

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Board Work Session and Executive Session  
February 1, 2018  
Canby School District Office, Meridian Room**

**WORK SESSION**

**Board members in attendance** were Rob Sheveland (Vice-Chair), Angi Dilkes Perry (arrived at 7:20 p.m.), Diane Downs, Sara Magenheimer, Andrea Weber and Mike Zagyva. Absent Board member was Tom Scott (Chair). Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Laurretta Manning, Sheryl Lipski, Greg Dinse, Noah Megowan, Travis Opperman, Cherie Switzer, Christine Taylor, Kimie Carroll, Ben Winegar, Brett Rhodes, Tracie Heidt, Troy Soles, and Cindy Bauer.

**1.0 CALL TO ORDER**

Rob Sheveland called the Work Session to order at 7:00 p.m.

**2.0 INTRODUCTIONS**

The audience members introduced themselves.

**3.0 CHANGES TO AGENDA**

The Executive Session agenda was changed to include the following: to consider the employment of a public officer, employee, staff member or individual agent in accordance with ORS 192.660(2)(a); and to conduct deliberations with persons designated to carry on labor negotiations pursuant to ORS 192.660(2)(d).

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

**4.1 Public Comments**

Rob Sheveland opened the floor for public comments. No public comments were made.

**5.0 CONSENT AGENDA**

Included in the Consent Agenda:

- 5.1 Minutes from the January 18, 2018 Board Regular Session and Executive Session
- 5.2 Personnel Changes

**MOTION: Diane Downs moved to approve the Consent Agenda as presented. Andrea Weber seconded the motion. Motion passed 5-0.**

**6.0 INFORMATION/DISCUSSION/ACTION ITEMS**

***6.1 2018 German Exchange Program Trip Approval***

Request for approval of the Canby High School German-American Partnership Program trip to Germany from June 22-July 13, 2018 was submitted for approval. Teacher Noah Megowan expressed appreciation for support of the program and added Superintendent Goodall and Principal Greg Dinse have provided helpful oversight. Mr. Megowan shared a brief history of the partnership and culminating trip experience. The Board requested a follow-up presentation in the fall with students sharing highlights from their visit.

**MOTION: Diane Downs moved to approve the Canby High School German-American Partnership Program trip to Germany from June 22-July 13, 2018 as presented; Andrea Weber seconded the motion. Motion passed 5-0.**

***6.2 Supplemental Budget & Appropriation Transfer Approval***

Director of Finance Denise Lapp discussed the district received final State School Fund allocations in July 2017 resulting in an increase in revenues and an increase in revenues from the Clackamas ESD (General ESD). In addition, the district received small, unexpected revenues in federal forest fees. There were also reductions in the budgeted ending fund balance and loan receipts. Ms. Lapp reported these resource (revenue) changes require the Board to approve a supplemental budget in accordance with ORS 294.471(1)(a) and (1)(c).

For the Special Revenue Fund, there was a slight increase in the debt service requirements over what was in the adopted budget. The Board is required to approve an appropriation transfer as outlined in the resolution and in accordance with ORS 294.463(1).

The recommendations are outlined in the following resolution:

**Canby School District Board of Directors Resolution 2017-18/007 Supplemental Budget Approval and Appropriation Transfer**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CANBY SCHOOL DISTRICT AUTHORIZING THE ADOPTION OF THE SUPPLEMENTAL BUDGET AND APPROPRIATION TRANSFER.**

**BE IT RESOLVED** that the Canby School District hereby adopts the supplemental budget for the 2017-18 fiscal year in the sum of the \$80,343,560.89, now on file in the Business Office.

**BE IT FURTHER RESOLVED** that the appropriations for the fiscal year beginning July 1, 2017, be amended within the following funds to include as follows:

**GENERAL FUND**

**Resources:**

Intermediate Sources	\$140,303.00
State Sources	\$1,362,368.12
Federal Sources	\$4,906.04
Other Sources	(\$153,459.00)
Beginning Fund Balance	(\$289,975.59)
<b>TOTAL:</b>	<b>\$1,064,142.57</b>

**Requirements:**

Instruction	\$711,391.00
Support Services	\$281,803.33
Facilities Acquisition	\$5,000.00
Debt Service	(\$39,757.66)
Unappropriated Ending Fund Balance	\$105,705.90
<b>TOTAL:</b>	<b>\$1,064,142.57</b>

Comments: Increase in State School Fund, General ESD Funds and Federal Funds, along with a decrease in loan receipts and the beginning fund balance.

**SPECIAL REVENUE FUND**

**Requirements:**

Support Services	(\$642.16)
Debt Service	\$642.16

Comments: Appropriation transfer from Support Services to Debt Service.

**MOTION: Diane Downs moved to approve Resolution 2017-18/007 Supplemental Budget Approval and Appropriation Transfer for the 2017-2018 school year as presented; Mike Zagya seconded the motion. Motion passed 5-0.**

### ***6.3 State Assessment Preparedness***

Director of Teaching and Learning Sheryl Lipski provided a summary of the district's 2017-2018 student assessment schedule for the following state assessments: Science, English Language Proficiency (ELPA21), Smarter Balanced, and Extended (for students with significant cognitive disabilities). Ms. Lipski discussed preparation for the assessments include providing opt-out information to parents as per Oregon House Bill 2680 and training for test administrators. In addition, the district has prepared for technology needs.

A discussion was held on testing accommodations and participation rates. It was noted that high school opt-out rates for Smarter Balanced are significant; however, approximately 97% of students participate in the ACT assessment. Principals Cherie Switzer and Christine Taylor noted teachers provide accommodations based on the needs of the student.

### ***6.4 School Start/End Time Discussion***

Superintendent Goodall shared he would like to revisit the conversation around shifting to a later high school schedule based on research that secondary students benefit from getting more sleep. He discussed several neighboring districts have moved to a later start model. Mr. Goodall noted his previous attempt to modify the current schedule resulted in negative parent feedback due to his proposal that K-12 students would ride the same bus. Moving forward, he has requested that STA (Student Transportation of America) provide a preliminary schedule with high school students starting later and elementary students starting earlier. Separate routes would continue for secondary and elementary students with the exception of Ninety-One School, which serves K-8 students.

Canby High School Principal Greg Dinse provided a handout: *Canby School District Shifting to a Later High School Schedule* with information on the history of the start/end time discussion, schedule changes in neighboring districts, and his recommendation to convene a committee comprised of various stakeholders to support the change. Mr. Dinse discussed a comparison of Three River League high schools: Canby, Lake Oswego, Lakeridge, Newberg, Sherwood, Tigard, Tualatin, and West Linn indicates every school, with the exception of Canby and Newberg, have shifted their schedules and the change has been positively received overall. He reviewed key considerations for Canby includes the impact to schools and families throughout the district and subsequent transportation support.

A discussion was held with input from audience members. CHS Coaches Brett Rhoades and Ben Winegar shared concerns related to athletic schedules and early release challenges; and issues for staff with coaching obligations. CHS Language Arts Teacher and CEA President Troy Soles summarized initial positive and negative feedback received from staff and students. Other concerns were raised regarding the timeline and impact to staff and family schedules. It was

noted that further information regarding the change to elementary schedules in neighboring districts would be beneficial.

Mr. Goodall reiterated his intention to pursue a thorough process that is researched based, involves stakeholder input, and truly addresses what is best for students. It was agreed that a committee would be convened moving forward with adequate time for staff and families to prepare if a change is recommended. Mr. Goodall shared he would poll neighboring districts regarding their timeline for implementation.

**6.5 2018-2019 Open Enrollment Openings**

Mr. Goodall discussed the following 2018-2019 Open Enrollment openings as recommended by administration for the Board’s consideration and approval. He shared enrollment projections are uncertain; thus, kindergarten openings as noted are conditionally approved pending resident enrollment. A discussion was held on the impact for families with siblings. Applying families will be notified as soon as practicable following kindergarten registration.

The administration proposes the following openings for the 2018-19 school year:

Grade	BPMS	Carus	CHS	Eccles	Lee	Knight	Ninety-One	Trost
K		3*		6*	0	0	10*	0
1		2		0	0	0	0	0
2		0		0	2	2	0	0
3		0		0	0	0	0	0
4		0		0	0	2	0	0
5		0		0	0	0	0	0
6		5		4	0	0	0	0
7	15						0	
8	4						0	
9			50					
10			50					
11			50					
12			0					
<b>Total</b>	<b>19</b>	<b>10</b>	<b>150</b>	<b>10</b>	<b>2</b>	<b>4</b>	<b>10</b>	<b>0</b>

\*Conditionally approved pending resident kindergarten enrollment.

**MOTION: Mike Zagya moved to approve the 2018-2019 Open Enrollment openings as presented. Angi Dikes Perry seconded the motion. Motion passed 6-0.**

**7.0 FUTURE AGENDA ITEMS**

The following items will be addressed at an upcoming session:

- Spotlight on Student Success: Knight
- Monthly Curriculum Update: New Teacher Supports
- iReady Data Update
- Transition Planning 6-7, 8-9
- CHS Construction Class Project
- Financial |Special Funds | Enrollment Report
- PERS Update

**8.0 GOOD OF THE ORDER**

No items were discussed.

**EXECUTIVE SESSION**

Rob Sheveland exited the Board from the Board Work Session and entered into an Executive Session at 8:17 p.m. Board members in attendance were Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber and Mike Zagyva. Absent Board member was Tom Scott (Chair). Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Michelle Riddell, and Denise Lapp (Director of Finance).

The Board met in Executive Session to conduct deliberations to negotiate real property transactions pursuant to ORS 192.660(2)(e); to review and evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i); to consider the employment of a public officer, employee, staff member or individual agent in accordance with ORS 192.660(2)(a); and to conduct deliberations with persons designated to carry on labor negotiations pursuant to ORS 192.660(2)(d) 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.

Rob Sheveland exited the Board from the Executive Session and reentered the Regular Session at 9:47 p.m.

**REGULAR SESSION**

**9.0 ADJOURNMENT**

Rob Sheveland adjourned the meeting at 9:47 p.m.

Respectfully Submitted:

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Kamela Davis  
Board Secretary

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Tom Scott  
Board Chair