

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Organizational Meeting
July 30, 2015
Canby School District Office, Meridian Room**

ORGANIZATIONAL MEETING

Board members in attendance were Diane Downs, Kristin Downs, Angi Dilkes Perry, Tom Scott, and Mike Zagya. Board members Kristin Downs and Rob Sheveland were absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), and Laurretta Manning.

1.0 CALL TO ORDER

Chair Diane Downs, called the Organizational Meeting to order at 4:00 p.m.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes were made to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Chair Diane Downs opened the floor for public comments.

No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

5.1 June 25, 2015 Planning Session, Budget Hearing, Regular and Executive Session Minutes

5.2 Personnel Changes

MOTION: Kristin Downs moved to approve the Consent Agenda as presented. Angi Dilkes Perry seconded the motion. Motion passed 5-0.

6.0 BOARD ELECTIONS

Chair Diane Downs opened the floor for 2015-2016 Board Chair and Vice-Chair nominations.

MOTION: Mike Zagya moved to elect Angi Dilkes Perry as 2015-2016 Board Chair. Kristin Downs seconded the motion. Motion passed 5-0.

MOTION: Kristin Downs moved to elect Tom Scott as 2015-2016 Board Vice-Chair. Mike Zagya seconded the motion. Motion passed 5-0.

7.0 INFORMATION/DISCUSSION/ACTION ITEMS

7.1 2015-2016 Canby School District Organizational Designations

Canby School District 2015-2016 ORGANIZATIONAL DESIGNATIONS

In conjunction with the administrators of Canby School District, the Board of Directors agree to the following organizational designations for the 2015-2016 fiscal year:

- 1. Samuel "Trip" Goodall is designated as the Chief Administrative Officer, the District Clerk, and the Elections Officer.*
 - 2. Denise Lapp is designated as the Director of Finance, the Budget Officer, and the District Deputy Clerk.*
 - 3. Kamela Davis is designated as the Board Secretary.*
 - 4. Samuel "Trip" Goodall and Denise Lapp shall be Custodians of Funds and authorized signature and facsimile signature on checks. No other signature is authorized for district checks. They shall also authorize the signers on all student body accounts and shall have the authority to open new bank accounts, as necessary. The Custodians of Funds shall have individual fidelity bond coverage in the amount of \$250,000 each or shall be covered under the District's crime coverage on its property and casualty insurance policy and are authorized to:
 - a. Make salary and non-salary payments, according to district budget, policy, and state laws;*
 - b. Enter into contracts of \$150,000 bid limit and real estate transactions;*
 - c. Borrow funds not to exceed \$750,000;*
 - d. Apply for and administer grant funds; and*
 - e. Act as investment officer.**
- 5. Designates Local Government Investment Pool (LGIP) to invest surplus district funds.*
 - 6. Designates the firm of Garrett, Hemann, Robertson, P.C., Attorneys-at-Law, as the primary attorney. However, the district reserves the right to select other legal firms as appropriate.*
 - 7. Wilcox, Arredondo & Co. is designated as official auditor.*
 - 8. Brown & Brown Northwest is designated as the insurance agent of record.*
 - 9. U.S. Bank and Columbia State Bank are designated as the depository for district funds.*
 - 10. Approve substitute teacher pay rate of \$173.76 per day for the first 10 days, and \$188.80 for subsequent days. The rate for 10 days will change when the CEA contract for 2015-16 is finalized.*
 - 11. Designate the Canby Herald and/or The Oregonian and/or Daily Journal of Commerce as the official paper for publishing legal notices.*
 - 12. Designates Wayne Layman as the District's Safety Officer.*

MOTION: Tom Scott moved to approve the 2015-2016 Canby School District Organizational Designations as presented. Diane Downs seconded the motion. Motion passed 5-0.

7.2 2015-2016 Board Regular Session and Work Session Dates

MOTION: Diane Downs moved to approve the 2015-2016 Board Regular Session and Work Session Meeting Dates as amended with a Board Work Session on August 13, 2015 replacing August 20, 2015. Kristin Downs seconded the motion. Motion passed 5-0.

8.0 FUTURE AGENDA ITEMS

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

- Superintendent-Board Working Agreements
- Board-School Liaisons
- Goal Setting/Board Priorities
- Alternative Placements

- 2015-16 Federal Grants
- Construction Excise Tax
- Policies – 2nd Reading

The Board discussed the addition of a brief report on the administrative retreat, a process for facility review, and a timeline for curriculum renewal and materials adoption.

8.0 ADJOURNMENT

Chair Angi Dilkes Perry adjourned the meeting at 4:40 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Vice-Chair