

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Work Session
April 4, 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, Sara Magenheimer, Tom Scott (entered at 7:09 p.m.), Andrea Weber, and Mike Zagya. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Ivonne Dibblee, Michelle Riddell, Laretta Manning, Autumn Foster, Kathy Sullivan, Danielle Reynolds, Cari Sloan, Greg Dinse, Christine Taylor, Cherie Switzer, Greg Dinse, Ben Winegar, Shelly Vissers, Jennifer Turner, Rudyane Rivera-Lindstrom, Kristin Wohlers, Lisa McClaugherty, Stacey Ackerman, Angie Miles, Colby Scheer, Mary Cramer, Alison Kuykendall, Kate Bowles, and Ben Winegar.

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 SOAR program update was added as item 6.05.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Public Comments

Canby High School Associate Principal Cari Sloan announced upcoming Canby High School Kindness Week activities beginning with an all school assembly on Monday, April 22 featuring guest speaker, Esteban Gast of Character Strong and a benefit concert for Lines for Life on Thursday, April 25.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 Minutes from the March 21, 2019 Board Regular Session
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as presented; Andrea Weber seconded the motion. Motion passed 6-0 (Director Scott was absent).

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

It was discussed that Director Mike Zagya would draft brief minutes from the board's recent visit to the State Capitol and send to the Board Secretary.

6.05 (Added Item) SOAR Program Update

Director of Student Services Laretta Manning reported the SOAR program, currently located at the Ackerman Center, would be relocated to Ninety-One School (Grades 4-6) and Eccles Elementary (Grades K-3) for the 2019-20 school year. She discussed staff and parents were notified of the change and benefits for students include integration with peers and options for general education placement during specific time periods. Clarification was provided as requested.

6.1 Classroom Behavior and Discipline; Teaching Coping Skills

Communications Coordinator/Project Manager Autumn Foster and Behavior and Intervention Specialist Kathy Sullivan shared a keynote: *Canby School District Behavior Report* with a snapshot of student behavior trends, discipline information, and an overview of the Multi-Tiered System of Support (MTSS); a systemic, continuous improvement framework.

Ms. Foster reviewed comparison data for elementary and secondary students: office discipline referrals and student suspension data from 2014-15 to the present. She shared discrepancies exist in the data due to reporting variations by building. Ms. Foster noted behavioral trends indicate an area of concern is an increase in tobacco incidents at the secondary level, which is contributed to a rise in student access to vaping paraphernalia. Baker Prairie Middle School Principal Jennifer Turner discussed some strategies for prevention including efforts to educate parents and students. Canby High School Associate Principal Cari Sloan reported that high school office referrals have decreased (505 in 2017-18 compared with 281 in 2018-19) largely due to new truancy policies; teachers no longer write referrals for attendance issues, instead a centralized system has been established to work with students on an individual basis.

Ms. Sullivan discussed the district has seen an increase in behavioral challenges especially at the kindergarten level. She shared MTSS (Multi-Tiered System of Support) provides a framework for coinciding academic and behavioral supports. New K-12 social/emotional curriculum has been identified as part of the Health curriculum adoption with components to address behavior management and self-regulation. A discussion was held regarding staff response to disruptive student behaviors and the room clear process with input from Carus Principal Sam Thompson. Concerns were expressed that instructional time is often lost as a result of the disruption. It was noted that due to legislative restrictions, staff are not able to engage in physical restraints unless there is threat of harm; the State may reduce the restriction in the future (SB 963).

Ms. Sullivan discussed that moving forward a process for consistent reporting of student behavior and discipline would be established and room clears would be documented. Additional clarification was provided regarding the district's partnership with the School Resource Officer and Canby Police to assess the severity of situations and provide onsite problem solving for at-risk students.

6.2 Canby School District Counseling Audit Update

The following handouts were provided: *Comprehensive Counseling Program Evaluation – Feedback Form (Audit Document)*, *Comprehensive Counseling Program Jan/Feb 2019 (initial) Time Study*, *Canby School District Mission Statement (functional beliefs and vision statement)*, and *CHS Counseling Parent Survey*.

Behavior and Intervention Specialist Kathy Sullivan and Canby High School Principal Greg Dinse reviewed an audit of the Canby High School Counseling Program was completed last May 2018. It was discussed the process was initiated by the district in response to some ongoing concerns. Mr. Dinse reviewed audit findings and recommendations, which are based on the State's framework for counseling programs. As a result, the district is implementing a K-12 comprehensive counseling program with assistance from Oregon Department of Education (ODE) representative Beth Wigham. It was noted that a change was made to eliminate 'academic' from the counselor title at the high school; a more accurate reflection of the role of school counselors to serve both the academic and social/emotional needs of students.

Ms. Sullivan explained that K-12 counselors have met monthly to review the audit and create mission, vision, and belief statements for the program. In addition, a time study for the months of January and February was kept to track direct and indirect service time and provide building comparisons; the goal is 80% direct and indirect services and 20% program management. It was noted adjustments are needed for attainment, especially at the elementary level. Alignment practices were discussed, including identifying social/emotional curriculum for adoption K-12. Another key aspect is the development of an advisory committee with community stakeholder participation to meet on an ongoing basis.

Mr. Dinse discussed a survey of the counseling program has been sent to parents and students to gather feedback for improvements moving forward.

6.3 K-12 Dual Language Immersion (DLI) Program Update

Teaching and Learning Coordinator Danielle Reynolds shared a keynote: *Dual Language Immersion Program Update* with information on the program's history, federal requirements under Title III (English Learner Program), and recommendations for ongoing development and implementation. Ms. Reynolds discussed recommendations include: continued implementation of DLI at Baker Prairie Middle School and Canby High School, implementation of AVID as a strategy to address the achievement gap within DLI, professional development opportunities for teachers and administrators, continuation of program leadership (Coordinator of Teaching and Learning), and maintaining consistent data for DLI students. She added over 30 students will receive the Seal of Biliteracy this year. It was noted the district is looking at strategies to market the program and better inform parents, especially non-neighboring families.

Ms. Reynolds reviewed student achievement comparison data for the class of 2019. She discussed the data is inconsistent overall though a consistent trend is that migrant DLI students outperform other non-DLI migrant students. The Board requested additional disaggregated data to look at individual student performance (male/female, access to honors classes/CTE, attendance, achievement gaps and successes, etc.).

Ms. Reynolds shared next steps are to strengthen and monitor English Language Development within DLI and create a strategic instructional plan to support students exiting the EL program by 5th grade. In addition, the district will continue to develop a district communication plan for promoting and educating parents about the DLI program and continue to build our partnership between parents, students and Canby staff.

6.4 REACH (Resources, Education, And, Community Help) Center Update

Education Equity Coordinator Rudyane Rivera-Lindstrom provided an overview of the REACH (Resources, Education, And, Community Help) Center services and program changes. Some improvements were made to the translation and interpretation tracking system and a Family Service Team was created that meets regularly to discuss issues impacting families. In addition, to increase family engagement, a formal Parent Advisory Council (PAC) has been established with participation from Migrant/Latino parents.

6.5 Long Range Facilities Plan (LRFP) Update

Communications Coordinator and Project Manager Autumn Foster, reviewed information provided regarding the Long Range Facilities Plan and process following the final LRFP committee meeting on March 11. She discussed the remaining timeline as follows: LRFP report to be delivered by April 11, board/administrator review from April 11 to May 10, board/administrator feedback due May 10, and the final report presented by Soderstrom on June 6. Ms. Foster noted that during the month long review process, questions would be gathered and submitted to Soderstrom at the end of each week to allow ample time to incorporate the feedback.

Ms. Foster reported that Soderstrom submits the Facilities Condition Assessment (FCA) report directly to the State in a directed format. The district relies on Soderstrom for their expertise in providing accurate data. The Board requested a summary of the FCA information to provide context and implications as a result of their findings.

6.6 Resolution to Amend Appropriations for the General and Special Revenue Funds

Director of Finance Denise Lapp reported that in order for the district to utilize contingency funds for turf field payment as discussed at the March 21 Board Regular Session, the following resolution is required. She noted adjustments include an additional \$23,755.26 from Support Services for related costs and a \$2.54 correction to the Debt Service fund.

Resolution 2018-19/010 Amend Appropriations for the General and Special Revenue Funds

WHEREAS, the Board of Directors of Canby School District No. 86 has adopted appropriations for the General Fund & Special Revenue Fund for the fiscal year beginning July 1, 2018;

WHEREAS, Canby School District No. 86, has been granted funds designated for specific purposes, which vary from the 2018-19 appropriation amounts or were not anticipated during the budget development process;

WHEREAS, Canby School District No. 86 pursuant to ORS 294.45(6), cannot expend unanticipated monies designated for the specific purpose, which are different than adopted appropriations, until a resolution authorizing such expenditures has been made;

WHEREAS, Canby School District No. 86 pursuant to ORS 294.463, the Board is required to pass a resolution authorizing an appropriation transfers from the budgeted contingency account to pay for the future cost of the Canby High School turf field replacement project;

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, 2018 as follows:

GENERAL FUND (REQUIREMENTS)	ADOPTED BUDGET	AMENDED BUDGET	CHANGE
1000 Instruction	\$29,292,396.00	29,292,396.00	-
2000 Support Services	19,579,471.04	19,555,715.78	(23,755.26)
3000 Enterprise/Comm Service	25,911.33	25,911.33	-
4000 Facilities Acquisition	60,000.00	183,755.26	123,755.26
5100 Debt Service	479,557.34	479,557.34	-
5200 Transfer of Funds	75,000.00	75,000.00	-
6000 Contingency	100,000.00	0.00	(100,000.00)
Total Budget Requirements	\$49,612,335.71	\$49,612,335.71	\$0.00

SPECIAL REVENUE FUND (REQUIREMENTS)	ADOPTED BUDGET	AMENDED BUDGET	CHANGE
1000 Instruction	\$2,618,169.14	2,618,169.14	-
2000 Support Services	3,238,832.74	3,236,257.83	(2,574.91)
3000 Enterprise/Comm Service	468,146.07	468,146.07	-
4000 Facilities Acquisition	1,227,259.11	1,229,831.48	2,572.37
5100 Debt Service	233,852.09	233,854.63	2.54
Total Budget Requirements	\$7,786,259.15	\$47,786,259.15	\$0.00

MOTION: Diane Downs moved to adopt Resolution 2018-19/010 to amend appropriations for the General and Special Revenue Funds; Angi Dilkes seconded the motion. Motion passed 7-0.

6.7 Budget Discussion

Superintendent Goodall reported he received an update from Representative Drazan regarding a \$2 billion tax increase and spending for education proposal released by Democrats earlier in the day. The proposal adds \$1 billion for schools and is earmarked for targeted investment: mental health, school days, class size, Art, music, PE, summer learning and trauma informed teaching. In addition, \$600 million is dedicated to funding for statewide investments for universal meals, bullying, suicide prevention, dropout rates, and students with disabilities; \$400 million is dedicated to early childhood, to expand head start and wrap around support.

Director of Finance Denise Lapp discussed an additional update was received from COSA (Confederation of Oregon School Administrators) regarding the Joint Committee on Student Success' education investment framework and will be shared with board members via email.

The Board requested further information and discussion regarding the district's budget plan for next year including staffing changes, program changes, and Measure 98 allocations prior to the first budget committee meeting. It was agreed the information would be provided at the May 2 Board Work Session.

6.8 Ackerman Field Complex Update

Director Mike Zagya shared the purpose for this update is to provide members an opportunity to openly discuss the possibility of partnering with the City to develop a multi-recreational complex at Ackerman. A discussion ensued with members of the task force: Superintendent Goodall, Director Zagya, and Director Scott, providing clarification as requested. Board members expressed agreement that the project would benefit the community; however, financial and maintenance responsibilities remain unresolved. It was noted examples of intergovernmental agreements will be reviewed and the task force would draft a similar agreement for consideration. It was suggested that if the project moves forward, ongoing messaging to the community should clearly communicate the project is funded by the City of Canby not by the district.

7.0 FUTURE AGENDA ITEMS

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

- CHS Dance Team Recognition
- Spotlight On Student Success: Trost
- CARE Award
- Monthly Curriculum Update: District Goal #3 (postponed) and #4
- Financial, Special Funds, and Enrollment Report

8.0 GOOD OF THE ORDER

No additional items were discussed.

9.0 ADJOURNMENT

Rob Sheveland adjourned the meeting at 9:33 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Rob Sheveland
Board Chair