

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
WORKSHOP AND EXECUTIVE SESSION
February 7, 2013**

WORKSHOP SESSION

1.0 CALL TO ORDER

Vice Chair Brendan Murphy called the workshop session to order at 6:30 p.m. on February 7, 2013 in the Canby High School Omni room. Board members in attendance were Brendan Murphy, Tom Scott, Diane Downs, Andrea Weber, Andy Rivinus and Kristin Downs. Ty Kraft was absent from the meeting. Also in attendance were Superintendent Steach, Linda Martin, Tim Oberg, Mary Knigge, Joe Morelock, Angie Navarro, Sam Thompson, Christine Taylor, Andy McKean, Jennifer Turner, Pat Johnson, John Ogden, Kimie Carroll, Jaclyn Carter, Paul Carter, Nichole Reding, Naomi Gingerich, Jason Gingerich, Greg Hoffart, Rex Hagans, Elisabeth Hagans, Traci Hensley, Kathleen Jesky, Leilani Heale, Charlie Gingerich, Christie Bernklau Halvin, Bill Maher, Winnie Savory, John Savory, Kris Millar, Jamie Nette, Chad Kendoll, Chelsea Kendoll, Brian Hodson, Bryan McRobbie, Sherry Smith, Stacy, Jagger and Zoie Fulks, Michelle Ball, Linda Stricklin, Carmen Jones, David Darro, Kristen Martin, Paul Geibel, Christine Drazen, Christie Rosenthal, Jorge Tro, Chris Hovanic, Mack Wood, Aimee McKibbin, Tyler Smith, Aaron Sleeper, Julie Johnson, Mary Walsh, Cindy Bauer, Susie Strangfield, Ray Hughey, John Christianson, Ann Ziehl, Maureen Callahan, Sondra Strong, Barbara Dalling, Greg Parker, Robbie Wilson, Denise Mardock, Vicky Aguilar, Yolanda Sanchez and several other district staff, parents, students and community members that did not sign in.

2.0 INTRODUCTIONS

The attendees introduced themselves.

3.0 CHANGES TO AGENDA

None

4.0 PUBLIC FORUM/ANNOUCEMENTS

Vice Chair Murphy asked those wanting to speak regarding the Dual Language Immersion Program or Trost Elementary School to please wait until the agenda item which is first on the agenda.

Vice Chair Murphy announced the Canby School District is seeking four Board of Director members. Positions #2, #3, #4 and #7 are needed to serve four-year terms to begin July 1, 2013 through June 30, 2017. Packets are available online at www.co.clackamas.or.us/elections or by contacting the District Administration office.

He also announced that we are seeking three regular Budget Committee positions, #3, #6 and #7, needed to serve three-year terms and up to four Alternate Budget Committee positions to serve one-year terms. Applications are available at each school office or the District Administration office.

5.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS

5.1 Trost Magnet School

Summary of Past Information:

At previous Board meetings, information was presented on district class sizes and the cost implications of uneven enrollment. Based upon this information, the Board discussed an option to make Trost a magnet Dual Language Immersion (DLI) school and correspondingly relocate all of the non-DLI students to Carus.

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 more K-6 students than are currently enrolled.

Using the above assumptions, a 2013-14 class size projection model was created by expanding the Carus boundary to encompass the current Trost boundary and leaving Trost as a magnet DLI School.

As a recap of the last meeting, the positive aspects of this Trost Magnet School model are:

- A total cost improvement of \$478,000 per year (Staffing reduction and enrollment increase minus transportation costs estimated at \$20,000 per year).
- This option has no adverse impact on current instructional practices.
- 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.
- If all non-DLI students attend Carus, the average class sizes will be larger than other schools. Allowing students to voluntarily transfer to in-town schools as capacity allows could eliminate this concern.

Requested New Information:

The Board at the January 17th meeting requested three additional items.

1. The Board requested an analysis of alternative staffing options that would allow all of the non-DLI Trost students to remain at in-town schools. To address this, staffing plans were run to allow the non-DLI classes to remain at Trost and to move these students to Lee. Superintendent Steach discussed the options this evening. The cost savings numbers for each option do not include the impact of increased enrollment.

Of the options, the Trost Magnet School with allowing transfers is preferred by the administration. This is primarily due to the reduction of combination classes and the overall cost savings.

Options considered by not analyzed were inclusion of 91 school (the results would be similar to Carus and 91 has a higher likelihood than Carus of increasing enrollment through open enrollment) and boundary shifts to move students out of Lee to create more space for Trost students (multiple boundary changes would be required).

2. The Board requested information on the transfer students currently attending Trost. The attached tables show the current transfer students for Kindergarten through 5th grade (those students who may be impacted by the decision). As a summary, there are 104 K-5 students attending Trost from outside of the current Trost boundary. Of these, 69 are Home-English-Speakers (three from outside of the district that entered after Kindergarten which helps maintain the 50/50 balance) and 35 are Home-Spanish-Speakers (a vast majority of these started as Trost residents and moved to outside of the Trost boundary since Kindergarten).

In the non-DLI classes, Trost current has students enrolled from Carus (3), Lee (4), Knight (5), Eccles (2), and out of district (3). Of these 17 students, six are Home-Spanish-Speakers. Also, a total of 11 non-DLI students are currently requesting to enter into the DLI program. Currently, 90 non-DLI students reside in the Trost boundary and attend Trost in grades Kindergarten through 5th grade.

3. The Board also requested feedback from the non-DLI teachers on this proposal. Since the meeting, I have received emails from staff as well as met with the non-DLI staff on January 28th.

Administrative Recommendation:

Based upon the information gathered, the administration recommends the Trost Magnet School model be adopted starting the 2013-14 school year. To allow this to proceed, the following motion is needed: Starting the 2013-14 School year, Trost Elementary be designated as a district magnet school for the Dual Language Immersion program. To facilitate this, the existing Trost boundary be incorporated into the Carus Elementary School boundary.

If the Board approves this recommendation, the following outstanding implementation issues will need to be addressed at future meetings:

- 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.
 - The recent survey indicated the parents of at least 35 students desire to have their children remain in town at another school. Input from the Board is desired to establish procedures and priorities to allow these transfers to fairly occur.
 - For possible Open Enrollment, the administration would recommend that Eccles, Lee, and Knight not be included as having capacity. Following the Open Enrollment period, the traditional transfer method will be employed with these families being given priority over new outside applicants.
- Identify families that have students in both the DLI and non-DLI programs and determine how best to meet their specific needs.
 - A question addressing this was included in the survey and Principal Navarro will work with families to best meet their needs within program capacity. A list of students was provided at the last Board meeting.
- An application system needs to be revised for Trost as a magnet school. Currently the students within the Trost boundary have priority. This either needs to be eliminated or clarified by distance. Preference to families within walking distance could minimize future 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. The determination of student transfers will need to be completed prior to bus routing.

Tonight Superintendent Steach noted the DLI program has proven itself. It is research based, accesses core curriculum and has the highest exit rate for LEP (Limited English Proficiency) students. The same GPA for the Baker Prairie 7th grade students for the DLI and non-DLI proves it overcomes poverty. Parent comments also noted the academic, cultural and language value. This evening we are not here to rediscuss everything, we are here to

discuss class size and budget concerns with the ultimate goal of a quality, efficient and affordable program.

He does realize this is not easy and very emotional for parents and teachers. Previous reductions have also not been easy; closing Ackerman as a middle school, loss of busing, middle school activities, PE teachers and other staff to name a few. It is disheartening to dismantle programs.

He also received ideas from the community such as reopening Ackerman to either DLI or Carus, but did not feel the Board wanted to change multiple boundaries while trying to minimize the numbers impacted. He met with the non-DLI teachers about the pending decision on Trost becoming a magnet school. They all agreed it is very difficult to teach combinations classrooms and compounding this is the change to the new Common Core Math Standards with different content for grade levels. Combination classroom teachers often feel isolated from others as they don't have other teachers to team with.

Vice Chair Murphy opened discussion for public comment.

Traci Hensley noted lots of misinformation is being talked about. She also feels busing in one of the main issues. As far as segregation it feels like it is due to non-DLI being singled out and if property values are affected, that affects the city also.

Christie Bernklau Halvers noted as a parent of a student in the DLI program and one in the non-DLI program she does support DLI and is grateful for the education her child is receiving, but does have sympathy for the students being bused. She has concerns for the non-DLI and kids on IEP's. Teachers and staff have worked hard and developed strong relationships. She hopes a reasonable amount of time will be spent working with the affected families and hopes that people set good examples for our children. We all need to be treated with respect.

John Savory knows this is a difficult decision, but feels students are not being treated fairly by sending them to Carus.

Kris Millar stated this is not a race issue, but she feels non-DLI students are treated differently. She also wanted the Board to be aware of what's going on in the community and gave them copies of Facebook comments.

Chris Hovanic has a student in the non-DLI program and has concerns about him going to Carus, however he did make the drive and found it was only 12 minutes away and hopes students will be bused directly to Carus. He also noted maybe the community should focus their efforts towards the Governor.

Jason Gingerich is President of Bridging Cultures, a group of people building relationships across cultural and economic boundaries. Canby is becoming more diverse, one reason why we should reach out. He also noted we export almost twice as much to Mexico as we do to Asia and China. It's hard times with budget constraints and important we improve these relationships.

Christine Drazen asked if the district was too focused on money. This move also impacts the Carus classrooms and class sizes and feels educational outcomes haven't been addressed. We do have a common goal of looking out for our children. She noted Carus is a very good school and will welcome any new students.

Tyler Smith challenged the Board to go up and beyond and wants one board member to step up and address what this is doing to families. We should displace the DLI program not the non-DLI families. He thinks the plan should be researched more.

Michelle Ball has two students at Trost and is tired of all the miscommunication. She feels it's okay to go to Carus, but wants her students at Lee or Knight and feels she should have the choice.

Yolanda Sanchez is comfortable with teachers in both programs and feels the distance to Carus is too far away. She doesn't know the teachers there and won't have the chance to volunteer. The DLI program is a great benefit to English speaking and non-English speaking students. The opportunity to learn another language is not a problem and even if it was another language she would want her child involved.

Mack Woods almost feels sorry for the board and superintendent and as a business broker we need help to get the best "bang for our buck" and take a closer look at expenses.

Sherry Smith noted at the last meeting combo classes were discussed and now it's unclear if we are for or against them. The portables at Lee would help to alleviate some of the students and not have to be bused. Maybe other students need to be moved and she's unclear if the transfer process needs to be done each year. She feels the non-DLI students should be given first choice to transfer.

Superintendent Steach noted there has been discussion about moving the archives housed in the portables at Lee to underground at Ackerman. It is a dirt floor and will take approximately \$50,000 to make it usable. The portables also have no bathrooms or water.

Andrea Weber has spent hours reading the messages that community members, parents and students have sent to the district office. She has read

supporting information about Dual Language programs around the county. She has also studied our budget situation. Most importantly, by making this change our district can save over \$400,000 for next year. We are simply not in a financial position to ignore this impact. We can't afford to operate classrooms with low class sizes. We are also required by law to teach English to any non-native English speakers. She understands change is not easy, but the district will make every effort to make the transition easier with as much consideration as possible.

Andrea thanked everyone for participating in this public process and encouraged anyone who would like to understand more about the budget and finances of this district to attend the Budget 101 workshop on April 8th or apply for one of the vacant seats on the District Budget Committee, which will hold it's first meeting on May 6th.

Andy Rivinus thanked everyone for their comments. This is not the kind of decision you want to make but one that needs to be made. We would like to be going in a different direction and we are trying to minimize the impact on as few students and families as possible. It's an emotional decision for you, but for the Board, we are required by law to provide the highest education at the lowest cost. The defeat of the bond levy vote made it clear that we were to do more with what we didn't have. We can't turn away now; it would be irresponsible.

Kristin Downs said we can't ignore the budget issue. She spent time at Trost in both classes, noting we have caring teachers giving their all. Teachers in the combo classes are isolated and the non-DLI teachers in the small classes are trying to go above and beyond to help. The non-DLI teachers need to be treated fairly. She thanked everyone who wrote letters affirming the belief in the DLI program benefitting our children. She is in support of the magnet school.

Tom Scott thanked everyone for their comments. He believes in the process and believes in the program and also believes it is not for everyone. He said it's uncomfortable to have to cut staff, middle school athletics, music and PE, arts and the need to have 6th graders remain at the elementary schools. Budget constraints require us to be more efficient. He does have sympathy for the families having to move schools and is sure the district will help make the transition easier. He does believe that property values will continue to come back. The whole district is affected by this hard decision.

Diane Downs thank everyone for their comments and for their passion. We are driven by finance, but it feels good that none of our students will suffer academically. There are advantages of not being in a small group and students will be made welcome. This is not a damaging decision and she is

confident staff and the Board will be sensitive to individual families and students. She knows change is hard, but the students will thrive academically.

Brendan Murphy thanked everyone for their respectful tone this evening. He also is very sympathetic to the parents and students being affected. It's almost absurd that we have to go through this process but financially we must and we are academically strong. He realizes people are feeling they are being treated unfairly. In response to the transfer process, a decision needs to be made this evening before the process can be determined. We will make it as fair as possible to families and teachers.

MOTION: Andrea Weber moved starting with the 2013-14 school year, Trost Elementary School be designated as a district magnet school for the Dual Language Immersion program. To facilitate this, the existing Trost boundary will be incorporated into the Carus Elementary School boundary. Diane Downs seconded the motion. Motion passed 6-0.

Superintendent Steach will also see that the Trost PTA webpage standards are raised and changed immediately. Plans to help with the transition to Carus include an Open House for families and direct busing to Carus for students. Also recommendations for changes to the in-district transfer policy and DLI selection criteria will be reviewed at the next Board meeting on February 21. Once a fair and equitable transfer process is approved, it will be shared with the community.

Vice Chair Murphy recessed the meeting at 8:20 and reconvened the meeting at 8:40 p.m.

5.2 District Security Procedures

Lt. Jorge Tro reported the goal of the emergency guide is prevent, prepare and respond. He also reported the Canby Police Department has a great working relationship with all of the administrators. They are in communication 24/7 when necessary. They discuss and evaluate any situation that arises and if necessary get other agencies involved.

The police department did help develop the district emergency guide; it is well thought out and written and our procedures are current and inline. Every year they participate in a drill at the high school, watching and talking about any improvements that need to be made. The emergency guide will be reviewed annually.

Recently they evaluated a lock in/lock down drill at Knight School. Teachers performed well and students were quiet. They will continue to evaluate at each school.

Lt. Tro shared they also have trainings with the fire department with real scenarios, as well as county-wide trainings.

Superintendent Steach reported the police department stepped up to finance the School Resource Officer for the last 4 years. He also noted the Clackamas County Sheriff will work with Carus and Ninety-one to make sure they are comfortable with the plan.

Andy Rivinus thanked the department for following up on the Facebook issues following the shooting at Newtown. Brendan Murphy also thanked them for all their help at the beginning of the school year with the changes in busing and students walking to school.

5.3 High School Course Offerings

Canby High School Principal Pat Johnson reviewed the Canby High School course offerings which included required courses, 4 year university courses, integrated/sheltered offerings, CTE approved classes, AP/ACC dual credit courses, art, drama and music electives as well as other electives. Some of the new classes for next year, since at least 50 students are not meeting essential skills, will be a reading seminar, writing seminar and a math seminar. Pat also shared information on the number of classes that have been eliminated due to reductions since 2009-2010.

5.4 CTE (Career Technical Education) Update

Pat Johnson explained all courses are supported by general fund dollars and co-curricular activities receive additional support from fundraisers or the Canby Booster Club who support all groups. The Art Program receives more donations than any other program and the sale of the calendar goes exclusively toward production and art scholarships. FFA has three alumni booster groups and there is also a group of Music Boosters.

Pat also discussed the budget for each area and noted we would not have the extra funding if it were not for the hustling of staff.

As far as the CTE grant we currently have more businesses than interns at this time. We have several interns interested in the medical field, however due to HIPPA laws it's hard to place students. Also, due to the liability, manufacturing is also difficult to place. Jamie Netter noted we currently have 86 possible interns and 53 have been placed.

5.5 Facility Use Report

Superintendent Steach provided a spreadsheet showing revenue of \$37,000 in fees collected and a list of the outside groups using our facilities for meeting spaces, performance spaces and athletic fields. He also said Wayne Layman and Mary Knigge were in the process of advertising the Lone Elder building for auction (for removal) which has been emptied of all contents. If

the building is not sold, the district has discussed removing the building by burning it as a fire department training exercise. Diane Downs asked about liability coverage for an empty building and Mary will check with our insurance company.

John thanked Nancy Dale for the phenomenal job she has done with scheduling. He also said a facility users meeting would be scheduled for later this spring.

5.6 Turf Field Replacement Fund

Director of Finance, Mary Knigge reported that on October 21, 2010, the Board approved the Turf Replacement Plan which directed the District to create a Turf Replacement Fund in which dollars accrue for the future repair and replacement of the synthetic surface at the Canby High School Stadium field. Sources of revenue in the fund include collections from field usage fees charged to non-district groups; a ticket surcharge of \$1 per ticket for fall sports that require a ticket for admission; cost savings realized as a result of changing the field surface from natural grass to synthetic turf; and interest earnings.

The balance in the Turf Replacement Fund as of June 30, 2012 is \$46,033 of this \$25,239 is revenue from prior years; \$650 is from rentals and surcharges; a transfer of \$20,000 from the General Fund for field maintenance savings; and \$114 in interest.

Field usage by non-district groups has increased substantially this school year and the \$1 per ticket surcharge for fall sports events has been collected. Deposits into the fund since July 1, 2012 equal approximately \$20,000 from usage and surcharges and \$10,000 cost savings for having turf vs. grass for a total to date of \$76,032. Collections are on track and align well with the replacement plan.

5.7 District-Wide Wireless LAN Hardware Upgrade

Joe Morelock, Director of Innovation and Technology reported we received one bid which is \$50,000 less than the one we received last summer.

MOTION: Andy Rivinus moved that the Canby School District #86, Clackamas County, Oregon, does hereby award the contract for the District-Wide Wireless Upgrade to, Structured Communication Systems, Inc., for a total contract amount of \$188,616.81. Kristin Downs seconded the motion. Motion passed 6-0.

Superintendent Steach reported this rounds out the Baker Prairie Middle School bond proceeds.

- 6.0 Next Meeting Agenda**
 - 6.1 Open Enrollment**
 - 6.2 Standards Based Report Cards**
 - 6.3 2013-2014 School Calendar**
 - 6.4 Budget-Consultants**
 - 6.5 Budget-Custodial**
 - 6.6 Budget - TAG**
 - 6.7 Budget-Arts**
 - 6.8 Financial Statement/enrollment Update**

The Arts discussion was removed from the upcoming meeting agenda since Principal Johnson covered this during his presentation. The TAG discussion will be an update, not budget. Also added to the agenda is the Trost transfer process and Magnet School Procedures.

Vice Chair Murphy adjourned the meeting at 9:54 p.m. and after a short recess will reconvene to Executive Session.

EXECUTIVE SESSION

Vice Chair Murphy called the Executive Session to order at 10:04 in the Canby High School Omni room in accordance with ORS 192.660 (2), (b), (d), and (f) to discuss dismissal or disciplining of a public officer, employee, staff member or agent, labor contract negotiations and information exempt from public inspection.

It is requested information discussed in the Executive Session not be disclosed.

The Executive Session adjourned at 10:32 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Tyler Kraft
Board Chair

Approved: