

Regular Session Board Meeting Minutes

December 19, 2013

Meeting Location: Canby High School, Applied Technology Center, OMNI Room

Board members in attendance were Brendan Murphy, Angi Dilkes Perry, Kristin Downs, Diane Downs, Mike Zagyva, Tom Scott, and Andrea Weber. Also in attendance were Dr. John Steach (Superintendent) and Caryn Davis (Board Secretary).

Signed in guests: No guests at the meeting signed in.

REGULAR SESSION

1.0 CALL TO ORDER AND FLAG SALUTE

Board Chair, Brendan Murphy, called the Regular Board Meeting to order at 6:30 p.m. Dr. Steach led the flag salute.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

Added to the agenda are addendum 5.2b (additional personnel changes) and 4.2 CARE Award.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 SPOTLIGHT ON STUDENT SUCCESS

Kimie Carroll, Associate Principal at Canby High School, presented the 12th edition of the Canby High School Art Department Calendar. She introduced Jennifer Dorsey, Art Department Teacher, and commended her on the wonderful job she is doing in the art department.

Jennifer Dorsey commented on what an amazing group of students she has to work with. She brought two of the calendar artists with her to talk about their artwork in the calendar.

Drew Monen, February's calendar artist, expressed that she chose to draw a picture of downtown Portland due to her love of the city. She described the picture and expressed a love for the art program at Canby High School.

October's calendar artist, Ryan Bigej, described his picture of a tree house and the process he went through in selecting and completing his picture.

A video interview of other contributing student artists was played for the Board.

Ms. Dorsey explained that the proceeds from the sale of the calendars go towards art student scholarships. She also expressed her appreciation for the support the community gives on this annual project.

4.2 CARE AWARD

Canby Area Recognition of Excellence (CARE) Award recognizes local teachers, administrators and staff who excel in educating local children. Nominations for the award can come from anyone. Dr. Steach read the nomination form, written by a student, for December's recipient, Lacey Davis. Lacey Davis, Canby High School Science and Animal Science Teacher, was presented a plaque in recognition.

Chair Brendan Murphy opened the floor for public comments. No comments were made.

5.0 CONSENT AGENDA

Diane Downs moved to approve the Consent Agenda, with the amended November 21, 2013 minutes and addition of 5.2b. Tom Scott seconded the motion. Motion passed 7-0.

Included in the Consent Agenda:

5.1 Amended Board Meeting Minutes and Executive Session Minutes from November 21, 2013

5.2 & 5.2b Personnel Changes

Kristin Downs spoke on the retirement of Mike Martin stating that he is appreciated and will be missed.

6.0 SUPERINTENDENT'S REPORT

Dr. Steach commented on the following:

- Professional Development Day, held after Thanksgiving, was a success.
- December 9th was the final STAR Training date and it had gone well.
- Grades for first quarter are out. There were challenges with Synergy, but we are in good shape now.
- Attended the Local County Safety Workshop. Consistency in terminology and response protocol is the focus.
- The Charter School Proposal had been reviewed and researched by administrators. A response has been sent to the applicant stating that there are too many areas of insufficient data to move forward at this time.
- 40-40-20 logo stickers were given to schools for distribution to students.
- Joe Morelock has been working on getting the new radios out to the schools. Canby High School and Knight Elementary School are the only two schools left to outfit. These radios should eliminate several cell phones and aid in an emergency response situation.

7.0 BOARD COMMENTS

Mike Zagyva: Visited CT collaborative training at Baker Prairie Middle School. He wanted to recognize SPED instructor Piret Tammik for her work with KEYS students. Mr. Zagyva had witnessed her in action at Club Fit with a group of the KEYS students; her work with the kids was very impressive.

Kristin Downs: Listened to a webinar by OSBA about Common Core State Standards. She worked with FFA students who were preparing for a State agricultural sale competition. 16 students competed at district level; one student progressed to the State competition and placed second. If anyone is looking to volunteer in a program where kids are respectful and polite, she feels FFA is the place to go. She attended the Winter Concert, stating that it was phenomenal. She attended a Rotary meeting at which Dr. Steach (and Tracie Heidt) gave a fabulous presentation titled Real Life Jeopardy – The Impact of Poverty on Education. She acknowledged the stress for the school district during the fall and wanted the staff to know how appreciated they are; she hopes that the break will be a restful and rejuvenating time.

Angi Dilkes Perry: Ditto to the comments of Kristin Downs.

Andrea Weber: Spent several hours in a kindergarten classroom at Ninety-One School. She was impressed with the teacher and attention kids were putting on their assignments. The class was phenomenal with a perfect learning environment. Also at Ninety-One, she attended a healthy play session. She went on an in depth tour of the Carus White Building with an architect.

Brendan Murphy: Attended holiday events.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Performance Tasks:

Marilyn Wood, Director of Student Achievement – Elementary, introduced Joan Flora, TOSA – Common Core ELA, who in turn introduced Tonya Boustead, Business Teacher at Canby High School. Ms. Boustead talked with the Board about a project that her Business Ethics Class had worked on regarding the writing of an argumentative essay as a performance task. Ms. Boustead was very excited about the outcome she had received from her students. Ms. Flora also commended the students for producing great work.

Marilyn Wood gave a presentation regarding math performance tasks. She showed two video clips of 3rd graders at Mrs. Salisbury's class at Ninety-One School.

8.2 Open Enrollment and Inter-District Transfer Policies

Dr. Steach explained in detail the changes to the Open Enrollment and Inter-District Transfer Policies brought about by House Bills 2747 and 3075. Many of the past transfer considerations can no longer be looked at when deciding whom to or not to allow transfers to. Updated policies will be brought to the Board for approval at the January meeting. A decision regarding the number of students that will be allowed to enter our District will need to be made at the February meeting.

8.3 Budget/Enrollment Numbers

Mary Knigge, Director of Finance, went over her Board Packet, drawing attention to a few specific points of interest. She also went over her Four Year Write-Off Plan for the accrual.

Comments on the Four-Year Write-Off Plan:

Diane Downs asked if the plan was a draft suggestion. She is uncomfortable with putting out a solid plan. She would like the word "draft" to be added to the plan. There needs to be a balance between building up our cash reserves and spending on our students.

Mike Zagya would like to make it a tentative plan. We are still talking about fake money. If the ending fund balance falls below 5%, nothing really changes.

Andrea Weber believes it is good to have some structure, but would also like to add the word tentative.

Tom Scott understands the 1st year figures, but has a problem with year 2 falling significantly below the 5% ending fund balance goal. Would like to add a note to extent into future years if needed.

Kristin Downs asked why year 2 falls below 5%. She believes the State doesn't want districts to fall below 5%.

Brendan Murphy questioned if a 5% ending fund balance is practical right now. How can we keep it at 5% if it isn't really there, only pretending to be there? It is inconsistent; are our reasons for keeping it at 5% right if we are using the accrual? We need to talk more about this in the budget process.

Mary Knigge would like to continue addressing the topic during the budget process. The plan is not cast in stone, but it does provide structure and moves us in the right direction. She informed the Board that we could always re-accrue the dollars, if needed. She agreed to create several different plans for review during the budget process.

Dr. Steach believes that our revenue position into the next biennium will be stronger once the revised poverty calculations are included; it will increase how much Canby receives. This will make the plan much more doable.

A handout, Canby Enrollment Trends, was distributed to the board members.

8.4 2nd Reading/Adoption of Board Policies

Diane Downs asked to change the words "regular diploma" to "Oregon State or Canby High School Diploma" on policy IGBAJ.

Andrea Weber motioned to approve: Revised policy JGAB - Use of Restraint and Seclusion; Revised policy IGBAJ - Special Education - Free Appropriate Public Education

(FAPE), including a change in wording replacing “Regular Diploma” with “Oregon State or Canby High School Diploma”; and Revised policy GCDA - Criminal Records Check/Fingerprinting. Angi Dilkes Perry seconded. Motion passed 7-0.

8.5 Superintendent Evaluation Process

Dr. Steach went over the Superintendent Evaluation Form and evaluation process with the Board. Prior to the January 16th meeting, Dr. Steach will send the board members a document that includes what he believes to have been his accomplishments, so far, and what he would like to accomplish, moving forward. At the January 16th meeting there will be an executive session topic to go over the evaluation - specifically, the document regarding the accomplishments. At the February 20th meeting there will be an executive session at which the Board will deliver their final evaluation results to Dr. Steach.

9.0 Future Agenda Items

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

- District Strategic Plan – discuss timelines
- Open Enrollment Policy
- Kindergarten Readiness Assessment
- Keys 7th-8th Grade Expansion
- Nutrition Services Contract
- Budget/Enrollment
- Carus New Boundary Review
- Audit Exit Interview
- Policy Updates

Kristin Downs asked about the options for the food service contract. Dr. Steach explained that we could address issues during the bidding process, as well as ensuring that areas of concern are included in the RFP (Request for Proposals).

10.0 Adjournment

Brendan Murphy adjourned the meeting at 9:16 p.m.

Respectfully Submitted:

Caryn Davis
Board Secretary

Brendan Murphy
Board Chair