

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Executive Session;
Board Work Session and Executive Session
January 4, 2018
Canby School District Office, Meridian Room**

EXECUTIVE SESSION

Board Chair Tom Scott entered into an Executive Session at 5:30 p.m. The Board met in Executive Session pursuant to ORS 332.061(1) to conduct a hearing on the expulsion of a student.

Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Greg Dinse, Cari Sloan, Laretta Manning, Greg Larrison, and M.S.

Tom Scott exited the Board from the Executive Session at 6:32 p.m.

WORK SESSION

Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Laretta Manning, Sheryl Lipski, Greg Dinse, Magda Moreno, Heather Sparks, Tony Crawford, Irene Green, Jamie Stickel, and Carol Palmer.

1.0 CALL TO ORDER

Tom Scott called the Work Session to order at 7:00 p.m.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

A communications update was added as agenda item 6.15.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Tom Scott opened the floor for public comments. No public comments were made.

5.0 CONSENT AGENDA

The Consent agenda was postponed to the January 18 Board Regular Session.

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 Canby Historic Review Board Presentation

Carol Palmer, Canby Heritage and Landmark Commission Chairperson; Irene Green, Library Director; Jamie Stickel, Main Street Manager; and Tony Crawford, Canby Kiwanis President-Elect shared a keynote presentation: "*Building a Better Community*": *The Canby Women's Heritage Trail*. It was noted the organization's name was recently changed from Canby Historic

Review Board to Canby Heritage and Landmark Commission as approved by the Canby City Council. An overview of the Heritage Landmark Commission's collaborative work in partnership with the Canby School District was provided as well as background information regarding the Women's Heritage Trail.

A recent project: Canby Women's Heritage Trail Essay Contest, sponsored by Canby Heritage and Landmark Commission, Canby Public Library, and Canby Kiwanis was presented. The contest is open to all Canby students and is intended to encourage students to explore the ways women, currently and historically, have made a positive impact in the community. A panel of judges will review essays and winners will receive a medallion. It was explained that the contest is a precursor to a culminating March 22nd event at the Canby Public Library in honor of Women's History Month. The group requested the Board's support for the project.

Future plans for the Heritage Landmark Commission include the addition of a student member, increased student engagement, and Canby's formal designation as an *All-Star Heritage Community*.

The Board offered their support with the following motion:

MOTION: Rob Sheveland moved to declare Canby School District's formal endorsement of the Canby Women's Heritage Trail Essay Contest; Mike Zagyva seconded the motion. Motion passed 7-0.

Superintendent Goodall stated he would provide support with a written statement to Canby teachers to encourage participation. Parents will also be made aware of the opportunity.

6.15 (Agenda Item Added) Canby School District Communications Update

Communications Coordinator and Project Manager Heather Sparks reported the district is in the process of logo refresh. She presented an overview of the design stages and requested the Board's opinion on the final iterations. A discussion was held and the Board offered feedback for consideration.

6.2 Canby High School Construction Class Building Project

Canby High School Principal Greg Dinse provided a handout with preliminary site plans for the Applied Technology Center Shop Expansion project and discussed potential uses for the pole structure. Mr. Dinse explained the structure would serve two purposes: creating additional storage and classroom space for the Career Technical Education (CTE) program while providing a building project for the Construction Class. He noted funds for the project were budgeted as part of the Measure 98 initiative and the anticipated timeframe is to begin construction in spring 2018.

A discussion was held. The Board expressed concern regarding the lack of strategic planning for the project. It was noted that the purpose for the structure is unclear and site plans are incomplete. Other concerns noted were project costs and the amount of work Construction Class students would be able to do. Another consideration is the community's perception regarding the district's investment of public funds. Superintendent Goodall reiterated the project is in the preliminary planning stages and feedback is welcome. Before moving forward, the Board encouraged a strategic planning process to ensure the project serves to enhance the CTE program and build community support. Mr. Dinse stated he would convene the department to determine

the facility's purpose and structural needs. Director of Finance Denise Lapp noted that Measure 98 funds do not need to be expended this school year; resources are available for the 2017-19 biennium.

Further clarification was provided regarding Measure 98 funding and the requirement to establish a long-range plan. A committee will be convened in the spring of 2018 with representation from various stakeholders.

6.3 McKinney-Vento Act: Education of Homeless Children and Youth

Director of Teaching and Learning Sheryl Lipski reviewed information provided on the McKinney-Vento Act: Education of Homeless Children and Youth program. She introduced Homeless Liaison Magda Moreno to discuss her role in supporting homeless families. Ms. Moreno provided a handout: *Homeless Students in Clackamas County*, a brochure with information on the education rights of youth in homeless situations. She shared efforts to connect families with outside resources and some examples of families who received assistance from local organizations. The annual process for identification of eligible children and families was discussed. Initial data indicates over 200 students have been identified as homeless this year.

Clarification was provided on the referral process and home visits. Ms. Moreno shared parents may indicate a temporary living arrangement on the student's registration form and staff refer families as they are made aware of situations. Principals make home visits and the district's Migrant Recruiter works closely with the Homeless Liaison to coordinate home visits if needed.

6.4 Math Curriculum Timeline Update

Mr. Goodall distributed a *Math Update* handout with information regarding the math curriculum issues and follow-up as discussed at the December 14, 2017 Regular Board Session. Mr. Goodall summarized the publisher's response to address technology issues and provide additional materials and training. A high school math program meeting has been scheduled on January 24, 2018 to determine the extent of the technology updates and whether to continue with Envision math version two.

Clarification was provided regarding the additional materials provided. A discussion was held regarding the possibility of discontinuing Envision math version two and returning to Envision math version one. If a consensus is not reached at the meeting on January 24th administration will make a final decision that is in the best interest of the district.

6.5 2017-18 Financial Contracts

Director of Finance Denise Lapp shared an overview of the district's 2017-18 Financial Contracts provided in advance of the meeting and highlighted new contracts this school year. A discussion was held on the information and clarification was provided as requested.

6.6 Community Education and Driver Education Proposal

Director of Human Resources Michelle Riddell and Director of Finance Denise Lapp reported on the background and current status of the Community Education and Driver Education program. Concerns exist regarding the lack of administrator oversight for both programs. Community Education program concerns include low class participation, advertising costs, and a significant decrease in revenue. Ms. Riddell discussed the district's proposal to limit class offerings to those that best support the community: e.g., AARP Safe Driver, First Aid, Babysitting, Spanish, Tae

Kwon-Do etc., and to reduce advertising costs by discontinuing catalog mailings, a savings of \$10,000.

Ms. Riddell added the main issue for the Driver Education program is finding adequate behind-the-wheel instructors. It was discussed that the program is a benefit to students and further research is required to determine an appropriate fee schedule moving forward.

Ms. Riddell noted more information is needed to make appropriate decisions regarding both programs. The Board will be kept apprised of program changes moving forward.

7.0 FUTURE AGENDA ITEMS

The following items will be addressed at an upcoming session:

- C.A.R.E. Award
- Spotlight on Student Success: Trost Elementary
- Clackamas ESD Local Service Plan
- Monthly Curriculum Update: Elementary ELA
- Financial | Special Funds | Enrollment Report
- Policy Review
- Division 22 (ODE Deadline Extension Feb 15)

Denise Lapp discussed the addition of a budget hearing and resolution to amend budget appropriations at the February 1, 2018 Board Work Session.

8.0 GOOD OF THE ORDER

No items were discussed.

EXECUTIVE SESSION

Tom Scott exited the Board from the Board Work Session and entered into an Executive Session at 9:01 p.m. **Board members in attendance were** Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber and 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 to review and evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i), which allows the Board to meet in Executive Session for that purpose.

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.

Tom Scott exited the Board from the Executive Session and reentered the Regular Session at 10:45 p.m.

REGULAR SESSION

9.0 ADJOURNMENT

Tom Scott adjourned the meeting at 10:45 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Chair