

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
May 17, 2018
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Absent Board member was Diane Downs. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Lauretta Manning, Michelle Riddell, Jennifer Turner, Cherie Switzer, Greg Dinse, Kimie Carroll, Angie Navarro, Cindy Bauer, Skyler Rodolph, Sam Thompson, Bret Adkins, Rudy Rivera-Lindstrom, Autumn Foster, Brenda Griffin, Reagan Griffin, Magdalena Rodriguez, Candy Rodriguez, Sue Harvey, Sara Fender, Nicki Salisbury, Jenne Parker, Brian Huggins, Anne Huggins, Marylee Dobbes, Desiree Martinez, Melissa Youd, Galina Dobson, Troy Soles, Jackson Dearborn, Dillon Fender, Andrea Arellano, and Payton Martens.

1.0 CALL TO ORDER

Board Chair Tom Scott called the Regular Board Session to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

Ninety-One School students: Jackson Dearborn, Dillon Fender, Andrea Arellano, and Payton Martens 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 Spotlight on Student Success Ninety-One School

Ninety-One School Principal Skyler Rodolph introduced Second/Third Grade Teacher Nicki Salisbury and students: Jackson Dearborn, Dillon Fender, Andrea Arellano, and Payton Martens to present on *Stop motion*, an animation technique that physically manipulates an object so that it appears to move on its own. Ms. Salisbury discussed the importance of utilizing technology to engage students in the classroom. Students presented animation clips and discussed the creative process.

4.2 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 May recipient: Brian Huggins, Fourth Grade Teacher at Lee Elementary. Mr. Goodall and Principal Cherie Switzer acknowledged Mr. Huggins for his dedication to students and their families and for his work in the community. Brenda Griffin, C.A.R.E. Committee member, presented the award on behalf of the committee, Canby Kiwanis, and local area businesses.

4.3 Public Comments

Tom Scott opened the floor for public comments.
No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 May 3, 2018 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Rob Sheveland moved to approve the Consent Agenda with minutes as presented; Sara Magenheimer seconded the motion. Motion passed 6-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- Attended the Canby High School Career Technical Education Summit on April 25th. Thank you to Principal Dinse and staff for their work.
- On May 3rd and May 15th I had the opportunity to greet second grade students at the Canby Public Library for their Canby Reads field trip culminating event. Students participated in special activities and they were able to select a free book donated by DirectLink. Thank you to community volunteers, The Canby Center Reading Mentors Coordinator Kathleen Hanberg, and Canby Library staff for coordinating the event.
- We submitted a 21st Century Community Learning Center grant application to ODE. If approved, the grant would fund an after school program for students in grades 3-8 at Knight, Trost, Lee, and Baker Prairie Middle School with partnerships from George Fox University and Todos Juntos.
- I met with a committee comprised of high school students, parents, and staff to discuss homework. The goal of the committee is to develop agreements around homework expectations to guide the district in establishing a K-12 homework policy.
- Our final Parent Forum meeting for this year was held last Friday and appreciate the feedback received.
- I attended the third Social-Emotional Well-Being Work Group meeting last Friday in Eugene – the work continues.
- Finally, I would like to reintroduce Autumn Foster returning to us as Communications Coordinator/Project Manager and would like to welcome Ivonne Dibblee to the Canby School District. Ivonne will serve as the Co-Associate Director of Teaching and Learning, focusing on language acquisition, literacy assessment, reading and curriculum and instruction including English Learners, Native Language Development, Dual Language Immersion, Migrant Education, Homeless and oversight of Title programs.

7.0 BOARD COMMENTS

Mike Zagyva: Pass

Angi Dilkes Perry: Pass

Andea Weber: I had the opportunity to volunteer at Eccles and assist with OAKS reading and math testing – the experience was enlightening. Attended Canby High School's Concert Choir State Competition at George Fox University – Canby's performance was outstanding.

Congratulations to Director Brooks Gingerich and students for receiving 3rd place. Attended the middle school *Cat in the Hat* performance and was impressed with the students' talent especially the lead role. Lastly, I visited The Canby Center's newly remodeled kitchen – it is beautiful and will benefit our community.

Sara Magenheimer: Attended the Canby High School Career Technical Education Summit, which was well done – thank you to the high school staff for their efforts. Also attended the Ninety-One School Expo, which highlights student work and is a great community event.

Rob Sheveland: Attended Canby High School's Concert Choir State Competition and was impressed with the performance and the large number of students who participate. Attended the high school awards ceremony and would like to commend the students who received awards, several seniors maintained a 4.0 GPA.

Diane Downs: Absent

Tom Scott: Attended the Canby High School Career Technical Education Summit and appreciate the work of Principal Dinse and staff for organizing the event. Kudos goes to the students that presented. It would be beneficial to explore ways to encourage greater community participation.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Monthly Curriculum Update: High School Math

Director of Teaching and Learning Sheryl Lipski and Canby High School Math Teachers Kathleen Rogers and Sue Harvey discussed the status of the Envision Math program. Ms. Lipski reported that Pearson will no longer be supporting the curriculum and a new company to be announced will support it. Input was received from Technology Manager Bret Akins regarding the technology issues and Pearson's response. Overall, Pearson has been responsive and has made concerted efforts to address and correct some issues.

Ms. Harvey and Ms. Rogers discussed the challenges this year with implementing the new curriculum and how the team has worked to overcome some of the challenges. It was noted that students have responded well, despite setbacks. Clarification was requested regarding the technical components, i.e., interactive videos, additional online resources and whether the components are working. It was shared that the team has not accessed the resources fully and plan to incorporate the components next year.

8.2 Financial, Special Funds, Enrollment

Ms. Lapp reviewed the Canby School District Financial Report as of April 30, 2018. The Construction Excise Tax (CET) fund balance is \$752,773.04. The Turf Replacement fund balance is \$247,513.43. Ms. Lapp reported the Financial Report reflects adjustments in 2016-17 State School Fund and Common School Fund estimates. In addition, retro pay for classified employees is included in expenditure amounts. She reviewed the Month End Enrollment Summary as of April 30, 2018. Total enrollment is 4,581 students, which is a decrease from the previous month. The decrease is attributed to early high school graduates. Parrott Creek Ranch (PCR) student enrollment is 23 students.

Ms. Lapp reported information was provided to Board members regarding the Request for Qualifications (RFQ) for Facilities Management proposal received from Sodexo. The proposal was evaluated and meets the established criteria. Once a final contract has been negotiated, it will be brought to the Board for approval at the June 7 Board Work Session.

8.3 Approval of Administrator and Confidential/Supervisor/Specialist Salaries

Director of Human Resources Michelle Riddell discussed the superintendent's recommendation of a 2% salary increase for administrators and the confidential/supervisory/specialist group effective as of July 1, 2017 and July 1, 2018. This increase is commensurate with salary increases for certified and classified employee groups.

MOTION: Andrea Weber moved to approve a 2% salary increase for administrators and confidential/supervisory/specialist group effective as of July 1, 2017 and July 1, 2018 as recommended. Angi Dilkes Perry seconded the motion. Motion passed 6-0.

8.4 Board Planning Workshop Discussion

A discussion was held on agenda topics and location for the June 21 Board Planning Workshop. It was agreed that an off-site location at the Canby Public Library is preferable. The following topics were suggested:

- Superintendent goals
- Board priorities/mission statement
- Board meeting dates
- Board leadership
- Board – self-assessment
- Teaching and Learning Department re-organization
- Facility Condition Assessment
- Communication plan
- Counseling department update
- AVID
- Equity
- PERS liability
- Bond planning

8.5 Policy Adoption: AC-AR and CI, Section D

The Board held a second reading of Administrative Regulation AC-AR – Discrimination Complaint Procedure, Policy CI – Temporary Administrative Arrangements, and Policy Section D as part of the OSBA Policy Rewrite Service.

MOTION: Rob Sheveland moved to adopt AC-AR – Discrimination Complaint Procedure, CI – Temporary Administrative Arrangements, and Policy Section D as presented. Sara Magenheimer seconded the motion. Motion passed 6-0.

9.0 FUTURE AGENDA ITEMS

- Establish Inter-District Transfer Openings
- Sodexo Meal Prices
- CET (Construction Excise Tax) Project Expenditures Report
- Carus White Building Update
- Homework Committee Update
- Policy Review

Approval of the Facility Manager Contract for Services was added to the June 7 Work Session agenda.

10.0 GOOD OF THE ORDER

Angi Dilkes Perry stated her concern and disappointment regarding the district's decision to exclude *George* from the OBOB (Oregon Battle of the Books) reading list.

Canby School District's End-of-Year Retirement Celebration will be held on June 18th from 4-7:00 p.m. at Cutsforth's Town Hall.

EXECUTIVE SESSION

Tom Scott exited the Board from the Board Regular Session and entered into an Executive Session at 7:38 p.m. Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Sara Magenheimer, Andrea Weber, and Mike Zagya. Absent Board member was Diane Downs. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), and Michelle Riddell (Director of Human Resources).

The Board met in Executive Session in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent and to review and evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i), 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.

Tom Scott exited the Board from the Executive Session and reentered the Regular Session at 8:00 p.m.

REGULAR SESSION

11.0 APPROVAL OF SUPERINTENDENT CONTRACT

MOTION: Mike Zagya moved to approve the *Employment Agreement Between Samuel Goodall and the Canby School District Board of Directors* as presented. Rob Sheveland seconded the motion. Motion passed 6-0.

Tom Scott adjourned the meeting at 8:03 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Chair