

**Board Meeting Minutes  
Work Session and Executive Session  
November 6, 2014  
Canby School District Office, Meridian Room**

**WORK SESSION**

**Board members in attendance** were Diane Downs, Kristin Downs, Brendan Murphy, Angi Dilkes Perry, Tom Scott, and Mike Zagya. Board member Andrea Weber was absent from the meeting. Also in attendance were Trip Goodall (Interim Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Tim Oberg, Jennifer Turner, Skyler Rodolph, Andy McKean, Sam Thompson, Christine Taylor, Angie Navarro, Pat Johnson, John Ogden, Kimie Carroll, Kris Millar, Greg McKenzie, Noah Megowan, Joan Flora, Matt Olsen, and Cindy Bauer (entered at 7:07 p.m.).

**1.0 CALL TO ORDER**

Board Chair, Diane Downs, called the Board Work Session to order at 6:30 p.m.

**2.0 INTRODUCTIONS**

The audience members introduced themselves.

**3.0 CHANGES TO AGENDA**

Diane Downs noted that a revised agenda was made available. No additional changes were made to the agenda.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

**4.1 Public Comments**

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

**5.0 CONSENT AGENDA**

Included in the Consent Agenda:

- 5.1 October 16th, 2014 Board Regular Session Minutes
- 5.2 Personnel Changes

**Brendan Murphy moved to approve the Consent Agenda as presented, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

**6.0 INFORMATION/DISCUSSION/ACTION ITEMS**

**6.1 Superintendent Search**

Chair Diane Downs explained that the Board of Directors hired an interim superintendent for the 2014-2015 school year and committed to a fair and full search for a permanent superintendent to begin in the fall. Ms. Downs noted that the search does not reflect on Trip Goodall's performance as interim superintendent who was hired July 1<sup>st</sup>, 2014. She introduced Greg McKenzie, Windows to Leadership, Inc. Search Consultant, who discussed the proposed 2014-2015 Superintendent Search Calendar with the Board and reported that focus group meetings were held on November 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> for staff, parents, and community members. Mr. McKenzie explained that in addition, an online questionnaire was made available to gather feedback. A report on the information compiled from the various groups will be provided to the Board at the November 20<sup>th</sup> meeting.

**Kristin Downs moved to declare the position of superintendent vacant effective July 1, 2015 and to authorize Search Consultant, Greg McKenzie, to begin the search, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

**Brendan Murphy moved to adopt the Superintendent Search 2015 Working Calendar as presented, Kristin Downs seconded the motion. Motion passed 6-0.**

#### **4.2 CARE Award**

The Canby Area Recognition of Excellence (CARE) Award recognizes local teachers, administrators and staff who excel in educating local children. Trip Goodall announced October's recipient, Noah Megowan, German teacher at Canby High School. Matt Olsen presented the award to Mr. Megowan on behalf of the CARE committee. Mr. Megowan thanked the committee and noted that he feels his colleagues are just as deserving of the award.

#### **6.2 Oregon School Boards Association (OSBA) Resolutions**

The Board discussed the proposed 2015 OSBA Legislative Policies and Priorities and noted disappointment in the lack of focus and specificity of purpose. The Board agreed to research the proposed priorities further for corresponding actions to be taken by the legislative arm of the OSBA. The Board will revisit the proposed 2015 OSBA Legislative Policies and Priorities at the November 20<sup>th</sup> or the December 4<sup>th</sup> meeting and decide on a unified Board response.

**Brendan Murphy moved to amend the OSBA Constitution to modify the process for adoption of OSBA's Legislative Policies and to amend the OSBA Constitution to allow appointment of OSBA Board and Legislative Policy Committee members from a contiguous region if certain conditions are met, Tom Scott seconded the motion. Motion passed 6-0.**

#### **6.3 Curriculum and Instructional Renewal**

##### **All Day Kindergarten**

Sheryl Lipski, Director of Teaching and Learning, discussed information provided to the Board regarding Canby School District's Full-Day Kindergarten Plan including current offerings, the state mandate, a recommendations report, and the planning process as follows:

##### 2014-2015 School Year

- The Canby School District currently offers two classes of half-day kindergarten at each school except at Eccles Elementary, which has three half-day classes. There are three full-time kindergarten teachers and seven part-time kindergarten teachers providing instruction. At Trost Elementary, ten students attend morning and afternoon kindergarten to help bridge the gap in their skills. This is financed through Title IA funds.

##### State Mandate

- Senate Bill 44 established a Full-Day Kindergarten Implementation Committee that recommended full-day kindergarten beginning in the 2015-16 school year and full funding for kindergarten. The Confederation of Oregon School Administrators (COSA) and the Oregon Association of School Executives (OASE) released the Full-Day Kindergarten and Early Learning Work Group: Recommendations Report in January of 2014.

##### COSA/OASE Report Rationale and Sample Schedule

- *As Oregon school districts focus on closing the achievement gap between different socioeconomic and ethnic groups, a breadth of research documents that early childhood is a potent time to prevent achievement gaps from developing or becoming entrenched. Numerous studies indicate that full-day kindergarten can lead to improved academic achievement and may help close the achievement gap among disadvantaged children. By reducing the need for future remediation and/or retention, the investment in full-day kindergarten can also lower subsequent schooling costs.*

The report identifies the following benefits of full-day kindergarten:

- Contributes to increased school readiness
- Leads to higher academic achievement
- Improves student attendance
- Supports literacy and language development

Comparison of Full-Day vs. Half-Day Kindergarten Schedule	
Full-Day Kindergarten	Half-Day Kindergarten
<ul style="list-style-type: none"> <li>• 8:00 - Breakfast (teaching manners and social skills)</li> <li>• 8:15 - Morning Circle (literacy, counting, and cooperative learning)</li> <li>• 8:30 - Literacy Block (90 minutes)</li> <li>• 10:00 - Guided/structured play</li> <li>• Literacy Block continued (shared, interactive, and individual writing)</li> <li>• 11:15 - Lunch and structured play</li> <li>• 12:00 - Shared and interactive read aloud</li> <li>• 12:15 - Math Block (60 minutes)</li> <li>• 1:15 - PE/Music/Library</li> <li>• 1:40 - Snack</li> <li>• 1:45 - Content time (science, social studies, technology, etc.)</li> <li>• 2:20 - Wrap-up and dismissal</li> </ul>	<ul style="list-style-type: none"> <li>• 8:00 - Morning Circle (meeting, message, calendar)</li> <li>• 8:15 - Literacy Block (45 minutes)</li> <li>• 9:00 - Math Block (20 minutes)</li> <li>• 9:20 - Recess</li> <li>• 9:35 - Library</li> <li>• 10:00 - Snack and choice activity</li> <li>• 10:20 - Pack up</li> <li>• 10:25 - Dismissal</li> </ul>

Ms. Lipski explained that a Full-Day Kindergarten committee composed of at least one representative from each elementary school, as well as several principals, has been established for Canby’s planning process. The committee’s task is to observe four (4) full-day kindergarten programs at Gladstone School District, West Linn-Wilsonville School District, Oregon City School District, and Lake Oswego School District. Information gathered as a result of the observations will be used to recommend best practices and determine Canby’s Full-Day Kindergarten Program. In addition, elementary principals have provided information regarding needs such as staffing, additional space, furniture, and curriculum.

The Board asked for clarification on the financial impact to the district if a decision is made to offer Full-Day Kindergarten and the purpose for the planned observations. Denise Lapp, Director of Finance, explained that state funding has not yet been decided but it is estimated that .5 million in additional revenue would be needed with added start-up costs. Sheryl Lipski shared the main purpose for observing other full-day kindergarten programs is to assist the committee in gathering ideas on best practices and to establish what a successful model looks like for Canby. Trip Goodall acknowledged the work done last year by elementary principals in researching a full-day kindergarten pilot and mentioned the research is conclusive on how students benefit from a full-day program. Mr. Goodall added that though the state has not required districts to have a full-day program, a decision may be made to fund it fully, in which case districts would likely be required to implement a full-day program. The Board asked for a timeline to aid in the decision making process, a strong recommendation from administration regarding the value of dollars spent for Full-Day Kindergarten verses funding other programs, and feedback from principals and staff with expertise on additional support needs for kindergarten students in a full-day program.

**6.4 Policy 1<sup>st</sup> Reading**

The Board held a first reading on Policies: JBA/GBN Sexual Harassment, JF/JFA Students Rights and Responsibilities, JG Student Discipline, JFC Student Conduct and Discipline, JFC Weapons in the Schools, JFCEB Electronic Devices and Social Media, IICA Field Trips and Off-Campus Activities Policy, and Procedure IICA-AP Field Trips and Off-Campus Activities.

The Board asked for clarification regarding reporting requirements for sexual harassment complaints, the expulsion process for students in possession of a weapon, and specific changes made to the Field Trip and Off-Campus Activities policy. Superintendent Goodall explained the reporting requirements for sexual harassment complaints depend upon the level of severity and the expulsion process for students in possession of a weapon also depends on the circumstance. However, student possession of a firearm results in an automatic one-year expulsion period. Mr. Goodall also explained the most significant change to the Field Trip and Off-Campus Activities policy involves prior board approval of any out-of-state field trips. The Board briefly discussed policy on staff possession of a weapon and noted minor revisions to be made to the above policies prior to the second reading and adoption. In addition, the Board requested to see the specific changes made to Field Trip Policy IICA.

### **6.5 Budget Committee Planning**

Denise Lapp, Director of Finance, reviewed the proposed 2015 Budget Committee Calendar provided to the Board in advance of the meeting. The Board discussed having a separate meeting for appointing committee members and for Budget 101/Setting Priorities for 2015-2016. The Board suggested pushing back the December 4<sup>th</sup> meeting for selecting members to January 15<sup>th</sup> and scheduling an additional meeting in January for Budget 101/Setting Priorities for 2015-2016. The Board also suggested changing the Budget Committee Meeting dates from Thursdays to Mondays due to potential conflicts with spring sports.

The Board discussed recruiting Budget Committee members and the need for members to be included earlier in the process. Advertising will be done through the Canby Herald, the school district website, email to parents and staff, and through community members. Applications will be due to the District Office by December 17<sup>th</sup>, 2014.

### **7.0 FUTURE AGENDA ITEMS**

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

#### Superintendent Search

- Qualifications
- Salary Range
- Advertising/Posting
- Screening Committee Process

#### ASB Update – High School

#### Curriculum and Instructional Renewal

- ELL Update
- Delivery Model
- Caseloads
- Dual Immersion Update Trost/Baker Prairie
- Visiting Teacher Update
- Report Card Update

#### Financial/Enrollment Report

Superintendent Goodall asked the Board for feedback regarding the best time to provide a bus transportation update regarding ongoing issues and some challenges facing other districts. The Board asked for an email update and would then determine next steps.

Chair Diane Downs noted that the first trimester is nearing an end and the Board would like the opportunity to discuss how things are going with new district office staff. The Board and Mr. Goodall agreed that an Executive Session would be held November 20<sup>th</sup>, 2014 to evaluate employment of these individuals.

**EXECUTIVE SESSION**

Diane Downs exited the Board from the Board Work Session and entered into an Executive Session at 8:34 p.m. to consider the employment of a public officer, staff member, or individual agent, pursuant to ORS 192.660 (2) (a), which allows the Board to meet in executive session for these purposes.

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

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 Work Session at 9:05 p.m.

**8.0 ADJOURNMENT**

Diane Downs adjourned the meeting at 9:05 p.m.

Respectfully Submitted:

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Kamela Davis  
Board Secretary

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Diane Downs/ Kristin Downs  
Board Chair/ Board Vice-Chair