

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
March 16, 2017
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Rob Sheveland, Tom Scott, Andrea Weber, and Mike Zagya. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Lauretta Manning, Michelle Riddell, Andy McKean, Skyler Rodolph, Sam Thompson, Cherie Switzer, Cindy Bauer, Lynda Robert, Sandy Kahut, Melissa Youd, Jennifer Turner, Galina Dobson, Greg Dinse, Brenda Griffin, Troy Soles, Kristin Hornseth, Todd Hornseth, Anthony Bianchi, Tatum Bianchi, Olivia Weber, Monique Sellards-Weber, Rob Weber, Renate Mengelberg, Travis Soles, Nick Luchterhand, Jenny Larsen, Ellen Zenuhin, Kerrie Claggett, Stephanie Martinez, Chareen Kayser, Jessica Hala, Brett Rhodes, Stephanie Laitinen, and Alan Plumb.

1.0 CALL TO ORDER

Board Chair Mike Zagya called the Regular Board Session to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

Ninety-One School Teacher Lynda Robert led the flag salute. The audience members introduced themselves.

3.0 CHANGES TO AGENDA

No changes were made.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 C.A.R.E. Award

The Kiwanis Canby Area Recognition of Excellence (C.A.R.E.) Award acknowledges local teachers, administrators, and staff who go above and beyond to help students succeed. Superintendent Goodall announced the March recipient, Sandy Kahut, Ninety-One School 7th and 8th Grade Math Teacher. Ms. Kahut was nominated by one of her students, Caleb Chupp, for her ability to connect with students both academically and personally and to make an impact in their learning. Principal Skyler Rodolph expressed appreciation for Ms. Kahut's work and congratulated her on behalf of his staff. Brenda Griffin, C.A.R.E. Committee member, presented the award on behalf of the committee, Canby Kiwanis, and local area businesses.

4.2 Spotlight on Student Success – Lee Elementary

Cherie Switzer, Lee Principal, highlighted a partnership program with Portland State University's Speech and Hearing Science Department to provide Lee students the opportunity for speech and language enrichment after school. She introduced Lauretta Manning, Director of Student Services, and Jennifer Larsen, Graduate Program Director and Clinical Associate Professor, to share about the program. Dr. Manning and Dr. Larsen reported graduate students benefit from the opportunity to work with "live" students as part of their graduate program and selected Lee students benefit from the activities provided. After school groups meet two times per week for an hour and a half. Student presenters Damian Jimenez, Alexander Jimenez, Tatum Bianchi, and Olivia Weber showed their enrichment activities to Board Members and Superintendent Goodall.

4.4 Public Comments

Public comment was taken from community member Stephanie Laitinen who read a statement on behalf of Canby Music Boosters in support of preserving the Canby High School marching band program.

Chair Mike Zagya recessed the meeting for 5 minutes.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 March 2, 2017 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda as presented; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- Attended the CHS Unity Rally Community Event on February 23. There was great staff and student involvement and participation from the community.
- Attended the Grand Opening of the Education Center at the Oregon Zoo on March 2, a wonderful opportunity for students and their families.
- Facilitated a Parent Forum Meeting on March 10 with around 15 parents representing different schools. Topics discussed were the school calendar, iReady Assessment Tool, homework, and fundraisers.
- During my recent school visits, some students at Trost Elementary and Knight Elementary requested a change in the lunch menu. I worked with Director of Nutrition Services Galina Dobson to make that happen for kids on Friday, March 17 and Friday, March 24. Students were very pleased.
- Had the opportunity to tour the new STA bus facility and present a certificate of recognition to bus driver Anissia Snegireff who was nominated for the C.A.R.E. Award.

7.0 BOARD COMMENTS

Kristin Downs: Volunteered at Canby High School's Mock Interviews, organized by Jamie Netter, School to Career Coordinator. As always, the students were well prepared and engaged. Congratulations to Sandy Kahut and the Ninety-One School team. The Ninety-One School staff works to create a learning community and supports one another.

Angi Dilkes Perry: Pass

Diane Downs: Also volunteered at the Canby High School Mock Interviews – the students were professional and well prepared. Attended the Canby High School Unity Rally event, which was positive. Thank you to CHS staff and the Canby Police for helping with the event. Attended the Goal Ball Tournament at Baker Prairie Middle School. Students had the opportunity to try the sport – a valuable learning experience. Finally, attended the World Economic Summit at the high school and was impressed with the student's insights and presentations.

Andrea Weber: Also attended the Goal Ball Tournament at Baker Prairie Middle School and would second Diane's comments regarding the challenge for students to participate. Attended the Bridging Cultures fundraising event, which was a demonstration of building community. Also, if teachers would like a challenge, a mock Junior Achievement stock market simulation is engaging for students.

Rob Sheveland: Attended the Knight Elementary PTA Bingo event, which was well attended and fun for families. Also attended the Dance Team Friends and Family night – a great time for the community to honor Coach Jennifer Chaffee. The team competes at state this weekend.

Tom Scott: Pass

Mike Zagya: Shout out to the Baker Prairie Middle School band students who performed well at their spring concert.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 City Projects Presentation

Renate Mengelberg, City of Canby Economic Development Director, shared a keynote presentation with information on Canby's current and future development projects. She discussed new apartment developments with a total of 291 new units, new and expanding industrial businesses, new retail commercial building, and housing developments with a total of 283 new lots and homes. Ms. Mengelberg noted the growth in Canby is the strongest it has been in a decade. The anticipated timeline for completion of current developments is approximately one to two years with projects in varying stages.

8.2 CHS Boys Baseball Trip to Arizona

Coach Brett Rhodes reviewed information submitted regarding the Canby High School Boys Baseball trip to Phoenix, Arizona from March 23 to March 30, 2017. He shared the trip is a unique opportunity for students and provided clarification on travel details and fundraising.

MOTION: Diane Downs moved to approve the Canby High School Boys Baseball trip to Phoenix, Arizona from March 23 to March 30, 2017 as presented; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.3 2017-2018 School Calendar

Michelle Riddell, Director of Human Resources, presented a summary of the changes in the final 2017-18 school calendar as submitted for the Board's consideration and approval. She reported administration reviewed the semester and trimester schedule options and agreed to continue with the semester schedule implemented last year. Reasons included the short implementation period and the difficulty in changing schedules at the middle school level. The Board discussed the calendar revisions and noted appreciation for the process. Ms. Riddell added a calendar for the 2018-19 school year would be developed and presented for approval in the near future.

MOTION: Andrea Weber moved to approve the 2017-2018 Canby School District Calendar as presented; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.4 Monthly Curriculum Update: Universal Assessment Tool

Director of Teaching and Learning Sheryl Lipski introduced Lee Principal Cherie Switzer, Baker Prairie Middle School Principal Jennifer Turner, and Canby High School Principal Greg Dinse to present on the implementation of the Universal Assessment Tool (iReady and ACT Aspire). Ms. Switzer showed examples of various iReady reports available to teachers and administrators with a breakdown of their student's performance and recommended interventions. Reports are available for individual students and for whole classes or grade levels. She noted the reports are very useful for tracking and grouping students for strategic lesson planning. Ms. Turner shared that at the middle school level, the data is used for student placement and to track progress on goals for students receiving Special Education services. Superintendent Goodall added the interim assessment provides data for teachers to self-evaluate and change instructional practices if needed. Concerns were discussed regarding the amount of time that students are required to test and the effort and value students actually place on the tests. Staff is intentionally helping students understand the importance of the new assessment.

Greg Dinse reported that juniors would take the ACT assessment on April 19. This year the ACT Aspire interim assessment is being implemented for freshman and sophomores and is a 20 to 30 minute test in reading, math, and science. The assessment provides comparative data for college and career readiness skills. It was noted that the interim assessment data is relevant and useful, whereas the SBAC assessment data does not provide immediate feedback for students or teachers.

8.5 Equity Presentation

Superintendent Goodall reported administrators meet monthly to continue discussions on equity, providing all students with the opportunity to be successful regardless of race, class, or circumstance. He shared that administrators are working collaboratively on professional development in this area. Director of Human Resources Michelle Riddell has incorporated a focus on equity in the hiring process with a Bias Awareness Guide for Canby School District interview committee members, which will be shared with the Board. Mr. Goodall added another resource is the Harvard Implicit Bias Project, which will also be shared. Director of Teaching and Learning Sheryl Lipski reported parent workshops have been provided through the Salem-Keizer Coalition for Equity with a second series of workshops recently completed. A parent advisory group has developed as a result of the workshops and will provide feedback on services parents need to help their students be successful.

Canby High School Principal Greg Dinse shared a focus on equity is embedded in all professional development for CHS staff this year. Oregon Department of Education personnel have provided equity training and teachers are looking at daily practices with a different perspective. Staff has focused on student support and inclusion, providing activities to encourage participation. Eccles Elementary Principal Andy McKean showed a keynote presentation highlighting the training he has done with his staff. He reviewed the process, which included some ground rules for discussion, time for personal reflection and guided questions, and a three part video series entitled *Race: The Power of an Illusion*. Mr. McKean noted his staff has just completed part one and will work toward finishing the series during Collaborative Team time.

8.6 Financial Report, Special Funds and Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report as of February 28, 2017. The Construction Excise Tax (CET) fund balance is \$610,087.75, an increase of approximately \$185,000 with two additional payments yet to be received. The Turf Replacement fund balance is \$184,568.80. The current State School Fund estimate was provided by the state. Adjustments were made to local property taxes, statewide average for teacher experience, Average Daily Membership (ADM), English Language (EL), and poverty rate. Overall the district has seen an increase of 93 students above original projections, which translates to approximately \$500,000 in additional funds. The Common School Fund estimate has seen a slight decrease.

Ms. Lapp discussed the Month End Enrollment Summary as of February 28, 2017. She reviewed student counts with a total enrollment of 7,721 students, noting enrollment has decreased by 16 students but is still over estimates by 77 students.

8.7 Demographic Study

Mr. Goodall discussed follow-up information on the demographic study services provided by Portland State University (PSU) and Davis Demographics. PSU's timeline for completion would likely be October 2017 due to a staff shortage. Davis Demographics proposed a seven to eight week completion period, thus the recommendation is to contract with Davis Demographics for the study at a cost not to exceed \$13,500. Clarification was provided on the length of the contract (most likely a one year contract with an option to purchase demographic software). Mr. Goodall added the district is allowed to use Construction Excise Tax dollars to fund the study.

Mr. Goodall reported an Ackerman Task Force subcommittee had the opportunity to tour three different magnet schools and would like to publicly thank those schools for accommodating the group: Gladstone Center for Children and Families, Sunnyside Environmental School, and da Vinci Arts Middle School. The tours were valuable and helped the task force gain perspective. Moving forward, the district plans to complete the demographic study with the results presented to the Board and the Ackerman Task Force Committee at the May Board Work Session. Following the results of the study, the committee will reconvene with participation from Board members. Currently, plans are underway to communicate to the community regarding the task force and process for future planning.

The Board directed the superintendent to contract with Davis Demographics for the study.

8.8 Policy 2nd Reading – JECBD Homeless Students

The Board held a second reading on Policy JECBD *Homeless Students*. No changes were made.

MOTION: Diane Downs moved approve JECBD Homeless Students as amended; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.9 Policy 1st Reading – GBM Staff Complaints, GBMA Whistleblower (NEW)

Director of Human Resources Michelle Riddell summarized new Policy GBMA *Whistleblower* as well as changes to GBM *Staff Complaints*. The Board requested clarification on the complaints portion of the policy and revisions to the incorrect AR designation in Policy KL *Public Complaints* (correct notation is AP). It was requested to review referenced complaint policies as a whole in conjunction with the new changes. In addition, clear wording was suggested regarding staff that exhibits gross misconduct in the *Whistleblower* policy.

9.0 FUTURE AGENDA ITEMS

The following items will be addressed at a future Board session:

- Contract 101 and Policy Review: BBAA Individual Board Member’s Authority and Responsibilities
- Open Enrollment Report
- Mid-Year Internal Audit Report
- Budget Discussion
- Policy Review
- Exec: Labor Negotiations

A discussion on a district-wide school supply list was added as well an update on Parrott Creek Ranch.

10.0 GOOD OF THE ORDER

- July Organizational Meeting – could it be rescheduled?
- Next Ackerman Task Force Meeting is TBD

EXECUTIVE SESSION

Mike Zagya exited the Board from the Board Regular Session and entered into an Executive Session at 9:07 p.m. Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Rob Sheveland, Tom Scott, Andrea Weber, and Mike Zagya. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), and Michelle Riddell (Human Resources Director).

The Board met in Executive Session in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent, 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.

Mike Zagya exited the Board from the Executive Session and reentered the Regular Session at 9:24 p.m.

11.0 ADJOURNMENT

Chair Mike Zagya adjourned the meeting at 9:24 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Mike Zagya
Board Chair