

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Board Work Session  
March 7, 2019, 6:30 p.m.  
Canby School District Office, Meridian Room**

**WORK SESSION**

**Board members in attendance** were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Angi Dilkes (entered at 6:55 p.m.), Sara Magenheimer, Tom Scott, Andrea Weber, and Mike Zagya. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Shawna Grant, Ivonne Dibblee, Michelle Riddell, Laretta Manning, Cari Sloan, Greg Dinse, Steve Coury, TJay Wirth, Christine Taylor, Cherie Switzer, Greg Dinse, Ben Winegar, Shelly Vissers, Ryan Lawless, Jennifer Turner, Kristin Wohlers, Jim Gadberry, and Lisa McClagherty.

**1.0 CALL TO ORDER**

Rob Sheveland called the Work Session to order at 6:30 p.m.

**2.0 INTRODUCTIONS**

The audience members introduced themselves.

**3.0 CHANGES TO AGENDA**

A discussion on snow day make-up was added as item 6.9.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

**4.1 Public Comments**

No public comments were made.

**5.0 CONSENT AGENDA**

Included in the Consent Agenda:

- 5.1 Minutes from the February 21, 2019 Board Regular Session
- 5.2 Personnel Changes
- 5.3 Administrative Appointment

**MOTION: Diane Downs moved to approve the Consent Agenda with minutes and the administrative appointment as presented; Andrea Weber seconded the motion. Motion passed 6-0 (Director Dilkes was absent for the vote).**

**6.0 INFORMATION/DISCUSSION/ACTION ITEMS**

**6.1 Canby High School Turf Field**

The following handouts were provided: *Pacific Sports Turf Canby High School Stadium Football Field Assessment dated February 19, 2019, Canby High School FieldTurf Field Layout Submittal, FieldTurf Oregon Installation List, and FieldTurf Project Bids for Canby High School Turf dated March 6, 2019.*

Canby High School Athletic Director Ben Winegar discussed an assessment of the high school turf field was recently done and results indicate the field is unsafe and irreparable in its current

condition. He introduced TJay Wirth of Pacific Sports Turf to discuss his findings and answer questions. Mr. Wirth clarified the synthetic field has reached the end of its life cycle and is beyond repair; replacement is recommended. Superintendent Goodall added the district's insurance provider reviewed the assessment and the district was advised to close the field for all use except for limited use by the school's P.E. and athletic departments. He discussed the Board approved moving forward with replacement of the turf field in May of 2016, however, it was discovered that the company that installed the field, Synthetic Turf Consulting, was still in operation and agreed to honor the warranty and repair the field. At that time, the athletics department acknowledged the turf was nearing the end of its life cycle and would need full replacement in the coming years.

Mr. Winegar introduced FieldTurf representative Steve Coury to present two turf product samples, XT Prestige and Revolution Elite, and discuss the installation process. Mr. Coury reported that if the weather permits, the project could be completed as soon as May. Mr. Winegar noted that other reputable companies were considered; however, FieldTurf is a highly recommended company that is local and would be able to provide quick response time if needed.

A discussion was held regarding the timing for replacement and whether to begin construction immediately with a deadline by May 9 to accommodate track events, or wait until after graduation. Considerations include the impact on school activities, P.E., and spring sports. Directors Diane Downs and Andrea Weber expressed concern that beginning construction while school is in session could be a significant disruption and delaying construction for optimal weather may be the best choice. Mr. Winegar stated he needed more time to consider the options before making a recommendation.

It was discussed preliminary cost estimates are approximately \$410,000 to \$415,000, which includes additional expenses for addressing drainage issues, purchasing maintenance equipment, and a vacuum system rental. Director of Finance Denise Lapp noted there is \$295,000 in the district's turf replacement fund and options for funding the remaining amount include using the district's contingency fund and/or financing through a small loan.

**MOTION: Tom Scott moved to approve moving forward with replacement of the Canby High School turf field using the FieldTurf XT Prestige product, assigning Trip Goodall, Ben Winegar, and Greg Dinse with the task of deciding on the least disruptive timing for replacement, and assigning Denise Lapp with the task of bringing back funding options for Board approval; Mike Zagyva seconded the motion. Motion passed 7-0.**

### ***6.2 Middle School Sports Update***

Baker Prairie Principal Jennifer Turner and Associate Principal and Dean of Students Mark Martens shared an update on middle school athletics. They expressed appreciation to Board members for their support to reinstate cross-country, volleyball, basketball, and track this school year and shared students have benefited from the opportunity to participate.

Mr. Martens provided a hand out with information on costs associated with each sport and shared that no student has been unable to participate for financial reasons. He highlighted student successes and discussed they have seen an increase in participation and positive feedback has been received from students.

Director Tom Scott acknowledged the Board and administration for their efforts to bring back middle school sports stating it is the right thing to do for students. Ms. Turner noted the school culture is positively affected as a result; students gain confidence and those that are historically underserved have the opportunity to participate.

A discussion was held on areas of program growth including increased participation and refining current offerings. Superintendent Goodall noted that moving forward he would recommend the addition of middle school wrestling and would include a proposal in the budget for next year.

It was noted community member Dr. David Dewar donated his services with three of his staff members to provide sports physicals for students. It was discussed and agreed that a thank you letter could be sent on behalf of the school board to express their appreciation. The Board Secretary will work with Principal Turner to draft a letter.

### ***6.3 Revised Facility Use Fee Schedule – KG-AR(2)***

Director of Finance Denise Lapp discussed the current facility use schedule has been reviewed and the proposed fee schedule, KG-AR(2), effective July 1, 2019 was provided for consideration. She introduced new Operations Specialist Shawna Grant who has worked to streamline the usage categories to three (3) (previously 10), adjust hourly rates and look at cost comparisons to other school districts in the area. Ms. Lapp added that after input is received the changes would be communicated to users. In addition, policy KG, KG-AR (1) and agreements with local sports organizations (Canby Junior Basketball, Canby Kids, and Whiskey Hill Kids) will be updated.

Ms. Grant provided an overview of the process to simplify the fee structure and establish comparable rates. She noted that category Class A: *Partnering and Local Youth Organizations* was changed from a per participant fee to an hourly rate due to the inconsistency in tracking participation. As a result, some groups could see a cost increase; however, practice schedules could be tightened to reflect actual time used to offset the increase. Ms. Grant added the district is not looking to profit from user groups but to cover costs for facility maintenance and related expenses.

The Board agreed that the changes are reasonable but requested that the proposed fee schedule be shared with user groups to assess the financial impact and receive feedback before moving forward. It was discussed, with input from Canby Kids board member Ryan Lawless, that a new MOU (Memorandum of Understanding) needs to be drafted for each local sports organization and responsibilities for field maintenance and shared utility costs clearly defined. It was also noted that Whiskey Hills Soccer is a separate entity and clarification is needed on maintenance responsibilities for the Ninety-One School fields.

### ***6.4 Approval of Contract Renewals and Non-Renewals***

Director of Human Resources Michelle Riddell provided an overview of the process for approval of contract renewals/non-renewals as required by Oregon statute. The following documents were submitted for consideration: Recommendations for 2019-2020 Administrator Status, Recommendations for Extension of Contract Teachers July 1, 2019 – June 30, 2021, Recommendations for 2019-2020 Probationary Teacher Status, and Recommendations for 2019-2020 Non-Renewal of Temporary Teachers. In addition, recommendations for extension of contracts for 2019-2020 Confidential/Supervisory/Specialist & Coordinator Staff were

submitted. Ms. Riddell noted she omitted including recommendations for extension of contract for the Director of Human Resources and the Director of Finance.

**MOTION: Andrea Weber moved to approve the Recommendations for 2019-2020 Administrator Status, Recommendations for Extension of Contract Teachers July 1, 2019 – June 30, 2021, Recommendations for 2019-2020 Probationary Teacher Status, Recommendations for 2019-2020 Non-Renewal of Temporary Teachers, and Recommendations for Confidential/Supervisory/Specialist & Coordinator Staff with an amendment to add extension of employment for Director of Finance Denise Lapp and Director of Human Resource Michelle Riddell; Angi Dilkes Perry seconded the motion. Motion passed 7-0.**

### ***6.5 Title Programs Update***

Director of Teaching and Learning Ivonne Dibblee reviewed information provided on the district's federal title programs including funding for each program and how the funding is allocated. Information was reviewed on the following programs: Title IA Improving Basic Programs, Title IC Migrant Education, Title ID Neglected and Delinquent or At-Risk Children, Title IIA Teacher Quality, Title III English Learners and Immigrant Youth, Title IV Student Support and Academic Enrichment, and McKinney-Vento Act (formerly Title X).

Dr. Dibblee noted each elementary school is receiving \$10,000 in Title IV funds for enrichment programs and principals are currently working on proposals. She discussed that overall the district has experienced a loss of \$107,877 in title funding based on demographic projections, funding formulas and overall available federal funds. In addition, the district has recently undergone an audit of all title funds with minimal areas of clarification; a final report should be received by the end of the month.

### ***6.6 Homework Philosophy Update***

Superintendent Goodall reported in the spring of 2018, he convened a group of administrators, teachers, parents, and students to help develop a standard homework philosophy for all K-6 classrooms in the district. A Homework Philosophy document was created as a reference and shared with families at the beginning of the school year. It was noted individual schools have some variation in practices and the district is allowing schools to have some freedom in this area.

The Board expressed concern regarding the document's visual example of an ideal homework space noting many families do not have the means to emulate such an area. Knight Principal Christine Taylor responded the concern has been raised and a different iteration is in the works for next school year.

### ***6.7 Approval of 2019-20 Interdistrict Transfer Openings and Releases***

Mr. Goodall reviewed information provided regarding the 2019-20 Interdistrict Transfer openings and releases as recommended by administration. It was noted applications would be accepted beginning April 1, 2019 through June 14, 2019. The number of openings (specific to school and grade level) is as follows:

## ***2019-2020 Interdistrict Transfer Openings***

### **Baker Prairie Middle School**

Grade 7 4 slots

### **Canby High School**

Grade 9 25 slots

Grade 10 25 slots

Grade 11 25 slots

Grade 12 0 slots\*

### **Ninety-One School**

Grade K 7 slots

Grade 6 5 slots

### **Carus Elementary**

Grade K 2 slots

Grade 1 2 slots

### **Eccles Elementary**

Grade K 3 slots

Grade 3 2 slots

Grade 6 2 slots

### **Knight Elementary**

Grade 3 2 slots

Grade 5 5 slots

### **Lee Elementary**

Grade K 2 slots

Grade 4 3 slots

### **Trost Elementary**

Grade K 2 slots

\*The district may approve transfers for ***currently enrolled*** students who have moved and wish to continue attending through graduation.

## ***2019-2020 Interdistrict Transfer Releases***

Administration recommends no cap on the number of students who request to be released. Applications will be accepted beginning April 1, 2019 through June 14, 2019. Requests will not be considered after this time unless special circumstances exist.

**MOTION: Diane Downs moved to approve the 2019-20 Interdistrict Transfer openings and releases as recommended; Sara Magenheimer seconded the motion. Motion passed 7-0.**

### ***6.8 Lobby Day***

As a follow-up to the February 7, 2019 Board Work Session “Lobby Day” discussion, Director Angi Dilkes offered to coordinate a time to visit the State Capitol and speak with legislators about funding for education. It was agreed the visit would be arranged on Wednesday, April 3, 2019, beginning at 8:30 a.m.

### ***6.9 Snow Day Make-Up***

Director of Human Resources Michelle Riddell reported snow day make-up time was added to the school calendar in June and a decision could be made to make up two days, February 5 and 27 that were canceled due to weather conditions. CHS Athletic Director and CEA President Ben Winegar spoke on behalf of the certified association to recommend not adding back the days for reasons such as an unbalanced high school trimester schedule and that it may be a point of contention in upcoming negotiations.

The Board requested clarification on the number of days allotted for each trimester at the high school. Ms. Riddell responded that in anticipation of weather related events additional days were

imbedded in the second trimester for a total of 60 days, compared with 57 in the first and 55 in the third trimester.

**MOTION: Tom Scott moved to approve adding two days, June 13 and 14, 2019, to the 2018-19 school calendar to restore the two days on February 5 and 27, 2019, that were canceled due to weather conditions; Mike Zagyva seconded the motion. Motion passed 7-0.**

## **7.0 FUTURE AGENDA ITEMS**

The following agenda items will be addressed at an upcoming session:

March 21, 2019 Board Regular Session

- C.A.R.E. Award
- Approval of Ninety-One School's Band and Choir Trip (Music in the Parks Festival)
- Monthly Curriculum Update: District Academic Vision Goal #3
- Measure 98 Presentation
- Counselor Presentation: Teaching Coping Skills
- Financial, Special Funds, and Enrollment Report

April 4, 2019 Board Work Session

- Classroom Behavior and Discipline
- Mid-Year Internal Audit Report
- Budget Discussion
- FCA & LRP Update
- REACH Update
- Multiuse Recreational Complex Update
- K-12 DLI Report
- Policy Review

It was discussed the presentation on classroom behavioral issues could be combined with the topic of teaching coping skills for the April 4 Board Work Session. In addition, a discussion on financial options for turf field replacement was added to the March 21 Regular Session and a counseling audit update was added to the April 4 Board Work Session.

## **8.0 GOOD OF THE ORDER**

No additional items were discussed.

## **9.0 ADJOURNMENT**

Rob Sheveland adjourned the meeting at 8:55 p.m.

Respectfully Submitted:

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Kamela Davis  
Board Secretary

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Rob Sheveland  
Board Chair