

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Work Session and Executive Session
March 3, 2016
Canby School District Office, Meridian Room**

WORK SESSION

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Tom Scott, Andrea Weber, and Mike Zagyva. Board member Rob Sheveland was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Lauretta Manning, Tim Oberg, Greg Dinse, Angie Navarro, Mark Martens, Greg Dinse, Patrick Verdun, Noah Megowan, Paul Huggins, Sue Harvey, and Jennifer Turner.

1.0 CALL TO ORDER

Chair Angi Dilkes Perry called the Work Session to order at 6:30 p.m.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

Superintendent Goodall added an update on facilities.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Angi Dilkes Perry opened the floor for public comments.
No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 February 18, 2016 Board Regular Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda. Kristin Downs seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

6.1 CHS Lacrosse and CHS German Exchange Trip Proposals

Requests for approval of Canby High School's Lacrosse trip to Boise, Idaho in March 2016 and the Canby High School German Exchange trip in June 2016 were submitted for Board approval. Coach Patrick Verdun reviewed Lacrosse trip information. The Board asked for clarification on fundraising and fees. Coach Verdun explained multiple fundraising opportunities were provided for students. The remaining \$50 cost has not been an issue for families. Noah Megowan, German teacher, thanked the Board for the opportunity to speak about the German Exchange program and added the superintendent and the high school principal have provided support and helpful oversight. The Board expressed appreciation for the program noting the experience is valuable for students.

MOTION: Andrea Weber moved to approve the Canby High School Lacrosse trip in March 2016 and the Canby High School German Exchange trip in June 2016 as presented. Mike Zagyva seconded the motion. Motion passed 6-0.

6.2 Canby High School Math Curriculum Proposal

Shery Lipski, Director of Teaching and Learning, introduced Paul Huggins and Sue Harvey, Canby High School math teachers and members of the adoption committee, to present on the math curriculum proposal. Mr. Huggins explained a math adoption has not been done in Canby for at least twelve years. The existing textbooks are outdated and have not been used for some time. Teachers have developed packet work in lieu of aging curriculum to align with Common Core State Standards. Mr. Huggins and Ms. Harvey presented a portion of the Pearson Math ebook curriculum recommended by the committee and high school math teachers. The online textbook features homework quick helps and lesson tutorials. Printed textbooks would be made available as an alternative option for some students. Ms. Lipski reviewed the proposed implementation plan involving a two-year phase-in for teachers and students with an end-of-year evaluation of all materials. Training for staff would begin June 2016. Ms. Lipski explained a technology component is needed to support the Pearson curriculum. She reviewed the proposal to purchase 1 to 1 devices for students in Algebra 1 w/Foundations, Algebra 1, Geometry, and Advanced Geometry (Phase One) with options for families such as a rent-to-own, BYOB (bring your own device), or a district provided device. She reviewed the estimated maximum cost each year for a period of eight years. A discussion was held on considerations such as additional technical support, proper management of devices, teacher buy-in, and coordination of equipment needs for English Language Arts curriculum. The Board requested more information on budget implications with anticipated costs for each level (elementary, middle, and high school) as well as additional costs for other curriculum adoptions.

6.3 Budget Committee Member Appointment/Budget Update

Denise Lapp, Director of Finance, reported she is working with building principals on budget allocations for next year. Considerations include potential shifts in student enrollment due to Open Enrollment and fluctuations in the number of students identified as economically disadvantaged, English Learners, and students receiving Special Education services. Other considerations include facility and material needs. Building budgets are due by March 17 and an update will be provided to the administrative team on March 29. The district will receive an initial State School Fund estimate for fiscal year 2016-2017 within the next few weeks. An increase of 1.5 million is anticipated for next year's budget.

Ms. Lapp reported that an additional Budget Committee Member application was received. If appointed, the applicant would fill vacant position two (2) for a three-year term.

Motion: Diane Downs moved to approve the appointment of Shane Schweitzer to Budget Committee Member Position 2 to serve a three-year term ending June 30, 2019. Kristin Downs seconded the motion. Motion passed 6-0.

6.4 Scholarship Trust Funds

Denise Lapp, Director of Finance, informed the Board the district currently holds seven scholarship trust funds to be awarded to high school students. She reported the Canby School District Board of Directors is responsible for management of the Gelbrich Foundation Scholarship Fund established in August 1983. The foundation's initial hope was that the fund would be perpetual, using only monies received from interest; however, the interest has not been enough to sustain the principal amount. The Board discussed the fund and agreed to award two \$500

scholarships annually and that when the fund reaches \$20,000 the Board would revisit it. In addition, the Board agreed that all scholarship awards should be directly sent to the college or university on behalf of the recipient rather than to the individual student.

Motion: Tom Scott moved to award two (2) \$500 Gelbrich Foundation Scholarships annually to high school students. When the fund balance reaches \$20,000, the Board will revisit it. In addition, all scholarship awards will henceforth be directly sent to the college or university on behalf of the recipient. Kristin Downs seconded the motion. Motion passed 6-0.

6.5 2016-2017 Calendar

Tim Oberg, Director of Human Resources, explained the 2016-2017 School Calendar is in rough draft form. He noted changes include a semester schedule at the elementary and middle school levels while keeping the trimester schedule at the high school. Benefits include more instructional time for elementary and middle school students with one less grading period for teachers. The district has gained three instructional days at the elementary level, two instructional days at the middle school level, and one day at the high school level. Mr. Oberg noted the first day of school has not yet been finalized. The Board asked for clarification on why the last day of school would be mid-June with a proposed early start date of August 31. Mr. Oberg explained the calendar is challenging this year. He added the calendar would be revised and presented for Board approval at the next meeting.

6.6 Contract Extensions and Non-Extensions

Tim Oberg reviewed that annually, prior to March 15, the Board is required to take action on recommendations for employee contract extensions and non-extensions. Recommendations were provided to the Board in advance of the meeting.

Motion: Kristin Downs moved to approve Contract Extensions and Non-Extensions as follows: Recommendations for Extension of Teacher Contracts, Recommendations for Teacher Non-Renewal, Recommendations for Administrator Status, Recommendations for Probationary Teacher Status, and Recommendations for Confidential/Supervisory Staff. Andrea Weber seconded the motion. Motion passed 6-0.

Insertion - Lone Elder Property (Agenda Item Added)

Superintendent Goodall informed the Board the district received a verbal offer from a community member to purchase the Lone Elder property for \$115,000. The property is currently being appraised. If the community member would like to pursue an agreement, the offer would be presented to the Board for approval.

Insertion - Canby High School Track Update (Agenda Item Added)

Mr. Goodall reported the condition of the high school track is not safe for competitions; however, practices are approved to continue after consulting with Risk Management and Coach Tom Millbrooke. Mark Martens, Athletic Director, noted all competitions have been relocated to neighboring districts. The district is currently seeking bids for replacement of the track this summer.

6.7 Policy 1st Reading

The Board held a first reading on administrative procedure *IGBAJ-AR Special Education – Free Appropriate Public Education (FAPE)*, which is required for Board adoption. Lauretta Manning,

Director of Special Services, reported the procedure is current. No discussion was held.

6.8 Civility Policy

Superintendent Goodall explained a sample civility policy and procedure was provided for Board discussion. He recommends implementation of a policy of this nature to protect staff from rare instances of uncivil public conduct. The Board expressed agreement noting the policy is appropriate and would send a message that people can disagree but disagree respectfully. Some suggestions were to include the policy in the Students Rights and Responsibilities handbook and to display signage with code of conduct expectations.

6.9 Policy Deletion

A recommendation from the Oregon School Board Association (OSBA) was made to delete the following policy and procedure: *IGAL/IGAL-AP Optional Full Day Kindergarten* as it is no longer relevant.

MOTION: Diane Downs moved to approve the deletion of Policy IGAL and Administrative Procedure IGAL-AP - Optional Full Day Kindergarten as presented. Tom Scott seconded the motion. Motion passed 6-0.

7.0 FUTURE AGENDA ITEMS

The following items will be addressed at the next Board Session:

- Spotlight on Student Success – Knight
- C.A.R.E. Award
- Monthly Curriculum Update
- Crisis Management Report
- Every Student Succeeds Act (ESSA) Update
- Financial Report/Enrollment Update
- Policy 1st Reading - IIBGA: Electronic Communications System Policy/Administrative Procedure
- Policy 2nd Reading

The Board discussed the addition of a follow-up report on the high school math adoption budget implications and a report on the process for transitioning students from sixth to seventh grade and from eighth to ninth grade.

Chair Angi Dilkes-Perry recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Angi Dilkes Perry exited the Board from the Board Regular Session and entered into an Executive Session at 8:51 p.m. The Executive Session was held in accordance with ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations and in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent.

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Tom Scott, Andrea Weber, and Mike Zagyva. Board member Rob Sheveland was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), and Kamela Davis (Board Secretary).

It was requested that 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.

Angi Dilkes Perry exited the Board from the Executive Session and reentered the Regular Session at 9:14 p.m.

REGULAR SESSION

A discussion was held on changes for the 2016-2017 school year, specifically, the relocation of the KEY Classroom (Grades 6-8) to Baker Prairie Middle School as well as the timeline for addressing capacity issues due to increased enrollment. In addition, Mr. Goodall informed the Board he would like to revisit the Nepotism policy as it relates to athletics.

8.0 ADJOURNMENT

Chair Angi Dilkes Perry adjourned the meeting at 9:35 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Angi Dilkes-Perry
Board Chair