

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Regular Session and Executive Session
April 21, 2016
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Tom Scott (entered at 7:59), Rob Sheveland, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Tim Oberg, Cindy Bauer, Skyler Rodolph, Sam Thompson, Cherie Switzer, Angela Narvarro, Brenda Griffin, Galina Dobson, Kathleen Jeskey, Lynda Robert, Annie Wolfe, Kelly McMichael, Deborah Groff, Jeniffer Mendoza Cruz, Banesa Velasquez, Jennifer Rosiles, Cruz Martinez, Zuleyma Martinez, Anahi Verduzco, Tonya Scheer, Colby Scheer, Troy Soles, Galina Dobson, Andy Barr, Ryan Lilly, Linda Fukasawa, Cori Waufle, Gail Anderson, Mark Martens, Alice Lambert, Abby Marine, Mackenzie Lee, Skylee Doman, Cianne Cates, Emily Iverson, Hannah Myers, Myah Teacutter, Star Leos, Monique Heflin, Amanda Davis, Jennah Morris, Brooke Cates, John VanAcker, Tyler VanAcker, Brian Huggins, Melissa Youd, Wayne Layman, and TJ Wirth.

1.0 CALL TO ORDER

Board Chair Angi Dilkes Perry called the Regular Board Meeting to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

The audience members introduced themselves. The Canby High School girls' basketball team led the flag salute.

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 excel in educating students. Superintendent Goodall announced April's recipient Colby Scheer, Ninety-One School Counselor. Mr. Scheer was recognized for the way in which he cares for each student, providing resources, listening, and helping with students with issues that impact their learning. Brenda Griffin, C.A.R.E. committee member, presented the award on behalf of Canby Kiwanis and local area businesses.

4.2 Spotlight on Student Success – Trost Elementary School

Angie Navarro, Trost Elementary Principal, reported that the sixth grade students at Trost Elementary recently returned from a week at outdoor school. The district received a scholarship from the Canby Educational Foundation for \$5,000 to help offset the costs for families. She introduced sixth grade students: Cruz Martinez, Zuleyma Martinez, Anahi Verduzco, Jeniffer Mendoza Cruz, Jennifer Rosiles, Banesa Velasquez to share about their experience at outdoor school. The students discussed experiences

such as connecting with other students and the opportunity for hands on, experiential learning through field studies. The group presented a slide show with pictures highlighting activities from the week's events.

4.4 Recognition – CHS Girls' Basketball

Superintendent Goodall recognized the Canby High School girls' basketball teams for their 5th place win this year at the OSAA State Championship. He presented each student with a keepsake and acknowledged Coach Brooke Cates and Assistant Coaches: John VanAcker, Brian Huggins, and Tyler VanAcker for their efforts.

Board Chair Angi Dilkes Perry recessed the meeting for 5 minutes.

4.3 Public Comments

No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 April 7, 2016 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda, Andrea Weber seconded the motion. Motion passed 6-0.

6.0 SUPERINTENDENT'S REPORT

Trip Goodall commented on the following:

- An Educator Fair was held at the Oregon Convention Center on April 5 and was a great opportunity for administrators to meet prospective candidates.
- Equity work continues to ensure the needs of all students are met.
- Facilitated a vision-planning meeting to strengthen the commitment to classroom work related to academic achievement.
- Attended the dedication of Canby's Philander Lee Oak Tree as the 2016 Heritage Tree.
- Held a crisis management meeting with administrators and counselors to plan for emergency preparedness.
- Attended the Oregon Leadership Network conference.
- A Certified Staff Inservice was held on April 15.
- Attended a Chief Administrator Meeting on April 20 and will be attending a meeting for superintendents tomorrow with information from the state on current educational issues.

7.0 BOARD COMMENTS

Mike Zagyva: Canby High School graphic arts students have gone above and beyond to design t-shirt logos for the Vietnam War 50th Anniversary Commemoration. As part of the project, students visited with local veterans and were very respectful and intuitive. Three designs will be selected and printed on t-shirts. The t-shirts will be available for purchase. Thank you to Bob Hammitt, Greg Dinse, and Anna Noel for their support on the project. Attended a Lacrosse tournament this passed weekend and observed CHS

fields being used simultaneously for baseball, tennis, and softball tournaments. Patrons were respectful of the grounds. Kudos goes to the high school staff.

Andrea Weber: Pass

Diane Downs: Attended the Certified Staff Inservice on April 15. It was an inspirational, wonderful program, which hopefully provided the boost teachers need this time of year. The Employee Wellness Committee successfully submitted the grant requesting \$14,699 to begin a district wide employee wellness program. Thank you to staff who worked to complete the grant and especially Carolyn Yoder who spear headed the committee. Had an opportunity to review the recommended curriculum adoption materials. Thank you to all the staff that worked many hours on the recommendation.

Rob Sheveland: Congratulations to the CHS Dance Team for their second state win. Congratulations to Coach Jennifer Chaffee and Choreographer James Healey. Attended the State FFA Convention as my daughter was participating. Congratulations to the students for their success. Also, congratulations to the Canby Equestrian team on winning their district competition. Good luck to the Canby High School Speech team who are competing this weekend.

Kristin Downs: Congratulations to the Dance team and the CHS Equestrian team. Would like to acknowledge Superintendent Goodall for his innovative and creative presentation for the April 15 Certified Staff Inservice. It is my hope that the staff felt inspired and would welcome their feedback.

Angie Dilkes Perry: Pass

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Field Trip Approval – Ninety-One School Band/Choir Trip to Seattle, WA

Request for approval of the Ninety-One School Band/Choir Trip to Seattle, 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.

MOTION: Diane Downs moved to approve the Ninety-One School Band/Choir trip to Seattle, WA in May 2016 as presented. Mike Zagya seconded the motion. Motion passed 6-0.

8.2 Instructional Materials Adoption

Superintendent Goodall reported the instructional materials adoption presentation is a culmination of a long process and is moving the district in the right direction. Sheryl Lipski, Director of Teaching and Learning, expressed appreciation for the work of committee members and the Clackamas Educational Service District on the instructional materials adoption process. She introduced Cori Waufle, Elementary Teacher on Special Assignment, to review the elementary instructional materials Language Arts recommendation as provided. Ms. Waufle discussed the process and the committee's recommendation to adopt the *National Geographic Reach* program for grades 3-5 and the *Benchmark Literacy* materials for grades K-2. Ms. Lipski added the writing component would be pulled from the recommendation for further review. Angie Navarro, Trost Elementary Principal, discussed the Spanish Language Arts recommendation. She explained the process for review of materials and the committee's proposal to adopt the *McGraw Hill* program. Ms. Lipski introduced Gail Anderson, Secondary Teacher on Special Assignment to discuss the middle school Language Arts endorsement of *Pearson My Perspectives* series of texts and digital

resources. She introduced middle school teachers: Lynda Roberts and Annie Wolfe who shared their experience on the committee and rationale for the recommendation. Ms. Anderson introduced members of the high school Language Arts adoption committee: Andy Barr, Ryan Lilly, Debbie Goff, Kelly McMichael, Linda Fukasawa to discuss the committee's recommendation of the *Pearson Common Core Literature 2015* series of texts and digital resources. The committee shared about the process and benefits of the program.

Tom Scott entered at 7:59 p.m.

Ms. Lipski provided handouts summarizing the instructional materials recommendations and the technology recommendations. Denise Lapp, Director of Finance, provided a financial report on funding sources and finance options to offset the approximate total cost of 1.2 million dollars for the entire adoption. A discussion was held on the financial implications. The Board requested a detailed breakdown regarding costs for phase one, phase two, curriculum materials, technology, professional development, and financing options to be provided in advance of the next meeting. The Board agreed to postpone a vote to allow time for further review and consideration.

8.3 Canby High School Track and Field Update

Mark Martens, Canby High School Associate Principal/Athletic Director, showed a keynote presentation with information on the turf field and areas in need of repair. He reviewed two repair bids received from Precision Field Maintenance (\$110, 800) and Alpha Turf NW LLC (\$119, 200) with no guarantee of the repair's longevity. A representative from Pacific Sports Turf, TJ Wirth, was present to provide clarification. A discussion was held on ways to prevent early deterioration; adding an additional piece of turf on overused areas, rotating practice drills, purchasing maintenance equipment, and regular infill maintenance. Board member Tom Scott suggested the formation of a committee with representation from community members to determine a plan to address the repair and replacement needs and a recommendation to move forward. The Board was in agreement and nominated Tom Scott as the committee chair. Board Member Kristin Downs also volunteered to be on the committee. Mr. Scott noted the committee would meet within the next two weeks. Mr. Goodall asked for direction from the Board on the track replacement. The Board asked for data to substantiate the recommendation prior to the next meeting so an informed decision could be made.

8.4 Financial Report/Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report as of March 31, 2016. Revenue adjustments were made to property taxes, State School Fund, Common School Fund, and transportation reimbursements. Expenditures indicate an anticipated shortage to be covered by contingency monies pending Board approval. The district is still waiting on the 2014-15 State School Fund estimate from the state.

Ms. Lapp reviewed the Month End Enrollment Summary as of March 31, 2016 as follows noting enrollment has decreased by 31 students. The decrease is due in part to early high school graduates.

Canby School District
 Month End Enrollment Summary: March 31, 2016

	K	1	2	3	4	5	6	7	8	9	10	11	12	Post High	Total by Building
Canby High School										332	351	345	340	7	1,375
Baker Prairie Middle School								289	315						604
Carus Elementary School	73	50	75	55	69	53	63								438
Eccles Elementary School	64	72	72	70	69	87	57								491
Knight Elementary School	54	49	54	47	54	54	54								366
Lee Elementary School	71	53	71	62	56	54	67								434
Ninety-One School	30	58	33	49	55	48	56	60	65						454
Trost Elementary School	72	49	71	68	56	56	43								415
Parrott Creek Ranch									3	6	5	6			20
KEY Program	3	3	2	1		6	4	2	2						23
Outside Placement *	1	2	1		1	6	1	1	2	5	4	2	2	1	29
Total by Grade	368	336	379	352	360	364	345	352	387	343	360	353	342	8	4,649
Budget Enrollment	324	336	380	354	365	362	346	341	376	348	376	351	357	7	4,623
2014-15 Enrollment (Jan 31st)	316	380	353	355	356	343	346	375	338	365	368	362	380	7	4,644
2013-14 Enrollment (Jan 31st)	367	368	362	342	340	334	373	338	370	372	368	387	404	10	4,735

* Outside Placements include Tutoring, Heron Creek, LEEP, Lifeworks NW, Serendipity & Victory Academy

District Enrollment Summary for 2015-2016

	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Month End Actuals	4,687	4,719	4,684	4,618	4,668	4,680	4,649			
Year Average	4,687	4,703	4,696	4,677	4,675	4,676	4,672			
Budget #	4,623	4,623	4,623	4,623	4,623	4,623	4,623			
Special Education	534	535	540	536	547	549	539			
English Language Learners (LEP)	690	704	680	693	730	743	739			
Migrant	496	503	487	478	511	518	518			
Economically Disadvantaged	1,669	1,740	1,788	1,809	1,808	1,843	1,833			

Enrollment by Grade Level	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
K-6	2,508	2,514	2,496	2,483	2,498	2,517	2,504			
7-8	728	727	723	718	739	742	739			
9-TR	1,451	1,442	1,442	1,417	1,431	1,421	1,406			
District Total	4,687	4,683	4,661	4,618	4,668	4,680	4,649			

8.5 Resolution 2015-2016/003 Amend Appropriations for the General Fund for 2015-2016

Ms. Lapp reviewed the requirement that the Board amend appropriations for the General Fund for 2015-2016 as follows:

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, 2015;

WHEREAS, Canby School District No. 86 has been granted funds designated for specific purposes, which vary from the 2015-2016 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, 2015 as follows:

GENERAL FUND (REQUIREMENTS)	ADOPTED BUDGET	CHANGE	AMENDED BUDGET
1000 Instruction	\$25,381,001	\$443,604	\$25,824,605

2000	Support Services	17,566,122		17,566,122
4000	Facilities Acquisition	28,000		28,000
5100	Debt Service	177,595		177,595
5200	Transfer of Funds	140,000		140,000
6000	Contingency	593,604	(443,604)	150,000
Total Budget Requirements		\$43,886,322	\$0	\$43,886,322

MOTION: Kristin Downs moved to approve the Resolution to Amend Appropriations for the General Fund for 2015-2016, Diane Downs seconded the motion. Motion passed 7-0.

8.7 Policy/Administrative Procedure Revision – 2nd Reading

The Board held a second reading on Policy EFA - Local Wellness Program and Policy EFAA – District Nutrition and Food Services.

MOTION: Andrea Weber moved to adopt Policy EFA - Local Wellness Program and Policy EFAA – District Nutrition and Food Services as presented, Tom Scott seconded the motion. Motion passed 6-0.

The Board asked for an update on lead testing requirements.

6.7 Policy 1st Reading

The Board held a first reading on Policy JHCCF and Administrative Procedure JHCCF-AR *Pediculosis (Head Lice)*. The Board asked for clarification on county requirements in relation to the policy and district practice. Superintendent Goodall responded the policy aligns with county/state requirements, which the district currently follows.

6.8 Board Discussion – Board Planning Workshop and Superintendent’s Evaluation

A discussion was held on the date for the Board Planning Workshop and the superintendent’s evaluation. The Board agreed to hold the workshop as scheduled on June 23 and the superintendent’s evaluation on June 2.

9.0 FUTURE AGENDA ITEMS

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

- Transition Plan for Grades 6-7, 8-9
- Open Enrollment Final Count/Interdistrict Transfers
- Innovation Grant Report
- PERS Report
- CHS Construction Class Report
- Certified Summative Evaluation Report – May 19
- Policy 1st Reading
- Policy 2nd Reading

The Board discussed the addition of a report on lead testing, facility/field usage and maintenance, curriculum adoption costs, a report on Title programs, a Special Education Advisory Council (SEAC) and pilot model update, nepotism (staff conflict of

interest) policy review and revision, and an update on emergency planning, specifically, how students are transported safely in a seismic event.

Chair Angi Dilkes Perry recessed the meeting for 5 minutes.

EXECUTIVE SESSION

Angi Dilkes Perry exited the Board from the Board Regular Session and entered into an Executive Session at 9:42 p.m. The Executive Session was held in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent.

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.

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Tom Scott, Rob Sheveland, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary),.

Angi Dilkes Perry exited the Board from the Executive Session and reentered the Regular Session at 9:49 p.m.

REGULAR SESSION

A discussion was held on the current status of the transportation RFP (Request for Proposal).

10.0 ADJOURNMENT

Angi Dilkes Perry adjourned the meeting at 9:54 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Angi Dilkes Perry
Board Chair