

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Work Session and Executive Session
August 13, 2015
Canby School District Office, Meridian Room**

WORK SESSION

Board members in attendance were Diane Downs, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagyva. Board Chair Angi Dilkes Perry was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, and Tim Oberg.

1.0 CALL TO ORDER

Vice-Chair Tom Scott called the Work Session to order at 6:30 p.m.

2.0 INTRODUCTIONS

No introductions were necessary.

3.0 CHANGES TO AGENDA

No changes were made to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Vice-Chair Tom Scott opened the floor for public comments.

Kristin Downs announced the upcoming Canby Educational Foundation event, *A Taste of Autumn*, on October 3, 2015 at 6:30 p.m. located at Three Sisters Livestock, 8835 S. Lone Elder Rd., Canby OR 97013. Ms. Downs also announced the Canby Center is collecting school supplies for students. The Canby Center will be one of three local charities to receive proceeds from the Canby Dahlia Run on Saturday, August 29, 2015.

Andrea Weber expressed appreciation for the kind words and thoughtfulness by the Board and others during her father's passing.

Rob Sheveland announced the recent passing of Canby High School's Assistant Softball Coach.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

5.1 July 30, 2015 Organizational Meeting Minutes

5.2 Personnel Changes

**MOTION: Diane Downs moved to approve the Consent Agenda as amended.
Kristin Downs seconded the motion. Motion passed 6-0.**

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 Administrative Retreat Report

Superintendent Goodall shared the administrative retreat was a great opportunity for administrators and directors to gather for team building. Some main topics covered were

culturally responsive instruction, equity work, the teacher evaluation process, and operational items for the start of the school year. Sheryl Lipski, Director of Teaching and Learning, added the retreat very productive. The Board asked if there were administrator issues or concerns raised. Mr. Goodall noted English Language Learner (ELL) staff needs was discussed.

6.2 2015-16 Resolution Authorizing Application for Federal Grants

Denise Lapp, Director of Finance, explained district policy requires the Board to annually adopt a resolution authorizing application for federal grants as presented in Resolution 2015-16/0001:

Be it resolved that the Canby School Board of Directors authorizes the Superintendent and/or his or her designee to apply for the following Federal Program grants, as needed:

- *Title I Part A – Improving Basic Programs Operated by LEAs*
- *Title I Part C – Education of Migratory Children*
- *Title I Part D – Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent or At Risk*
- *Title II Part A – Preparing, Training and Recruiting High Quality Teachers and Principals*
- *Title III – Language Instruction for Limited English Proficient and Immigrant Students*
- *Professional Technical Education (Carl Perkins)*
- *USDA*
- *Workforce Investment Act*
- *Rehabilitation Services Grant to States*
- *IDEA*
- *Child Care & Development Fund*

MOTION: Andrea Weber moved to approve the 2015-16/0001 Resolution Authorizing Application for Federal Grants as presented. Diane Downs seconded the motion. Motion passed 6-0.

6.3 2015-16 Construction Excise Tax

WHEREAS, the 2007 Oregon Legislative Assembly enacted ORS 320.170 to 320.189 (Senate Bill 1036) authorizing school districts to impose construction excise taxes (“CET”) to fund capital improvements to school facilities; and

WHEREAS, On December 13, 2007, the Canby School District Board of Directors (“Board”) enacted a Resolution imposing a CET pursuant to this Statute; and

WHEREAS, ORS 320.176 provides that a school district may adjust the CET tax rate and cap limitations each fiscal tax year based upon changes to the construction cost index as determined by the Oregon Department of Revenue (“DOR”), and

WHEREAS, the Board desires to amend the District’s CET tax rate and cap to reflect the DOR adjustments.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. *The applicable CET rates/limits imposed are amended as follows:*
 - (a) *\$1.20 per square foot on structures or portions of structures intended for*

residential use, including but not limited to single-unit or multiple-unit housing; and
(b) \$0.60 per square foot on structures or portions of structures intended for non-residential use, not including multiple-unit housing of any kind.
(c) A construction tax imposed on structures intended for nonresidential use will not exceed \$29,900 per building permit or \$29,900 per structure, whichever is less.

2. The construction excise tax shall be assessed and collected pursuant to the provisions of ORS 320.170 to 320.189.

3. The Superintendent is hereby directed to provide notice of this amendment the District's local government partners collecting the CET pursuant to intergovernmental agreements with the District under ORS 320.179(2).

4. This resolution takes effect on November 1, 2015.

Duly passed this 13th day of August 2015, at the Meeting of the Board of Directors of Canby School District No. 86.

MOTION: Diane Downs moved to approve the 2015-16/0002 Construction Excise Tax Amendment as presented. Kristin Downs seconded the motion. Motion passed 6-0.

6.4 2015-16 Alternative Education Programs

Board Policy IGBHA requires the Board to annually approve Alternative Education Programs. The Alternative Education Programs for the 2015-16 school year are as follows:

*LIFEWORCS NORTHWEST
8770 SW Scoffins Street
Tigard, OR 97223
503-684-1424*

*SERENDIPITY CENTER
14815 SE Division Street
Portland, OR 97236
503-761-7139*

*VICTORY ACADEMY
27960 SW Canyon Creek Rd
Wilsonville, OR 97070
503-784-9717*

*CLACKAMAS COMMUNITY COLLEGE
19600 Molalla Avenue
Oregon City, OR 97045*

MOTION: Andrea Weber moved to approve the 2015-16 Alternative Education Programs as presented. Diane Downs seconded the motion. Motion passed 6-0.

6.5 2015-16 Board-Superintendent Working Agreements

MOTION: Kristin Downs moved to approve the 2015-16 Board-Superintendent Board Work Session and Executive Session Minutes – August 13, 2015

Working Agreements as presented. Mike Zagyva seconded the motion. Motion passed 6-0.

6.6 Board-School Liaisons

The Board agreed to the following school liaison assignments for the 2015-16 school year:

Angi Dilkes Perry – Trost Elementary
Diane Downs – Eccles Elementary
Kristin Downs – Ninety-One School
Tom Scott – Baker Prairie Middle School
Rob Sheveland – Knight Elementary
Andrea Weber – Carus Elementary
Mike Zagyva – Lee Elementary

All Board members are assigned to the Canby High School.

6.7 Goal Setting/Board Priorities

A discussion was held on the superintendent's goals provided to the Board in advance of the meeting. Some suggestions included adding the development of a transportation complaint procedure for parents, increasing staff awareness around energy usage with the implementation of an energy usage policy, and the promotion of meaningful opportunities for parent and community engagement through involvement in district and building activities. An additional suggestion was to limit the focus to two main areas: the creation and implementation of a monthly principal template with goals on equity work, discipline data, family engagement, and student achievement; and the orientation of new hires in collaboration with the Director of Teaching and Learning. Mr. Goodall agreed with the focus but expressed his intention to work on all areas of need. The Board discussed possible evidence of progress such as parent surveys and state assessment scores. The Board would like an update on the superintendent's progress every three months with a mid-year evaluation and final evaluation in June.

6.8 Policy/Administrative Procedure Revision – 2nd Reading

The Board held a second reading on the following policies:

BBB – Board Elections

BBFA – Board Member Ethics and Conflict of Interest

BBFB – Board Member Ethics and Nepotism

BC/BCA – Board Organization/Board Organizational Meeting

MOTION: Diane Downs moved to approve Board Policy BBB, BBFA, BBFB, and BC/BCA as presented. Kristin Downs seconded the motion. Motion passed 6-0.

7.0 FUTURE AGENDA ITEMS

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

- Summer School Report
- Facility Review Process Discussion
- Curriculum Renewal/Materials Adoption Timeline
- Hiring Update
- Policy 1st Reading

The Board discussed the addition of an opening of schools report and a discussion in October on new staff orientation.

Vice-Chair Tom Scott recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Tom Scott exited the Board from the Board Regular Session and entered into an Executive Session at 8:26 p.m. The Executive Session was held in accordance with 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 Diane Downs, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagyva. Board Chair Angi Dilkes Perry was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, and Tim Oberg.

It was 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.

Tom Scott exited the Board from the Executive Session and reentered the Regular Session at 9:12 p.m.

8.0 ADJOURNMENT

Vice-Chair Tom Scott adjourned the meeting at 9:12 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Vice-Chair