

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Planning Workshop
June 21, 2018
Canby Public Library, Willamette Room**

PLANNING SESSION

Board members in attendance were Tom Scott, Rob Sheveland, Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Autumn Foster, Denise Lapp, Athena Vadnais, Joe Soulagnet, Henry Fitzgibbon, Joseph Beer, Greg Dinse, and Rudyane Rivera-Lindstrom.

The following handouts were provided: *CHS Baseball Crows Nest Preliminary Site Plan Example, Middle School Athletics Draft Proposal, CHS Comprehensive School Counseling Program Evaluation, CHS Athletic Vision and Team Improvement Plan, CSD Communications Plan, CSD Board of Directors Priorities 2017-2018 and Mission Statement, CSD Academic Vision, OSBA Board Self-Evaluation, Draft 2018-2019 Board Meeting/Work Session Dates, Draft 2018-2019 Superintendent Performance Goals*

1.0 Bond Presentation: How To Run A Successful Bond Campaign

Gresham-Barlow School District Director of Communications Athena Vadnais provided information on the differences between Gresham-Barlow School District's failed and passed bond elections. As part of the successful campaign, she described a change in focus from a "top-down" approach to a more inclusive process. The committee was comprised of classified staff, teachers, and principals – no district administrators. Strategies included gathering staff, student, and parent input at "blank-sheet" meetings to determine interests, hiring a consultant to guide the effort, community polls, and individual involvement. Other considerations were election timing and ensuring the motivator is student learning, safety, and security. Ms. Vadnais provided clarification as requested.

2.0 Facilities and Finance

Soderstrom Architects Henry Fitzgibbon and Joseph Beer shared a keynote presentation with information regarding the process for the Facilities Condition Assessment and the Oregon Department of Education (ODE) 10-year Long Range Plan. He discussed preliminary building evaluations and recommendations. Mr. Fitzgibbon noted the district's educational priorities would be needed in the fall for submission of the Long Range Plan.

Director of Finance Denise Lapp and Interim Facilities Manager Joe Soulagnet reported an unanticipated roofing repair issue was identified at Canby High School, 200 Wing; an approximate \$350,000 cost. It was discussed a portion of the 400 Wing could be replaced at the same time. The board agreed that due to liability issues, the repair should be completed this summer in addition to the chiller replacement. Ms. Lapp was asked to explore financing options and to add a resolution for approval at the following Regular Board Session.

Ms. Lapp provided an update on summer facility project costs and timelines. The following items and approximate costs were shared: CHS pole building - \$130,000 (CET \$60,000; Measure 98 \$70,000), security system upgrade (CET \$70-80,000), phone system upgrade (CET \$60,000), and BPMS roof repairs (under warranty – no cost).

Superintendent Goodall reported he was recently apprised of a donation made by the Wayne Oliver Foundation in 2014 to upgrade the CHS baseball clubhouse facility. At the time, a verbal agreement was made with administration to use the funds to purchase a new scoreboard and later upgrade the facility with alternate bond/CTE monies; the new scoreboard was purchased however the facility has not been updated to date. Mr. Goodall recommended the district honor the agreement in good faith. He stated the district would not enter into verbal agreements moving forward. The board concurred and suggested CTE/Construction Class Teacher Darren Monen research project costs and options for student involvement. It was noted the maximum amount for the project should not exceed the donated amount.

Ms. Lapp discussed the following budget information: overall decrease in enrollment across the State resulting in more funding per student, unknown PERS economic forecast, district ending fund balance at 7%, and projected 2018-19 kindergarten enrollment.

Mr. Goodall proposed restoring the middle school athletics program resourced by surplus ending fund balance dollars. The board agreed that the program is a benefit for students and should be added back; however, more time is needed to solidify the structure. It was suggested the program could be restored in 2018-2019 as a “trial year” with opportunities for program review and collaboration with constituents.

Mr. Goodall noted the Baker Prairie Middle School Korean Studies Program would likely be postponed for one year for review.

3.0 Equity and Measure 98

Education Equity Coordinator Rudyane Rivera-Lindstrom and Canby High School Principal Greg Dinse presented a keynote: *Thinking Through Our New Process* with information on Educational Equity and the High School Success Act (Measure 98). Ms. Rivera-Lindstrom reported the district’s High School Success Plan was recently approved by ODE (Oregon Department of Education) and funding will be used to implement and address drop out prevention, college and career readiness strategies, and expansion of the Career Technical Education program next school year. Clarification was provided as requested.

4.0 Counseling Department Audit Findings/Report

Mr. Dinse discussed recent Canby School District Counseling Program Audit findings as provided by ODE. He noted that while the report is comprehensive, a missing component is student and parent feedback. To address areas of improvement, the counseling team will tour a model campus to assist in developing a high functioning structure for Canby.

5.0 Athletic Department Update

Mr. Goodall reviewed Canby High School Athletic Program survey results with approximately 60% responses received from parents and students. Moving forward, head coaches will be placed on a one-year contract to be renewed annually. In addition, a meeting with the superintendent will be held with each head coach regarding expectations as outlined in the *CHS Athletic Vision* document. A follow-up meeting with Mr. Dinse and head coaches will be held to develop a *Team Improvement Plan*.

The Board suggested adding the word “compassion” to the *CHS Athletic Vision* document under number 4 – Ensure Coaching Effectiveness.

6.0 Communications Plan

Communications Coordinator/Project Manager Autumn Foster provided a summary of the district's proposed *Communications Plan*. Feedback was requested following an opportunity for review.

7.0 Board Priorities and Mission Statement

A discussion was held regarding the Board Priorities and Mission Statement and alignment with the district's *Academic Vision*. It was suggested and agreed that Autumn Foster would revise the statements as discussed and provide a draft for board review.

8.0 Board Self-Assessment

The *OSBA (Oregon School Board Association) Board Self-Evaluation* was reviewed with individual board member input. It was noted areas for improvement are community engagement and regular communication with the superintendent and board. It was suggested and agreed that a board mid-year self-evaluation would be beneficial.

9.0 2018-2019 Board Meeting Dates, Board Leadership, Superintendent Goals

A discussion was held on the proposed 2018-2019 Board Meeting/Work Session Dates. It was decided the Board Organizational Meeting would be held on August 23 and the January 4 Board Work Session would remain optional.

2018-2019 board leadership was discussed; nominations were tabled for the following Board Regular Session.

Draft 2018-2019 Superintendent Performance Goals were provided for review and feedback prior to the August 23 Board Organizational Meeting.

10.0 ADJOURNMENT

Chair Tom Scott adjourned the meeting at 5:25 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Rob Sheveland
Board Chair