

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Regular Session and Executive Session
April 16, 2015
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Diane Downs, Kristin Downs, Andrea Weber, Tom Scott, and Mike Zagyva. Board members Angi Dilkes Perry and Brendan Murphy were absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Tim Oberg, Rob Sheveland, Tracy Steenerson, Emma Steenerson, Tom Gingerich, Doug Gingerich, Gloria Gingerich, Renee Boucher, Dan Silver, Kimie Carroll, Diane Weeks, Kenneth Kerivan, Janice Weeks, Barbara Kerivan, Heather Way, Zachery Woodruff, Skyler Rodolph, Andy McKean, Juan Esquivel, Cristobal Esquivel, Sarah Hawthorn, Elizabeth Hawthorn, Claire Hawthorn, Hung Phan, Brian Mares, Karen Seiwald, Craig Gingerich, Jana Gingerich, Mia Deller Eggum, Debbie Deller, John Ogden, Geroge Schmidt, Jenna Schmidt, Cherie Switzer, Lori Schutt, Jennifer Turner, Suzanne VanAmburgh, and Brooks Gingerich.

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. Knight Elementary School students, Claire and Elizabeth Hanthorn, led the flag salute.

3.0 CHANGES TO AGENDA

No changes were made to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Spotlight on Student Success – Knight Elementary School

Christine Taylor, Knight Elementary Principal, introduced Tech Assistant, Natalie Becher, to share about a program she researched and introduced called Hour of Code. Hour of Code is an online tool that teaches students the basics of computer science. Students learn about JavaScript programming and how to code using interactive games and puzzles. Knight Elementary students: Claire Hanthorn, Elizabeth Hanthorn, Zachery Woodruff, Jenna Schmidt, Cristobal Esquivel and Mia Deller Eggum, showed each board member how to play Hour of Code while the audience viewed a demonstration on the screen. Board members thanked the students and remarked they were very helpful and knowledgeable when teaching them how to use the program.

4.2 C.A.R.E. Award

The Kiwanis Canby Area Recognition of Excellence (C.A.R.E.) Award acknowledges local teachers, administrators and staff who excel in educating students. Trip Goodall, Superintendent, announced April's recipient, Brooks Gingerich, Canby High School Choir Director. Mr. Gingerich was recognized for his enthusiastic, skillful directorship and his obvious rapport with students. Suzanne VanAmburgh, Kiwanis C.A.R.E. Committee member, presented the award and congratulated Mr. Gingerich on behalf of the committee, Canby Kiwanis, and local area businesses.

4.3 Public Comments

Chair Diane Downs opened the floor for public comments.
No public comments were made.

Chair Diane Downs recessed the meeting for 5 minutes.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

5.1 April 2, 2015 Board Work Session and Executive Session Minutes

5.2 Personnel Changes

MOTION: Andrea Weber moved to approve the Consent Agenda as presented, Tom Scott seconded the motion. Motion passed 5-0.

6.0 SUPERINTENDENT'S REPORT

Trip Goodall commented on the following:

- First Student has a new location manager, Dan Spahr.
- Attended the Oregon's Professional Educator Fair on April 5th with district administrators. Candidates were invited to attend an Open House on April 6th beginning at the district office and continuing with a tour of Canby schools. Candidates expressed appreciation for the opportunity to tour the district.
- Visited with parents at Knight Elementary's Coffee Time with the Superintendent and enjoyed the conversation and feedback received.
- Attended Holocaust survivor Alter Wiener's presentation at Baker Prairie Middle School and was proud of the respectful behavior of students.
- Met with the Knight Elementary staff and Denise Lapp, Director of Finance, to talk about the budget process. We will be meeting with every staff in the coming week.
- Attended the Chief Administrator meeting where the focus of conversation continued to be on state funding.
- April 17th is In-service Day for all certified staff. Teachers will gather at the Richard R. Brown Fine Arts Auditorium for an opportunity to hear a presentation about our work as educators. Wieden and Kennedy, a Full Service Integrated Advertising Agency, located in Portland, will present on the culture of creativity.
- Lastly, I coached my son's 3rd grade Lacrosse team and they played against Canby's 3rd grade Lacrosse team. Canby played well and they demonstrated good sportsmanship.

7.0 BOARD COMMENTS

Mike Zagya: Canby staff went above and beyond again as many attended the funeral of a former special needs student. Teachers and staff members continue to demonstrate an outpouring of care and concern for their students.

Andrea Weber: The Canby Education Foundation (CEF) supports Biz Town for 5th graders so I took Mary Walsh, CEF Director, to Biz Town for a personal visit and saw John Hancock in action, which was phenomenal. More 5th graders should have the opportunity experience Biz Town.

Tom Scott: Pass

Kristin Downs: CHS Equestrian team won the district championship for the 12th year in a row. They move on to the state meet May 14-17, in Redmond.

Diane Downs: The Canby Education Foundation Spring Fling is this coming Thursday. All are invited.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Canby Library Presentation

Melissa Kelly, Canby Library Director, reported the new library project is in its early stages of development and thanked board member Andrea Weber for setting up the presentation. She introduced architect Brian Mares to discuss the process and development. Mr. Mares shared a keynote presentation with visuals and information about the project. He explained there have been community meetings to gather feedback on ideas for the new library. Feedback was also gathered Board Regular and Executive Session Minutes – April 16, 2015

from a group of about 50 middle school students. The anticipated completion date is Fall 2016. The Board asked about “maker spaces” and Ms. Kelly explained that if the budget allows, they would include spaces for adult and student creativity. Superintendent Goodall asked about plans for a teen room with young adult literature. Mr. Mares responded that a teen section is included in the plans with a place for students to do homework.

8.2 Field Trip Approval

As per Board Policy IICA, all out-of-state travel that requires overnight accommodation must have Superintendent and Board approval. Requests for approval of Baker Prairie Middle School's Band and Choir trip to Ceour d'Alene, Idaho and Ninety-One School's Band and Choir trip to Seattle, Washington were submitted and presented for the Board's consideration.

Jennifer Turner, Baker Prairie Middle School Principal, reviewed information regarding plans for the annual trip to Idaho noting about 180-200 students are traveling.

Skyler Rodolph, Ninety-One School Principal, introduced Ninety-One School Band Director, Karen Siewald, to answer specific questions from the Board regarding the information provided on the proposed Band and Choir trip to Seattle, Washington. Mr. Rodolph reviewed information provided noting the newness of the trip this year and the unique opportunity for students to ride on the train. The Board asked clarifying questions regarding the schedule if Amtrack arrives late and about the number of students going on the trip. Ms. Siewald explained there is flexibility in the schedule to allow for late arrival and 56 students are traveling.

MOTION: Kristin Downs moved to approve the Baker Prairie Middle School Band and Choir trip to Ceour d'Alene, Idaho May 29-31, 2015 and the Ninety-One School Band and Choir trip to Seattle, Washington May29-30, 2015 as presented, Tom Scott seconded the motion. Motion passed 5-0.

8.3 Canby Grove Charter School Resubmission

Superintendent Goodall reported the resubmitted proposal was thoroughly reviewed by district administration and by an outside charter school consultant. Mr. Goodall submitted a recommendation to the board to deny the resubmission based on input received. He explained the applicants would then have the opportunity appeal to the state for additional review.

MOTION: Mike Zagya moved to deny the Canby Grove Experiential Charter School Application Resubmission, Andrea Weber seconded the motion. Motion passed 5-0.

8.4 Achievement Compact

Sheryl Lipski, Director of Teaching and Learning, reviewed the Achievement Compact information provided to the Board in advance of the meeting as follows:

The Achievement Compact Committee recommends the board approve the 2014-2015 Achievement metrics as the preliminary ‘status-quo’ metrics for the 2015-2016 Achievement Compact with the understanding that the Committee will reconvene to revise the recommendations, September 2015. This will allow the Committee to make recommendations informed by the 2014-15 countywide achievement data the Oregon Department of Education is scheduled to release in late August or early September 2015.

TIMELINE OVERVIEW

- April 16, 2015 – Board Meeting

- Preliminary recommendations shared with the Board, by May 1, 2015 Ref. HB 3075, Section 3. (5).
- April 27, 2015 – Legal Budget Committee
 - The Board provides “open communication” regarding the recommendations they have received at the annual legal budget meeting. Ref: HB 3075, Section 4. (5) “...The open communication must be provided during each education entity’s public budget process.”
- Late August or Early September 2015
 - Achievement Compact Committee meets, reviews county achievement data and prepares final 2014-2015 Achievement Compact recommendations for the board’s consideration.
- September 2015 – Board Meeting
 - The Board approves and finalizes the 2015-16 Achievement Compact.
- October 15, 2015
 - Canby School District remits the finalized 2015-2016 Achievement Compact to the Oregon Department of Education board before or on October 15, 2015. Ref. HB 3075 Sec. 4 (A) “October 15 of each year for governing bodies of education entities identified in sub-section (1) (b) (A) or (B) of this section...”

The Board asked for clarification regarding why they were being asked to vote on the compact. Mrs. Lipski explained that the process is a state requirement.

MOTION: Kristin Downs moved to approve the preliminary Achievement Compact as presented, Mike Zagya seconded the motion. Motion passed 5-0.

8.5 Academic Milestones

Sheryl Lipski, Director of Teaching and Learning discussed the revised Canby School District Student Milestones noting the inclusion of the preface as follows:

Canby School District has high expectations for each and every learner. In order for students to gain the most from their school experience, 90% or greater attendance is the goal. To provide access to content for every learner, our staff implements developmentally appropriate, culturally relevant and challenging learning experiences that help all learners meet high standards and reach their full potential.

The revised Student Milestones are as follows:

Ready to Learn: Kindergarten

Recognize letter names, sounds and parts of words

Count numbers with understanding, recognize how many and understand various meanings of addition

Develop age appropriate social emotional skills and self-regulation

Reading & Math Literacy: Grade 1-3

Read independently and proficiently to comprehend literary and nonfiction texts within the grade-level complexity band by the end of the year (high-end for 3rd graders)

Understand place value structure of the base-ten number system, represent and solve problems involving operations (+, -, x, /) with whole numbers

Reading & Math Literacy: Grade 4-6

Read independently and proficiently to summarize, and respond to literary and nonfiction texts within the grade-level complexity band (high-end for 6th graders)

Represent and solve problems involving operations (+, -, x, /) with positive rational numbers

Ready for high school: Middle school years Grade 7-8

*Read independently and proficiently to analyze, and cite evidence from literary and nonfiction texts within the grade-level complexity band (high-end for 8th graders)
Understand linear algebra and linear functions*

On track to graduate: High school years Grade 9-12

*Complete 9th grade with 6 credits
Complete 10th grade with an Academic Plan
Complete 11th grade with adequate progress toward Essential Skills*

Graduate Career and College Ready: High school years Grade 9-12

Graduate high school: 40% on a path to obtain a bachelor degree or higher, 40% on a path to earn a post-secondary credential, 20% enter the workforce (by 2025)

The Board asked about next steps for communication with parents, if staff is in agreement, and whether other subjects would be included in addition to Reading and Math Literacy. Ms. Lipski explained the document would be used internally with plans to identify system-wide target areas. Visuals will be added to the final document and posted on the website for parents. Mr. Goodall added the milestones provide a guidance document for staff. Ms. Lipski noted the information is not new for teachers. Chair Diane Downs added the milestones give parents perspective regardless of changes at the state level and establish solid, timeless student goals. Mr. Goodall explained that it would be used to compare data school to school and generate conversation around strategies to aid in areas where we are not meeting out goals as a district. Mrs. Lipski noted that these milestones are essential skills and are gateways for students to be successful in other academic areas. The Board expressed appreciation for the document adding it helps to guide the district's focus and decisions.

8.6 Innovation Grant Update

Sheryl Lipski informed the Board the Innovation Grant presentations are scheduled for Tuesday, May 19th, at 4:30 p.m. in the Canby School District Office, Meridian Room. Superintendent Goodall added the Innovation Grant concept might not continue in the same way due to an increasing number of building requests. The district is considering other options.

8.7 Draft 2015-16 School Calendar

Tim Oberg, Director of Human Resources, reviewed the draft 2015-16 school calendar. Changes were made to align Baker Prairie Middle School and Ninety-One School 7th and 8th Grade schedules. Chair Diane Downs requested a note to be made for families of Ackerman Academy students who follow a different schedule. Mr. Goodall added he has received one email noting concern regarding the early start date for students that have scheduled commitments in August. Students will be allowed to make up assignments, as is the normal practice for absences during the school year.

MOTION: Tom Scott moved to approve the 2015-16 School Calendar as presented, Kristin Downs seconded the motion. Motion passed 5-0.

8.8 Financial Report/Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report and Month End Enrollment Summary as of March 31, 2015. Ms. Lapp noted the district received the State School Fund estimates for 2013-14, 2014-15, and 2015-16. We are still waiting on the reconciliation of state school district audits as it may impact the estimate for 2013-14. The 2013-14 Average Daily Membership (ADM) showed a decrease of 16.8 students. The estimate for 2014-15 decreased by about \$163,000 but was offset by monies collected from higher property taxes. The district will realize a reimbursement for 2014-15 high cost disability students at around \$70,000. For 2015-16,

the State School Fund budget is \$7.255 billion. The district will allocate 49% the first year and 51% the second year, a decrease of \$35 per student.

Ms. Lapp reviewed the March 31, 2015 Month End Enrollment Summary as follows noting a mistake in the February Special Education enrollment count which should have been 523 students. The Board discussed the decrease in enrollment and the projected kindergarten enrollment. Students who graduate early are no longer counted as enrolled.

Canby School District
Month End Enrollment Summary: March 31, 2015

	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	352	346	333	8	1390	1419
Baker Prairie Middle School**	0	0	0	0	0	0	0	302	282	0	0	0	0	0	584	602
Carus Elementary School	47	76	57	65	49	57	57	0	0	0	0	0	0	0	408	408
Eccles Elementary School	71	71	68	68	83	64	67	0	0	0	0	0	0	0	492	501
Knight Elementary School	53	55	49	50	56	57	60	0	0	0	0	0	0	0	380	413
Lee Elementary School	43	68	59	57	57	66	63	0	0	0	0	0	0	0	413	404
Ninety-One Elementary School	54	39	46	58	44	50	54	68	54	0	0	0	0	0	467	409
Trost Elementary School	54	75	68	59	57	46	41	0	0	0	0	0	0	0	400	459
Ackerman Center	0	0	0	0	0	0	0	0	0	11	11	15	25	0	62	90
KEY Program	2	2	1	1	6	5	3	5	2	0	0	0	0	0	27	21
Outside Placement***	1	0	0	0	3	0	0	1	0	2	5	6	5	0	23	2
Total by Grade	325	386	348	358	355	345	345	376	338	364	368	367	363	8	4646	4728
Budget Enrollment	370	386	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	378	336	369	376	387	391	408	376	5	4758	4757

*Canby High counts include Parrott Creek (9-12) and Post-High.

**Baker Prairie counts include Parrott Creek (7-8).

*** 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	4644	4655	4646			
Year Average	4699	4704	4700	4682.5	4674.8	4671.5	4667.86			
Budget #	4728	4728	4728	4728	4728	4728	4728			
Special Education	519	516	516	515	518	523	525			
English Language Learners	675	672	669	653	660	669	677			
Migrant	508	480	494	488	499	506	507			
Economically Disadvantaged	1897	1888	1879	1834	1837	1834	1824			

Enrollment by grade level	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
K-6	2455	2473	2466	2437	2449	2463	2462			
7-8	718	718	714	707	713	712	714			
9-12	1526	1470	1512	1486	1482	1480	1470			
District Total	4699	4659	4692	4630	4644	4655	4646			

9.0 FUTURE AGENDA ITEMS

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

- Open Enrollment Report
- CHS Principal/Student Services Director Hiring Update
- Policy 1st Reading
- Softball Complex Report (May 7th)

The Board discussed the addition of a review of the grant, fundraising, and signage policies, a discussion on the June 25th Planning Workshop agenda, a report on each administrator’s progress on goals, and the superintendent’s evaluation.

Chair Diane Downs recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Diane Downs exited the Board from the Board Regular Session and entered into an Executive Session at 8:09 p.m. The Executive Session was held in accordance ORS 192.660(2)(a), in consideration of the employment of public officer, employee, staff member or individual agent, and pursuant to ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations, which allows the Board to meet in executive session for that purpose.

Board members in attendance were Diane Downs, Kristin Downs, Tom Scott, Andrea Weber, and Mike Zagya. Board members Brendan Murphy and Angi Dilkes Perry were absent from the meeting. Also in attendance were Trip Goodall (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 8:43 p.m.

10.0 ADJOURNMENT

Diane Downs adjourned the meeting at 8:43 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Diane Downs
Board Chair