

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR SESSION
February 21, 2008**

1.0 CALL TO ORDER

Vice Chair, Marty McCullough called the Regular Session at 6:32 p.m. on February 21, 2008 in the Canby High School, Omni room. Board members present were Marty McCullough, Diane Downs, Mike Harms, Dick Adams, Guy Gibson and Rod Beck. Board Chair, Andy Rivinus was absent from the meeting. Also in attendance were Deborah Sommer, Linda Martin, Tom Scott, Charles Rynerson, Wilma Hartung, Laura Miranda, Teresa Madrigal, David Moore, Betsy Miller-Jones, Donna Herran, Carol Meeuwsen, Toby Forsberg, Peggy Savage and Hank Harris.

2.0 FLAG SALUTE & INTRODUCTIONS

Guy Gibson led the flag salute and the audience introduced themselves.

3.0 CHANGES TO AGENDA

None

4.0 PUBLIC FORMUM/ANNOUNCEMENTS

None

5.0 CONSENT AGENDA

5.1 Minutes

Minutes of the January 3, 2008 Workshop Session, January 17, 2008 Executive Session and Regular Session and the February 7, 2008 Workshop Session are provided in Addendum 5.1.

5.2 Personnel Changes

Personnel Changes are provided in Addendum 5.2

MOTION: Dick Adams moved to approve the minutes of the January 3, 2008 Workshop Session, January 17, 2008 Executive Session and Regular Session and the February 7, 2008 Workshop Session as provided in Addendum 5.1 and the Personnel Changes as provided in Addendum 5.2. Diane Downs seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION ITEMS

6.1 Enrollment Forecast

Superintendent Sommer introduced Charles Rynerson of the Portland State University Population Research Center. This is the second year we have used their services to forecast enrollment in the Canby School District. Charles reported a forecast of stability in the District. CSD enrolled 5,154 students in Fall 2007, an increase of 79 students from Fall 2006. Most of the increase is

attributable to new housing within the District. Eccles gained 73 students this year and a large incoming kindergarten class played a role in the growth. Charles sees a slow down in housing due to limited land available. We will also have a smaller kindergarten class next year. A new feature this year is the analysis of students showing nearly two students per home. Another feature is the forecast error and uncertainty. Due to the nature of forecasting, there is no way to estimate as you might for data collected from a survey.

Guy Gibson thanked Charles. He appreciates the tracking and forecasts. Dick Adams asked Deborah about inter-district transfers. She confirmed these are done on an annual basis and districts are less lenient on allowing transfers. Dick felt it was a good sign that we actually have more students wanting to come here than transfer out of District.

6.2 Overview of Remaining Steps of Superintendent Search

Vice Chair McCullough reported the Applicant Screening Committee concluded their process on February 16 and met earlier this evening to review the results of the tabulations and make sure the committee agreed on the names to be presented to the Board of Directors.

Betsy Miller-Jones reported the interviews will be scheduled during the time period of February 26 through March 1 with a deliberation meeting on March 3 at 5:30 in the District Office Meridian room. The interview times will be at 6:30 and 8:00. On March 4, once finalists have been narrowed down we will invite them back and will publicly release finalist names and resumes. In depth reference checks will be done; site visits will take place; and finalist candidates will be invited back for a district/community visit. The CSD attorney, Bruce Zagar will meet with the Board on March 6 for contract analysis.

Telephone reference checks will be done by Rod Beck and Andy Rivinus once the top candidates are chosen. Board members Guy Gibson, Marty McCullough and Diane Downs volunteered to do candidate site visits. If needed, Dick Adams will also participate in the visits. Betsy recommends site visits be done by the same two board members. When asked if the District will be paying expenses for the candidates, Deborah said we need to send a message that we are interested and should pay their expenses. The candidates first visit will be alone and the second with their spouse or significant other.

The site visits are tentatively set for March 18 and March 19 and the site visits need to be done anytime before those dates. Deliberation is also tentatively set for March 19.

7.0 ACTION ITEM

7.1 Selection of Board Members for Superintendent Finalist Candidate Site Visits

An action item will not be done at this time. As previously stated above, Guy Gibson, Diane Downs and Marty McCullough will be conducting the site visits, along with Dick Adams, if needed.

Marty McCullough adjourned the meeting to Executive Session at 7:28 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Marty McCullough
Vice Chair

Approved: _____