

Board Meeting Minutes
Work Session
September 4th, 2014
Canby School District Office, Meridian Room

WORK SESSION

Board members in attendance were Kristin Downs, Brendan Murphy, Angi Dilkes Perry, Tom Scott, Andrea Weber, and Mike Zagya. Board Chair Diane Downs was absent from the meeting. Also in attendance were Trip Goodall (Interim Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Tim Oberg, Sheryl Lipski, Kimie Carroll, Christine Taylor, Kathleen French, Travis Opperman, Joan Flora, Cindy Bauer, Pat Johnson, Sam Thompson, Cathy Lambeth, Heidi Zauner and Corina Melendez. Mark Martens entered the meeting at 7:17 p.m.

1.0 CALL TO ORDER

Board Vice-Chair, Kristin Downs, called the Board Work Session to order at 6:30 p.m.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Vice-Chair Kristin Downs opened the floor for public comments.
No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 August 14th, 2014 Board Work Session Minutes
- 5.2 Personnel Changes

Brendan Murphy moved to approve the Consent Agenda as presented, Tom Scott seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 Tour of Legislature

The Board discussed plans to visit the Oregon State Legislature. The Board would like to have an identified purpose for the visit and know whom they will be meeting. Also, the Board requested feedback from staff on important issues facing education so that they can be a voice to the Legislature on their behalf. Angi Dilkes Perry will report back at the January meeting on a strategy and possible tour dates for late February or early March.

6.2 Human Resources Update

Tim Oberg, Director of Human Resources, reported that this summer was extremely busy for the Human Resources Department. Mr. Oberg referred to an updated handout with a list of 47 new employees representing classified, certified, and administrators. There are nine positions remaining to be filled.

On Thursday, August 21st, training for new staff members was held at the District Office. Topics covered were Human Resources and payroll matters, technology, and the new mentoring program. The Union leadership was invited and met with their respective new members. In addition, new employees visited

their buildings and were greeted by their supervisors.

The Human Resources department is in the process of developing our mentor teacher program this year. Kathleen French, Knight Elementary Intervention Specialist, will be the district point person for new certified staff. Working under the direction of Sheryl Lipski, Director of Teaching and Learning, Ms. French will organize and conduct regular communication and meetings with our new teachers throughout the year.

6.3 Curriculum and Instructional Renewal Teaching and Learning Report

Mr. Goodall thanked the Teaching and Learning Department and the District Office staff for their help in organizing and facilitating the All-Staff Inservice Day on August 25th.

Sheryl Lipski, Director of Teacher and Learning, introduced Kathleen French, Knight Elementary Intervention Specialist, who gave a synopsis of her role as the point person for new teachers this year. Ms. French referred to a handout mapping the year's mentoring sessions and topics to be addressed. The goal is to support new teachers so that they are effective and motivated to continue to be learners of their craft of teaching.

Ms. Lipski introduced the Teaching and Learning team: Corina Melendez, Teaching and Learning Secretary; Heidi Zauner, State Reporting and Assessment Specialist; Joan Flora, Curriculum Coordinator; Cathy Lambeth, Teacher On Special Assignment (TOSA); and Cindy Bauer, Coordinator of Special Programs. Ms. Lipski highlighted the efforts of the Teaching and Learning team and others who facilitated workshops for the All-Staff Inservice Day, August 25th. Cindy Bauer, Coordinator of Special Programs, facilitated the "Strategies for Language Learners" workshop. Ms. Bauer explained that the focus was on vocabulary and strategies to use in the classroom to encourage verbal communication among English Language Learners. Vice-Chair Kristin Downs noted that offering a full breakfast and a "Swag bag" for all staff helped set a positive tone for the year. Ms. Downs acknowledged the following local businesses for their donations: Burgerville, Movu Esthetics, The Human Bean, Coastwide Laboratories, Office Depot, and Sodexo.

Instructional Leadership Team (ILT) Report

Pat Johnson, Canby High School Principal, updated the Board on the Instructional Leadership Team (ILT) process for the high school this year. Mr. Johnson referred to handouts outlining goals to re-visit, re-invent, and re-commit to the purpose of the Instructional Leadership Team and to the purpose of Collaborative Teams. All Canby High School teachers will meet in the newly remodeled library beginning Wednesday, September 9th, for Collaborative Teams. Canby High School's Leadership Advisory Council or Instructional Leadership Team includes staff from all departments and will meet monthly. The focus will be reestablishing purpose, planning Professional Development, and teacher evaluations.

Travis Opperman, Baker Prairie Middle School Associate Principal, reported on the Instructional Learning Team process for middle schools on behalf on Jennifer Turner, Baker Prairie Middle School Principal, who was absent from the meeting. Mr. Opperman explained that the process is similar to the high school's process. In previous years, there was a lack of professional development time so the Instructional Leadership Team was used mainly to disseminate information. Moving forward, the team will operate in more of a leadership capacity. The goals are to plan Professional Development time, facilitate one staff meeting per month, develop the instructional focus of critical thinking to define how it is taught, and research the most effective middle school schedule. Also, members of the Instructional Leadership Team will facilitate Collaborative Team time.

Christine Taylor, Knight Elementary Principal, reported on the Instructional Leadership Team process on behalf of the elementary principals. Ms. Taylor reported that teams vary from 5-9 participants and are purposefully selected. Each team member volunteers their time. The focus includes looking at current data, celebrating strengths, developing an instructional focus, planning Professional Development days, fine-

tuning Collaborative Team structure, exploring a book study idea, and the development of a School-Wide Improvement Plan.

The Board asked if the STAR protocol was still being used as part of the evaluation process. Principals explained that parts of the program are being used in addition to other evaluation tools.

Summer School Update

Cindy Bauer, Coordinator of Special Programs, updated the Board on the 2014 Acceleration and Enrichment Academies, Summer School Program. Ms. Bauer gave a keynote presentation on enrollment, staffing, funding, community connections, and student activities. This year 696 students ranging from pre-kindergarten age through high school age were enrolled. Ms. Bauer highlighted the involvement of bi-national teachers from Mexico, thematic teaching with field trip extensions, and the culminating parent night.

The Board asked how students were selected for the program. Ms. Bauer explained that because Summer School is primarily funded by migrant grants, students that qualify as migrant are invited to attend. Other students are selected by building principals.

Angi Dilkes Perry commented that on her recent Summer School visit, students were engaged in their learning and the enthusiasm was palpable. Ms. Dilkes Perry acknowledged Ms. Bauer for her effort to make Summer School a great experience for students and staff.

6.4 Canby High School Athletics Update

Mark Martens, Canby High School Athletics Director and Associate Principal, presented the Board with an update on Canby High School Athletics. Mr. Martens reported that 350 students were cleared for athletic participation and more students will be added. His personal objectives are to support all student athletes, support coaches, and build our community around athletics. Mr. Martens highlighted the collaboration between coaches and teachers to work around schedules and support students during on and off seasons.

6.5 Role Clarity – District Office

Mr. Goodall discussed the 2014-2015 Canby School District Office Organizational Chart. Mr. Goodall noted changes such as the director of technology position to the addition of a tech manager, and a to-be-determined position to help with Synergy and state reporting.

8.0 FUTURE AGENDA ITEMS

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

- Clackamas Community College Presentation– College Bond Measure (3-447)
- Facility Update
- CARE Award
- Curriculum and Instructional Renewal
 - Timeline
- Opening of Schools Presentation
- Enrollment Numbers
- Transportation Update
- Business/Financial Update

9.0 ADJOURNMENT

Kristin Downs adjourned the meeting at 8:22 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Kristin Downs
Board Vice-Chair