

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Board Regular Session and Executive Session  
January 17, 2019  
Canby High School, Applied Technology Center, OMNI Room**

**REGULAR SESSION**

**Board members in attendance** were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Angi Dilkes, Sara Magenheimer, Tom Scott, and Andrea Weber. Absent Board member was Mike Zagya. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Laretta Manning, Ivonne Dibblee, Greg Dinse, Skyler Rodolph, Andy McKean, Christine Taylor, Cherie Switzer, Travis Opperman, Angie Navarro, Sam Thompson, Galina Dobson, Tim Graves, Ben Winegar, Marilyn Wood, Jada Rupley, Jon Eyman, Sophia Patershall, Jody Patershall, Joseph Patershall, Aubri Wohlers, Kristin Wohlers, Mark Wohlers, Natalie Kern, Kaeden Spencer, Hailey McClain, Tally McClain, Angela Spencer, Ginger Miller, Carol Barrow, Joanne Hauser, Aaron Hutchinson, Todd Gary, Jim Davis, Louise Thomas, Amy Mykisen, Autumn Foster, and Melissa Youd.

**1.0 CALL TO ORDER**

Chairman Rob Sheveland called the Regular Board Session to order at 6:30 p.m.

**2.0 INTRODUCTIONS AND FLAG SALUTE**

Knight student Sophia Patershall led the flag salute. The audience members introduced themselves.

**3.0 CHANGES TO AGENDA**

No changes were made.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

***4.1 Spotlight on Student Success – Knight Elementary***

Knight Elementary Principal Christine Taylor introduced Intervention Specialist Louise Thomas, Counselor Amy Mykisen, and sixth grade students: Sophia Patershall, Aubri Wohlers, Natalie Kern, Kaeden Spencer, Hailey McClain to present on a school wide problem solving strategy and peer mediator program. The group shared about how the problem solving strategy connects to goal three of the district's academic vision: *Educator Effectiveness* and the process for school wide implementation. Students discussed how participating as a peer mediator helps them learn problem-solving skills to help younger students.

***4.2 C.A.R.E. (Canby Area Recognition of Excellence) Award***

The Kiwanis Canby Area Recognition of Excellence (C.A.R.E.) Award acknowledges local teachers, administrators, and staff who go above and beyond to help students succeed. Superintendent Goodall announced the January recipient: Ginger Miller, Head Cook at Knight Elementary School. Todd Gary, Canby Fire District Division Chief, nominated Ms. Miller for her efforts to oversee the lunch program and care for all students. Principal Christine Taylor spoke regarding Ms. Miller's genuine commitment to students and their families. Marilyn Wood, C.A.R.E. Committee member, presented the award on behalf of the

committee, Canby Kiwanis, and local area businesses.

#### **4.3 Board Recognition**

Superintendent Goodall announced January is School Board Recognition Month and acknowledged the dedication and volunteer work of the Canby School District Board of Directors. In appreciation, board members were presented with a book of artwork and written works created by students.

#### **4.4 Public Comments**

Rob Sheveland opened the floor for public comments.

No public comments were made.

#### **5.0 CONSENT AGENDA**

Included in the Consent Agenda:

- 5.1 December 13, 2018 Regular Board Session Minutes
- 5.2 Personnel Changes

**MOTION: Diane Downs moved to approve the Consent Agenda with minutes as presented; Andrea Weber seconded the motion. Motion passed 6-0.**

#### **6.0 SUPERINTENDENT'S REPORT**

Superintendent Goodall commented on the following:

- Staff and students are back in the rhythm of school after the Winter Break; teachers had a day to prepare for students before they returned to class on January 3<sup>rd</sup>.
- We had our second Long-Range Facilities Planning Committee meeting on January 7<sup>th</sup> involving community members and business leaders. I appreciate the participation and support from our community.
- This past Monday building Instructional Leadership Teams were brought together, secondary and elementary, to work on the continuous improvement plan and process. About 70 staff members and presenters were involved. Thank you to Dr. Ivonne Dibblee for her work to organize and facilitate the day.
- The State Legislature begins session next Tuesday, January 22. For the 2019-21 biennium, Governor Kate Brown has asked the legislature to come up with a funding package to lower class sizes, lengthen the school year, fully-fund Measure 98, and provide preschool for more Oregon students.
- I am working with legislators and regional superintendents to determine the impact funding will have on our district with the goal of better supporting our students, staff, and families. Our first budget committee meeting is February 7.
- A draft board resolution to support full funding of education in Oregon will be recommended for approval at our next meeting.
- The staff and students at Canby High School participated in a reunification drill with the help of Canby Police. The drill was well organized and efficient – thank you to staff and students.
- Lastly, as Chairman of the Clackamas County Superintendents, I would like to acknowledge the work of Clackamas ESD Superintendent Jada Rupley. She and her team make every effort to support districts and their partnership is appreciated.

#### **7.0 BOARD COMMENTS**

**Angi Dilkes:** Pass

**Mike Zagyva:** Absent

**Sara Magenheimer:** Pass

**Andea Weber:** I attended the Long-Range Facilities Planning meeting, an overall improvement from the previous meeting. I attended the Baker Prairie Middle School Welcoming Ceremony for Korean exchange students, a wonderful event showcasing student talent. I had the opportunity to teach two Junior Achievement classes for third grade students at Lee Elementary and was pleased at the warm welcome I received.

**Tom Scott:** Pass

**Diane Downs:** I participated in the Nutrition Services Management Request For Proposals (RFP) process. I also attended the Long-Range Facilities Planning meeting. I was trained as an on-call reading mentor at Eccles Elementary and am looking forward to the opportunity to read with students. I participated as a judge for the Ninety-One School Geography Bee, which is a great event; students are very supportive of their peers.

**Rob Sheveland:** Pass

## **8.0 INFORMATION/DISCUSSION/ACTION ITEMS**

### **8.1 2019-2020 Clackamas Education Service District Local Service Plan & Annual Report**

Clackamas ESD Superintendent Jada Rupley presented the 2019-2020 Clackamas ESD Local Service Plan (LSP) and Annual Report along with Board Member Jon Eyman. Copies of the LSP were provided for each board member.

Superintendent Rupley acknowledged the work of Canby School District leadership to engage in training opportunities and participate in advisory roles. She acknowledged Human Resources Director Michelle Riddell who serves as Human Resources Advisory Co-Chair and Superintendent Goodall who serves this year as Chairman of the Clackamas County Superintendents. In addition, Superintendent Rupley acknowledged CSD Board Member Andrea Weber for her service on the Clackamas ESD Budget Committee.

Ms. Rupley provided an overview of the LSP and provided clarification as requested.

**MOTION: Andrea Weber moved to approve the 2019-2020 Clackamas Education Service District Local Service Plan as presented; Sara Magenheimer seconded the motion. Motion passed 6-0.**

### **8.2 AVID (Advancement Via Individual Determination) Mid-Year Report**

District AVID Coordinator and Baker Prairie Middle School Associate Principal Travis Opperman presented a keynote: *AVID Mid-Year Report and Culturally Relevant Teaching*. Mr. Opperman provided an update on the AVID program implementation at Trost Elementary, Baker Prairie Middle School, and Canby High School including school-wide strategies, training, and supports. Next steps include AVID site visits and a visit from the program manager to assess Canby's implementation process and provide recommendations.

Mr. Opperman discussed a list of culturally relevant teaching thought leaders and AVID influencers: Carol Dweck, Zaretta Hammond, Geneva Gay, Eric Jensen, Claude Steele, and Pedro Noguera. He noted staff is being trained in their work through book studies and workshops.

### ***8.3 Monthly Curriculum Update: Academic Vision Goal #2, Division 22 Assurance of Compliance Report***

Director of Teaching and Learning Ivonne Dibblee presented a keynote: *Increase Family Engagement (Academic Vision Goal #2) and Division 22*. She discussed family engagement themes: parents as partners, transparency, and communication; and shared examples of parent engagement strategies such as establishing a Parent Advisory Committee and holding a Title Meeting for parents to explain changes in ESSA (Every School Succeeds Act) as well as how federal funds are used for district programs. Other targeted events include a kindergarten outreach and preschool fair. It was suggested transportation continues to be an issue raised by parents.

Dr. Dibblee reviewed the Division 22 Assurances 2018-2019 compliance and reporting requirements regarding all Standards for Public Elementary and Secondary Schools as set forth in Oregon Administrative Rules (OARs) 581-022-2305. A report to the community is required by February 1 followed by submission to the Oregon Department of Education (ODE) by February 15.

Dr. Dibblee discussed the district is in compliance with all areas except the Human Sexuality Education OAR and the District Curriculum OAR. The district will initiate waivers for these areas as part of a plan to move toward compliance. Dr. Dibblee reviewed the process for the Science and Social Studies curriculum adoption as well as the Comprehensive Sexual Education and Health curriculum adoption, which was provided at the January 17, 2019 Regular Board Meeting.

The board expressed frustration that relevant materials are needed for teachers. Dr. Dibblee discussed some setbacks have slowed progress, however, the district is committed to the work of a thorough process. Current plans include partnering with Clackamas ESD and bringing teachers and other stakeholders together to review materials working within a timeline to ensure compliance. In the interim, the district is looking to supplement materials for teachers.

### ***8.4 Financial, Special Funds, and Enrollment***

Director of Finance Denise Lapp reviewed the Canby School District Financial Report as of December 31, 2018. The Construction Excise Tax (CET) fund balance is \$58,277.33, expenditures include payment for roofing services at the high school and security and phone system upgrades. The turf replacement fund balance is \$294,804.87, a slight increase from interest accrual. No other significant changes in revenues or expenditures were noted.

Ms. Lapp shared current enrollment is at 4,641 students, a decrease of 25 students from last month. Parrott Creek Ranch (PCR) student enrollment is an additional 22.865 students. Clarification was provided regarding the decrease in the number of economically disadvantaged students; the trends are similar to previous years.

### ***8.5 Award of Contract for Food Service Management - Resolution 2018-19/005***

Director of Finance Denise Lapp discussed the district solicited proposals for Food Service Management Services; two proposals were received. The committee completed the review process and recommended the contract be award to Sodexo America, LLC with the following resolution:

***Resolution 2018-19/005 - Award of Contract for Food Service Management***

*WHEREAS, two proposals were received by Canby School District No. 86 for Food Service Management Services, with the third vendor declining to submit a proposal for the services;*

*NOW, THEREFORE, BE IT RESOLVED that the Canby School District No. 86, Clackamas County, Oregon, does hereby award the contract for Food Service Management Services to Sodexo America, LLC, for the fiscal year beginning July 1, 2019, and continuing through June 30, 2020, with an option of four one-year renewals as allowed by federal and state regulations.*

**MOTION: Diane Downs moved to approve Resolution 2018-19/005 for Award of Contract for Food Service Management Services to Sodexo America, LLC; Angi Dilkes seconded the motion. Motion passed 6-0.**

***8.6 2018-19 Financial Contracts and Lease Information***

Director of Finance Denise Lapp reviewed information provided regarding the district's financial contracts and provided clarification as requested. It was discussed more information is needed regarding costs associated with the on-line ticket sales for high school drama productions.

Ms. Lapp reviewed information regarding the district's lease agreements. She noted the majority of agreements range from six to twelve months and renew annually. The district's only long-term lease agreement is with the City of Canby. Ms. Lapp added the language in Policy EH, as discussed at the November 1, 2018 Board Work Session, could be amended to state: "any district leases over one year must be approved". A second reading of Policy EH will be provided at the next meeting.

***8.7 Ackerman/Lee Grounds Discussion with City of Canby***

Director Tom Scott reported he and Director Mike Zagyva met with City leaders: Mayor Brian Hodson and Barry Johnson regarding a possible athletic complex to be constructed on the Ackerman/Lee grounds. A follow-up meeting is scheduled on February 7, 2019 with City officials to discuss conceptual site plans. He discussed the conversation is exploratory and suggested a presentation could be made to the board in March.

**9.0 FUTURE AGENDA ITEMS**

- Open Enrollment/Student Transfer Discussion
- Class Size Update
- CHS Counseling Audit Update
- FCA & LRP Update
- PACE Trust Agreement & Resolution
- Education Funding Resolution
- Policy Review
- Executive Session: Superintendent Mid-Year Review

**10.0 GOOD OF THE ORDER**

No additional items were discussed.

**EXECUTIVE SESSION**

Rob Sheveland exited the Board from the Board Regular Session and entered into an Executive Session at 8:35 p.m. Board members in attendance were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Angi Dilkes, Sara Magenheimer, Andrea Weber, and Tom Scott. Absent Board member was Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), and Denise Lapp (Director of Finance).

The Board met in Executive Session to conduct deliberations to negotiate real property transactions pursuant to ORS 192.660(2)(e) and in accordance with ORS 192.660(2)(i), to review and evaluate the performance of the superintendent.

It was requested 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.

Rob Sheveland exited the Board from the Executive Session and reentered the Regular Session at 10:54 p.m.

**11.0 ADJORNMENT**

Rob Sheveland adjourned the meeting at 10:54 p.m.

Respectfully Submitted:

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Kamela Davis  
Board Secretary

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Rob Sheveland  
Board Chair