

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Work Session and Executive Session
June 2, 2016
Canby School District Office, Meridian Room**

WORK SESSION

Board members in attendance were Angi Dilkes Perry, Diane Downs, Kristin Downs, Rob Sheveland, Andrea Weber, and Mike Zagyva. Board member Tom Scott was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Laretta Manning, Melissa Youd, Bob Hammit, Christine Taylor, Greg Dinse, Mark Martens, Tonya Baustead, and Hung Phan.

1.0 CALL TO ORDER

Chair Angi Dilkes Perry called the Work Session to order at 6:30 p.m.

2.0 INTRODUCTIONS

The audience members introduced themselves.

3.0 CHANGES TO AGENDA

FBLA field trip approval was added to the agenda.

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 May's recipient, Bob Hammit, Canby High School Social Studies Teacher. Mr. Hammit was recognized as an exciting, innovative, creative educator who inspires and motivates his students. Marilyn Wood, C.A.R.E. committee member, presented the award on behalf of Canby Kiwanis and local area businesses.

4.2 Public Comments

Angi Dilkes Perry opened the floor for public comments.
No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 May 19, 2016 Board Regular Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as revised. Rob Sheveland seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION/ACTION ITEMS

Field Trip Approval – CHS FBLA Trip (Agenda item added)

Request for approval of Canby High School's FBLA trip to Atlanta, Georgia in June 2016 was

submitted for Board approval. Tonya Boustead, CHS FBLA Advisor, reviewed the trip's itinerary and provided clarification on fundraising opportunities for students.

MOTION: Andrea Weber moved to approve the Canby High School FBLA trip to Atlanta, GA in June 2016 as presented. Mike Zagyva seconded the motion. Motion passed 6-0.

6.1 Innovation/Building Technology Grants

Sheryl Lipski, Director of Teaching and Learning, reported this year the district moved away from the traditional innovation grant model of awarding funds based on competing applications. Instead, each school had the opportunity to submit a proposal and was awarded \$10,000 for the purpose of supporting their next step with technology or for the expansion of their building's previous technology grant implementation. A discussion was held on the benefit of a more systematic approach. Christine Taylor, Knight Principal, shared that Knight Elementary used the funds to purchase assistive technology for students with special needs to be successful in the general education classroom. Also, a set of iPads was purchased for a sixth grade classroom. Ms. Lipski reported Eccles Elementary purchased 20 iPads for writing instruction enrichment and Lee Elementary purchased a cart of iPads to share with each grade level for the purpose of enhancing instruction with online videos, books, and writing tools. Principals will provide an update on their school's implementation in the fall. The Board suggested smaller grant awards could be given to teachers seeking professional development in technology.

6.2 Universal Assessment Tool

Ms. Lipski reviewed the district's process for selecting a new Universal Assessment Tool, an interim assessment used to measure student growth over time. After an extensive review, the sixteen-member committee unanimously selected *iReady* for elementary and middle school students. The assessment will be administered three times per year and the data will be used to inform instruction. For the 2016-2017 school year, the Reading portion of the *iReady* assessment will be implemented and professional development will be provided during Collaborative Team time. The high school will pilot the ACT Aspire interim assessment as it more closely meets the needs of the student population. Clarification was provided on cost implications and benefits including using the data collected to modify instructional practices. Superintendent Goodall expressed appreciation for the work of the committee and Jill Vogt, Project Manager.

6.3 Special Education Update

Lauretta Manning, Director of Student Services, reviewed the Special Education program priorities including promoting the belief that all students are general education students first, ensuring the appropriate identification and provision of quality service to students, increasing parent/district office communication, and recruiting/retaining quality staff. She highlighted the creation of the Special Education Advisory Council (SEAC) this year with members that are parents of students receiving Special Education services. Melissa Youd, council member, shared the goal of the SEAC is to improve communication between families and the school district, provide parent support and resources, and help to ensure Free Appropriate Public Education (FAPE) is being maintained as successfully as possible. Ms. Youd presented a SEAC brochure created to inform parents about the council. As part of the council's projects, fall informational meetings have been scheduled to help parents

understand the Individualized Education Plan (IEP) and process. A discussion was held on staffing and program changes for next year including a shift from the Special Education pilot model to establishing a learning center teacher in every building. Other changes include hiring an additional district nurse and the relocation of the KEY Middle School classroom from the Ackerman Center to Baker Prairie Middle School. Dr. Manning added the district would participate in a literacy pilot next fall with afterschool tutoring for students who are struggling readers provided by Speech/Language Pathology students.

6.4 US Bancorp Curriculum and Technology Lease Approval

Denise Lapp, Director of Finance, reviewed the proposal information for financing the curriculum and technology through US Bancorp at a rate of 1.4%. The total loan amount is \$1,265,000.00 with payments of \$323,315.00 to be made annually for a term of 37 months. Ms. Lapp reported she solicited quotes from three entities including Apple, Inc. and US Bancorp offered the lowest rate.

MOTION: Diane Downs moved to approve entering into a lease agreement with US Bancorp to finance the technology and curriculum projects for 2016-2017. Kristin Downs seconded the motion. Motion passed 6-0.

6.5 Award of Canby High School Track Bid to FieldTurf and Funding Discussion

Ms. Lapp reported a bid was received from FieldTurf for replacement of the Canby High School Track for a contract total of \$282,281.90. This total includes the running track replacement for \$236,952.58 and the voluntary alternates (drain system) for \$45,329.32. A discussion was held on whether to acquire financing or pay for the project in full. The Board requested more information on the details of the loan option before a decision is made. The Board agreed to move forward with awarding the contract.

MOTION: Kristin Downs moved to approve contract for the Canby High School running track to FieldTurf for a total contract amount of \$282,281.90. Diane Downs seconded the motion. Motion passed 6-0.

6.7 Interdistrict Transfers

Mr. Goodall reviewed information on the number of Interdistrict Transfer students accepted for enrollment in the Canby School District as well as the number of Interdistrict Transfer students released to other districts for the 2015-2016 school year. The total number of students accepted was 27 and the total number of students released was 58, a difference of 31 students. In addition, the number of recommended openings for transfer into the Canby School District through Interdistrict Transfer for the 2016-2017 school year was reviewed for consideration and approval as follows:

Baker Prairie Middle School

Grade 7 - 30

Grade 8 - 15

Canby High School

Grade 9 - 50

Grade 10 - 50

Grade 11 - 50

Carus Elementary

Kindergarten - 5

Lee Elementary
Kindergarten - 10
Grade 4 - 10
Ninety-One School
Grade 1 - 10
Grade 3 - 10

All other schools/grade levels are not accepting applications at this time.

MOTION: Kristin Downs moved to approve the 2016-2017 Inter-district Transfer openings as recommended. Rob Sheveland seconded the motion. Motion passed 6-0.

6.7 Policy 1st Reading

The Board held a first reading on the following policies and administrative procedures: *JEA Compulsory Attendance / JEA-AP Compulsory Attendance Notices and Citations, JEC Admissions, JED Student Absences and Excuses, and JEDA Truancy*. A discussion was held on attendance notices and citations. Greg Dinse, Canby High School Principal, provided information on current practices at the high school including parent notification and personal meetings to help with attendance issues. He suggested parent education might be the most effective solution.

The Board requested that for policy second readings, the changes be reflected on the document for easier readability.

6.8 Policy 2nd Reading

The Board held a second reading on *Policy IIBGA and Administrative Procedure IIBGA-AR Electronic Communications System (replaces Network Usage and Security), Policy GBDA Mother Friendly Workplace, and Administrative Procedure ECF-AP Resource Management and Energy Conservation Plan*. Hung Phan, Technology Manager, was present to provide clarification regarding the Electronic Communications System procedure. He noted the district is not liable if a student chooses to bring a personal device with downloaded material that is unauthorized. Inappropriate system use will result in discipline as outlined in the procedure. In addition, the district is in the process of securing software that allows the removal of student identification from district-owned devices that may be lost or stolen.

MOTION: Rob Sheveland moved to approve the adoption of Policy IIBGA and Administrative Procedure IIBGA-AR Electronic Communications System, Policy GBDA Mother Friendly Workplace, and Administrative Procedure ECF-AP Resource Management and Energy Conservation Plan as presented. Andrea Weber seconded the motion. Motion passed 6-0.

7.0 FUTURE AGENDA ITEMS

The following items will be addressed at an upcoming Board Session:

- Financial Report/Enrollment Update
- Certified Summative Evaluation Report
- Alternative Education Report
- High School Graduation Exit Data

- Academic Vision Update
- Policy 1st Reading
- Policy 2nd Reading

The Board discussed the addition of an update on the high school *Duralife® Unlocker Challenge* prize award allocation and a report on building technology grant investments (formerly Innovation Grants). In addition, the Board requested that the water at Baker Prairie Middle School, Canby High School, and Trost Elementary be tested for lead contaminants as a precaution.

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 8:40 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, Rob Sheveland, Andrea Weber, and Mike Zagyva. Board member Tom Scott was absent from the meeting. Also in attendance were Trip Goodall (Superintendent) and Kamela Davis (Board Secretary).

Angi Dilkes Perry exited the Board from the Executive Session and reentered the Regular Session at 10:03 p.m.

8.0 ADJOURNMENT

Chair Angi Dilkes Perry adjourned the meeting at 10:03 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Angi Dilkes-Perry
Board Chair