

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR SESSION AND EXECUTIVE SESSION
April 18, 2013**

REGULAR SESSION

1.0 CALL TO ORDER

Board Chair Ty Kraft called the Regular Board Session to order at 6:30 p.m. in the Canby High School, Omni room. Board members in attendance were Ty Kraft, Kristin Downs, Brendan Murphy, Andrea Weber and Diane Downs. Andy Rivinus and Tom Scott were absent from the meeting. Also in attendance were Superintendent Steach, Linda Martin, Larry Owings, Jorge and Karen Tro, Marilyn Wood, Kristin Oakes, John Ogden, Kimie Carroll, Tim Oberg, Mary Knigge, Christy Gallagher, Jennifer Turner, Matt Olsen, Susie Strangfield, Traci Hensley, Sondra Strong, Ken Spencer, Kristi Spencer, Courtney Tamimi, Veronica Martinez, Valerie Bronec, Cindy Bauer, Magdalena Rodriguez and her niece and mother, Travis Opperman, Wayne Layman, Kris Millar, Rob Sheveland, Jarrod Spencer, Mike Roche, Paula Manley, Jewell Manley, Mera Zhakoff, Skyler Rodolph, Makayla Boehn, Neah Chernshov, Christopher Eyman, Elena Koshkarov, Kenny Tro, Jack Bigej, Wyatt McGraw, Keoki Katre, Nicole Ross, June Bronec and several other Ninety-one School parents and siblings.

2.0 INTRODUCTION AND FLAG SALUTE

Everyone introduced themselves and Jack Bigej led the flag salute.

3.0 CHANGES TO AGENDA

None.

4.0 PUBLIC FORUM/ANNOUCEMENTS

Canby Area Recognition of Excellence-Superintendent Steach introduced the recipient of this month's award, Magdalena Rodriguez, a bilingual instructional assistant at Lee Elementary School. Magdalena helps to provide literacy instruction in Spanish. She assists specific students during whole group instruction and independent practice, and also teaches small groups of students. She demonstrates an incredible work ethic and is an amazing role model for our students of what can be achieved with hard work and dedication. Matt Olsen presented her with a plaque and gift certificates from area businesses.

Christy Gallagher, Nutrition Services Director presented Superintendent Steach with a check from Sodexo for \$1,000 to be used towards a scholarship for a Canby High School graduating student.

5.0 SPOTLIGHT ON STUDENT SUCCESS

Ninety-one middle school students presented information on their K-8 House program. Members of the student council shared an overview of the program, its purpose, and some of their favorite components of it. Some students from their choir performed the House song that was written by students to reflect the K-8 community feel on campus. They also talked about how 1:1 iPads have supported their learning in middle school.

6.0 SUPERINTENDENT'S REPORT

Superintendent Steach reported this week is Volunteer Appreciation Week and that 25 teachers have requested volunteers through the new Teacher Adoption Program with 12 volunteers at this time. He reported the interschool transfer request process was completed and there is a high probability we will be able to honor each request. There is also continued discussion with Canby Police Chief, Bret Smith and Lt. Tro on an enhanced emergency drill program. The district has also given emergency access after hours to the Canby Police Department. Sandy Blazer, the consultant working with the district on Collaborative Teams, Instructional Leadership Training and Instructional Focus spent her final day with us this week. She learned a great deal from our excellent staff. The two-year program Family Involvement Matters on how to involve parents in our schools met again today with Gladstone, Estacada and Molalla also participating. In closing he noted, the Baker Prairie Korean trip has been tentatively postponed until after the first of May and noted they will not be traveling near the Korean Demilitarized Zone.

7.0 BOARD COMMENTS

Kristin Downs reported the Canby High Equestrian Team placed first for the 7th year in a row. She also is grateful and appreciative of Ninety-one School principal, Skyler Rodolph for his instructional leadership.

Diane Downs also noted the Canby High Choir has won numerous times at the district competition and reported the Budget 101 presentation was well done.

Brendan Murphy attended the Budget 101 workshop and several softball games and attended a class in the flipped classroom. He also noted the Baker Prairie play was fun, but noted it's sad news that the State has forced us to have to pay \$8.00 per person to attend.

Andrea Weber attended the Carus White Building meeting on Tuesday, noting appreciation of the work by Nick Netter Construction. They even went over and above by painting the foundation and washing the windows. She reported there are no plans to expand Highway 213 in the future and they did learn of the zoning limitations with the county. Currently they are brainstorming on uses for the building and will also be doing a survey asking

for community input. She attended the Carus Artist in Residence Program prior to tonight's meeting, noting it was a truly amazing display of artwork.

8.0 CONSENT AGENDA

8.1 Minutes

Minutes of the March 21, 2013 Regular Session and Executive Session and the April 4, 2013 Workshop and Executive Session are provided in Addendum 8.1.

8.2 Personnel Changes

Personnel Changes are provided in Addendum 8.2.

MOTION: Diane Downs moved to approve the minutes and personnel changes as provided in addendum 8.1 and 8.2. Andrea Weber seconded the motion. Motion passed 5-0.

9.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS

9.1 Canby High School Fee Increases

Associate Principal, John Ogden discussed the proposed fee increases as a revenue resource in lieu of additional athletic or activity budget reductions. The high school administration anticipates these fee increases coupled with the elimination of two JV2 athletic teams will offset approximately \$50,000 in budget reductions at Canby High School.

MOTION: Andrea Weber moved to approve the proposed fee increase as presented. Brendan Murphy seconded the motion. Motion passed 5-0.

9.2 Synergy Software System

Susie Strangfield, Data and Accountability Manager updated the board on the process to transition to the new student record system effective July 1, 2013. On April 8th the new system was in place and we will be running parallel with the current eSIS software until the cutover date. She also discussed the path forward toward full implementation.

9.3 Capital Projects

In March, the Board was presented with a summary of current and future capital projects. As a result of this earlier discussion, the district has initiated efforts to build an improved softball field complex. During that meeting the Board requested a recommended list of projects for the upcoming year. With Board approval, the district would like to move forward with some additional purchases and work over the summer.

To support these projects/purchases, three designated district funds are available. Each of these funds has specific conditions that prevent their use for personnel or operating expenses. The funds are 2005 Bond, remaining Facility Grant and Construction Excise Tax funds.

By transitioning away from cell phones to a wireless radio system, the District will save \$15,000 per year. Following Board discussion the following motions were made:

MOTION: Brendan Murphy moved to approve the following purchases from the 2005 Bond to replace waterless urinals at Baker Prairie Middle School and to replace Carus HVAC controls to enable remote control. Diane Downs seconded the motion. Motion passed 5-0.

MOTION: Brendan Murphy moved to approve the following purchase from Construction Excise Tax funds to provide the system and radios for all schools. Diane Downs seconded the motion. Motion passed 5-0.

9.4 Softball Complex Update

Following Board approval of funds for engineering and architectural services, the administration is working to expedite the project, however we are still attempting to receive architectural quote for services from Scott Beck. If we do not hear back on architectural services by Monday, the Board gave direction to find another architect and amend the motion that was made on April 4.

There was also discussion that it is not necessary to move the fields, just flip the Varsity and JV fields and put up permanent fencing. Wayne Layman did receive a quote of \$19,000 for the fencing.

MOTION: Diane Downs moved to amend the approval of entering into agreements for civil engineering and architectural services with Sisul Engineering and Scott Beck, Architect to upgrade the softball complex to allow for engineering and architectural services from any properly licensed company in an amount not to exceed \$35,000. Andrea Weber seconded the motion. Motion passed 5-0.

9.5 Financial Statement/Enrollment

Mary Knigge, Director of Finance reported revenues are adjusted to reflect a decrease of \$263,533 in the State School Fund. This is attributed to the dip in enrollment we historically see during the months of December and January each year.

The fund balance has gone from \$3,876,145 at the beginning of the year to a projected \$2.2 million at year-end. Fund balance/cash reserve dollars, once spent, are no longer available for programs and without more revenues to backfill and cover increased costs, we will have some difficult decisions to make in planning for next year.

John also noted enrollment decreased by seven students as of March 31, 2013.

9.6 Budget Update

Superintendent Steach reported after receiving the March 30th Canby State Schools Fund (SSF) 2013-14 revenue estimate, the administration has completed much work on the development of next year's budget. Based upon the legislative co-chair proposal, due to PERS increases, sequestration, rate increases, current contract concessions, and exhausted fund balance utilization, the district is \$2.1 million/yr. short of restoring full contracts at current staffing levels.

The three largest impacts upon the budget are: 1) SSF levels, 2) staffing levels, and 3) level of continued employee concessions (i.e. reduction days). As two of these variables will not be finalized before the budget document is due to the Budget Committee, assumptions of all three variables are being used to develop a balance budget. Contingency plans are in place to offset changes to any one of these three items by changes to the other two.

9.7 Kindergarten Policy and Administrative Procedure

Additional changes were made to the administrative procedure and a motion was made to approve the Board Policy IGAL, Optional Full Day Kindergarten.

MOTION: Diane Downs moved to approve Board Policy IGAL as presented in addendum 9.7. Brendan Murphy seconded the motion. Motion passed 5-0.

9.8 Policy 2nd Reading

CBA, Qualifications and Duties of the Superintendent
GBDA, Mother Friendly Workplace
JEA, Compulsory Attendance

MOTION: Diane Downs moved to approve the policies as listed in addendum 9.8. Andrea Weber seconded the motion. Motion passed 5-0.

10.0 FUTURE AGENDA ITEMS

10.1 Achievement Compact Update

10.2 Ackerman Center

10.3 Budget Status

10.4 Canby Educational Foundation grant

10.5 Softball Complex

10.6 Alternative Funded Employees

10.7 Teacher/Principal Evaluations

The Achievement Compact update will likely not be necessary at this time.

11.0 ADJOURNMENT

Chair Kraft adjourned the meeting at 8:41p.m. and will convene to Executive Session after a short break.

EXECUTIVE SESSION

Chair Kraft called the Executive Session to order at 8:50 p.m. in accordance with ORS 192.660 (2) (a) & (e) to discuss the employment of a public officer, employee, staff member or individual agent and to discuss labor negotiations. Board members in attendance were Ty Kraft, Andrea Weber, Brendan Murphy, Diane Downs and Kristin Downs. Andy Rivinus and Tom Scott were absent from the meeting. Also in attendance were Linda Martin and Greg McKenzie.

It is 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.

Greg McKenzie left the meeting at 9:22 p.m. and Superintendent Steach and Tim Oberg returned to the meeting.

Chair Kraft adjourned the Executive Session at 10:10 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Tyler Kraft
Board Chair

Approved: