

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
November 16, 2017**

Canby High School, Applied Technology Center, OMNI Room

REGULAR SESSION

Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Sara Magenheimer, Andrea Weber, and Mike Zagyva. Board members Angi Dilkes Perry and Diane Downs were absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Lauretta Manning, Michelle Riddell, Skyler Rodolph, Sam Thompson, Andy McKean, Cherie Switzer, Jennifer Turner, Travis Opperman, Greg Dinse, Angie Navarro, Christine Taylor, Rudyane Rivera-Lindstrom, Melissa Youd, John VanAcker, Galina Dobson, Emily Jensen, Yared Calderon, Judith Ruiz, Mimi Khalili, Hal Meyerdierk, Bigvai Rodriguez, Jason Nofsinger, Trevor Luttrell, Lillian Luttrell, Amber Luttrell, Anne Huggins, Brian Huggins, Alexis Arellano, Laela Wood, Brad Freeman, Laela Wood, Olivia Metz, Hanna Scroggin, Sarah Tishendorf, Shelley Vredenburg, Brynn Spoon, Cobie Daly, Drew Pierson, Belle Raeburn, Jennifer Keeney, Kaylee Keeney, Chad Kay, Joshua Rapley, Jim Schlatter, Skylar Milano, Paula Dawson, Troy Soles, Hal Meyerdierk, Andy Barr, Todd Roberts, Daren Gilbert, and Erin Walsh.

1.0 CALL TO ORDER

Board Chair Tom Scott called the Regular Board Session to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

Baker Prairie Middle School student Brad Freeman led the flag salute. The audience members introduced themselves.

3.0 CHANGES TO AGENDA

Additions were made to the Executive Session agenda in accordance with ORS 192.660(2)(e) to conduct deliberations to negotiate real property transactions in accordance with ORS 192.660(2)(e) and pursuant to ORS 192.660(2)(h) to consult with counsel concerning current or possible litigation.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Spotlight on Student Success Baker Prairie Middle School

Baker Prairie Middle School Principal Jennifer Turner introduced staff and students to present on Baker Prairie Middle School's cross-county team, fall drama production *A Christmas Story*, and the upcoming 2017 Christmas Concert event. Student representatives Brad Freeman and Laela Wood highlighted the season's cross-country team activities and accomplishments. Drama students presented a play teaser for their upcoming performance of *A Christmas Story*. Eighth grade student Kaylee Keeney performed *The Christmas Song (Chestnuts Roasting On An Open Fire)* for the audience accompanied by John VanAcker. Mr. VanAcker shared the concert is a fundraiser to benefit students traveling to South Korea and invited Board members and the audience to attend.

4.2 Public Comments

Tom Scott opened the floor for public comments.

OSEA Union President Shelley Vredenburg spoke on behalf of classified staff to request the Board's support in the negotiations process.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 November 2, 2017 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Rob Sheveland moved to approve the Consent Agenda; Mike Zagyva seconded the motion. Motion passed 5-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- Rudyane Rivera-Lindstrom was hired as the Education Equity Coordinator for Canby School District and Clackamas Education Service District. Ms. Rivera-Lindstrom will continue Equity work in Canby and oversee Measure 98 implementation. We would like to welcome Rudy to the District.
- Attended the Kiwanis luncheon on October 30th and appreciated the opportunity to speak about the great things going on in schools. The Canby Kiwanis supports our families in providing food and clothing and sponsors initiatives such as the C.A.R.E. Award.
- Attended a High School and College Leadership Meeting on November 7th at Clackamas Community College. The purpose of the meeting was to enhance communication, increase knowledge of cross-sector work, and explore partnership expansion. Thank you to Greg Dinse and Kimie Carroll for their work in this area.
- Attended the Oregon School Boards Association Annual Fall Convention last Friday and was surprised to see a celebrity there. 5th grade student Madi Bigej was at the conference representing Canby as Sodexo's 2017 Future Chefs National Winner.
- This month Sheryl Lipski and I met with each school's certified staff to discuss the District's Academic Vision. Thank you to building principals for hosting and supporting the work.
- Lastly, a team of administrators and I attended the first seminar in a three part series on Equity hosted by the Clackamas ESD. The keynote speaker was Oregon author and educator Walidah Imarisha.

7.0 BOARD COMMENTS

Mike Zagyva: Absent

Angi Dilkes Perry: Absent

Sara Magenheimer: Pass

Andrea Weber: Attended the Canby High School Mock Interviews and was impressed with the quality of student résumés. Attended the Baker Prairie Middle School Art Fair – students sold artwork to raise funds for their respective trips with parent support. I had the opportunity to teach a Junior Achievement class on five occasions for second grade students at Carus Elementary. Attended the Oregon School Boards Association Annual Fall

Convention and participated in valuable workshops. Also, attended a Carus Elementary PTA meeting and enjoyed the opportunity to learn more about parent concerns and their efforts to support the school community.

Diane Downs: Absent

Rob Sheveland: Pass

Tom Scott: Thank you to principals for addressing the purpose of Collaborative Team time in your weekly parent communications.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 CHS Department Leaders Update

Canby High School Principal Greg Dinse introduced CHS Department Leaders: Paula Dawson, Todd Roberts, Andy Barr, Erin Walsh, Jim Schlatter, and Daren Gilbert. Mr. Dinse acknowledged Superintendent Goodall and the Board for their support in establishing high school department leaders to assist administration in collaborative leadership. He reviewed information provided in advance of the meeting regarding the team's focus, responsibilities and current work. Paula Dawson, Andy Barr, and Erin Walsh shared that as a result of the institution of department leaders, staff have benefited from increased communication, department guidance, and support. In addition, they reported an overall improvement in staff morale.

The Board requested clarification regarding the process for leader selection, meeting schedules, and the use of Collaborative Team time for department work. Mr. Dinse responded that departments select leaders and the team meets twice a month with a summer retreat. He added a limited amount of Collaborative Team time is used for department work.

8.2 Monthly Curriculum Update: Grades 6-8 Math

Director of Teaching and Learning Shery Lipski, Baker Prairie Middle School Principal Jennifer Turner, Ninety-One School Principal Skyler Rodolph, and Knight Elementary Principal Christine Taylor discussed the new math curriculum implementation process for grades 6-8. It was shared that although the curriculum is rigorous and consistent for grades K-8, there have been significant challenges with implementation. Several issues pertaining to the technical aspects of the curriculum were noted. In addition, teachers have discovered errors in the text and staff have experienced a slow response time when seeking support and resources for troubleshooting. Further, onsite training for teachers is an ongoing request. Canby High School Associate Principal Kimie Carroll shared the high school has experienced similar challenges and a response from the publisher was finally received following a direct phone call from Superintendent Goodall.

Superintendent Goodall indicated he would contact Pearson (publisher) the following day with a list of pending issues and seek a resolution. He added he would make sure onsite training is provided for teachers as well as other resources as needed. The Board concurred with the superintendent's response and offered support to provide additional time for teachers to receive further training. The Board requested a follow up report on the publisher's efforts to correct the issues.

8.3 Title Programs Report 2017-18

Coordinator of Special Programs Cindy Bauer and Director of Teaching and Learning Sheryl Lipski provided an overview of the district's federal title programs including funding

allocation for each program, how students are identified, and the percentage of students identified by school. Information was reviewed on the following programs: Title IA – Improving Basic Programs, Title IC – Migrant Education, Title ID Neglected and Delinquent or At-Risk Children, Title IIA – Teacher Quality, Title III – English Learners and Immigrant Youth, and McKinney-Vento Act (formerly Title X).

The Board requested more information on the number of homeless students identified through the McKinney-Vento Act and how the district serves homeless students.

8.4 Financial and Special Funds Report, Enrollment

Denise Lapp, Director of Finance, reviewed Canby School District Financial Report as of October 31, 2017. The Construction Excise Tax (CET) fund balance is \$661,164.93 and the Turf Replacement fund balance is \$208,262.01. She noted expenditures have been adjusted following the CEA contract settlement. Expenditures will not be finalized until after the OSEA contract settlement and a supplemental district budget hearing. Clarification was requested regarding the change in the beginning fund balance (\$3,518,730 to \$3,228,754). Ms. Lapp explained the difference is due to an increase in actual transportation expenditures.

Ms. Lapp reviewed the Month End Enrollment Summary as of October 31, 2017. Total enrollment is 4,675 students, a decrease of 24 students. She explained funding is based on 2016-17 student enrollment counts and adjustments may be made. Ms. Lapp added that current Parrott Creek Ranch (PCR) student enrollment is 22.6 students and the district will receive funding for those students.

8.5 Facility Condition Assessment

Superintendent Goodall provided a *Bonds 101: Presentation to Canby School District* handout and reminded Board members they received the same information during the June 15, 2017 Board Planning Workshop provided by Piper Jaffray & Co. He discussed that in preparation for a recommendation to pursue a General Obligation Bond, a Facility Conditions Assessment (FCA) is needed. The District is researching a Request For Proposal (RFP) bid process to obtain an assessment. Some FCA examples from Lake Oswego and North Marion School Districts were reviewed. Both districts were successful in passing a recent bond to address facility issues. Mr. Goodall noted the RFP would be published with responses due in January.

Director of Finance Denise Lapp shared information regarding the Oregon School Capital Improvement Matching Program (OSCIM Program), which awards matching funds for school districts that qualify. A discussion was held on the program's timeline and application requirements. Ms. Lapp explained the grant is awarded by a lottery system and although Canby School District's rank order is 142nd, it would be advisable to participate in the application process. It was also noted there is a timing issue as March 1 is the application deadline and a completed FCA is required.

The Board expressed hesitancy regarding the March 1 deadline and discussed the need to address future planning as well as current facility conditions. Superintendent Goodall agreed that a thorough process is important and necessary to make future financial decisions. It was noted the District would move forward with the timelines associated with the grant; however, a comprehensive process will remain a priority.

9.0 FUTURE AGENDA ITEMS

- Spotlight on Student Success: Carus
- Audit Report
- Appoint Budget Committee Members
- Financial | Special Funds | Enrollment Report
- Monthly Curriculum Update: K-12 Science
- Division 22
- OR State Report Card Review
- Draft 2018-19 CSD Calendar

An update on the math curriculum and the publisher's response to pending issues was added to the December 14 Regular Board Session agenda.

10.0 GOOD OF THE ORDER

No additional items were discussed.

EXECUTIVE SESSION

Tom Scott exited the Board from the Board Regular Session and entered into an Executive Session at 8:43 p.m. Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Sara Magenheimer, Andrea Weber, and Mike Zagyva. Board members Angi Dilkes Perry and Diane Downs were absent from the meeting. Also in attendance were Trip Goodal (Superintendent), Kamela Davis (Board Secretary), Denise Lapp (Director of Finance), and Michelle Riddell (Director of Human Resources).

The Board met in Executive Session in accordance with ORS 192.660(2)(e) to conduct deliberations to negotiate real property transactions; pursuant to ORS 192.660(2)(h) to consult with counsel concerning current or possible litigation; in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent; pursuant to ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations; and pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the Superintendent, which allows the Board to meet in Executive Session for that purpose.

It was requested 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.

Tom Scott exited the Board from the Executive Session and reentered the Regular Session at 9:22 p.m.

REGULAR SESSION

Tom Scott adjourned the meeting at 9:22 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Chair