

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Workshop and Regular Session
March 6, 2008**

WORKSHOP SESSION

Chair Rivinus called the Workshop Session to order at 6:30 p.m. on March 6, 2008 in the Canby School District Office, Meridian room. Board members in attendance were Andy Rivinus, Marty McCullough, Dick Adams, Rod Beck, Diane Downs, Guy Gibson and Mike Harms. Also in attendance were Deborah Sommer, Linda Martin, Carol Meeuwse, Peggy Savage, David Moore and Sabino Arredondo.

David Moore introduced Sabino Arredondo from the auditing firm Wilcox Arredondo & Company. Sabino presented the audit report for the school year ending June 30, 2007. He thanked the Board, David Moore and the district staff for their cooperation. Sabino explained the process to the Board. The District received an unqualified rating stating we are in compliance with Oregon Revised Statutes. He did point out during the audit and checking random personnel files, they did discover that not all contracts were signed by the employee. Superintendent Sommer reported an administrative procedure would be adopted regarding the expectations of returning a signed contract.

Sabino also noted in March of 2004, the Governmental Accounting Standards Board issued GASB 43, *Financial Reporting for Postemployment Benefits* and in June of 2004 issued GASB 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. These two statements are applicable to the District for fiscal year ended June 30, 2009. The statements require the District to: (a) systematically measure and recognize the Other Post Employment Benefits (OPEB) over the period that approximates each employee's years of service and (b) provide information about the "actuarial accrued liabilities" associated with OPEB and whether and to what extent progress is being made in funding the plan,. Even though implementation is a few year out, the District needs to plan ahead. Business Manager, David Moore stated we are working on a plan for implementation.

In June 2008 there are eight new standards required in auditing. Also, the auditing firm needs to meet with the Board more than once a year in May or June.

David and Deborah thanked Sabino for their courteous and thorough staff during the audit. Rod Beck also commended Sabino for the way he presented the information to the Board.

The workshop adjourned at 7:00 p.m.

REGULAR SESSION

1.0 CALL TO ORDER

Chair Rivinus called the Regular Session to order at 7:00 p.m. All Board members were present. Additional attendees were Deborah Sommer, David Moore, Carol Meeuwsen, Linda Martin and Peggy Savage.

2.0 INTRODUCTIONS

The Board and attendees introduced themselves.

3.0 PUBLIC FORUM / ANNOUNCEMENTS

Chair Rivinus reminded the other Board members of the OSBA Spring Dinner meeting on April 8. We need to RSVP to the Clackamas ESD by March 21. Andy has attended the last two years and found it is a good way to network with other school districts.

4.0 CONSENT AGENDA

4.1 Minutes

The minutes of the February 21, 2008 Executive Session and Regular Session are provided in Addendum 4.1.

MOTION: Rod Beck moved to approve the February 21, 2008 Executive Session and Regular Session as provided and modified in Addendum 4.1. Marty McCullough seconded the motion. Motion passed 7-0.

4.2 Personnel Changes

Personnel Changes are provided in Addendum 4.2

MOTION: Rod Beck moved to approve the Personnel Changes as provided in Addendum 4.2 along with the updated changes as of March 6, 2008. Marty McCullough seconded the motion. Motion passed 6-0 with Andy Rivinus declaring a conflict of interest due to Betty Rivinus' new appointment for 2008-2009.

5.0 ACTION ITEMS

5.1 Adoption of 2008-09 School Calendar

Superintendent Sommer presented information on the new calendar. CEA, OSEA and the principals have agreed to the calendar. The April 18 date listed should be April 17.

MOTION: Marty McCullough move to approve the 2008-2009 School Calendar as modified. Rod Beck seconded the motion. Motion passed 7-0.

5.2 Contract Renewals

5.2.1 Probationary Teachers

MOTION: Dick Adams moved to recommend election from first-year probationary status to second-year probationary status for the 2008-2009 school year; election from second-year probationary status to third-year probationary status for the 2008-2009 school year and election of second-year probationary status to third-year and the election of third-year probationary status to contract status for the 2008-2009 and 2009-2010 school years as listed in Addendum 5.2.1. Rod Beck seconded the motion. Motion passed 7-0.

5.2.2 Contract Teachers

MOTION: Dick Adams moved to recommend the adoption of the extension of contract status from July 1, 2008-June 30, 2010 as listed in Addendum 5.2.2. Rod Beck seconded the motion. Mike Harms declared a potential conflict of interest with his son teaching in the District, however declared he would vote. Motion passed 7-0.

5.2.3 Temporary Non-Renewals

MOTION: Dick Adams moved to recommend non-renewal of temporary teachers for the 2008-2009 school year as well as the non-renewal of the teacher intern for the 2008-2009 school year as listed in Addendum 5.2.3. Rod Beck seconded the motion. Motion passed 7-0.

5.2.4 Probationary/Contract Administrators

MOTION: Dick Adams moved to recommend the election from second year probationary administrators to third year probationary status for the 2008-2009 year; the extension of contract status to third year probationary administrators for the school years 2008-2009, 2009-2010, and 2010-2011; the extension of contracts to licensed contract administrators for the school years 2008-2009, 2009-2010, and 2010-2011 and the non-renewal of the personal service contract as listed in Addendum 5.2.4. Marty McCullough seconded the motion. Andy Rivinus declared a conflict of interest and will not vote. Motion passed 6-0.

5.2.5 Confidential/Supervisory Employees

MOTION: Dick Adams moved to recommend extension of contracts to the confidential/supervisory staff for the 2008-2009 school year as listed in Addendum 5.2.5. Rod Beck seconded the motion. Motion passed 7-0.

5.3 Policy Second Read

Policy AC, Nondiscrimination
Policy CBC, Superintendent's Contract
Policy CCD, Contract-Administrative
Policy GBA, Equal Employment Opportunity
Policy GBCB, Drugs & Alcohol
Policy GCBD, Leaves and Absences
Policy GCBDC/GDBDC, Domestic Violence/Sexual Assault/Stalking Leave
Policy JEC, Admission to Schools & Residency
Policy JHFE, Reporting Suspected Child Abuse

MOTION: Rod Beck moved to adopt the above policies as amended. Mike Harms seconded the motion. Motion passed 7-0.

5.4 Appointment of 2008-2009 Budget Committee

Four applications were received for the Budget Committee appointments and one classified staff application. The Board discussed the applications and decided all should be appointed as a member or alternate member. Since Todd Lehman (Ninety-on area) had experience on the committee in the past and Clarence Kaufman (Charbonneau area) also had budget preparation experience the Board agreed they should be appointed committee members and Paula Brotherton and Jeff Scott would be appointed alternates.

MOTION: Dick Adams moved to appoint Clarence Kaufman and Todd Lehman to the 2008-2009 Budget Committee and Paula Brotherton and Jeff Scott as alternate committee members, along with Debbie Hansen representing the classified staff. Diane Downs seconded the motion. Motion passed 7-0.

The Board feels there should be representation from the certified staff. Joe Minson will be contacted for the name of a staff member. Superintendent Sommer also noted that she, Andy Rivinus, David Moore, Hank Harris and Bruce Smith are meeting next week to discuss a proposal of extension on the current contract.

6.0 INFORMATION/DISCUSSION ITEMS

6.1 2008-2009 Budget/Financial Forecast

David Moore discussed the six budget parameters. The District's administrative team has met twice. Basically we are rolling over the current costs and still maintaining a \$1M balance. Superintendent Sommer is proud of the principals for taking ownership. There are new needs totaling \$500,000 and these need to be refined. Rod Beck felt we may need to consider increasing our ending fund balance in the future.

6.2 Policy First Read

Policy AE, District Goals

Policy IGBA, Students with Disabilities

Policy IGBAE, Special Education-Participation in Regular Education Programs

Policy IGBAF, Special Education-Individualized Education Program (IEP)

Policy IGBAH, Special Education-Procedural Safeguards

Policy IGBAI, Special Education-Private Schools

Policy IGBAJ, Special Education-Free Appropriate Public Education (FAPE)

Policy IGBAK, Special Education-Public Availability of State Application

Policy IGBAL, Special Education-Services for Home-Schooled Student with Disabilities

Policy JGDA/JGEA, Discipline of Disabled Students

The Board discussed each policy and they will be brought back to the April 3, 2008 meeting for a second reading and approval.

6.3 Superintendent Search Update

Chair Rivinus confirmed we have two superintendent candidate finalists. He and Rod Beck have conducted telephone references checks. Marty McCullough, Guy Gibson and Diane Downs will be making site visits next week. The candidates will be visiting our District on March 19 and 20th. The schedule of events were confirmed and the Board members were assigned to host the candidates during the building visits. There will be Board deliberation after the site visits and final interviews the evening of March 20.

Andy adjourned the meeting at 8:37 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Andrew P. Rivinus
Board Chair

Approved:

