

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR SESSION AND EXECUTIVE SESSION
DECEMBER 20, 2012**

REGULAR SESSION

1.0 CALL TO ORDER

Board Chair Ty Kraft called the regular board session to order at 6:30 p.m. in the Canby High School Omni room on December 20, 2012. Board members in attendance were Ty Kraft, Tom Scott, Diane Downs, Andy Rivinus, Kristin Downs and Andrea Weber. Board member Brendan Murphy was absent from the meeting. Also in attendance were Superintendent Steach, Linda Martin, Susie Strangfield, Veronica Martinez, Wayne Layman, Pat Johnson, Angie Navarro, Frank Bermudez, Maureen Callahan, Christie Gallagher, Ann Fox-Ziehl, Josh Nichols, Sondra Strong, Andy McKean, Chief Bret Smith, Kathy and Jorge Barraza, Cindy Bauer, Nancy Dula, Sam Thompson, Tim Oberg, Maureen Knowles-Short, Bill Maher, Tim Lesher, Kris Millar, Kimie Carroll and Stacy Fulks.

2.0 INTRODUCTIONS AND FLAG SALUTE

The audience introduced themselves and Andy McKean led the flag salute.

3.0 CHANGES TO AGENDA

None.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

Frank Bermudez, on behalf of the Canby Kiwanis and Canby Area merchants presented Baker Prairie Middle School Math teacher, Josh Nichols with the Canby Area Recognition of Excellence Award for the month of December. Josh was recognized for his superior efforts in educating our students. He received a plaque and several gift certificates from businesses supporting the program.

Christie Gallagher, Nutrition Services Director presented a check to the Canby Center for \$1500.00 to help with their programs supporting students and families in our community. Sodexo has also been working in conjunction with the center on the Backpack Buddies Program.

Christie also announced to save the date of the Future Chef Event to be held on March 21, 2013 at Baker Prairie Middle School from 4:00-5:00 p.m.

5.0 SPOTLIGHT ON STUDENT SUCCESS

Eccles Principal Andy McKean and teacher Maureen Knowles-Short discussed the two K-6 communication classrooms located at their school. The classrooms are designed for students having difficulty in educational settings. Several board members visited the classes on December 18 to learn about the literacy, math and

social development skills taught in order for the students to participate in a general education classroom. Special Services Director, Sondra Strong discussed the referral process and explained how the program got started many years ago. Currently they are serving 18 students with varying disabilities. Andy shared he has wonderful teachers and instructional assistants that work with these students.

6.0 SUPERINTENDENT'S REPORT

Superintendent Steach commended staff for the support given in light of the Newtown, Connecticut school shootings, as well as administrators dealing with rumors upon rumors. Each rumor was researched and there were no credible threats. The safety of our students is a priority.

He noted several months ago a group of staff members attended threat assessment training and at the area superintendent's meeting held this week additional information was received on an upcoming training through the Southwest Washington Homeland Security Region to be held in January.

John shared information from the Clackamas ESD on the impact of the Governor's proposed budget on their education district. If the legislature approves the proposed reduction on ESD funding at the \$120 million level, \$6 million per year would reduce state funding for Clackamas ESD for the 2013-2015 biennium. The impact on Clackamas County School Districts is a revenue shortfall of \$8,085,311. The impact based on 2010-2011 service levels is \$625,000 to the Canby School District. He also shared the draft proposal from North Clackamas on the 2013 legislative agenda.

7.0 BOARD COMMENTS

Kristin Downs thanked Andy McKean and staff for the classroom observation, which was a reminder of the wide range of student needs in this very important program. She also attended the Parrott Creek Ranch Christmas party where students opened gifts, noting the demeanor of the boys and the positive impact it brought to them.

Tom Scott also thanked Andy and staff for their patience and the amazing work they are doing with the students in the communication classrooms at Eccles. He also attended the honor roll breakfast at Baker Prairie, noting it's nice we take the time to recognize these students. He also thanked the administration and staff for their professionalism with the extra weight placed on their shoulders due to the Connecticut shooting.

Andrea Weber thanked Andy for inviting them to visit the classrooms at Eccles. She also thanked Grace Saad for putting together the Career Fair at Baker Prairie noting her husband participated and was very enthused about the whole event. The South Metro-Salem STEM tour of partner industries she attended was enlightening on what is available to students interested in the science, technology, engineering and mathematics fields.

Andy Rivinus attended a packed house at the Trost Family Fun Night. The value of families coming together working on different projects is important as well as the opportunity for them to attend the Book Fair. He expressed his appreciation and gratitude to staff and local police agencies for taking an unfortunate situation seriously and the effects it also had in our area.

Diane Downs noted one of the highlights of the month was the Eccles visit as well as the CHS Economic Summit (the only school in the state offering this opportunity). She always enjoys attending and thanked the teachers for their extra effort. The CHS Mock interviews were once again very interesting and the Winter Choir Concert was very healing and restorative after an unsettling week.

Ty Kraft attended the BPMS 12 Daze of Christmas play, which was fun and light-hearted... kudos to all the students, involved.

8.0 CONSENT AGENDA

8.1 Minutes

Minutes of the November 15, 2012 Regular Session are provided in Addendum 8.1.

8.2 Personnel Changes

Personnel Changes are provided in Addendum 8.2.

MOTION: Andy Rivinus moved to approve the minutes and the personnel changes as provided in Addendum 8.1 and 8.2. Diane Downs second the motion. Motion passed 6-0.

9.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS

9.1 Canby Center Update

Canby Center Executive Director, Tim Leshner noted the focus of the center this year is on youth and the desire for youth and family relief. In October, the TCC Youth Center opened to any student grades 1-12 with the purpose of providing a safe space for students after school. It is a drop-in center after school until 5:00 with currently 22 memberships. On Tuesdays they have an after school club that provides games, activities (computers, invention club, guitar lessons and art), volunteer opportunities, and homework help.

Volunteers are currently involved at the Ackerman Academy and Eccles on a weekly basis providing academic mentoring and encouragement to students in their studies. Also through teachers and intervention specialists the Canby Center receives referrals for students who need tutoring.

The Backpack Buddies program continues to meet hunger needs in Canby schools and Barlow Headstart. They currently have 230 students receiving food each week.

9.2 Homeless Students Update

Jorge Barraza, the Canby School District Homeless Liaison reported on the struggling population and their needs. The McKinney-Vento Act defines a homeless child as those who lack a fixed, regular, and adequate nighttime residence, including children who share housing of others, those living in a motel, cars, campground, etc., or living in emergency or transitional shelters.

The program helps to reduce barriers, provide educational stability and provides services such as access to school advocates, State and Federal Educational Programs, and access to State and Local services for housing, food, clothing and school supplies.

Currently the Canby School District has 266 homeless students; 150 are sharing housing with other families, 101 need housing with 15 others are in temporary shelters.

Jorge thanked the teachers for their work in helping to remove barriers. Andrea also noted staff are doing a phenomenal job encouraging students to see beyond their horizon and look towards college.

9.3 English Language Learners Update

Cindy Bauer reported Canby has the 18th largest English Language Learners (ELL) Program in the state with 660 students (87% are kindergarten-6th grade). She shared how teachers are integrating the Common Core State Standards into the ELL Proficiency Standards through Collaborative Teams. She also provided information regarding the Spanish literacy work group, LAU Plan review and supporting student and families as they navigate post high opportunities, noting family involvement is linked to student success.

9.4 Trost Magnet School Concept

At the November 1st Board meeting, information and comparison charts were presented on district class sizes and the cost implications of uneven enrollment:

Several options were discussed for reducing the cost of this inefficiency. These included:

- Adjust school attendance boundaries,
- Cap schools by grade levels and move new students to schools with space,
- Create magnet programs to attract students, or
- Create school pairs and allow the movement of students between schools as needed.

At the end of the meeting, the general Board consensus was to move forward on exploring a possible move of the non-DLI Trost students to Carus as a means of addressing the two highest cost areas.

To evaluate the impact of moving non-DLI Trost students to Carus, the October 31st enrollment numbers were used to project school enrollment for all schools.

Typically, enrollment projections are based upon the January 31st numbers, which are slightly lower than the October enrollment. However, the overall projected 2013-14 enrollment projection using the October numbers agreed with last spring's demographer projections.

A second consideration is the likelihood that additional staff reductions will be required. Based on the Governor's initial budget, an effort was made to reduce two classrooms while also accommodating 23 more K-6 students than are currently enrolled.

By expanding the Carus boundary to encompass the current Trost boundary and leaving Trost as a magnet DLI school, Superintendent Steach presented graphs discussing the cost implications and positive aspects of this model as listed below:

- A total cost improvement of \$478,000 per year (minus transportation costs estimated at \$20,000 per year).
- This option has little if any impact on current instructional practices for the cost savings it produces.
- This also eliminates the current "School within a School" at Trost.
 - The students that are not in the DLI program will now be spread across two classes rather than having to be in the same class together for seven years.
 - Trost can more easily operate as one cohesive school, which becomes more important as resources dwindle.
- The number of combination classrooms is reduced down to two (Trost and 91). The class at Trost is a 5-6 combination due to the lower class size targets when the program was first started.

Concerns about this model are:

- Disruption to families by moving students from Trost to Carus.
- Average Carus class sizes will be larger than other schools. Allowing students to voluntarily transfer to in-town schools as capacity allows may mitigate this concern.

Additional work needed to implement this recommendation is:

- An application system needs to be developed for Trost as a magnet school. This may include preference to families within walking distance to minimize busing costs.
- Specific transport routes and costs will need to be determined. Due to the relatively high density of the Trost boundary, it is likely that two buses will serve this area and have some possible stops en route to Carus. Maximum estimated ride time would be between 30 and 45 minutes.
- Identify families that have students in both the DLI and non-DLI programs and determine how best to meet their specific needs.

- Determination of options for families wishing to transfer to other in-town schools. This would include, possible priority status above out of district transfers and transportation consideration.
- A communication plan for impacted families of changes and their options.

It is the recommendation of the administration that this model be adopted for the 2013-14 school year. However, prior to any final decision, impacted families will be contacted and allowed to address the Board at the January 17th meeting.

One other concern was whether a movement of students from Trost to Carus would place the district in a sustainable configuration for implementing full-day kindergarten in the 2013-14 school year. To answer this question, enrollment numbers for that year were projected using the Trost Magnet model. The total enrollment was increased to match the demographers latest prediction. For each elementary school, the total program needs were then compared to the total number of classrooms available.

Board member Diane Downs noted we've spent all these years building the DLI program, everything speaks to moving forward with the program and financially it is the best option. Andrea Weber says we need to move forward and wants the DLI program to continue through the higher grades. Andy Rivinus is supportive, however has concerns about the impact on student and staff displacement. Kristin Downs thinks we should move forward, however we need to fully explain the Dual Language Immersion Program. Tom Scott feels we should move forward, but has concerns and is sensitive to the non-DLI families. Ty Kraft feels we should move forward, but has concerns about it effecting open enrollment. Parent Stacy Fulks asked how the survey would be administered and has concerns about a long bus ride to Carus.

Superintendent Steach will have a survey completed before the next board meeting and a letter home to Trost parents inviting them to address the board on the January 17 with their input and feedback.

9.5 Carus White Building Bids

Facilities Manager Wayne Layman presented the bid for the Carus White Building in the amount of \$29,700 to scrape and dispose of existing lead base paint and paint chips. Scraping of the old paint would be completed on weekends or vacation time while students and staff are not in or around the building. Tom Scott felt it was a good bid, however struggles with putting money into a building we won't use. Ty Kraft and Andy Rivinus agreed we have to move forward removing the lead paint and the consensus of the Board was to do so. Diane Downs also shared information received from Peggy Sigler on possible grant options.

9.6 Financial Update and Enrollment

Mary Knigge, Director of Finance reported the final audited ending fund balance for 2011-12 school year of \$3,876,145 is reflected on the November financial statements as year-to-date (YTD) revenue.

Per our union contract agreement 3.5 days will be funded for teachers and administrators, confidential and supervisory staff that previously were slated for reduction. These additional expenditures will cause us to overspend appropriation for Instructional Programs by \$110,996. I will be asking the board for a Resolution to re-appropriate funds in the next few months as our actual expenditures get closer to what is budgeted.

The current estimate for the June 30, 2013 ending fund balance is \$1,801,610 and within the Board approved five percent of new revenues.

9.7 Add Back Days

The state audit of the 2011-12 school year finances the current ending fund balance as of December 1st is \$3,876,144.99. The current negotiated agreement connects this fund balance to the number of reduction days in the current school year. The trigger point for adding back reduced days is \$3.5 million with increments of \$100,000. Based upon the audited fund balance, the administration seeks formal Board approval to restore all three reduced student contact days and 0.5 (half) of one of the reduced holidays.

The reduced student contact days are indicated with a note on the bottom of the calendar as March 20, 21, & 22. As the administration anticipated restoring these days, the calendar main area was printed with these three days included. Had the days not been restored, the grading day and conference day would have been moved to earlier in that same week.

MOTION: Tom Scott moved to approve restoring three reduced student contact days and 0.5 (half) of one of the reduced holidays. Kristin Downs seconded the motion. The motion passed 5-1-0 with Andy Rivinus abstaining from voting due to a conflict of interest.

9.8 OSBA Conference Summary

Several Board members attended the November OSBA Annual Convention and reported on some of the workshops they attended. Tom Scott and Andrea Weber attended the workshop on the topic of PERS with an explanation of increases in PERS liability as well as potential other changes. Tom also attended a workshop on Title I Schools and the collaborative approach to improving programs while maintaining a positive culture. Diane Downs attended a workshop centered around SB 290 and the boards role in negotiations. One of the guest speakers, Jamie Vollmer shared information that we must reach out to communities for support and how important it is to have community engagement. Dr. Rudy Crew and Governor Kitzhaber were also guest speakers at the conference.

9.9 Policy First Reading

GCBDA, Family Medical Leave Act

No changes were made and the policy will be brought back for approval on January 17.

9.10 Alternative Education Placements

MOTION: Andy Rivinus moved to amend the 2012-2013 Alternative Placements and add P.A.C.E. (Positive Advancement Center for Education) to the options offered. Diane Downs seconded the motion. Motion passed 6-0.

10.0 FUTURE AGENDA ITEMS

- 10.1 Trost Boundary**
- 10.2 Financial and Enrollment Update**
- 10.3 Open Enrollment**
- 10.4 Achievement Compact Report**
- 10.5 Turf Field Maintenance Fund**

Also added to the agenda is the Financial Audit Report and Review of Security Procedures.

11.0 ADJOURNMENT

Ty Kraft adjourned the Regular meeting at 9:10 p.m. and will convene to Executive Session after a short break.

EXECUTIVE SESSION

Ty Kraft called the Executive Session to order at 9:18 p.m. in the Canby High School Omni room in accordance with ORS 192.660 (2) (b) & (d) to discuss employee discipline issues and labor negotiations. It is requested information discussed in the Executive Session not be disclosed.

The Executive Session adjourned at 10:02 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Tyler Kraft
Board Chair

Approved: