

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
WORKSHOP SESSION and EXECUTIVE SESSION
October 4, 2012**

WORKSHOP SESSION

1.0 CALL TO ORDER

Board Chair Ty Kraft called the Workshop Session to order at 6:30 p.m. in the Canby School District office Meridian room on October 4, 2012. Board members in attendance were Ty Kraft, Kristin Downs, Andy Rivinus, Brendan Murphy and Andrea Weber. Tom Scott and Diane Downs were absent from the meeting. Also in attendance were Superintendent Steach, Linda Martin, Mary Knigge, Maureen Callahan, Angie Navarro, Sam Thompson, Pat Johnson, Tim Oberg, Peggy Savage, Stacy, Zoie & Jagger Fultz, Traci Hensley, Kris Millar, Jim Smith, Jennifer Turner and Christine Taylor.

2.0 INTRODUCTIONS

3.0 CHANGES TO AGENDA

None.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

None.

5.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS

5.1 Budget-Possible Athletic/Activities Reductions.

To determine how to approach possible reductions in athletics and/or activities, Superintendent Steach asked the board for their considerations. Over the past several years, the Canby School District has made significant reductions in nearly every program. Our current staffing levels are at a tipping point for instructional programs. This past year, reductions were made that were visible to the community and impacted students. This included the elimination of all middle school athletic programs. In the event that revenues are not increased in the next biennium to a level that exceeds expected uncontrollable cost increases, the administration wants to gather information on the relative priorities of potential reductions.

The Canby School District currently spends \$455,000 on the CHS athletic program, which generates \$145,000 in revenue for a total cost of \$310,000. CHS activities generate \$36,000 in revenue with \$96,000 in expenditures at a total cost of \$60,000.

If it becomes necessary to make reductions to athletics and/or activities, the Board is considering the criteria to use in evaluating which programs to reduce. The following is a list of possible criteria that could be used.

Draft Criteria:

- Eliminate all freshmen teams before reducing any junior varsity teams or varsity teams. (Emphasis on competition)
- Eliminate varsity teams before reducing any junior varsity or freshman teams. (Emphasis on participation)
- Reduce participation by an equal percentage in all sports/activities.
- Eliminate sports/activities that are also provided at the high school level through private or community programs.
 - Cost to participate in outside program should be considered (true availability).
 - This may be connected to elimination of varsity sports or emphasis on participation.
- Eliminate entire sports/activities with the highest per student net cost first.
- Eliminate entire sports/activities with the highest total net cost first.
- Avoid cutting sports/activities that could motivate students to transfer out of the district.
- Avoid cutting sports/activities that could limit access to playoffs or a level of competition that creates recruiter access.
- Maintain sports/activities with the highest total number of participants.
- Support life long sports/activities.
- Maintain sports/activities that most support school spirit/morale.
- Community Support/Impact.

The Board members present felt this was a conversation that should be discussed. They felt all activities and athletics should be considered. It's a tough conversation and we need to be clear about why we are doing it. We need to move slowly while considering the possible loss of student's and revenue to other school districts. Principal Pat Johnson also noted it will have immediate effects on the league as far as scheduling that begins in January for next fall. There are also Title IX issues that need to be considered. Pat reported we have 900 students participating and our athletics/activities. Canby's participation fees are the lowest in the league and this would be an opportunity to increase them. Currently we have also reduced supplies and transportation more than arts.

The Board directed John to move ahead with developing a survey asking the public for their top three priorities to guide any such possible reduction decisions.

5.2 Achievement Compact

Along with 68 other districts, Canby received notification that revisions are needed prior to approval of the achievement compact. Out of the 378 required individual projections, achievement compacts were judged according to three of four measures to determine acceptance: 3rd grade reading proficiency for all students, 3rd grade math proficiency for all students, and either 4-year or 5-year high school graduation for all students. A minimum of 1% increase is required in all three of these areas. Canby's compact did not meet the math and graduation criteria.

In an effort to reach the requested target of 84% 4-year graduation rate, Canby will ensure resources are provided for all students to produce the required work samples. We are also committed to ensuring all of our seniors who are on track remain so and graduate this spring. This effort would produce a 4-year graduation rate of 79.4%. We are also committed to providing ORVED classes for credit deficient students at district expense. If all students that are credit deficient by less than one full credit take this opportunity, it will raise our rate at most to 81.8% at an unfunded cost of \$5,000.

Based upon this reasoning, Canby is not able to provide a reasonable target that meets the expectation of exceeding the 4-year graduation rate of ninth grade students of 2007-2008 by 1%. However, with this information have a set target for the 5-year graduation rate of the ninth grade student of 2006-2007. This has been entered into the compact to hopefully meet expectations.

MOTION: Andy Rivinus moved to approve the Achievement Compact as presented in Addendum 5.2. Kristin Downs seconded the motion. Motion passed 5-0.

5.3 Budget - Administrative Staffing

The Canby School District is an organization that employs approximately 500 individuals with an annual operating budget of \$41,000,000. In addition to local policies, the district is obligated to operate in compliance with both Federal and State law. Superintendent Steach shared information on central office staff who oversee, guide, and support the district (all other employees are directly assigned to buildings and/or students).

While there is a direct relation between the levels of support from central office to the workload of building administration, Superintendent Steach presented an analysis of administrative staffing broken down into two separate categories as well as information from surrounding districts and the private sector.

In reviewing the document provided he asked the Board to please keep in mind that excess staffing or understaffing of central administration should be considered when evaluating school building staffing levels.

As a whole, the model shows that administrative staffing for the schools meets the work demands created. While there are some imbalances, he noted experience has shown that splitting staff between buildings would not be beneficial. According to the model, there are not presently opportunities to eliminate an administrative or administrative support position without creating an adverse impact on teachers, students, and responsiveness to needs of the public. The Board felt this information should be set aside at this time.

5.4 Collaborative Teams

This is our 5th year of district wide collaborative teams with learning an ongoing process. Director of Student Achievement, Maureen Callahan shared information on the current status of the collaborative teams, integration of Common Core State Standards and STAR Instructional Framework. She also presented a revision to our Collaborative Team calendar to include district wide teams. The district teams will follow the same collaborative process with district SMART goals. They also know and understand the importance of standards driving the discussions, SMART goals, formative assessments, and targeted conversations about instruction that increases student success.

5.5 K-6 Readiness for High School and Beyond

Maureen's presentation focused on specific steps taken to shift our instructional practices to align with the demands of the Common Core State Standards. She discussed the steps building Instructional Leadership Teams to implement STAR instructional framework, the development of performance tasks at all levels district-wide, Common Core State Standards, and an update of 6th grade transition to elementary schools.

5.6 Board Priorities

The Board discussed the revisions Superintendent Steach made to the Board of Directors Priorities under their direction with some revisions made to the document to be updated and posted on our district website.

5.7 State Policy Advocacy

The Board discussed areas they would like to get involved in at the state level, possibly through OSBA. Kristin Downs felt the issue of more stable funding and revisions to the Tier 1 PERS expense to districts should be addressed. Brendan Murphy felt it was a huge endeavor for John to keep the Board apprised of state issues and felt he should not be tasked. Andy Rivinus felt it was an unrealistic idea along with a full time job and still be effective as a school board member. Andrea Weber felt their best option was through OSBA to have more presence at the state level. Ty Kraft also felt from a time

standpoint it was unrealistic and OSBA would probably be their best avenue. They would like to invite Allen Olson and/or Bill Kennemer to a board meeting and will talk with OSBA members at the upcoming Fall meeting and November convention to gather information. This topic will be added to a future agenda.

5.8 Superintendent Goals

Superintendent Steach presented the Board of Directors his goals for this year. They felt the goals were healthy goals for the district, however felt a rubric needed to be created for measurement of the goals. There are limitations on measureable data at this time, but hopefully measureable data will be determined in the future.

5.9 Policy First Readings

CPA, Layoff and Recall of TSPC Licensed Administrators

EE, Student Transportation Services

EEACD, Use of District Activity Vehicles for Student Transportation

EEB, Student Conduct on School Buses

GCBDC, Domestic Violence/Sexual Assault/Harassment/Stalking Leave

IGBAB, Education Records/Records of Students with Disabilities

JEA, Compulsory Attendance

JFCF, Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, Menacing of Students

JHFE, Reporting Suspected Abuse of a Child

JHFF, Reporting Requirements Regarding Sexual Conduct with Students

JO, Education Records/Records of Students with Disabilities

JOA, Student Directory Information

JOB, Personally Identifiable Information

LBE, Public Charter Schools

The Board discussed the above policies and made a few changes to be brought back for approval at the next meeting.

Superintendent Steach asked the Board for further direction on the middle school and high school student athletic/activity reports. With student conflicts it's harder for the principals to find student's to present. The Board does want kids to have the opportunity to present special projects, maybe even individual accomplishments or highlighting an activity. John will work with the principals to follow through on ideas.

6.0 NEXT MEETING AGENDA

At the next meeting there will be discussion on the Ackerman Center Programs and Budget, software updates, the Carus White building, financial and enrollment updates, STEM Center discussion and Race to the Top grant.

7.0 ADJOURNMENT

Chair Kraft adjourned the meeting at 10:03 p.m. and will convene to Executive Session after a short break.

EXECUTIVE SESSION

Chair Kraft called the Executive Session to order at 10:06 p.m. in accordance with ORS 192.660 (2) (d) & (i) to discuss labor negotiations and the evaluation of the superintendent. It is requested information discussed in the Executive Session not be disclosed. Chair Kraft adjourned the Executive Session at 10:35 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Ty Kraft
Board Chair

APPROVED: