

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Regular Session and Executive Session
May 19, 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, Rob Sheveland, Andrea Weber, and Mike Zagya. 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 Navarro, Jennifer Turner, Travis Opperman, Greg Dinse, Galina Dobson, Shannon Kisler, Emily Dooley, Emily McLaughlin, Autumn Foster, Tracie Heidt, Darren Monen, Troy Soles, William Enderich, Gabe Martushev, Jovanni Lopez-Zuriaga, Kaylin Williford, Melanie Kratzer, Mark Martens, Christine Taylor, Andy McKean, and Nick Erwin.

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. Superintendent Goodall led the flag salute.

3.0 CHANGES TO AGENDA

A change was made to the Executive Session agenda to remove the section pertaining to ORS 192.660(2)(a).

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 C.A.R.E. Award - Postponed

4.2 Spotlight on Student Success – Eccles Elementary School

Andy McKean, Eccles Elementary Principal, shared that *Love & Logic*® parenting classes were offered at their school to support parents. Mr. McKean introduced staff members: Shannon Kisler, Counselor; Emily Dooley, Intervention Specialist; and Emily McLaughlin, School Psychologist, who were the class organizers and instructors. The group showed a keynote presentation highlighting class materials, lesson examples, and participant feedback. Parents William Enderich and Gabe Martushev described their personal experience as participants and expressed appreciation for the classes noting they gained valuable skills to help with parenting at home. They added the community would benefit from the program and requested support for its continuation. A letter was read on behalf of parent Ruby Medrano who was unable to attend the meeting. Ms. Medrano expressed her appreciation for the program and shared about her positive experience. Ms. Kisler reported that next steps might include a parent poll to ascertain needs and to continue the parent community started as a result of the classes. The group agreed that a goal would be to offer classes at every elementary school.

4.3 CHS Duralife® Unlocker Challenge

Greg Dinse, Canby High School Principal, reported the Duralife® Unlocker Challenge is a national video competition that challenges students to explore the theme of inclusivity in the school environment. Canby High School's submitted entry qualified as one of the top 100 videos and was selected as the second place finisher by a panel of judges. Canby High School won \$10,000 worth of lockers and \$5,000 in scholarships. Mr. Dinse introduced Canby High School student intern Jovanni Lopez-Zuriaga who created and edited the video; Kaylin Williford who is the featured student in her original spoken word piece; and staff member Melanie Kratzer who provided the support and guidance for the project. Ms. Kratzer explained the process and rationale for creating the video. The Board and audience congratulated the students for their exceptional work.

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 May 5, 2016 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as corrected, Andrea Weber seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT'S REPORT

Trip Goodall introduced Autumn Foster, newly hired Communications Coordinator/Project Specialist. Ms. Foster briefly shared about her first projects and expressed appreciation for the opportunity to serve with the district.

Mr. Goodall commented on the following:

- Attended the Canby Educational Foundation Spring Fling on April 28 – Special thanks goes to Mary Walsh and the CEF Board.
- Met with City of Canby officials at a retreat on April 29 to discuss the partnership between the school district and the community.
- The district is continuing the work of developing the Academic Vision to strengthen support for teachers and staff from the central office.
- Participated in a tabletop emergency response exercise with Canby police and fire personnel and district Safety Officer Wayne Layman and Facilities Specialist Steve Turner.
- On June 22 and June 23, Canby police and fire personnel will participate in a mock emergency training at the high school – more information to come.
- Lastly, the district will host a community Oregon Rising Meeting on May 31. Oregon Rising is a statewide conversation focused on hearing what kind of education we want our students to receive. The goal is to have 10,000 online surveys completed.

7.0 BOARD COMMENTS

Mike Zagya: Attended the Baker Prairie Middle School, Ninety-One School, and Canby

High School spring choir performances, which were very well done. Also attended the Mock Interviews at Canby High School, an excellent event. On Tuesday, four finalists will be announced for the 50th Vietnam anniversary T-shirt design contest.

Rob Sheveland: Pass

Andrea Weber: Completed another year as a volunteer for the ASPIRE program. Hopefully, students were helped in finding a direction for post high school education. Participated in the Mock Interviews at the high school. Also attended the choir concerts and enjoyed the range of selections in different languages. Hosted a dinner for the German Exchange teachers. Finally, taught the Junior Achievement program in Melinda Mead's 3rd grade class at Eccles – the students were exceptional.

Diane Downs: Congratulations to the Canby High School Concert Choir for their state performance. Appreciated the Alumni Choir's recent performance – my daughter participated and there was great community support.

Kristin Downs: Attended the Canby Educational Foundation Spring Fling and would like to thank Mary Walsh and the CEF Board of Directors for their efforts and support. Congratulations to the FBLA students on their recent competition. Attended the Mock Interviews at Canby High School and it was great to connect with students. Appreciate the work of Jamie Netter and the Future Focus teachers. Congratulations to the FFA horse judging team. The girls placed 1st and will move on to nationals this October in Indianapolis. The FFA banquet is this Saturday – all are invited to attend. Lastly, would like to acknowledge principals for their work, especially at this time of year – all are appreciated.

Tom Scott: Pass

Angie Dilkes Perry: Pass

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Construction Class Report

Darren Monen, Canby High School Construction Class Teacher, reported on the status of the current building project. He discussed plans to secure the structure before summer break. Next fall, the class will focus on the finish work and hope to complete the house for sale in the winter. The district is exploring options for future projects. The Board asked for clarification on equipment needs and how items are purchased. Greg Dinse, Canby High School Principal, explained grant monies are set aside for equipment purchases. The Board asked about potential projects located on the high school property and whether students receive credits for the class. Mr. Monen explained there are no projects on the property for consideration and credits are not awarded, however, students gain skills and are guided for a future career in construction.

8.2 Transition Plan for Grades 6-7; 8-9

Sheryl Lipski, Director of Teaching and Learning, shared information regarding the transition plan for students moving to seventh and ninth grade. Jennifer Turner, Baker Prairie Middle School Principal described the plan for incoming seventh graders including a Spring Open House, student and parent communications, sixth grade visitation day, forecasting, and transition meetings for English Learners and Special Education students. Greg Dinse, Canby High School Principal discussed a similar transition plan for eighth grade students including Spring forecasting, counselor visits, and an eighth grade parent information night. Parents and students receive the Academic Planning Guide and information on graduation requirements. Lauretta Manning, Director of Special Education, reported the transition plan for incoming

kindergarten students receiving Special Education services involves meetings with staff from the Clackamas Education Service District Early Childhood Program. In addition, meetings are held for grade school and Post High students receiving Special Education services transitioning to various programs. The Board asked about academic monitoring for incoming freshmen. Mr. Dinse shared that a decision was made to place eighth grade students with failing grades in the CATS program at the start of the first trimester for greater accountability. The Board discussed ways to involve students in college and career planning at the middle school level. Some suggestions were to increase parent communication and offer field trips to college campuses.

8.3 Title Programs Report

Cindy Bauer, Special Programs Coordinator, reviewed the following list of Title Programs that the Canby School District participates in and their purposes:

- **Title IA – Improving Basic Programs**
The purpose of the Title 1A Federal Program is to ensure all children have a fair, equal and significant opportunity to obtain a high-quality education and reach at a minimum, proficiency on challenging Oregon academic achievement standards. The Title 1A funding is to be used to supplement district and school resources to ensure the most needy students receive a high quality education.
- **Title IC – Migrant Education**
The general purpose of the Migrant Education Program (MEP) is to ensure that migrant children fully benefit from the same free public education provided to other children.
- **Title ID Neglected and Delinquent or At-Risk Children**
The purpose of this grant is to provide funds for State Agency programs designed to serve the needs of students residing in state funded facilities for neglected or delinquent children and youth. The grant provides allocations to districts having a local facility within district boundaries.
- **Title IIA – Teacher Quality**
The purpose of Title IIA is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality.
- **Title III – English Learners and Immigrant Youth**
The purpose of the Title III federal program is to ensure that English learners including immigrant children and youths, attain English proficiency and meet the same challenging academic content and achievement standards that other students are expected to meet.
- **McKinney-Vento Act (formerly Title X)**
The McKinney-Vento Act's Education of Homeless Children and Youth Program ensures that homeless children and youth are provided a free, appropriate public education, despite lack of a fixed place of residence or a supervising parent or guardian. Every school district in Oregon has at least one designated Homeless Student Liaison to provide direct assistance to homeless families and unaccompanied youths to access and achieve in school. This grant is not funded.

A discussion was held on the process for identification of students and schools receiving Title IA funding. Ninety-One School is a targeted Title IA school and receives funds to serve specific students that are identified using a weighted score. Carus Elementary, Knight Elementary, Lee Elementary, and Trost Elementary are school wide Title IA

schools and receive funding to serve all students. Schools participate in an extensive application process and are eligible based on the percentage of students receiving free or reduced lunch.

8.4 2016-2017 Sodexo Contract

Denise Lapp, Director of Finance, reported the Sodexo contract renewal rates are in accordance with the initial contract signed on May 28, 2014. The contract allows for a maximum of four **one**-year renewals. This is the second renewal of the original contract.

MOTION: Kristin Downs moved to approve the 2016-2017 Contract Amendment with the Canby School District and Sodexo, Diane Downs seconded the motion. Motion passed 7-0.

8.5 2016-2017 Meal Prices

Ms. Lapp expressed appreciation for the work of Galina Dobson, Nutrition Manager. Ms. Dobson explained an increase in District Meal Prices for the 2016-17 school year is necessary due to the Federal “Healthy Hunger-Free Kids Act” which reauthorized the National School Lunch Program and requires districts to increase meal prices to meet Federal equity pricing requirements. She reviewed the recommended price increases as follows:

Lunch	Current Price	Recommended Price
Elementary	\$2.35	\$2.45
Middle School	\$2.70	\$2.80
High School	\$2.95	\$3.05
Reduced Price Lunch	\$0.00	No Change
Adult Lunch	\$3.60	\$3.70
Milk	\$0.60	No Change
Breakfast		
Elementary	\$1.10	No Change
Middle School	\$1.25	No Change
High School	\$1.35	No Change
Reduced Price Breakfast	\$0.00	No Change

MOTION: Diane Downs moved to approve the Canby School District Meal Prices for 2016-2017 as presented, Andrea Weber seconded the motion. Motion passed 7-0.

8.6 Budget and Enrollment Numbers

Denise Lapp, Director of Finance, reviewed the current Financial Report as of April 29, 2016. Revenue adjustments were made to property taxes and the State School Fund. Expenditures include estimated costs for substitute pay and staff extended hours.

Ms. Lapp reviewed the Month End Enrollment Summary as of April 29, 2016 as follows noting enrollment has decreased by three students.

Canby School District
 Month End Enrollment Summary: April 29, 2016

	K	1	2	3	4	5	6	7	8	9	10	11	12	Post High	Total by Building
Canby High School										330	351	343	334	7	1,365
Baker Prairie Middle School								291	320						611
Carus Elementary School	73	50	77	55	71	54	63								443
Eccles Elementary School	63	73	71	70	68	87	58								490
Knight Elementary School	54	47	56	46	54	53	54								364
Lee Elementary School	72	53	71	62	57	54	68								437
Ninety-One School	31	58	32	50	55	48	54	59	64						451
Trost Elementary School	73	49	71	68	55	56	43								415
Parrott Creek Ranch									2	5	7	6			20
KEY Program	3	3	2	1	0	6	4	2	2						23
Outside Placement *	1	2	1			7	1	1	2	3	5	1	1		27
Total by Grade	370	335	381	352	360	365	345	353	390	338	363	351	335	8	4,646
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	4,646		
Year Average	4,687	4,703	4,696	4,677	4,675	4,676	4,672	4,669		
Budget #	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623		
Special Education	534	535	540	536	547	549	539	551		
English Language Learners (LEP)	690	704	680	693	730	743	739	740		
Migrant	496	503	487	478	511	518	518	521		
Economically Disadvantaged	1,669	1,740	1,788	1,809	1,808	1,843	1,833	1,826		

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	2,508		
7-8	728	727	723	718	739	742	739	743		
9-TR	1,451	1,442	1,442	1,417	1,431	1,421	1,406	1,395		
District Total	4,687	4,683	4,661	4,618	4,668	4,680	4,649	4,646		

8.7 CHS Track and Turf Field

Board Vice-Chair Tom Scott provided an update on the Canby High School Track and Turf Field proposal. Mark Martens, Athletic Director met with head coaches regarding the use of the Fair Parking Fundraiser funds. The teams and groups that directly use the turf field have agreed to send their funds to the turf replacement fund (football, band, soccer, baseball, etc.). This will contribute a little over \$4,000 to the fund annually. In addition, Mr. Martens has agreed to contribute \$6,000 annually of the money received through the Game Day Media fundraising/advertising program to the turf fund. In summary, the CHS Athletic department will be responsible for \$10,000 annually via fundraising to support the replacement fund. For additional clarification, funds received from the established \$1 ticket surcharge are directed to the corresponding program, i.e., athletic ticket sales to the athletics program, choir and drama ticket sales to the choir and drama programs. A discussion was held on field maintenance and associated costs. The Board expressed agreement that a documented plan outlining field maintenance, personnel responsibilities, and quarterly reports on the turf replacement fund status should be developed.

MOTION: Mike Zagyva moved to approve moving forward both the track and turf field replacement project for summer of 2016, Rob Sheveland seconded the motion. Motion passed 6-1 with Diane Downs voting no.

8.8 Policy/Administrative Procedure Revision – 2nd Reading

The Board held a second reading on Policy GBCA – Staff Conflict of Interest.

MOTION: Andrea Weber moved to adopt Policy GBCA – Staff Conflict of

**Interest as presented, Diane Downs seconded the motion.
Motion passed 7-0.**

8.9 Policy 1st Reading

The Board held a first reading on Policy IIBGA and Administrative Procedure IIBGA-AR *Electronic Communications System*, which replaces *Network Usage and Security*. The Board asked whether or not students who bring their personal devices to school are able to download unsuitable material and if a device is lost or stolen would the district have the capability to clear it of any school information. Mr. Goodall suggested a preface might be added to the policy to indicate there is no guarantee the district can ensure full protection against Internet misuse.

The Board also held a first reading on Policy GBDA – *Mother Friendly Workplace*. The Board asked for clarification regarding when an employee is allowed to take breaks to breastfeed. Mr. Goodall responded he is confident personnel would accommodate a staff member's needs.

9.0 FUTURE AGENDA ITEMS

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

- Innovation Grant Report
- Special Education Update
- Apple Lease Financing
- CHS Track and Turf Field Financing
- Inter-District Transfers
- Universal Assessment Tool
- Superintendent Evaluation
- Policy 1st Reading
- Policy 2nd Reading
- Certified Summative Evaluation Report (June 23)

The Board discussed the addition of a report on alternative education options at the high school with information on the students who transferred from Ackerman and a report on data received from the senior exit survey.

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 9:28 p.m. The Executive Session was held to review and evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i).

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 10:15 p.m.

10.0 ADJOURNMENT

Angi Dilkes Perry adjourned the meeting at 10:15 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Angi Dilkes Perry
Board Chair