

**MINUTES OF THE CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
WORKSHOP AND EXECUTIVE SESSION
November 6, 2008**

WORKSHOP SESSION

1.0 CALL TO ORDER:

Chair Marty McCullough called the Workshop Session to order at 5:35 p.m. on November 6, 2008 in the Canby School District Office, Meridian room. Board members in attendance were Marty McCullough, Diane Downs, Dick Adams, Andy Rivinus and Mike Harms. Board members absent were Rod Beck and Guy Gibson. Also in attendance were Jeff Rose, David Moore, Hank Harris, Carol Meeuwsen, Pat Johnson and Linda Martin.

2.0 INTRODUCTIONS

Introductions were not necessary.

3.0 CHANGES TO AGENDA

Chair McCullough noted 5.5 Diversity/Tolerance-What Do We Want was added to the agenda as well as other items as needed.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

CHS Principal, Pat Johnson announced Canby High was the recipient of the KOIN TV, Channel 6 Spirit Challenge Award between CHS and Wilson High School. KOIN will be filming starting at 5:45 tomorrow to air on their morning show showcasing Canby's school spirit.

Board member, Andy Rivinus, received an email from Portland Public School Board member, Bobbie Regan informing him of a visit to Canby High School on Monday, November 10 to tour the Applied Technology Center and 4th Street Center. Their Board members would like to meet some of our Board members. Marty McCullough, Diane Downs and Mike Harms will be available to participate in their visit. Superintendent Rose has been in contact with someone from their district who informed him they will be sending approximately 20 people for the tour.

There was no Public Forum comments.

5.0 INFORMATION/DISCUSSION ITEMS

5.1 School Based Health Center Update

Pat Johnson reported they are in the Phase II stages of planning after receiving \$75,000 to continue planning, materials and equipment and staffing for a School Based Health Center. Marty McCullough questioned if there was a need after the initial survey showed there was not a perceived need. Pat reported additional surveys were conducted to cover our diverse community before taking to the

community. They have also been working with a consultant for the past two months.

Willamette Falls Hospital is supportive, but Pat is waiting for their commitment, which should be within the next three weeks. Multiple plans are being developed as well as a Memorandum of Understanding. Pat reported we do have a good location in the Counseling Center but many details need to be worked out. Representatives from CHS will tour the Tigard School Based Health Center, which opened last spring as well as other existing centers. Pat hopes to have the center open by this spring, dependent on a budget.

5.2 2009 OSBA Legislative Policies and Priorities

Marty McCullough reported the OSBA Board and Legislative Policy Committee voter's pamphlet contains three resolutions being referred to member boards for voting. The Board discussed each resolution and the following motions were made.

MOTION:

Mike Harms moved to adopt Resolution 1-Amending the Constitution on Housekeeping Changes to Constitution Reflecting Adopted OSBA Governance Model and Resolution 3-Adopting the recommended 2009 OSBA Legislative Policies and Priorities. Andy Rivinus seconded the motion. Motion passed unanimously.

In reference to Resolution 2, David Moore explained in May 2007 the OSBA Board voted to end its Health Insurance Trust due to legislative action to create state health insurance pool. This resolution addresses the protection of the endowment fund principal and methods by which the OSBA board of directors may access some of the principal.

MOTION:

Diane Downs moved to adopt Resolution 2-Amending the Constitution to Establish Rules of OSBA Access to Endowment Principal. Andy Rivinus seconded the motion. Motion passed unanimously.

The Board directed Superintendent Rose or Linda Martin to conduct the online voting for our District taking place beginning November 17 through December 15, 2008.

5.3 Enrollment Update and Budget Prognosis

Business Manager, David Moore discussed the enrollment by grade as of 10/1/08. We are at a deficit of 92 students for an estimated loss of \$563,868. David explained we do save and have control of saving in other areas such as the classified employees not pooling their insurance benefits. Approximately \$200,000 goes back in the fund balance. Our funding is actually based on ADM (average daily membership) David said we generally take a realistic look and

budget accordingly. Our audit begins next week and we should be in a good financial position. We should be able to maintain the remaining fund balance next biennium. The economic forecast comes out on December 1.

The Board would also like to see reports on the District's financial status on a regular basis. David will develop a report to be given to the Board.

5.4 403(b) Plan Document

The Canby School District is subject to a new federal law effective January 1, 2009 giving school districts oversight of Internal Revenue Code 403(b) accounts. Under the new rules, the District will have far more responsibility for administering its 403(b) plan. David Moore reported the District has been working with Harvey Carruth of Carruth Compliance Consulting in developing the District's plan document. Dick Adams questioned if exiting employees should remain on our plan. David asked Dick to email his questions regarding this subject and he will contact Mr. Carruth to follow up on the questions. David also reported staff will see no changes in the process for 403(b) accounts. As far as extra work for the District, David reported Carruth Compliance Consults would oversee for a nominal fee.

5.5 Diversity/Tolerance-What Do We Want

Chair McCullough asked the Board for guidance on the subject of diversity and tolerance. Diane Downs would like to see something done throughout the District. Andy Rivinus suggested bringing someone in to discuss diversity. The Board discussed addressing four areas to include diversity, tolerance, peace and social justice. Jeff will follow-up with administrators to see how each individual school is addressing this topic and communicate back to Chair McCullough.

In other business, Marty McCullough asked if any Board members would be interested in attending the OSBA Fall Conference next week. Marty and Diane Downs would like to attend the sessions on Friday, November 14.

Diane Downs would also like the Board to look for other opportunities as a Board to connect and find out what is going on in education.

6.0 ACTION ITEM

6.1 Resolution to Adopt 403(b) Plan Document

MOTION:

Andy Rivinus moved to adopt the resolution agreement for adoption of 403(b) Plan Document as provided in addendum 6.1. Diane Downs seconded the motion. Motion passed unanimously.

7.0 ADJOURNMENT

The meeting adjourned at 7:52 p.m.

EXECUTIVE SESSION

Marty McCullough called the Executive Session to order in accordance with 192.660 (2) (h) at 7:55 p.m. on November 6, 2008 in the Canby School District office, Meridian room. It is requested information discussed in the Executive Session not be disclosed.

Board members in attendance were Marty McCullough, Diane Downs, Dick Adams, Mike Harms and Andy Rivinus. Also in attendance were Jeff Rose, David Moore and Linda Martin. Guy Gibson and Rod Beck were absent from the meeting.

The Executive Session was held to discuss possible litigation.

The meeting adjourned at 8:27 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Marty McCullough
Board Chair

Approved: