

Board Meeting Minutes - Revised
Regular Session
December 18th, 2014
Canby High School, Applied Technology Center, OMNI Room

REGULAR SESSION

Board members in attendance were Diane Downs, Kristin Downs, Angi Dilkes Perry, Andrea Weber, Tom Scott, and Mike Zagyva. Board member Brendan Murphy was absent from the meeting. Also in attendance were Trip Goodall (Interim Superintendent), Kamela Davis (Board Secretary), Tim Oberg, Denise Lapp, Sheryl Lipski, Sondra Strong, Joan Flora, Christine Taylor, Sam Thompson, Skyler Rodolph, Jennifer Turner, Cherie Switzer, Crista Odell, Mark Odell, Isaac Odell, Elena Sanchez, Priscila Sanchez, Amanda Beyer, Savanna Beyer, Traci Hensley, Katy Scofield, Marilyn Wood, Daniel Driver, Tamara Driver, Tate Driver, Alyssa Driver, Wynter Nichols, Heidi Keyser, Dylan Cernitz, Kelly Bishop, Ron Peterson, Frank Cutsforth, Kelly Oliver, Carissa Reeder, Cole Thompson, Alexa Thompson, Ryan Oliver, Todd Andrews, and Ed Netter.

1.0 CALL TO ORDER AND FLAG SALUTE

Board Chair, Diane Downs, called the Regular Board Meeting to order at 6:30 p.m. Carus Elementary student, Priscila Sanchez, led the flag salute.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes to the agenda.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 *Spotlight on Student Success – Carus Elementary*

Sam Thompson, Carus Elementary Principal, introduced 6th grade teachers: Ellen Barrett and Katy Scofield, and students: Maddie Gibson, Savanna Beyer, Priscila Sanchez, Isaac Odell, Will Cernitz, and Tyson Driver who gave a group presentation on a recent project, The Life Cycle of Salmon. Ms. Scofield and Mrs. Barrett explained that each classroom received salmon eggs and aquarium equipment for the experiment. The students discussed stages of development, physical characteristics, and the salmon's habitat using a keynote presentation and visual aids. The project culminated with a field trip to release the fish into the wild.

4.2 *CARE Award*

The Canby Area Recognition of Excellence (CARE) Award recognizes local teachers, administrators and staff who excel in educating students. Trip Goodall, Interim Superintendent, announced December's recipient, Kelly Bishop, fifth grade teacher at Knight Elementary School. Mr. Goodall introduced Christine Taylor, Knight Elementary Principal, who highlighted Mrs. Bishop's expertise in teaching and her knowledge of individual students. Marilyn Wood, Canby Area Recognition of Excellence (CARE) Committee member presented the award to Mrs. Bishop on behalf of the committee.

4.3 *Public Comments*

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

Chair Diane Downs recessed the meeting for 5 minutes.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 December 4th, 2014 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

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

6.0 SUPERINTENDENT'S REPORT

Trip Goodall commented on the following:

- Great to see Carus students presenting and would like to acknowledge Sam Thompson's leadership as principal at Carus Elementary.
- Hosted a Home School Parent Luncheon on December 5th with an opportunity to visit with parents and learn about their experiences. The goal is to provide assistance to homeschool families.
- Attended the Oregon Leadership Network 2014 Fall Leadership Institute on December 10th with a focus around equity issues and helping underserved students.
- Attended the Cross-State Learning Collaborative for CCSS and Educator Effectiveness on December 11th. The Oregon Department of Education formed a small team of leaders to work together to develop Oregon's problem of practice associated with CCSS and Educator Effectiveness. Oregon's state team is collaborating with a team from the state of Wisconsin.
- Met with parents of Carus Elementary and Principal Sam Thompson on December 12th for "Coffee Time with the Superintendent", an informal time to hear thoughts, ideas, and concerns. The conversation was authentic and parents were complimentary regarding the community at Carus Elementary. Thank you to Sam Thompson for hosting and to Bernardo Tuma, Nutrition Services Manager for providing a light breakfast courtesy of Sodexo.
- Our administrative team baked and delivered Christmas cookies to each building along with a card and pictures to verify the cookies were hand made. Special thanks to Bernardo Tuma and Jeanette Wingate for their help with the project.
- Attended the Chief Administrator's Council at Clackamas Educational Service District with discussion on the governor's budget and the anticipated release in mid-January. Internally, we are working on key metrics and milestones around achievement to help drive decisions.
- Would like to wish everyone a great holiday season. This is an extraordinary place with many activities like toy and food drives to benefit the community and take care of others; we should be proud.

7.0 BOARD COMMENTS

Mike Zagya: Attended the Baker Prairie Middle School play, "The One and Only Santa Clause", which was excellent. Kudos goes to Jennifer Turner, Baker Prairie Middle School Principal, and Travis Opperman, Associate Principal. Also attended the Baker Prairie Middle School "In the Club" Honor Roll breakfast for 7th and 8th grade students earning A's and B's as a proud grandparent and as a school board member. Would like to give a shout out to the Eccles Elementary community for sending packages and letters to Oregon National Guard Troops in Afghanistan. We have nine fathers of students in our district that serve overseas.

Angi Dilkes Perry: The House Co-Chair will announce the governor's budget on January 12th and the overview looks to be an increase.

Andrea Weber: Attended the Carus "Coffee Time with the Superintendent" breakfast for parents and would like to compliment Trip Goodall on his presentation. Feedback was received on topics such as All-Day Kindergarten, P.E. and Music programs, and K-12 communication needs. Attended 6th grade teacher Matt Salisbury's student novel showcase at Carus, which was wonderful. Also attended the Jazz Concert at the Fine Arts Center, a benefit for Canby Music Boosters Club. The concert was phenomenal.

Kristin Downs: Would like to acknowledge the giving spirit of our community and schools with activities that focus on kids. Also would like to wish everyone a Merry Christmas.

Tom Scott: Attended the Baker Prairie Middle School play, "The One and Only Santa Clause".

Congratulations to Jennifer Turner and Kamela Davis for their performances at the Baker Prairie Middle School Christmas Concert to benefit Baker Prairie Middle School Programs. Special thanks goes to John Van Acker and Kelly Van Acker for their hard work and for sharing their talent with the community.

Diane Downs: Attended the Canby High School Winter Choir Concert, which was very well attended, as always. The enthusiasm and talent of the students and director, Brooks Gingerich, was great.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Baseball Field Naming Proposal

Frank Cutsforth, local business owner and community member discussed the contributions of Wayne Oliver, former friend, fellow business owner, and community member. Mr. Cutsforth highlighted Mr. Oliver's dedication and devotion to the Canby community over forty years as a member of the Lion's Club, Chamber of Commerce, City Council, Historical Society, Canby Utility Board, founder of Canby Kids in 1970, coach and mentor. Mr. Oliver was a supporter of the Booster Club, Canby Junior Basketball, and summer athletic programs. He was an advocate for Canby schools and served the community with his talent, time, and treasure. Mr. Cutsforth listed other Canby School District buildings or fields named in honor of contributors that he knew personally: Gary Empey, Paul Ackerman, Cecile Trost, and Richard Brown. In addition, Mr. Cutsforth listed other school districts that have fields dedicated in honor of outstanding individuals: Molalla School District, Oregon City School District, and Newberg School District. Mr. Cutsforth concluded that he hopes we can do something in honor of Wayne Oliver.

Ross Peterson, McMinnville baseball coach and college basketball coach, discussed the person of Wayne Oliver from the perspective of someone not part of the Canby community. Wayne Oliver was known throughout the state as "Mr. Baseball in Canby" and honored for his character. Mr. Peterson noted that a major factor in the improvement of Canby's field facilities over the past forty years is attributed to Wayne Oliver's sponsorship. In addition, Wayne Oliver was presented with the Oregon Junior Baseball Sportsmanship award. Mr. Peterson added that coaches from around the state would agree that naming the baseball field in honor of Wayne Oliver would be appropriate.

The Board thanked the presenters for the tribute to Wayne Oliver and noted there would be careful thought given to the proposal with discussion and consideration of board policies.

8.2 Superintendent Search – Revised Calendar

Chair Diane Downs explained that the revised search calendar was provided to the Board for prior review. The timeline was moved up at the recommendation of Greg McKenzie, Windows to Leadership, Inc. Search Consultant. It would be an advantage for our district to move the dates earlier, if possible to be competitive with other districts. The Board held a brief discussion regarding the revised calendar noting that March 10th is a non-school day. No other issues or concerns were expressed.

Mike Zagya moved to approve the revised superintendent search calendar as presented. Angi Dilkes Perry seconded the motion. Motion passed 6-0.

8.3 Teaching and Learning Report – TAG Update

Cindy Bauer, Federal Programs Coordinator, reviewed information provided to the Board in advance of the meeting on the Talented and Gifted (TAG) program. Mrs. Bauer discussed the mission of the program to make every effort to meet the diverse learning needs of all our students, regardless of language, disability, rate or level of learning, learning style, or interests. Mrs. Bauer reported that Talented & Gifted Education is a mandated program with no flow through money from the State of Oregon for the 40,375 identified students. Oregon is one of five states that mandate Talented & Gifted Education without funding. For the current biennium, the State of Oregon has allocated \$350,000 for TAG. The Canby School District has a budget of \$500 for Talented and Gifted Education. Mrs. Bauer noted that students are identified by a screening process initiated at the end of second grade for academic giftedness, intellectual giftedness, and potential to perform. Services for identified TAG students are: independent study projects, Lego Robotics, SB300 Expanded Options, Walk to Read, advanced placement classes, Walk to Math, advanced college

credit, differentiated instruction, Battle of the Books, leveled math and reading, SmartWorks, open-ended projects, Chess Club, and Wednesday morning enrichment. Mrs. Bauer reported that current challenges are state and district level funding, identification of culturally and linguistically diverse students, and professional development for teachers in instruction and services. In contrast, program strengths include the implementation of the Naglieri Nonverbal Ability Test, TAG instruction aligned to the Common Core State Standards, Battle of the Books offered in English and Spanish, commitment of the Intervention Specialist/Counselors to provide opportunities for TAG students that are not static with personalized instruction plans, and communication for enrichment activities.

Mrs. Bauer shared recent TAG data for Canby School District as of December 2014 as follows and explained that a student may be identified in more than one area.

- Total Students Identified as TAG: 268
- TAG Intellectually Gifted: 99
- TAG Academic Reading: 82
- TAG Academic Math: 72
- Potential to Perform: 15

Mrs. Bauer added the next steps for the program are to review and revise the handbook, update forms, review procedures, and continue the development of enrichment activities.

The Board expressed appreciation for the acknowledgment that all students have gifts and asked about access to services for all students. Mrs. Bauer explained that other students have access but there is a limit to resources and volunteers. The Board asked about the grade distribution of the 268 students and who is currently providing the services. Without exact numbers, Mrs. Bauer reported that there are more identified students at the middle and high school level with the largest percentage of TAG students at the high school. Sam Thompson, Carus Elementary principal, added that there are a combination of staff members and volunteers at Carus who help provide services and it varies by building. The Board suggested a district-wide service for TAG families to obtain helpful resources and activities for identified students, possibly a meeting or workshop once a year. The Board asked if the same services were offered to families of Special Education students. Sondra Strong, Director of Special Education responded that the district does have similar offerings for parents of special needs students. The Board asked how the district allocated the \$500 this year, if there is a concerted effort to help students of poverty with access to services, and if any fees are required. Mrs. Bauer reported that funds were used for staff development and literature, no fees are required, and there are creative ways in which staff help reduce barriers for all students. The Board also asked for more detail on the Naglieri Nonverbal Ability Test and how books are purchased for Battle of the Books. Mrs. Bauer noted the nonverbal ability test measures non-verbal reasoning and there are generous donations from the Canby Educational Foundation as well as other sources to pay for the books.

8.3 Human Resources Department Update

Tim Oberg, Director of Human Resources, presented the Board with an update on the annual goal setting process for teachers and administrators. Mr. Oberg reviewed information provided to the Board in advance of the meeting as well as handouts on goal setting for certified staff and administrators. Mr. Oberg explained that the process is designed to help certified staff improve instruction. As required by the Oregon Department of Education (ODE), the Clackamas County Peer Review Panel reviewed Canby's Certified and Administrative Evaluation Plans on November 5, 2014 and the summary was submitted to the Oregon Department of Education on December 5, 2014. Canby is in compliance with ODE requirements.

Mr. Oberg reported that for the 2014-15 school year, all licensed staff wrote two Student Learning and Growth Goals (SLG's) by October 15th. He explained that teachers who are on contract status are evaluated every other year. Probationary teachers and administrators are evaluated every year. Currently, the district has 42 probationary teachers and to date these teachers have participated in at least one formal

observation and from 1-6 informal observations. District Office administrators are supporting principals in this work. This year, principals have been provided the iWalk Observation tool. Mr. Oberg introduced Sam Thompson, Carus Elementary Principal, who demonstrated the iWalk Observation tool for the Board and the audience. Mr. Thompson highlighted features that allow principals to provide immediate feedback to staff following an observation. Principals are giving specific suggestions to staff and pairing teachers to share expertise. In addition, principals are offering support in areas of challenge. The data is used to support decisions to extend or non-extend a contract.

Mr. Oberg noted an additional Oregon Department of Education (ODE) requirement is a year-end report on performance levels for all teachers and administrators based on the Oregon Matrix for Summative Evaluations. The performance levels are unsatisfactory, basic, proficient, and distinguished. The levels are reported with no names, only the number of employees in each performance level.

Andrea Weber left the meeting at 8:33 p.m.

The Board thanked Mr. Oberg for addressing their concerns. Trip Goodall added the state’s new requirement of documenting effective teaching is time intensive, requires reflective practice, and selection of the right Student Growth Goals. Administrators are to be commended for their work.

8.4 Financial Report/Enrollment Update

Denise Lapp, Director of Finance reviewed the current Financial Report and Month End Enrollment Summary as of November 30, 2014. Ms. Lapp noted the following items on the November 2014 Financial Report provided to the Board: an increase of approximately \$300,000 in property tax revenues received from the county which will be off-set by the state-school fund, Line 11 continues to note unknown monies from the ESD Educational Service District for Special Education services but will soon be decided, and Line 2 reflects an increase of \$1,000 in State School Fund revenues. The Board asked about a potential increase in property tax revenue to the state in relation to state school funding. Mrs. Lapp explained that if collection rates increase, the district would also see an increase.

Ms. Lapp reviewed the November 30, 2014 Month End Enrollment Summary hand-out as follows noting that enrollment has decreased by a few students as projected due to the number of migrant students that leave for a time and return in January.

Canby School District
Month End Enrollment Summary: November 30, 2014

	K	1	2	3	4	5	6	7	8	9	10	11	12	TR	Total by Building	Budget Enrollment
Canby High School*	0	0	0	0	0	0	0	0	0	365	355	355	351	6	1432	1419
Baker Prairie Middle School	0	0	0	0	0	0	0	299	277	0	0	0	0	0	576	602
Carus Elementary School	46	76	58	62	49	59	55	0	0	0	0	0	0	0	405	408
Eclipse Elementary School	66	70	70	70	83	63	68	0	0	0	0	0	0	0	490	501
Knight Elementary School	52	52	49	53	60	56	60	0	0	0	0	0	0	0	382	413
Lee Elementary School	46	68	58	58	58	65	65	0	0	0	0	0	0	0	418	404
Ninety-One Elementary School	53	37	47	58	47	50	53	66	53	0	0	0	0	0	464	409
Trost Elementary School	56	75	70	63	58	47	40	0	0	0	0	0	0	0	409	459
Ackerman Center**	1	1	1	0	7	4	2	11	6	7	10	12	32	0	94	111
Outside Placement***	0	0	0	0	1	0	0	1	1	1	5	9	4	0	22	2
Total by Grade	320	379	353	364	363	344	343	377	337	373	370	376	387	6	4692	4728
Budget Enrollment	370	386	365	374	343	337	331	377	347	383	369	357	382	7		4728
2013-14 Enrollment (Jan 31st)	367	368	362	342	340	334	373	338	370	372	368	387	404	10	4735	4757
2012-13 Enrollment (Jan 31st)	367	354	341	341	329	378	336	369	376	387	391	408	376	5	4758	4757

*Canby High counts include Parrott Creek and Post-High.
**Ackerman Center counts include Ackerman Academies and KEY Program.
*** Outside Placement counts include Small Group / Tutoring.

District Enrollment Summary for 2014-2015

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Month End Actuals	4699	4709	4692							
Year Average	4699	4704	4700							
Budget #	4728	4728	4728							
Special Education	519	516	516							
English Language Learners	675	672	669							
Migrant	508	490	494							
Economically Disadvantaged	1897	1888	1879							

Enrollment by grade level	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
K-6	2455	2473	2466							
7-8	718	716	714							
9-12	1526	1512	1512							
District Total	4699	4701	4692							

9.0 FUTURE AGENDA ITEMS

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

- Charter School Proposal Hearing
- Budget Committee Member Appointment
- C.A.R.E. Award
- Spotlight on Student Success – Ninety-One School

Diane Downs explained that the agenda would be arranged slightly to accommodate the Charter School Proposal Hearing. Mrs. Downs added the baseball field naming proposal topic would be addressed at a future workshop.

10.0 ADJOURNMENT

Diane Downs adjourned the meeting at 8:45 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Diane Downs
Board Chair