

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
December 14, 2017
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Laretta Manning, Michelle Riddell, Skyler Rodolph, Sam Thompson, Andy McKean, Cherie Switzer, Greg Dinse, Angie Navarro, Christine Taylor, Melissa Youd, Galina Dobson, Heather Sparks, Stacey Ackerman, Shelley Vredenburg, Brenda Griffin, Anna Jones, Connie McNamee, Steve Matthias, Angela Horst, Chris Kennedy-Moore, Glee Rutherford, Brooklyn Geyman, Madi Teach, Grace Vandeberghe, Navaeh Rodrigues, Kathie Hamill, Troy Soles, Jennifer Gingerich, Jeremy Gingerich, Bret Atkins, Debbie Veatch, Chad Kay, Hal Meyerdierk, Steve Matthias, Kimberly Matthias, and Cindy Bauer.

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

Carus student Brooklyn Geyman led the flag salute. The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes were made.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Spotlight on Student Success Carus Elementary

Carus Elementary Principal Sam Thomson shared that Carus has implemented a school-wide schedule that embeds a 30-minute 'Morning Meeting' into each classroom's morning routine. He noted the structure is based on research showing that students that feel emotionally connected perform better in school. Mr. Thompson introduced School Counselor Stacey Ackerman to co-share a presentation and video highlighting the benefits of the program. The structure includes a greeting (a unique handshake between teacher and student), sharing, group activity, and a morning message. Student presenters: Brooklyn Geyman, Madi Teach, Grace Vandeberghe, Navaeh Rodrigues, and Teacher Kathie Hamill discussed how morning meetings have helped students make new friends, learn respect for others, and feel safe at school.

4.2 C.A.R.E. (Canby Area Recognition of Excellence) Award

The Kiwanis Canby Area Recognition of Excellence (C.A.R.E.) Award acknowledges local teachers, administrators, and staff who go above and beyond to help students succeed. Superintendent Goodall announced December's co-recipients: Stacey Ackerman, Carus Elementary School Counselor, and Anna Jones, Carus Elementary Kindergarten Teacher.

Principal Sam Thompson acknowledged Ms. Ackerman for the impact she has made on the Carus community. She has initiated several programs to encourage student leadership and help families in need. Mr. Thompson also acknowledged Anna Jones for her exemplary work as a first year teacher. She is making a positive difference for students. Brenda Griffin, C.A.R.E. Committee member, presented the award on behalf of the committee, Canby Kiwanis, and local area businesses.

4.3 Public Comments

Tom Scott opened the floor for public comments.

OSEA representative and staff member Angela Horst spoke regarding the value of classified staff.

OSEA President and staff member Shelley Vredenburg presented Board members and Superintendent Goodall with cards on behalf of classified staff members.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 November 16, 2017 Board Regular Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as amended; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- On Saturday, December 9, I joined others to bake Christmas cookies for all CSD staff. Thank you to Galina Dobson, Jeanette Wingate, and Denise Lapp for their help to organize the project.
- I want to acknowledge all of our schools – students, staff and PTA/PTOs, who participated in food and toy drives, coin drives, and Giving Trees to help families in need. Thank you to the CHS Student Leadership class for collecting donated items from all of the schools and delivering them to Canby Kiwanis for distribution. Students donated over \$1,000 in coins, which is designated to buy items such as hams for food baskets. The total amount of food items collected from all schools was over 10,000 cans of food. Other items donated were socks, coats, and gifts – many families were helped by the generosity of others.
- Finally, I appreciate the work of staff and administrators, and you, the Board of Directors, who continue to serve students and families in Canby. Best wishes for a wonderful holiday.

7.0 BOARD COMMENTS

Angi Dilkes Perry: Pass

Mike Zagya: I had the opportunity to attend Collaborative Team meetings on three occasions at Baker Prairie Middle School, Lee Elementary, and Canby High School. I enjoyed learning from staff and the open dialogue. I also attended the Baker Prairie Middle School Band Concert directed by Jordan Paulus –many students participated and it was well done.

Diane Downs: I had the opportunity to volunteer as “Robot Inspector” for the high school robotics competition last Saturday. Students learn to collaborate and operate as a team – it is amazing to watch. Kudos goes to coaches Jennifer Gingerich and Angi Dilkes Perry for their efforts.

Sara Magenheimer: Pass

Andrea Weber: Pass

Rob Sheveland: Attended the Canby High School Winter Concert directed by Brooks Gingerich and was impressed by the performance and the number of students who participate.

Tom Scott: I would also like to acknowledge our schools and community for their generosity in giving to families in need. Thank you to all who contributed.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Canby School District Financial Audit Report

Denise Lapp, Director of Finance, introduced Jeremy Gingerich, Wilcox Arredondo & Co. Certified Public Accountant, to report on the audit of Canby School District’s financial statements. A copy of the Canby School District Financial Statements Year Ended June 30, 2017, the Canby School District Report to the Board of Directors for the Year Ended June 30, 2017, and the Canby School District Student Activities Fund Financial Statements Year Ended June 30, 2017 was provided for the Board’s reference.

Mr. Gingerich discussed the audit process and informed the Board the District received an unmodified opinion, the highest level of assurance. He highlighted sections of the financial statements noting no compliance violations were noted. In the area of federal grants the district received an unmodified opinion with no findings related to IDEA funding.

Mr. Gingerich reviewed the Canby School District Report to the Board of Directors for the Year Ended June 30, 2017 (page 2-3). Again, no areas of concern were noted involving student body disbursements and student records. He acknowledged Ms. Lapp for her work to address previous findings in this area.

8.2 Monthly Curriculum Update: K-12 Science

Director of Teaching and Learning Sheryl Lipski reviewed information regarding the K-12 science curriculum renewal process. She noted a determination was made to postpone the K-5 process to allow teachers the opportunity to focus on the new mathematics and language arts curriculums. Secondary grade levels are moving forward; however, resources are limited. Grades 6, 7 and 8 science teachers are piloting materials from two different publishers and plan to have a recommendation in late February. High school teachers are examining available resources including a combination of publisher and open source materials. The K-5 group will reconvene in the spring.

8.3 District Report Card Review

Ms. Lipski reported Oregon Department of Education released school and district report cards on October 17, 2017. She reviewed key components of the district’s report card. Ms. Lipski shared Smarter Balanced Assessment results should be interpreted with caution due to a reported less than 95% participation rate. The district’s lowest participation rates are seen at the high school: mathematics is approximately 58-59%; Language Arts is approximately 60%, which is a similar statistic statewide. As a result, the state is exploring

the option of allowing districts to use alternate assessments such as the SAT or ACT, which report greater participation rates.

Clarification was requested regarding the freshman on-track to graduate performance decline from 2015-16 to 2016-17. Ms. Lipski responded a lack of supports that were available in 2015-16 might have attributed to the decline.

A discussion was held regarding the continuing education data and how information is reported. Canby High School Principal Greg Dinse responded the data is often self-reported and inaccurate.

The Board noted the value of freshman on-track to graduate data and requested a presentation in the fall of 2018 on how freshman perform this year following the implementation of Measure 98. It was noted the report should include information on how the data will inform decisions moving forward. Mr. Goodall added the district is required to convene a committee in the spring of 2018 to assess data and develop a strategic plan as part of the Measure 98 initiative.

8.4 Math Curriculum Update: Grades 6-8, 9-12

Superintendent Goodall shared that following discussions regarding math curriculum issues at the November 16, 2018 Board Regular Session, he initiated a meeting with representatives from Pearson to seek a resolution. Mr. Goodall provided an overview of the conversation including his expressed intention to pursue legal action as a result of Pearson's admittance that an incomplete version of the high school math curriculum was offered to the district. Pearson agreed to provide additional textbook materials, technology assistance, and additional on-site staff training. Mr. Goodall shared a meeting was also held with Pearson Senior Vice President of K-12 Sales to discuss concerns further.

Ms. Lipski reviewed the high school math curriculum adoption was originally Pearson Envision Math version one. Math teachers learned of the new Envision version two at a conference. The materials were superior so teachers requested adoption of the new version. Technology Manager Bret Adkins explained the technical issues associated with the new version were submitted to Pearson but no response was received.

The Board asked about changes to the adoption process as a result of this experience. Ms. Lipski responded plans are in place to involve tech staff earlier in the process to ensure the technical component is adequate.

Mr. Adkins reported that Pearson is providing a schedule of the technical development cycle for the high school math curriculum Envision version two. Technical issues may not be resolved for another year.

The Board requested information on how high school students are performing, given the challenges. Ms. Lipski shared trimester one data indicates students are performing similar to last year. Greg Dinse shared struggling students are not as engaged with the new version. A discussion was held on the decision to return to version one. It was noted that teachers have invested a significant amount of time in version two and are reluctant. It was collectively agreed that a decision would be made in January after the technical development schedule is

received from Pearson.

Ms. Lipski shared Grades 6-8 teachers received additional on-site training and support provided by Pearson. In addition, Pearson agreed to provide an additional day of training. Mr. Akins added for the most part, technical issues have been resolved. A FAQ was drafted for teachers as a resource.

8.5 Financial and Special Funds Report, Enrollment

Director of Finance Denise Lapp discussed potential impacts to the budget for the next biennium. She noted enrollment is flat and projections include conservative enrollment numbers for next year. Ms. Lapp informed the Board the Special Election Ballot Measure 101 will impact the budget negatively if the measure does not pass. Preliminary PERS rate estimates for the 2019-21 biennium are projected at a 7.86% and 7.5% increase; however actual numbers will not be available until September 2018. More information will be provided at an upcoming workshop and an update will be provided to the Board on February 17. Ms. Lapp added the district is starting the budget process early and will be conservative in their approach.

Ms. Lapp reviewed the Canby School District Financial Report as of November 30, 2017. The Construction Excise Tax (CET) fund balance is \$695,882.65 and the Turf Replacement fund balance is \$236,647.04. She noted property tax revenue was received slightly below projections, loan receipts were adjusted, and expenditures include projected transportation and substitute costs.

Ms. Lapp reviewed the Month End Enrollment Summary as of November 30, 2017. Total enrollment is 4,640 students, a decrease of 35 students. Ms. Lapp added that current Parrott Creek Ranch (PCR) student enrollment is 22 students and the district will receive funding for those students.

8.6 Budget Committee Member Appointment

Director of Finance Denise Lapp reported the district received a total of eight applicants for four (4) vacant budget committee member positions (#3, #5, #6, and #7). Position #3 is a two-year term and Positions #5, #6, and #7 are three-year terms. A discussion was held on the process for selection. The Board agreed to nominate members individually based on personal knowledge with preference to those that have not served in the past.

MOTION: Mike Zagyva moved to appoint *Maria Navidad Valadez* to Budget Committee Member Position #5 to serve a three-year term; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

MOTION: Rob Sheveland moved to appoint *Mistie Hesse* to Budget Committee Member Position #6 to serve a three-year term; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

MOTION: Angi Dilkes Perry moved to appoint *Robb Milano* to Budget Committee Member Position #3 to serve a two-year term; Diane Downs seconded the motion. Motion passed 7-0.

MOTION: Andrea Weber moved to appoint *Amanda Beyer* to Budget Committee Member Position #7 to serve a three-year term; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

No motion was made to support the nomination of the following applicants: *Jim Gadberry, Adam Kidwell, Robert Mack, or Deanna O'Neil.*

8.7 Draft 2018-19, 2019-20 School Calendar

Michelle Riddell discussed the main identifiers in the draft recommendation of the 2018-2019 School Calendar as follows: students start after Labor Day, students are in school during Thanksgiving week, Winter Break begins on December 19, there are two (2) misaligned no school days for high school and K-8 students, the last day of school for students is June 12, and the last day for staff is June 14. Ms. Riddell added the draft 2019-2020 School Calendar is similar. It was discussed that the Board could approve the calendars as presented or postpone approval until the following meeting.

MOTION: Mike Zagyva moved to approve the 2018-2019 and 2019-2020 Canby School District School Calendars as presented. Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.8 Policy Adoption by Section A/B, C

The Board held a second reading of Policy Sections A/B and C as part of the OSBA Policy Rewrite Service. It was agreed to move forward with adoption by section omitting AC-AR and CI pending further review.

MOTION: Diane Downs moved to adopt Policy Sections A/B and C omitting AC-AR and CI pending further review and including policy deletions: AE, BBA, BCH, BDE, CBF, and CBI. Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.9 2017 OSBA Election

MOTION: Andrea Weber moved to support Liz Hartman for the OSBA Board of Directors Position 7, Ron Adams for Legislative Policy Committee Position 7, Rob Wagner for Legislative Policy Committee Position 8, and the adoption of Resolution to Reorganize the Oregon School Boards Association as a Non-Profit Corporation and Adopt the Proposed 2017 Bylaws. Angi Dilkes Perry seconded the motion. Motion passed 7-0.

9.0 FUTURE AGENDA ITEMS

Executive Session: January 4, 2018, 6PM

- *Student Expulsion ORS 332.061(1)*

Work Session: January 4, 2018, 7PM

- Canby Historic Review Board Presentation
- Homeless Liaison Report
- Canby Community Education Report

- Financial Contracts Report

Executive Session: (following Work Session)

- *Superintendent Mid-Year Review ORS 192.660(2)(i)*
- *Canby School District Property Discussion ORS 192.660(2)(e)*
- *Labor Negotiations ORS 192.660(2)(d)*

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 9:40 p.m. Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagya. 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)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent; to conduct deliberation with persons designated by the governing body to carry on labor negotiations pursuant to ORS 192.660(2)(d); to conduct deliberations to negotiate real property transactions pursuant to ORS 192.660(2)(e), and to review and evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i), 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 10:55 p.m.

REGULAR SESSION

A brief discussion was held regarding recent bus incidents posted on social media. Information regarding STA's response will be forwarded to Board members.

Tom Scott adjourned the meeting at 10:57 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Chair