

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
October 20, 2016
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Angi Dilkes Perry, Diane Downs, Rob Sheveland, Andrea Weber, Tom Scott, and Mike Zagyva. Absent Board member was Kristin Downs. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Laretta Manning, Michelle Riddell, Autumn Foster, Greg Dinse, Cherie Switzer, Christine Taylor, Andy McKean, Skyler Rodolph, Sam Thompson, Angie Navarro, Cindy Bauer, Melissa Youd, Travis Opperman, Jennifer Turner, Andy McKean, Ruth Vandecoevering, Dianne Holme, Marilyn Wood, Brenda Griffin, Jim Barr, Galina Dobson, Tristan Oakes, Neal Cranston, Brooke Webber, Maddax Clark, Brad Clark, Havlyn Ehrich, Doug Ehrich, Christine Ehrich, Ella Fischer, Eric Fischer, Jessica Matthias, Kimberly Matthias, Tom O'Neil, Jeff O'Neil, Caden Peterson, Riley Pittman, Zach Polzel, Ellie Shorter, Ellie Thompson, and Zoe Thompson, Jennifer Shorter, Brian Huggins, and Anne Huggins.

1.0 CALL TO ORDER

Board Chair Mike Zagyva called the Regular Board Meeting to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

The audience members introduced themselves. Baker Prairie Middle School students led the flag salute.

3.0 CHANGES TO AGENDA

No changes were made.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 C.A.R.E. 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 make a difference in the lives of students. Superintendent Goodall announced October's recipient Dianne Holme, District Nurse. Dr. Laretta Manning, Director of Student Services, nominated Ms. Holme for the award because "her commitment to the field of nursing is unwavering and she continues to go above and beyond at all times in her dedication for the welfare of students and families." Marilyn Wood and Brenda Griffin, Kiwanis C.A.R.E. Committee members, presented the award and congratulated Ms. Holme on behalf of the committee, Canby Kiwanis, and local area businesses.

4.2 Spotlight on Student Success

Jennifer Turner, Baker Prairie Middle School Principal, thanked Superintendent Goodall and the Board for the support of the middle school Cross-Country team this year. She reported there are 45 students on the team. Many of the team members were present along with Coach Anne Huggins, Coach Jim Barr, and Assistant Coach Brian Huggins. Coach Anne Huggins presented a slideshow and highlighted how students have encouraged and helped their teammates especially during races. Students Havlyn Ehrich, Ella Fischer, Jessica Matthias, and Ellie Shorter, shared how participating in the sport helps them to stay active, learn teambuilding skills, build relationships, and grow in their confidence. They thanked the Board for their support. Canby High School student Neal Cranston shared his appreciation for the Board's support of the program noting middle school students will be more successful at the high school level with these experiences.

Chair Mike Zagyva recessed the meeting for 5 minutes.

4.3 Public Comments

No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 October 6, 2016 Board Work Session Minutes
- 5.2 Personnel Changes

**MOTION: Diane Downs moved to approve the Consent Agenda with Personnel Changes, Angi Dilkes Perry seconded the motion.
Motion passed 6-0.**

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- Thank you to Terri Cummings and the FloraCulture class for the fall pumpkin decorations.
- Attended a Chief Administrators Meeting at the Clackamas Education Service District.
- Met with Counselors, Intervention Specialists, and Principals to discuss student support goals and continuity.
- Met with the Student Transportation of America (STA) management team.
- Met with Galina Dobson and J.J. Lessard to discuss Nutrition Services.
- Would like to welcome Interim Human Resources Director Michelle Riddell.
- Had the opportunity to visit classrooms at Carus, Baker Prairie and Canby High School. It was great to observe students and teachers engaged in classes.
- Attended the Canby Library Ribbon Cutting Ceremony on October 15 – there was good community support.
- Attended an Off-the-Record Meeting, which was insightful.
- Met with Canby Kiwanis, Ray Keen TCC, and District staff to discuss a coordination plan for assisting families.
- Lastly, tomorrow I meet with PTA/PTO groups to discuss parent/district partnership.

7.0 BOARD COMMENTS

Angi Dilkes Perry: Pass

Andrea Weber: Attended the Korean Welcoming Assembly at Baker Prairie Middle School. Students were well behaved and the student performances were outstanding. Thank you to the District for the opportunity to attend the Teaching with Purpose Conference at Parkrose Middle School in Portland.

Rob Sheveland: Thank you to the Canby Educational Foundation, Mary Walsh, and Brian and Laurie Fields for hosting the Taste of Autumn fundraising event. It was a successful event.

Diane Downs: Pass

Tom Scott: Pass

Mike Zagya: The Canby Library Ribbon Cutting Ceremony was well done and well attended.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 *Special Education Report*

Lauretta Manning, Director of Student Services, reviewed information provided in advance of the meeting regarding the Canby School District Special Education program. The total number of students receiving Special Education services is 546, which is 11.5% of the total student population. Dr. Manning highlighted staffing updates, program changes, university partnerships, and community involvement. The Special Education Advisory Council has seven (7) members with parents of students representing different programs and ages.

Dr. Manning introduced Nurse Dianne Holme and Nurse Ruth Vandecoevering to co-share about their responsibilities. Ms. Holme thanked the Board for their support of hiring an additional District Nurse this year. She and Ms. Vandecoevering discussed shared tasks such as medical training, supporting staff in medical protocol implementation, aiding families in accessing funds for vision and dental care along with organizations such as The Canby Center, student immunizations, and safety committee participation. Ms. Holme and Ms. Vandecoevering added they frequently visit schools to care for students with a variety of medical needs.

8.2 *Staff Goal Setting Report | iWalk Observation Presentation*

Greg Dinse, Canby High School Principal, reported that by October 15 teachers and their supervisor had their initial conference to identify and develop two (2) Student Learning and Growth Goals (SLG) and one (1) Professional Growth Goal (PGG). Following the conference is a series of informal and formal observations by the supervisor to provide feedback in written form with the goal of supporting teachers.

Travis Opperman, Baker Prairie Middle School Associate Principal, presented the iWalk Observation, an online application tool used by administrators to track and provide immediate feedback for teachers. Mr. Opperman showed the goal setting and conferencing tools are customizable allowing for focus on school and district priorities, crafting teacher and student look-fors based on the curriculum, initiatives, goals, and learning standards. The app has many other features as well including the ability to take photos, email responses, and compile reports.

8.3 *Emergency Response Procedures*

Rob Holveck, Canby High School Associate Principal, provided an overview of the District's Emergency Response protocols and procedures. The Canby School District adopted the "*I Love U Guys*" K-12 Standard Response Protocol (SRP) and implemented the protocol in all schools. The SRP was developed to improve best practices and ensure a common language for first responders and the public. Mr. Holveck reported that a staff emergency/crisis response binder was organized as a resource for high school staff this year. Recently, an after school drill was held to involve sports teams and clubs. Mr. Dinse noted more practice during "off-times" is needed for staff and students to feel prepared. In addition, education for community members is

needed. The District and Canby first responders are partnering together to participate in drills and increase public awareness and preparedness.

8.4 Academic Vision

Superintendent Goodall explained there has been an ongoing conversation with administration regarding the importance of high expectations for staff and students. The District continues to move toward a final product to guide the work of meeting the needs of all students. Mr. Goodall noted state assessments have been unable to provide reliable data for measuring success. He is working to focus the culture of the district on a quality experience for every student.

Shery Lipski, Director of Teaching and Learning, and Autumn Foster, Communications Coordinator/Project Manager discussed the ongoing process of developing the key components of the Academic Vision for Canby through observation and research. The implementation of the iReady interim assessment tool this year will aid in understanding student growth targets. Ms. Foster shared a goal is to have the Academic Vision document completed by January 2017. The document will be approximately five pages and will accompany the K-8 parent informational brochures.

Chair Mike Zagya shared teachers at Lee Elementary were discussing individual student growth plans and during his Collaborative Team visit. He added the change in focus was refreshing.

8.5 Monthly Curriculum Update: Elementary Math, Grade 6-8 Math Adoption Timeline

Ms. Lipski reported Elementary math teachers in five schools are implementing the new curriculum this year. As part of the implementation plan, an Elementary Math Advisory Group (EMAG) was created to help track progress and plan for professional development. A survey was developed to gather feedback from teachers on what is working well and what are some challenges.

Ms. Lipski explained the Grades 6-8 math materials adoption process would begin with the selection of a committee representing stakeholders from across the district. The committee will receive support from Clackamas Education Service District with training on the adoption process and requirements for adoption. Members will be tasked with creating a plan for implementation and a final recommendation for Board adoption. The first meeting will be held in January 2017.

8.6 OR State Assessment Results Report

Sheryl Lipski, Director of Teaching and Learning, reviewed data on the Smarter Balanced Assessment results with the percent of students that met or exceeded standards at each grade level for 2014-2015 and 2015-2016. She provided an additional handout with comparison data by subgroup and explained how to disaggregate the data highlighting areas of student growth or, in some cases, decline. As the state assessment is one measurement, Ms. Lipski reviewed an example of the new iReady interim assessment report noting it provides a more detailed look at the individual student including comparison data on performance and strategies for improvement. Teachers are excited to begin the year with useful and meaningful information to track student growth and progress.

8.7 Financial Report | Special Funds | Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report as of September 30, 2016. The Construction Excise Tax (CET) fund balance is \$622,154.60 The Turf Replacement Fund is at \$154,9629.97.

Ms. Lapp reviewed the Month End Enrollment Summary as of September 30, 2016. She reviewed student counts with a total enrollment of 4,768 students, 108 students above projections. Ms. Lapp added the LEEP students are not included on this year's report. An error was noted on the number students identified as English Language Learners and will be corrected.

8.8 2016 OSBA Annual Convention

Board members planning to attend the 2016 OSBA Annual Convention are Rob Sheveland and Andrea Weber.

9.0 FUTURE AGENDA ITEMS

The following items will be addressed at a future Board session:

- HR Priorities Update
- Student Transportation Complaint Process
- PTA/PTO Report
- OSBA Elections
- Policy Review

In addition, the Board added a discussion on a four-hour mini workshop/retreat in lieu of the December Work Session.

Chair Mike Zagya recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Mike Zagya exited the Board from the Board Regular Session and entered into an Executive Session at 8:53 p.m. The Executive Session was held in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent and in accordance with ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations.

It was requested information discussed in the Executive Session not be disclosed and information discussed in the Executive Session should not be made public by the news media.

Board members in attendance were Angi Dilkes Perry, Diane Downs, Rob Sheveland, Andrea Weber, Tom Scott, and Mike Zagya. Absent Board member was Kristin Downs. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), and Michelle Riddell (Interim Human Resources Director).

Mike Zagya exited the Board from the Executive Session and reentered the Regular Session at 9:37 p.m.

10.0 ADJOURNMENT

Chair Mike Zagya adjourned the meeting at 9:37 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Mike Zagya
Board Chair