

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Board Regular Session and Executive Session  
April 20, 2017  
Canby High School, Applied Technology Center, OMNI Room**

**REGULAR SESSION**

**Board members in attendance** were Angi Dilkes Perry, Diane Downs, Kristin Downs, Rob Sheveland, Andrea Weber, and Mike Zagya. Absent Board member was Tom Scott. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Lauretta Manning, Michelle Riddell, Andy McKean, Skyler Rodolph, Sam Thompson, Cherie Switzer, Cindy Bauer, Melissa Youd, Jennifer Turner, Galina Dobson, Greg Dinse, Kimie Carroll, Brenda Griffin, Marilyn Wood, Autumn Foster, Angie Navarro, Cathy Kacalek, Brett Kacalek, Tressa Kacalek, Izabela Kacalek, Joyce Brown, Leticia Angel, Troy Soles, Travis Soles, Kristin Van Hoose, Shari Kundert, Carrie Gartell, Ben Winegar, Kelley Jolley, Chris Gilbert, Rocio Lopez, Flor Carton, Jessica Miguel Martinez, Ross Tamimi, Sara Magenheimer, Corney Tamimi, Jan Meade, Nelsy Guevera, Kim Myers, Roger Bighouse, Michelle Bighouse, Richard Oathes, Joanne Truesdell, Jennifer Chaffee, Luke Tamimi, Brent Patterson, Ryan Frentress, Dallin Reed, Fatima Timalach, Jason McKeon, and Christian Kelly.

**1.0 CALL TO ORDER**

Board Chair Mike Zagya called the Regular Board Session to order at 6:30 p.m.

**2.0 INTRODUCTIONS AND FLAG SALUTE**

Canby High School student Jason McKeon led the flag salute. The audience members introduced themselves.

**3.0 CHANGES TO AGENDA**

No changes were made.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

***4.1 C.A.R.E. 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 April's recipient, Leticia Angel, Campus Security Specialist and MEChA Advisor at Canby High School Associate Principal Kimie Carroll nominated Leticia for making positive relationships with students and doing whatever is needed for the school community. Brenda Griffin and Marilyn Wood, C.A.R.E. Committee members, presented the award on behalf of the committee, Canby Kiwanis, and local area businesses.

***4.2 Spotlight on Student Success – Canby High School***

Canby High School Associate Principal Kimie Carroll introduced Canby High School Physics Teachers Ben Winegar and Kelly Jolley and freshman students: Isabela Kacalek, Luke Tamimi, Brent Patterson, Ryan Frentress, Dallin Reed, Fatima Timalach, Jason McKeon, and Christian Kelly to present Arduino board projects. Mr. Winegar and Ms. Jolley explained Arduino boards are programmable circuit boards and the materials were provided by a grant received from the Canby Educational Foundation. Izabela Kacalek presented her Arduino board timer project and discussed how it was designed and the materials needed. Luke Tamimi, Brent Patterson, and Ryan Frentress shared a video highlighting their Arduino board crystal ball project and described the development process. Dallin Reed, Fatima Timalach, Jason McKeon, and Christian Kelly demonstrated their Arduino board *Skittles* sorter project and discussed how it was created and the challenges they experienced. The Board thanked the students and remarked that they used a high level of vocabulary and exhibited maturity, determination and teamwork.

***4.3 CHS Dance Team Recognition***

Canby High School Principal Greg Dinse announced the Canby High School Dance Team won its third straight state title. He introduced Coach Jennifer Chaffee and members of the team. Coach Chaffee recognized dancers who received the following additional honors: Emma Evenhus won the drilldown competition, Haley Fitzgerald placed third, and Kaitlyn Gartrell earned fifth place. Haley Fitzgerald and Emma Johnston made the Dance and Drill Coaches Association All-State team. Additionally, the Cougars placed three competitors in the top six of the drilldown for the first time since 2009 and had two all-state dancers for the first time since 2010.

***4.4 Public Comments***

No public comments were made.

## 5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 April 6, 2017 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

Board member Kristin Downs acknowledged staff members that are retiring this year and publicly thanked them for their contributions to Canby students and their families.

**MOTION: Diane Downs moved to approve the Consent Agenda as presented, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

## 6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- Congratulations to 4th grader Madi Bigej who is 1 of 5 national finalists for Sodexo's Future Chef Contest. A video of her cauliflower tots presentation will be posted to YouTube soon and the public can vote to support her. Thank you to Galina Dobson and the food service team for their work.
- Again, congratulations to Evelia Juarez who was named National Migrant Recruiter of the Year.
- Thank you to Michelle Riddell, Autumn Foster, and the HR staff for a successful presentation at the Educator Fair on April 4. We had a great response.
- Attended the Oregon Leadership Network Spring Conference on April 5<sup>th</sup>. Equity work continues to be a focus.
- Met with area superintendents at the Clackamas ESD yesterday with discussions centered on the budget.

## 7.0 BOARD COMMENTS

**Angi Dilkes Perry:** Pass

**Rob Sheveland:** Pass

**Andrea Weber:** Kudos goes to the Ninety-One School 7<sup>th</sup> and 8<sup>th</sup> grade student actors who performed "The Lone Stranger and Pronto" for a dessert theatre. Attended the high school musical "Shrek", which was very well done with some exceptional characters. The caliber of high school performances has increased with the hiring of a drama teacher.

**Diane Downs:** Participated as judge for the Sodexo Future Chef competition and the student presentations were remarkable. Thank you to all of the volunteers and Director of Nutrition Galina Dobson for their efforts.

**Tom Scott:** Absent

**Kristin Downs:** Pass

**Mike Zagya:** Thank you to Terri Cummings and the Flora Culture class for the floral arrangements.

## 8.0 INFORMATION/DISCUSSION/ACTION ITEMS

### ***8.1 CCC Presentation – Clackamas Community College (CCC) High School Connections***

Board Member Richard Oathes introduced Clackamas Community College President Joanne Truesdell who presented information on the partnership between Clackamas Community College (CCC) and area high schools. She discussed efforts to promote college and career readiness, strengthen the Career Technical Education (CTE) program, and expand the accelerated learning program. Ms. Truesdell highlighted student opportunities including: Advanced College Credit, Expanded Options, High School CTE, High School Plus, and Smart Internships. She noted 66% of Canby High School seniors attend college and 47% of those students attend CCC. As a result of Bond Measure 3-447, Canby was awarded a one-time investment of \$40,000 and the funds were used to purchase precision workstations. The Board requested clarification on which Canby CTE programs are offered in partnership with the college. Ms. Truesdell provided clarification with assistance from Canby High School Principal Greg Dinse.

### ***8.2 Approval of Ninety-One School's Band and Choir Trip to Federal Way, WA***

Request for approval of the Ninety-One School Band and Choir Trip to Federal Way, Washington was submitted for Board approval. Skyler Rodolph, Ninety-One School Principal, reviewed the trip's itinerary and fundraising efforts to ensure all students are able to attend. He noted the itinerary would change somewhat and an updated version would be provided for the Board.

**MOTION: Andrea Weber moved to approve the Ninety-One School Band/Choir trip to Federal Way, WA from June 2-3, 2017 as presented, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

### ***8.3 Career and Technical Education (CTE) Program***

Canby High School Principal Greg Dinse provided information on the high school's Career and Technical Education (CTE) Program. As a follow up to President Truesdell's Clackamas Community College (CCC) presentation earlier in the meeting, he listed a number of programs articulated through CCC including Business, Graphic Arts, Agricultural Science, and Early Childhood Education. He noted the Early Childhood Education program recently lost their articulation agreement after two years due to changes in instructor qualifications as determined by CCC. Mr. Dinse noted that the Smart Internships referenced

by Ms. Truesdell will sunset this year due to similar reasons despite efforts to continue the program.

Mr. Dinse shared an overview of the following Canby High School CTE programs: Agricultural Science, Business, Construction, Early Childhood Education, Graphic Arts, and Manufacturing/Design and staff who instruct each program. He discussed program highlights including student accomplishments in FFA and FBLA state competitions, the anticipated completion of the construction house this spring, expansion of the Graphic Arts program with an additional teacher, and partnerships with the Nyman Foundation and Adventures in Manufacturing.

Mr. Dinse added all CTE performance goals were met and continue to exceed state averages. In addition, the College and Career Center continues to help students become college and career ready through Future Focus, job shadows, career days, Manufacturing Day, ongoing internships, and employment opportunities. Plans are underway for hosting a CTE Summit on May 26 with an invitation for community members to visit the program. In addition, CHS was invited to host the October 13, 2017 Statewide Inservice Day for business teachers in partnership with the Nyman Foundation.

Mr. Dinse provided clarification on credits received for each program of study and plans for the program's expansion including multimedia production, health occupation and computer science classes. The Board requested a follow-up on the articulation agreement conversation with CCC.

#### ***8.4 Monthly Curriculum Update: English Language Development (ELD) Adoption***

Coordinator of Special Programs Cindy Bauer provided a brief overview of the English Language Development (ELD) adoption. She introduced Knight Elementary ELD Teacher Joyce Brown who shared the curriculum is designed for a pullout model, which is the model in Canby. She highlighted the benefits of the curriculum including rich text, variety of content, and online components. Ms. Bauer shared the curriculum is a continuous program for grades K-12. On behalf of middle school ELD teachers, she shared the materials are interactive, engaging, and include different genres. A challenge has been navigating the amount of material. She introduced Canby High School ELD Teacher Chris Gilbert who discussed his appreciation for receiving the materials and shared an example of a recent lesson that was relatable to his students. Ms. Bauer reported the ELD teachers have worked together to create a scope and sequence to guide instruction and assist new teachers.

The Board asked for clarification regarding language proficiency assessments and the tracking process. A discussion was held on the number of students who receive English Language Development in various buildings as well as the success of acquiring language at Trost Elementary versus other schools. Clarification was provided on the different English Language Development programs at Knight, Lee, Eccles, Ninety-One School and Carus. It was noted that the number of ELD students at each school determines the level of support needed.

#### ***8.5 Financial Report, Special Funds, and Enrollment Update***

Denise Lapp, Director of Finance, reviewed the current Financial Report as of March 31, 2017. The Construction Excise Tax (CET) fund balance is \$610,743.92 and the Turf Replacement fund balance is \$191,386.71. The state's reimbursement for High Cost Disability students dropped from 68.9% to 53.4%, an approximate decrease of \$50,000. The first payment from Clackamas ESD was received at \$292,000. Also, curriculum and iPad loan receipts were collected. No further information on the state budget is available.

Ms. Lapp discussed the Month End Enrollment Summary as of March 31, 2017. She reviewed student counts with a total enrollment of 4,701 students, noting enrollment has decreased by 20 students with 13 of the 20 counted as early graduates.

#### ***8.6 Resolution Amending Appropriations: General Fund and Special Revenue Fund***

Ms. Lapp reported a resolution amending appropriations is needed to make adjustments for the General Fund and Special Revenue Fund. The General Fund resolution amends appropriations from Support Services to the Facilities Acquisition fund for an unanticipated paving project. The Special Revenue resolution amends appropriations to correct a portion of the Apple Lease that was incorrectly located in Support Services and re-appropriated to the Debt Service Fund. The resolutions are as follows:

**Canby School District Board of Directors Resolution 2016-17/004 - Amend Appropriations for the General Fund for 2016-**

WHEREAS, the Board of Directors of Canby School District No. 86 has adopted appropriations for the General Fund for the fiscal year beginning July 1, 2016;

WHEREAS, Canby School District No. 86 has been granted funds designated for specific purposes, which vary from the 2016-2017 appropriation amounts or were not anticipated during the budget development process;

WHEREAS, Canby School District No. 86, pursuant to ORS 294.326(2), cannot expend unanticipated monies designated for the specific purpose, which are different than adopted appropriations, until a resolution authorizing such expenditures has been made;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Canby School District No. 86 hereby amends the appropriations in the General Fund for the fiscal year beginning July 1, 2016 as follows:

<u>GENERAL FUND ADOPTED</u> <u>(REQUIREMENTS)</u>	<u>ADOPTED</u> <u>BUDGET</u>	<u>AMENDED</u> <u>CHANGE</u>	<u>BUDGET</u>
1000 Instruction	\$28,382,354	\$28,382,354	
2000 Support Services	18,524,248	(15,386)	18,508,862
3000 Enterprise & Comm Svc	20,000	20,000	
4000 Facilities Acquisition	28,000	15,386	43,386
5100 Debt Service	228,545	228,545	
5200 Transfer of Funds	75,000	75,000	
6000 Contingency	<u>100,000</u>	<u>100,000</u>	
Total Budget Requirements	\$47,358,147	\$0	\$47,358,147

**Canby School District Board of Directors Resolution 2016-17/005 - Amend Appropriations for the Special Revenue Fund for 2016-17**

WHEREAS, the Board of Directors of Canby School District No. 86 has adopted appropriations for the Special Revenue Fund for the fiscal year beginning July 1, 2016;

WHEREAS, Canby School District No. 86 has been granted funds designated for specific purposes, which vary from the 2016-2017 appropriation amounts or were not anticipated during the budget development process;

WHEREAS, Canby School District No. 86, pursuant to ORS 294.326(2), cannot expend unanticipated monies designated for the specific purpose, which are different than adopted appropriations, until a resolution authorizing such expenditures has been made;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Canby School District No. 86 hereby amends the appropriations in the Special Revenue Fund for the fiscal year beginning July 1, 2016 as follows:

<u>SPECIAL REVENUE FUND ADOPTED</u> <u>(REQUIREMENTS)</u>	<u>ADOPTED</u> <u>BUDGET</u>	<u>AMENDED</u> <u>CHANGE</u>	<u>BUDGET</u>
1000 Instruction	\$2,495,199	\$2,495,199	
2000 Support Services	3,481,867	(130,000)	3,351,867
3000 Enterprise & Comm Svc	406,917	406,917	
4000 Facilities Acquisition	2,438,070	2,438,070	
5100 Debt Service	145,000	130,000	275,000
5200 Transfer of Funds	<u>100,000</u>	<u>100,000</u>	
Total Budget Requirements	\$9,067,053	\$0	\$9,067,05

**MOTION: Diane Downs moved to approve Resolution 2016-17/004 to Amend Appropriations for the General Fund and Resolution 2016-17/005 to Amend Appropriations for Special Revenue Funds for 2016-2017, Rob Sheveland seconded the motion. Motion passed 6-0.**

**8.7 Policy 2nd Reading – GBM Staff Complaints, GBMA Whistleblower (NEW)**

The Board held a second reading of Policy GBM Staff Complaints and Policy GBMA Whistleblower. An error was noted in the second paragraph of policy GBM (“wishes” should read “wish”). No other suggestions were made.

**MOTION: Rob Sheveland moved approve Policy GBM Staff Complaints as amended and to adopt Policy GBMA Whistleblower, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

***Policy 1st Reading – Policy KL and KL-AP Public Complaints***

Director of Human Resources Michelle Riddell summarized changes to Policy KL and Administrative Procedure KL-AP. She noted a revised public complaints form was created to accompany the procedure. The Board suggested a 10-day time period in lieu of the five day time period to allow the complainant to appeal a decision to the Board as referenced in KL-AP. It was agreed the extension would be appropriate.

**9.0 FUTURE AGENDA ITEMS**

The following items will be addressed at a future Board session:

- School Counselor Presentation
- Middle School Math Adoption Proposal
- High School Phase 2 Language Arts Proposal
- Facility Review
- Special Education Update
- PTA/PTO Fundraising Update
- Policy Review (Including Financial Contract Policies)

A request was received from CEA representative Kathleen Jeskey to present information regarding Every Student Succeeds Act (ESSA) to the Board. The group will present at the June 1 Board Work Session.

The Board requested to tour the new archive storage facility. It was agreed that a tour would be arranged prior to the start of the May 4 Board Work Session.

**10.0 GOOD OF THE ORDER**

The Board asked to be notified of upcoming retirement celebrations. The Board Secretary will ensure Board members receive notification.

**EXECUTIVE SESSION**

Mike Zagyva exited the Board from the Board Regular Session and entered into an Executive Session at 8:40 p.m. Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Rob Sheveland, Andrea Weber, and Mike Zagyva. Absent Board member was Tom Scott. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), and Denise Lapp (Director of Finance).

The Board met in Executive Session to conduct deliberations with persons designated by the governing body to negotiate real property transactions, pursuant to ORS 192.660(2)(e), which allows the Board to meet in Executive Session for that purpose.

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.

Mike Zagyva exited the Board from the Executive Session and reentered the Regular Session at 9:10 p.m.

**11.0 ADJOURNMENT**

Chair Mike Zagyva adjourned the meeting at 9:10 p.m.

Respectfully Submitted:

---

Kamela Davis  
Board Secretary

---

Mike Zagyva  
Board Chair