

Board Meeting Minutes
Regular Session and Executive Session
October 16th, 2014
Canby High School, Applied Technology Center, OMNI Room

REGULAR SESSION

Board members in attendance were Diane Downs, Mike Zagyva, Andrea Weber, Angi Dilkes Perry, Kristin Downs, Brendan Murphy, and Tom Scott (entered at 6:47 p.m.). Also in attendance were Trip Goodall (Interim Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sondra Strong, Cherie Switzer, Sharon Ness, Christine Taylor, Sheryl Lipksi, Bernardo Tuma, Tim Oberg, Ann Ziehl, Kimie Carroll, Pat Johnson, Renate Mengelburg, Ashley Rochholz, John Weaber, Todd Roberts, Kevin Clark, Sean Nehyba, and Gage Kovalski.

1.0 CALL TO ORDER AND FLAG SALUTE

Board Chair, Diane Downs, called the Regular Board Meeting to order at 6:30 p.m. Canby High School Student, Sean Nehyba, led the flag salute.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

Chair Diane Downs changed the five-minute recess to follow 4.4 Public Comments.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 2014 Manufacturing Day / Week Celebration

Renete Mengelberg, City of Canby City of Canby Economic Development Director, explained that the Canby community has a three-year tradition of honoring manufacturers to celebrate National Manufacturing Day. Canby High School has participated by coordinating tours of local manufactures with the Career Technology Education (CTE) and the Construction program. Ms. Mengelberg introduced John Weaber, Chief Operating Officer at Product Manufacturing, Inc., and Ashley Rochholz, Continuous Improvement Manager at Milwaukee Electronics Company, to present on this year's tours.

John Weaber reported that this was the 3rd opportunity for Product Manufacturing, Inc. to host a tour. He highlighted the interest level of students during the tour and expressed appreciation for the school's investment in the program. He believes the tours help students connect what they are learning in the classroom to the real world. Ashley Rochholz discussed the production capabilities of Milwaukee Electronics and noted that some students from Clackamas Community College seek an internship with the company and there are future involvement opportunities for high school students with mechanical skills.

The Board asked if there are other high schools besides Canby who participate in the tours and whether the current curriculum prepares them for the workforce. Mr. Weaber explained that Clackamas Community College and Canby High School are the only participants and he is unsure about the curriculum as it relates to the workforce. Mr. Weaber noted that personal skills, such as getting to work on time, are important. Ms. Rochholz added that problem solving and initiative are equally as important. Board Chair Diane Downs thanked Ms. Mengelberg, Mr. Weaber, and Ms. Rochholz on behalf of the Board for hosting the tours and noted that it continues to be a valuable opportunity for students.

4.2 Spotlight on Student Success

Canby High School

Pat Johnson, Canby High School Principal, reported that a year ago, the Canby High School Applied Technology program received a grant to purchase new advanced engineering equipment. He introduced

Todd Roberts, CTE/Manufacturing teacher, who explained that the program was able to purchase a Haas MiniMill and Printronix 3D Printer with grant dollars. He thanked Jamie Netter, Canby High School's School to Career Coordinator, for help in organizing the Manufacturing Day 2014 student tours. Mr. Roberts introduced students: Kevin Clark, Sean Nehyba, and Gage Kovalski who gave a Power Point presentation on the Engineering program at Canby High School and the Manufacturing Day 2014 student tours. Kevin Clark discussed the advanced capabilities of the Haas MiniMill and Printronix 3D. He also shared that students visited the following companies on October 3rd: Pioneer Pump, American Steel, Advanced Flight Systems, Product Manufacturing, Inc., Package Containers, and Milwaukie Electronics. Kevin believes the tours were a huge success for students who are considering a career in engineering. Gage Kovalski appreciated the tours and added that future job opportunities are started down the hall in his classroom. Sean Nehyba also expressed appreciation for the tours and noted he liked seeing how the machines work on a larger scale and would consider a career in engineering.

The Board thanked the students for their presentation and noted the value of helping students connect their learning to the real world.

4.3 CARE Award

Canby Area Recognition of Excellence (CARE) Award recognizes local teachers, administrators and staff who excel in educating local children. Interim Superintendent Trip Goodall announced October's recipient, Noah Megowan, German teacher at Canby High School. Mr. Goodall explained that Mr. Megowan regrettably could not attend the meeting due to a family conflict but would be presented with the award at the next Board Work Session on November 6th.

4.4 Public Comments

Chair Diane Downs opened the floor for public comments. No public comments were made.

Chair Diane Downs recessed the meeting for 5 minutes.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 October 2nd, 2014 Board Work Session Minutes
- 5.2 Personnel Changes

Andrea Weber moved to approve the Consent Agenda as presented, Angi Dilkes Perry seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT'S REPORT

Trip Goodall commented on the following:

- Continue to be impressed by the maturity level of students who came to a consensus around some issues.
- Attended the Korean Welcoming Ceremony at Baker Prairie Middle School, which was remarkable - impressed with the level of respect demonstrated by the students.

7.0 BOARD COMMENTS

Mike Zagyva: Pass

Tom Scott: Attended several school events including student conferences and would like to compliment teachers and acknowledge their hard work.

Andrea Weber: Attended the Aspire conference at Lane Community College, which discussed dual enrollment in state and community colleges and lower tuition options for students. Attended the October 9th Kurt Schrader Town Hall event and had hoped for a better turnout from the community. The congressman updated the audience on what's happening in the legislature with minimal change expected

for education. Also, the Carus White building committee is beginning to meet on a regular basis.

Angi Dilkes Perry: Pass

Brendan Murphy: Attended the October 9th Kurt Schrader Town Hall event – we need to help make education a national priority, please write your representative. Also attended the Oregon States Board Association dinner and the Korean Welcoming Ceremony at Baker Prairie Middle School. The students were very respectful and represented our district well.

Kristin Downs: Attended the Canby High School Collaborative Team time in the newly remodeled library with all staff and administrators and would like to commend the staff on a job well done. Attended the Korean Welcoming Ceremony at Baker Prairie Middle School - students were very polite and respectful. The Baker Prairie Middle School's Band directed by Nick Luchterhand gave an impressive performance and individual students displayed their talents. Also, Parrott Creek invited the Board to attend an event on November 6th, 2014.

Diane Downs: Attended the Canby High School Curriculum Night Open House, which was a great opportunity for parents but not well attended. Thank you to the Canby High School staff for their efforts. Thank you also to Vice-Chair Kristin Downs who facilitated meetings in my absence.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Curriculum and Instructional Renewal – Special Education

Sondra Strong, Director of Student Services informed the Board that due to conference schedules the agenda would be changed slightly to begin with an update on the Lee, Carus, and Trost Consulting Teacher Model pilot implemented last school year, 2013-2014. Ms. Strong introduced Cherie Switzer, Lee Elementary Principal and Sharon Ness, Consulting Special Education Teacher, to share about how the pilot is working this year. Ms. Switzer reported that there have been tremendous improvements with the addition of a half-time consulting teacher at Carus Elementary. Communication to staff has increased with a full-time consulting teacher providing support at Lee Elementary and Trost Elementary. Ms. Switzer believes we are moving in the right direction with para-educators having more time with students “pushing in” to their core-curriculum classes and providing “pullout” for double dose instruction if needed. Additionally, at Lee Elementary and Trost Elementary there are a bilingual para-educators providing support services in Spanish.

Sharon Ness, Special Education Consulting Teacher, commended the Board for approving the Consulting Teacher Model pilot and discussed her past experiences as a regular education teacher, special education teacher, and a mentor teacher. Ms. Ness noted that she works closely with para-educators on what and how they teach. She connects regularly with teachers and collaborates on opportunities such as parent/teacher conferences. Ms. Ness views her role as a three-way supportive network with the classroom teacher, herself, and parents/guardians. The feedback received has been positive. Ms. Ness explained that some challenges have been students with lost academic ground over the summer, the fact that she is not bilingual, and her own learning curve. Cherie Switzer added that Ms. Ness is doing very well and feels the right people are in the right places to make the model work.

The Board asked questions regarding how staff is measuring student progress other than by students meeting goals on their Individual Education Program (IEP). Ms. Switzer explained that students are taking formal assessments like other students. Ms. Ness added that there are many ways to assess such as a Developmental Reading Assessment (DRA) and Lexia, a program which provides immediate feedback on how a student is progressing in math. The Board stressed the importance for student progress to be assessed in a co-hort approach to measure the success of the pilot.

The Board also asked who the half-time consulting teacher at Carus Elementary is and whether summer school is an option for students to help with regression. Mr. Strong responded that May Hayes is the half-time consulting teacher and that data is currently being collected on special education students for regression analysis. Students who have a documented need for interventions like summer school will be provided the opportunity next year.

Program Update

Sondra Strong reviewed the “student first, disability second” philosophy of how our district views children in the special education program. The goal is creative options for students to participate in the regular education environment with students that do not have a disability. Ms. Strong presented an overview of the special education program during the last three years. Some challenges were budget reductions, requirements for Highly Qualified (HQ) staff, and closing the achievement gap for students with disabilities. Some new initiatives and procedures are the Implementation of Standards Based IEP’s, new district evaluation team model that provides increased teaching time for specialists, access for students with disabilities to the Common Core State Standards in the general education classroom, and the continuation of the pilot consulting teacher model at Carus Elementary, Trost Elementary, and Lee Elementary. Data will be collected in all six elementary schools in the form of quantitative data (Lexia, DRA2, DIBELS, and State Assessment Data) and qualitative data from staff on how we are meeting the needs of the child using surveys to gather information, and from parents on the services that they need.

Ms. Strong explained that moving forward, work will be done to recruit and retain special education staff, conduct ongoing review and analysis of service delivery model through Systems Performance Review and Improvement (SPR&I), comply with High Qualified (HQ) requirements, continue budget analysis, identify assistive technology and accessible instructional materials, and on-going work with the pilot model that includes data collection, analysis, and collaboration with final review and report to the Board by June 2015.

Ms. Strong reviewed the list of Alternative Programs used by the district and the current caseload and workload of specialists in the district, noting the difference between caseload and workload. A specialist’s workload includes students who receive a related service but are on the caseload of another specialist (i.e., a student with a Specific Learning Disability receiving communication support from a Speech Language Pathologist). In addition, Ms. Strong reviewed a Canby School District Caseload Comparisons handout and noted differences in how other school districts organize their programs. Ms. Strong mentioned that no other district uses Program Instructional Assistants to aid in scheduling meetings and paperwork, which has been valuable to our district.

The Board asked clarifying questions regarding the district evaluation team changes and how para-educators are able to teach students if they are not highly qualified teachers. Ms. Strong explained that the district evaluation team includes district staff and some Clackamas Education Service District staff (CESD) who work as a team to evaluate students. Para-educators teach under the supervision and direction of a highly qualified teacher, which satisfies the requirements. The Board asked how a team makes the decision to identify a student as a student with a disability and how a student’s Individualized Education Plan (IEP) is implemented if they move. Ms. Strong explained that the evaluation team meets with the building team to make the decision, which is based upon the needs of a child. The team looks at the least restrictive environment for the student and the parents/guardians are a part of the process. When a student moves from another district into our district, the IEP is implemented and may be changed if needed. An out-of-state move-in student requires the team to establish Oregon eligibility. During the process, the student’s IEP is implemented with similar supports. The Board asked about the process for placing students at Parrott Creek. Ms. Strong explained that there is two ways students are placed at Parrott Creek: one is placement through Youth Corp in the residential program and the other is a district decision for placement in the Day program through a tuition agreement with Trillium services. The Board also asked what tools have been identified to measure student progress. Ms. Strong mentioned tools such as Lexia and DIBELS but noted a tool for progress monitoring has not yet been identified and is being researched. In June 2015, comparable data will be provided to the Board on student progress from all six elementary schools.

8.2 Financial Report/Enrollment Update

Denise Lapp, Director of Finance reviewed the current Financial Report, Month End Enrollment Summary as of September 30, 2014 hand-out, as well as a chart showing enrollment trends from 2000-2001 to 2013-2014. Ms. Lapp noted the following items on the October 2014 Financial Report provided to the Board: no change in property tax revenues, expenditures on Line 18 and 19 do not reflect an amount of \$150,000 that

will be encumbered for a March step increase for licensed teachers, and Line 18 includes an amount of \$254,000 that will not be realized this year but is part of the Apple computer lease. In summary, Line 30 will net \$450,000 in additional expenditure changes.

The Board asked about Line 7, Co-curricular Activities and Ms. Lapp explained that Canby High School sends in payments throughout the year.

Ms. Lapp reviewed the Month End Enrollment Summary as of September 30, 2014 hand-out as follows:

**Canby School District
Month End Enrollment Summary: September 30, 2014**

	K	1	2	3	4	5	6	7	8	9	10	11	12	TR	Total by Building	Budget Enrollment
Canby High School*	0	0	0	0	0	0	0	0	0	365	360	363	356	5	1449	1419
Baker Prairie Middle School	0	0	0	0	0	0	0	301	282	0	0	0	0	0	583	602
Carus Elementary School	45	75	56	60	48	60	53	0	0	0	0	0	0	0	397	408
Eccles Elementary School	66	72	70	70	82	63	67	0	0	0	0	0	0	0	490	501
Knight Elementary School	51	51	49	53	58	56	60	0	0	0	0	0	0	0	378	413
Lee Elementary School	43	69	56	60	58	65	66	0	0	0	0	0	0	0	417	404
Ninety-One Elementary School	53	37	47	58	47	49	53	66	53	0	0	0	0	0	463	409
Trost Elementary School	58	73	70	62	59	47	40	0	0	0	0	0	0	0	409	459
Ackerman Center**	1	2	1	1	6	3	3	11	4	7	9	14	31	0	93	111
Outside Placement***	0	0	0	0	1	1	1	1	0	0	4	6	6	0	20	2
Total by Grade	317	379	349	364	359	344	343	379	339	372	373	383	393	5	4699	4728
Budget Enrollment	370	386	365	374	343	337	331	377	347	383	369	357	382	7		4728

*Canby High counts include Parrott Creek and Post-High.
**Ackerman Center counts include Ackerman Academies and KEY Program.
*** Outside Placement counts include Small Group and Tutoring.

District Enrollment Summary for 2014-2015

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Month End Actuals	4699									
Year Average	4699									
Budget #	4728									
Special Education	519									
English Language Learners	675									
Migrant	508									
Economically Disadvantaged	1897									

Enrollment by grade level	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
K-6	2455									
7-8	718									
9-12	1526									
District Total	4699									

Ms. Lapp noted that Baker Prairie had a decrease in student enrollment by about 23 students. Also, the Average Daily Membership in grades 1-12 increased slightly but Kindergarten membership has decreased.

Enrollment trends from 2000-2001 to 2013-2014 are as follows:

**Canby School District
January 31st Enrollment Numbers**

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
K	319	345	384	332	358	361	337	370	323	327	313	340	367	367
1	345	354	371	396	354	363	361	360	369	339	337	338	354	368
2	384	348	348	375	390	351	370	375	353	380	323	330	341	362
3	389	399	356	358	394	394	359	381	375	355	366	333	341	342
4	438	388	402	370	365	394	393	386	373	385	358	373	329	340
5	417	451	400	410	371	381	382	403	380	378	382	347	378	334
6	429	412	465	415	421	376	379	401	403	393	379	362	336	373
7	437	437	426	457	420	423	364	386	384	396	401	381	369	338
8	419	432	437	421	457	417	417	362	382	395	398	387	376	370
9	447	433	458	467	453	474	414	432	384	401	422	397	387	372
10	486	431	432	471	466	446	480	442	434	378	404	416	391	368
11	427	447	414	420	445	422	407	447	407	436	370	371	408	387
12	352	403	402	388	402	438	405	399	442	404	434	349	376	404
OS	0	0	0	0	0	0	0	0	0	0	0	0	0	10
Total	5,289	5,280	5,295	5,280	5,296	5,240	5,068	5,144	5,009	4,967	4,887	4,724	4,753	4,735

The Board had no other comment or questions.

9.0 FUTURE AGENDA ITEMS

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

- ❖ Curriculum and Instructional Renewal - All-Day Kindergarten
- ❖ Policy Updates - 1st reading (group)
 - Sexual Harassment JBA/GBN
 - Students Rights and Responsibilities JF/JFA
 - Student Discipline JG
 - Student Conduct and Discipline JFC V2
 - Weapons in the Schools JFCJ
 - Electronic Devices and Social Media JFCEB
- ❖ Budget Committee Planning

The Board requested the addition of the Oregon State's Board Association resolutions and a report card update. These items will be added to a future agenda.

EXECUTIVE SESSION

Diane Downs exited the Board from the Board Regular Session and entered into an Executive Session at 8:39 p.m. in accordance with ORS 192.660 (2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations, which allows the Board to meet in executive session for these purposes.

Board members in attendance were Diane Downs , Brendan Murphy, Angi Dilkes Perry, Kristin Downs, Mike Zagyva, Andrea Weber, and Tom Scott. Also in attendance were Trip Goodall (Interim Superintendent), Kamela Davis (Board Secretary), Tim Oberg (Director of Human Resources), and Denise Lapp (Director of Finance).

It is 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.

Diane Downs exited the Board from the Executive Session and reentered the Regular Session at 9:34 p.m.

10.0 ADJOURNMENT

Diane Downs adjourned the meeting at 9:34 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Diane Downs
Board Chair