

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
April 18, 2019
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Sara Magenheimer, Andrea Weber, and Mike Zagyva. Absent Board members were Angi Dilkes and Tom Scott. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Laretta Manning, Autumn Foster, Ivonne Dibblee, Cherie Switzer, Cari Sloan, Kimie Carroll, Sam Thompson, Kathy Sullivan, Greg Dinse, Skyler Rodolph, Christine Taylor, Galina Dobson, Ben Winegar, Shawna Grant, Dan Ackley, Joel Ekdahl, Melissa Youd, Cristina Reyes, Maria Romero, Guadalupe Urbina, Juan Mendoza, Ernestina Ramos Cruz, Sara Hepler, Amira Stanley, Isaac Hepler, Aryn Zanea, Garth Hepler, Lee Hepler, Rosa Romero, Alberta Lopez, Art Marine, Angie Miles, Angie Navarro, Valeria Barajas Romero, Valeria Lopez Ramos, Ana Ortiz Lopez, Tania Salazar Reyes, Celeste Gomez Lopez, Daisey Mendoza Navarro, Nelly Garcia Urbina, Julissa Martinez De Jesus, Jennifer Chaffee, James Healey, and members of the Canby High School Dance Team.

1.0 CALL TO ORDER

Chairman Rob Sheveland called the Regular Board Session to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

Rob Sheveland led the flag salute. The audience members introduced themselves.

3.0 CHANGES TO AGENDA

The following items were added: item 8.5 – 2019-2020 calendar revisions and item 11.0 – 2018-2019 calendar discussion and/or vote following the executive session.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Canby High School Dance Team Recognition

Superintendent Goodall acknowledged members of the Canby High School Dance Team, Coach Jennifer Chaffee, Assistant Coach James Healey, for earning their fifth straight state championship. Coach Chaffee spoke regarding individual and collective accomplishments. Mr. Goodall and Chairman Rob Sheveland presented team members with a keepsake in recognition of their efforts.

4.2 Spotlight on Student Success – Trost Elementary Dual Language Immersion Program

Principal Angie Navarro presented a keynote: *Afterschool Enrichment Classes* and discussed the Canby Migrant Extended Day Program at Trost and Lee is supported by migrant federal grant funds with 110 third through sixth grade students from Eccles, Knight, Trost and Lee participating. Ms. Navarro shared some goals of the program are to increase the number of elementary students in the migrant education program that participate in afterschool activities and provide support in reading and/or math through STEM education and enrichment opportunities. She introduced students: Valeria Barajas Romero, Valeria Lopez Ramos, Ana Ortiz Lopez, Tania Salazar Reyes, Celeste Gomez Lopez, Daisey Mendoza Navarro, Nelly Garcia Urbina, and Julissa Martinez De Jesus to share about two projects: the incredible egg

(hatching eggs) and sphero balls. Students spoke about their learning experiences and demonstrated how sphero balls work.

4.3 C.A.R.E. (Canby Area Recognition of Excellence) 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 April recipient: Joel Ekdahl, Language Arts Teacher at Canby High School, and presented the award on behalf of the C.A.R.E. Committee, Canby Kiwanis, and local area businesses. Mr. Ekdahl was nominated by parent Staci Damgaard for his efforts to support and include all students. Principal Greg Dinse spoke regarding Mr. Ekdahl's work to provide a safe learning environment for students and his contribution to the culture of inclusivity.

4.4 Public Comments

Rob Sheveland opened the floor for public comments.

Canby High School Athletic Director and CEA President Ben Winegar read a letter on behalf of the certified association regarding Oregon Education Association's Day of Action on May 8th and the association's request and rationale for keeping the last student contact day Friday, June 14.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 April 3, 2019 Board Special Session Minutes
- 5.2 April 4, 2019 Board Work Session Minutes
- 5.3 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as presented; Andrea Weber seconded the motion. Motion passed 5-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- I am pleased to announce that Jeff Zirbes will serve as our New Director of Facilities. Jeff has extensive experience managing facilities and operations and is excited to be joining Canby. Thank you to Dan Ackley who stepped in as interim director.
- I had the opportunity to attend the Oregon Professional Educator Fair on April 2nd along with several administrators. Thank you to Michelle Riddell and Autumn Foster for their efforts to represent Canby well.
- A highlight this month was visiting the State Capitol with board members. We met with Treasurer Tobias, Representative Drazan, and Governor Brown. Thank you to Director Dilkes for coordinating the visit.
- Another highlight was the Canby Center Fundraiser Event last Saturday. We appreciate the work of Director Ray Keen and his staff for their support and partnership.
- Tomorrow I have the opportunity to be in Eugene for an ODE-COSA Graduation committee meeting in the morning and an OASE Off-the-Record meeting for superintendents in the afternoon.
- Lastly, I went to a CHS baseball game and enjoyed the opportunity to visit with community members.

7.0 BOARD COMMENTS

Mike Zagyva: I would like to give a shout out to Lee Elementary for their Special Persons Day event; it was well done.

Angi Dilkes: Absent

Sara Magenheimer: Pass

Andea Weber: Pass

Diane Downs: I would like to add my appreciation to Angi Dilkes for coordinating the visit to the State Capitol; it is noteworthy that all seven board members and the superintendent were in attendance. I had the opportunity to be a substitute Reading Mentor at Eccles Elementary and would like to acknowledge The Canby Center and Canby residents for their partnership and volunteer work.

Tom Scott: Absent

Rob Sheveland: Congratulations to CHS band students who won awards in every category at the Music in the Parks competition in Six Flags, California.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Approval of the Canby School District Integrated Pest Management (IPM) Plan

Interim Facilities Manager Dan Ackley and Operations Specialist Shawna Grant reviewed requirements pursuant to ORS 634.705 regarding the district's Integrated Pest Management Plan. Mr. Ackley discussed changes were made to update staff names and contact information. Clarification was provided regarding staff training, pest issues and procedures for addressing the issues, and public notification requirements.

A discrepancy was noted regarding the eight approved pesticides listed in the document verses twenty-two as described by Ms. Grant. It was clarified the list is fluid and there are currently twenty-two approved pesticides. To avoid multiple iterations of the plan, it was agreed that the list of pesticides could be replaced with a reference to the Oregon Department of Agriculture Restricted Use Pesticides (RUP) list of approved chemicals. A copy of the amended IPM Plan was requested for review.

MOTION: Diane Downs moved to approve the Canby School District Integrated Pest Management (IPM) Plan as amended replacing the list of chemicals with those generally approved by the Oregon Department of Agriculture. Andrea Weber seconded the motion. Motion passed 5-0.

8.2 Monthly Curriculum Update: Academic Vision Goal #3 - Equitable Education For All (Postponed); Academic Vision Goal #4 – Ensure Educator Effectiveness

Director of Teaching and Learning Ivonne Dibblee reviewed information on the district's implementation process regarding goal three and four of the district's Academic Vision: *Equitable Education For All* and *Ensure Educator Effectiveness*. In regards to goal three, Dr. Dibblee discussed ways in which administrators are analyzing how resources are provided in order to eliminate barriers to increase student achievement. Some areas of focus are professional development for administrators using a book study: *The Growth Mindset Coach: A Teacher's Month-by-Month Handbook for Empowering Students to Achieve* and building and using systems that promote equity such as the Oregon Integrated Systems Framework. Dr. Dibblee reviewed baseline data regarding implementation of inclusive policy and practice with scores ranging between 33% and 83%. She provided clarification regarding how scores are measured; guided questions are provided and each school assesses their work according to various components.

Dr. Dibblee discussed goal four is focused on building a multi-tiered system of support in two areas: academics and behavior. She discussed the Oregon Department of Education has provided the Oregon Integrated Systems Framework to systematically lead school/district teams to go through a process that helps identifies needs and create goals. Dr. Dibblee discussed teams came together on Jan 14, 2019, and participated in the assessment to establish their baseline data. She added that teams would meet again on April 23 and May 21 to continue to explore the ORIS framework, identify and write goals that will inform their school improvement plans.

8.3 Financial, Special Funds, and Enrollment

Director of Finance Denise Lapp reviewed the Canby School District Financial Report as of March 31, 2019. The Construction Excise Tax (CET) fund balance is \$159,463.14; payment for the Trost chiller replacement (\$32,500) is reflected. The turf replacement fund balance is at \$296,782.86. In regards to the general fund report, the March property tax deposit was received. The first State School Fund estimates for 2017-18 were received at approximately \$175,000 above projections; transportation has not been finalized and the High Cost Disability reimbursement decreased by approximately \$57,000.

Ms. Lapp reviewed current enrollment is at 4,631 students, a decrease of 19 students; 15 students are early graduates. Parrott Creek Ranch (PCR) student enrollment is an additional 19.571 students.

8.4 Superintendent Evaluation - Annual Process Discussion

A discussion was held regarding the process for the superintendent's annual evaluation with input from Director of Human Resources Michelle Riddell. As a reference, the OSBA Superintendent Evaluation Workbook was provided. Some benefits of the OSBA recommended process were discussed including the single evaluation process and timeline. It was noted more time is needed to review the evaluation tool and have further discussion.

It was agreed the timeline for this year's evaluation would include a self-assessment provided by the superintendent at the next May 6 meeting (executive session), a board assessment summarized at the May 16 meeting (executive session), and the final evaluation presented to the superintendent at the June 6 meeting (executive session).

8.5 2019-2020 CSD School Calendar Revisions

Director of Human Resources Michelle Riddell reported it was discovered that the approved 2019-2020 school calendar was missing Monday, September 30. As a result, the calendar was updated with the following changes: Monday September 30 was added as a staff and student day, Friday, August 30 was changed to a non-contract day (formerly a staff professional development day), and Friday, April 17 was changed from an instructional day to a staff professional development day. Ms. Riddell noted August 30 has historically been a non-contract day and April 17 allows flexibility if needed for an added instructional day due to inclement weather.

MOTION: Diane Downs moved to approve the 2019-2020 school calendar revisions as presented; Andrea Weber seconded the motion. Motion passed 5-0.

9.0 FUTURE AGENDA ITEMS

- Teacher Appreciation Week Resolution: May 6-10
- Student Services Department Update

- Facilities Condition Assessment (FCA) and Long Range Facilities Plan (LRFP) Update
- Ackerman Multiuse Recreational Complex Update
- Budget Update and Discussion
- English Learner Program Update

It was noted that school improvements plans would be discussed in June and there may or may not be an update on the Ackerman recreational complex. An Executive Session was added regarding the superintendent’s annual review.

10.0 GOOD OF THE ORDER

Superintendent Goodall discussed the Inter-District Transfer deadline of June 14th has been problematic for Kindergarten families and the district would be amending the deadline to May 1st for kindergarten requests only. He explained it is a benefit for schools and families of kindergarten students to know whether they have been accepted or not earlier so they can participate in registration activities and plan for early childhood services if needed.

EXECUTIVE SESSION

Rob Sheveland exited the Board from the Board Regular Session and entered into an Executive Session at 8:25 p.m. Board members in attendance were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Sara Magenheimer, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp (Director of Finance), and Michelle Riddell (Director of Human Resources).

The Board met in Executive Session to conduct deliberations with persons designated by the governing body to carry on labor negotiations, pursuant to ORS 192.660(2)(d). 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.

Rob Sheveland exited the Board from the Executive Session and reentered the Regular Session at 9:12 p.m.

11.0 2018-2019 School Calendar Discussion and/or Vote

MOTION: Diane Downs moved to amend the 2018-2019 Canby School District School Calendar to make Wednesday, May 8, 2019, a professional development day/non student contact day and Monday, June 17, 2019, an instructional day/last day for students (formerly a staff professional development day); Andrea Weber seconded the motion. Motion passed 5-0.

12.0 ADJORNMENT

Rob Sheveland adjourned the meeting at 9:13 p.m.

Kamela Davis
Board Secretary

Rob Sheveland
Board Chair