio at Knight; it was an impressive and courageous undertaking for teachers. He also attended the Lee Collaborative Teaming, which he enjoyed. Mock interviews at the high school were impressive.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 CESD Service Plan:

The following representatives of Clackamas ESD were introduced: John Thomas, Board Chair, Milt Dennison, Superintendent, Stuart Long, Chief Information Officer, and Jon Eyman, Zone IV Board Representative. They distributed their 2014-2015 Local Service Plan and reviewed the details. The Board had the following comments/questions:

- Mike Zagyva – the budget should not impact the timely evaluation of a student.
- Kristin Downs – concerned about the frequency of visits and the time students have to wait for visits.
- Brendan Murphy – Synergy cost structure concerns.

Milt Dennison explained that there is currently a team in Canby two days a week.

Stuart Long explained that Canby currently pays a one-time annual fee for Synergy, which is anticipated to remain close to the same.

Diane Downs motioned to approve the Clackamas ESD local service plan. Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.2 Advanced Diploma Discussion

Dr. Steach reviewed an option for offering an advanced or extended diploma. The diploma involves senior students voluntarily not graduating at the end of their senior year. The students could still walk at graduation, just not graduate. The district would partner with Clackamas Community College. The district would pay for the students' tuition, books and fees with state funding dollars. Dr. Steach will work on a related policy/procedure to bring back to a future board meeting. Board comments/concerns:

- Kristin Downs – graduation reporting concerns.
- Brendan Murphy – Are there any travel liabilities? How will we monitor overhead and money flow? Need to know where those dollars are going, making sure we are best supporting our students.
- Andrea Weber – What if the students want to go to Portland Community College or Mt. Hood Community College instead of Clackamas Community College?
- Diane Downs – We would need to have some sort of control over what type of classes the students are taking. If we can make it a valuable experience for students, I think it is something we should do.
- Dr. Steach – It would drop our graduation rates. The tuition, books and fees should be less than the ADM we collect.
- Susie Strangfield, System and Accountability Manager, has a way to record this type of student so it doesn't impact our graduation rates.

8.3 Kindergarten Readiness Assessment Results

Marilyn Wood, Director of Student Achievement – Elementary, gave a Keynote presentation to the

Board reviewing the results of the Kindergarten Readiness Assessment; the Board asked questions and held a brief discussion regarding those results.

Dr. Steach informed the Board that we will once again be offering an all-day kindergarten program, contingent upon having large enough numbers to support the program.

8.4 Open Enrollment Seats 2014-15

Dr. Steach presented and reviewed the administration's suggestion for Open Enrollment seats for the 2014-15 school year. A discussion was held regarding the inclusion of the Ackerman Academies.

Diane Downs motioned to approve the number and location of open enrollment seats as presented for the 2014-15 school year, with the removal of seats at the Ackerman Academies. Tom Scott seconded the motion. Motion passed 7-0.

8.5 Draft Communication Plan Structure

Dr. Steach explained his packet for the communication plan. He wanted the focus to be on what we are currently doing and what we can do better. Through the documents, he hoped it would be clear what areas could be improved upon. He asked the Board if this is what they were expecting.

Mike Zagyva's comments:

- What is the Superintendent Meet and Greet and who are the key communicators?
- The plan structure is the avenue, now what is the message?
- Superintendent is the front man for the district. Parent and community support is very important.
- Keep the messages simple.

Andrea Weber's comments:

- Do we currently have an alumni association?
- Need more communication with community members that don't have kids in school.
- Messages need to be consistent, even if only done twice a year.
- Messages need to be intentional and worth reading.
- Look at messaging options beyond technology.

Brendan Murphy's comments:

- Need to know what the message is and how to get it out. The plan structure explains how to get the message out.
- Focus on honing the message. The message comes first.
- We need a plan to get people interested in our schools again.

Diane Downs' comments:

- Have to be realistic of the expectations and what you can accomplish.
- The plan structure is an exhaustive and exhausting document.
- My biggest concern is quality of content. Make it clear, concise and relevant to your audience.
- Teachers send messages to at least 30 people a day through the students. At best, the Superintendent sends one a month.

Kristin Downs' comments:

- The plan structure is a critical step that we can look at and see where our voids are.
- A summation of the Board meeting would be good.
- The website needs to be more up to date, focus on what's happening in the district.

- This is the district's plan, not just the Superintendent's plan.
- How can we communicate to the taxpayers without students?
- In a recent values and beliefs survey from OSBA, key communications need to be directed towards teachers, parents and community business owners.

Angi Dilkes Perry's comments:

- Message are very easy to find on the website.
- We should be talking about what the teachers are doing, not what the Board is doing.
- Need to simplify the message. Some of the language being used is hard to understand if you aren't an educator.

Tom Scott's comments:

- We should be trying to gain and earn the trust of the community at all times; they supply the dollars.
- Our taxpayers are also our volunteers.

Dr. Steach's comments:

- We currently have a community member working on creating an alumni blog site.
- Not all of the presented communication modes are possible, due to time constraints.
- To the parents, we communicate a lot right now, to the point of over sensitizing.
- We need to communicate more with the community.

8.6 Ackerman Cost Analysis

Dr. Steach went over the cost analysis spreadsheet.

Sondra Strong, Director of Student Services, said that the feedback for the Ackerman Academies is very positive. With the Baker Prairie to Ackerman move there were some bumps, due to lack of communication, but all is going well now.

The Board asked questions regarding the Ackerman classroom model, Ackerman staff needing the resources to be able to teach, and credit recovery.

8.7 Budget/Enrollment Numbers

In the absence of Mary Knigge, Director of Finance, Dr. Steach went over the Financial Report through January 2014, drawing attention to a few specific points of interest.

An adjustment was made on line 10, generated from students with disabilities reduction in funds from Clackamas ESD. The result was a loss in revenue. There were no other major changes.

Dr. Steach also reviewed the Canby Enrollment Trends handout.

8.8 Budget Calendar Adoption

Diane Downs motioned to adopt the Proposed Calendar of Events 2014-2015 Budget Preparation as presented. Andrea Weber seconded the motion. Motion passed 7-0.

8.9 Administrative Procedure Revisions

Dr. Steach reviewed with the Board the changes made to JECB-AP Admission of Nonresident Students & Transfer of Resident Students During Open Enrollment & GCBDA-AP Federal Family and Medical Leave/State Family Medical Leave.

Diane Downs noted that GCBDA-AP is listed on the heading as a Board Policy instead of as an Administrative Procedure. Caryn Davis will make the change to correct.

8.10 Policy Revision/2nd Reading and Approval

Second Reading was held for board policy GDBF Health Care Continuation Program – Non-Licensed.

Diane Downs motioned to approve the revisions of board policy GDBF Health Care Continuation Program – Non-Licensed. Angi Dilkes Perry seconded the motion. Motion passed 7-0.

9.0 Future Agenda Items

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

- Curriculum Renewal
- SB-290/Contract Extensions

EXECUTIVE SESSION

Brendan Murphy exited the Board from the Board Regular Session and entered into an Executive Session at 10:15 p.m. in accordance with ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer and ORS 192.660 (2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations.

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 11:35 p.m.

REGULAR SESSION

10.0 Adjournment

Brendan Murphy adjourned the meeting at 11:35 p.m.

Respectfully Submitted:

Caryn Davis
Board Secretary

Brendan Murphy
Board Chair