

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Work Session and Executive Session
November 5, 2015
Canby School District Office, Meridian Room**

WORK SESSION

Board members in attendance were Angi Dilkes Perry, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagyva. Board member Diane Downs was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Tim Oberg, Laretta Manning, Kimie Carroll, Christine Taylor, and Hung Phan.

1.0 CALL TO ORDER

Chair Angi Dilkes Perry 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 to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Angi Dilkes Perry opened the floor for public comments.
No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 October 15, 2015 Board Regular Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Kristin Downs moved to approve the Consent Agenda. Tom Scott seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 New Website

Superintendent Goodall reported the district is in the process of transitioning to a new website that is user friendly and easy to navigate. He introduced Hung Phan, Technology Manager, who explained the process of selecting Finalsite, a company that works directly with school districts and has extensive experience in website design, to facilitate the project. Mr. Phan presented the new website framework noting features such as a resource section for parents, students, staff and community. In addition, the district is working toward developing instructional videos to assist parents with helping their students with homework. Questions were asked regarding the number of families that do not have Internet access and how the district plans to ensure site maintenance. Mr. Phan explained there are approximately one hundred families without Internet access and the district is working to provide options for those families. Finalsite will provide ongoing support

and key staff will be trained to update and manage their school's website. The Board asked about the timeline for the project and Mr. Phan explained the "go live" date would be in the next couple of weeks with the conversion of each school's website during the fall and the spring terms. The Board also asked about the timeline for the development of instructional videos and Mr. Goodall responded the goal is to begin with elementary math this year.

6.2 Teaching and Learning Update – Math Curriculum Renewal

Sheryl Lipski, Director of Teaching and Learning, updated the Board on the current Math Curriculum Renewal process. She shared the committee is working to analyze eight programs with regard to the ODE rubric, Common Core State Standards, English Learner components, and teacher supports. Other considerations are teacher input, the implementation process, and professional development. Ms. Lipski added surveys were made available to teachers, parents, and secondary students for feedback on mathematics instruction and teaching-learning materials in order to make improvements. The Board asked for clarification on the timeline for implementation, the grade levels for math curriculum renewal, and budget implications. Ms. Lipski explained a math adoption would be done for grades K-8, Algebra I, Geometry, and Algebra II this year. In addition, the same process will be started in January for English Language Arts. Superintendent Goodall noted the district is fortunate to be able to fund the adoption as a result of the PERS Bond.

6.3 Data Team Update

Sheryl Lipski, Director of Teaching and Learning, reported the Data team supports all district data needs at the student, teacher, administrator, school, district, state and federal level. She reviewed information provided to the Board in advance of the meeting noting progress is being made to effectively provide support with cross training as an area needing improvement. Mr. Goodall noted another area of need is a tool that administrators can access for relevant student data. Currently, data is not easily accessed. Ms. Lipski reviewed the 2015-2016 State Reporting Schedule and highlighted new reports this year. Mr. Goodall added all reporting deadlines have been met with regard to the schedule. The Board suggested providing a survey to staff for feedback regarding communication and support needs. The Board asked about the process for report submissions. Ms. Lipski explained reports are submitted with a validation received. Following the validation, any discrepancies are noted and sent back for investigation and resubmitted.

6.4 Staff Goal Setting and Evaluation Report

Tim Oberg, Director of Human Resources, reviewed information provided to the Board noting all licensed staff submitted two student learning and growth goals and one professional goal by October 15. Some examples of goals were provided for the Board's reference. Mr. Oberg explained the process of certified teacher goal setting is part of a continuous cycle to track and communicate progress for summative evaluations. The Board asked for clarification regarding directed goals verses self selected goals. Mr. Oberg explained The Oregon Matrix for Summative Evaluations for Teachers and Administrators directs administrators to set goals. Some teachers may select goals while others are directed to work of goals depending on where they are in relation to the matrix.

6.5 Policy 1st Reading

The Board held a first reading on the following policies:

Emergency Procedures and Disaster Plans – EBC

Emergency Closures - EBCD

Personal Electronic Devices and Social Media – Staff – GCAB (New Policy)

Student Conduct and Discipline – JFC

A discussion was held on the policy GCAB with regard to the specific ways in which staff should communicate with students electronically. The Board requested further direction from the superintendent on the appropriate wording.

7.0 FUTURE AGENDA ITEMS

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

- Spotlight on Student Success – Trost
- C.A.R.E. Award
- Financial Report/Enrollment Update
- OSBA Elections
- CCC Bond Projects Report (December)
- Policy 2nd Reading

Mr. Goodall discussed the addition of an OSBA Fall Convention report and a R.E.A.C.H. Center and Homeless Liaison report. No other agenda items were added.

The Board reviewed the optional December 3, 2015 Board Work Session and agreed to cancel the meeting.

Chair Angi Dilkes-Perry recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Angi Dilkes Perry exited the Board from the Board Regular Session and entered into an Executive Session at 8:25 p.m. The Executive Session was held in accordance with ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations.

Board members in attendance were Angi Dilkes Perry, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagya. Board member Diane Downs was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, and Tim Oberg.

It was 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.

Angi Dilkes Perry exited the Board from the Executive Session and reentered the Regular Session at 8:47 p.m.

8.0 ADJOURNMENT

Chair Angi Dilkes Perry adjourned the meeting at 8:47 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Angi Dilkes-Perry
Board Chair