

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Work Session
October 6, 2016
Canby School District Office, Meridian Room**

WORK SESSION

Board members in attendance were Angi Dilkes Perry, Kristin Downs, Rob Sheveland, Tom Scott, Andrea Weber, and Mike Zagya. Absent Board member was Diane Downs. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Jordan Paulus, Jennifer Turner, Kimie Carroll, John VanAcker, Galina Dobson, Patty Abell, Cindy Bauer, Maggie Lowe, Rachel McKenzie, Lydia Walsh, and Don Feely.

1.0 CALL TO ORDER

Chair Mike Zagya called the Work Session to order at 6:30 p.m.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes were made.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Chair Mike Zagya opened the floor for public comments.

No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 Minutes from the September 15, 2016 Regular Board Meeting
- 5.2 Personnel Changes

MOTION: Angi Dilkes Perry moved to approve the Consent Agenda as presented. Rob Sheveland seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 Field Trip Requests

The following trip requests were submitted and presented for the Board's consideration:

Canby High School FFA National Convention trip to Indianapolis, Indiana in October 2016; Canby High School Band Disneyland trip in March 2017; Baker Prairie Middle School South Korea trip in March 2017; and Baker Prairie Middle School Band/Choir Music in the Parks trip to Federal Way, WA in June 2017. The Board agreed to approve the requests following the presentations.

Patty Abell, Canby High School FFA Advisor, introduced students Rachel McKenzie and Lydia Walsh to present on the upcoming FFA National Convention. The students shared that after placing first in the State FFA Convention, they have the opportunity to represent Canby at the national level in Indianapolis, Indiana. The students provided an overview of the itinerary and noted they have participated in fundraisers to offset travel expenses.

Don Feely, Baker Prairie Middle School Music Director, discussed the Canby High School Band trip to Disneyland in March 2017 on behalf of Nick Luchterhand who was absent from the meeting. Mr. Feely noted the annual trip is well planned and a great opportunity for students. Students participate in fundraisers to help cover costs.

John VanAcker, Baker Prairie Middle School Intervention Specialist, shared about Baker Prairie's Korean Studies Program and the eight-year relationship with two sister schools in Daegu and Seoul South Korea. This year there are 25 students planning to travel from March 30-April 15, 2017. Students are currently participating in fundraisers. Principal Jennifer Turner submitted a waiver to request administrative status is given to Mr. VanAcker for the trip. The Board agreed to approve the trip and table the waiver request until more information is received from the District's insurance on liability issues.

Jordan Paulus, Baker Prairie Middle School Band Director, discussed plans for the band and choir trip to Federal Way, WA in June 2017. Students will participate in a culminating Music in the Parks festival and visit Wild Waves Theme Park. Fundraisers will offset costs and scholarships are provided for some students.

MOTION: Angi Dilkes Perry moved to approve the Canby High School FFA National Convention trip to Indianapolis, Indiana in October 2016; Canby High School Band Disneyland trip in March 2017; and Baker Prairie Middle School Band/Choir Music in the Parks trip to Federal Way, WA in June 2017 as presented. Andrea Weber seconded the motion. Motion passed 6-0.

MOTION: Andea Weber moved to approve the Baker Prairie Middle School South Korea trip in March 2017 with an agreement to table the administrator waiver request pending a recommendation from District insurance. Angi Dilkes Perry seconded the motion. Motion passed 6-0.

6.2 Nutrition Services Report

Galina Dobson, Nutrition Services Director, provided a report on the District Nutrition Services Program. She noted meal counts have increased by 4,200 and negative meal account balances have decreased \$5,073 when compared to the 2014-15 school year. The program is receiving \$15,090 from the Farm to School Grant to support local food purchases. Additionally, the new Head Start program at Ninety-One School is receiving breakfast and lunch meals. Currently, staff are preparing for the upcoming USDA/ODE Audit in November. Ms. Dobson highlight program promotions this year: Future Chef Competition, Chef in the Classroom, and the A-Z Salad Bar.

Ms. Dobson reviewed the following revised administrative procedures: EFA-AP *Local Wellness Program* and EFAA-AP *Reimbursable School Meals*. The Board asked for clarification regarding wellness instruction and program evaluation requirements as outlined in the policy. Ms. Dobson noted the intent is to promote overall student wellness and active lifestyles. Administration determines how certain aspects of the policy are implemented and evaluated. Questions were asked about dietary issues and how student allergies are monitored. Ms. Dobson explained she works alongside district nurses to ensure staff members are aware of special needs. Parents of students with severe food allergies opt to supply their own meals. Clarification was also provided on district meal charging requirements. No student is denied lunch for a negative balance. Students are offered a sandwich option and given full access to the salad bar.

6.3 Special Education Update

On behalf of Lauretta Manning, Director of Student Services, Superintendent Goodall reviewed an initial update on the District's Special Education program. A parent information night, co-sponsored by FACT Oregon (Family and Community Together) and Canby School District's Special Education Advisory Council, was held on the topic: *Understanding Special Education and Your Important Role on the IEP Team*. The presentation was conducted simultaneously in English and Spanish and approximately 35 parents attended. Additional parent information nights are scheduled to provide more opportunities for parent engagement.

Mr. Goodall noted Dr. Manning has established partnerships with several local universities to provide graduate students opportunities to assist with hearing screenings, provide after school tutoring, and Art Therapy for students in the KEY program. The Board expressed appreciation for Dr. Manning's work and asked for additional information on Art Therapy. Mr. Goodall added he would ask Dr. Manning to follow-up the initial report with information on changes in the department this year at the Regular Board Session on October 20.

6.4 R.E.A.C.H. (Resources, Education, and Community Help) Report

On behalf of Sheryl Lipski, Director of Teaching and Learning, Superintendent Goodall shared an overview of the R.E.A.C.H. program and highlighted supports for families including parenting workshops, which continue this year in conjunction with the Salem Keizer Coalition for Equality. In addition, representatives from outside agencies (Kiwanis and The Canby Center) will meet with District staff to develop a coordination plan to assist families in need.

6.5 Academic Vision/6.6 Draft AP Instructional Goals Discussion

Superintendent Goodall provided an update on the status of the District's Academic Vision process and development. A final document will be provided at the Regular Board Session on October 20. A discussion was held on the attendance issues statement related to improving academic achievement. The Board expressed concern that a focus to monitor and intervene on attendance issues in grades six and seven is not a proactive approach. A suggestion was made to include grades K-12 in the statement with an emphasis on grades six and seven as indicators for academic success. In addition, the Board requested detail on how each goal is measured.

As part of the Academic Vision discussion, Mr. Goodall reviewed a draft Administrative Procedure IA-AP *Instructional Goals*

– *Instructional Practices* developed to address best practices in classroom instruction. He noted administrators had the opportunity to review the procedure and respond with feedback. Knight Principal Christine Taylor described strategies and various tools used for staff evaluation and classroom instruction. Mr. Goodall suggested a demonstration on the iWalk observation tool at an upcoming meeting would be helpful. He added the timeline for implementation of the procedure is this school year. A suggestion was made to revise the sentence stating teachers will know and pronounce student’s first names correctly.

6.7 Reading Initiative

Superintendent Goodall reviewed information on the Reading Initiative – Canby Reads, which launches this month at Trost Elementary. He acknowledged community partners: Cutsforth Marketplace, McDonald’s, Burgerville, The Canby Center, Canby City Council, Canby Public Library, and the Canby Chamber of Commerce. Mr. Goodall invited Board members to participate as guest Celebrity Readers.

6.8 Ackerman Task Force

Superintendent Goodall provided a handout with information on the development of the Ackerman Task Force. He explained the City of Canby is experiencing growth and the District is analyzing whether the current configuration of all buildings is best serving the needs of all students. Canby School District is convening a Task Force to review current and projected enrollment, use and capacity at each building, and future development. The District is seeking a group of staff and community members to make recommendations concerning the District’s long-term needs.

Mr. Goodall reviewed a list of programs currently housed at Ackerman and development and enrollment projections with an estimate of approximately 222.62 additional students in the near future. The Board discussed participation on the Task Force and agreed that Mike Zagyva would serve, as board representative and other members are welcome to attend the meetings as observers. Mr. Goodall reiterated the intent of the meeting is to discuss all possible configuration options excluding a boundary change.

6.9 Student Transportation Update

Superintendent Goodall reported student transportation services are improving. Student Transportation of America (STA) has been responsive to issues and has provided additional staffing resources. The District has received some positive feedback from parents; however, there are still some issues to be resolved. The company anticipates the SafeStop App will be available for parents in the next two weeks.

7.0 FUTURE AGENDA ITEMS

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

- BPMS Spotlight on Student Success
- Monthly Curriculum Update: Elementary Math
- Academic Vision
- Oregon State Assessment Report
- Emergency Response Procedures
- Staff Goal Setting Report
- Financial |Special Funds | Enrollment Report
- Policy Review

A follow-up report on the Special Education program changes was added with a nurse staffing update. In addition, the Board discussed a future iWalk observation tool demonstration, an update on the middle school math adoption process, and a report on the Canby High School Alternative Education services.

8.0 ADJOURNMENT

Chair Mike Zagyva adjourned the meeting at 8:16 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Mike Zagyva
Board Chair