

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Budget Hearing and Board Regular Session
June 21, 2018**

Canby High School, Applied Technology Center, OMNI Room

REGULAR SESSION

Board members in attendance were Tom Scott, Rob Sheveland, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Absent Board member was Angi Dilkes Perry. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Autumn Foster, Galina Dobson, Sheryl Lipski, Michelle Riddell, Andy McKean, Christine Taylor, Sam Thompson, Angie Navarro, Cherie Switzer, Jennifer Turner, and Melissa Youd.

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

Tom Scott 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 Open Budget Hearing

Tom Scott opened the Budget Hearing for public comments regarding the proposed 2018-2019 Canby School District Budget. No public comments were made.

4.2 Close Budget Hearing

Tom Scott closed the Budget Hearing.

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 Minutes from the June 7, 2018 Board Work Session and Executive Session
- 5.2 Personnel Changes

MOTION: Rob Sheveland moved to approve the Consent Agenda as presented; Andrea Weber seconded the motion. Motion passed 6-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- Attended the Post High Transition Program Graduation Celebration, which was terrific. Thank you to Piret Tammik and her staff.
- As always high school graduation was a great opportunity to celebrate the accomplishments of our students. Thank you to Kimie Carroll and all involved.
- On Monday, the district hosted an End-of-the-Year Staff Celebration to honor retirees. Thanks again to our sponsors: Cutsforth's Thriftway, Sodexo, STA, Canby Ford, Sisul

- Engineering, Hunter-Davisson, Wilco, Kahut Waste Services, and CTX Copytronix.
- I will be attending the COSA conference in Seaside on Friday with keynote speaker Matt Utterback and breakout sessions.
- This coming Monday is our administrator retreat. The day will be focused on the district's Academic Vision and developing benchmarks for family engagement and educator effectiveness. In addition, we will finalize a communications plan for implementation this fall.

7.0 BOARD COMMENTS

Mike Zagyva: Pass

Andrea Weber: Thank you Superintendent Goodall for the musical highlights at graduation. Attended the district end-of-the-year staff celebration to honor retirees and staff receiving years of service awards; it was great to see how many staff received longevity awards.

Sara Magenheimer: It was a pleasure to attend the high school graduation – appreciate the work of staff for the event. Also attended Ninety-One School's 8th grade promotion event – well done students and staff.

Diane Downs: The graduation ceremony was a remarkable event. Attended a neighborhood meeting regarding Canby School District's proposed application for a 23-lot subdivision. Attended the district end-of-the-year staff celebration and the World of Speed year-end celebration. Two Canby students received a joint technician internship.

Rob Sheveland: Echo high school graduation comments; a shout out to local businesses for their support. Attended the Senior Awards ceremony and was impressed with the number of students receiving scholarships and awards.

Tom Scott: Also attended the Senior Awards ceremony. Students received a total of 3.2 million in scholarships. Thank you Kimie Carroll and others for another successful high school graduation event and to the board for their professionalism. Lastly, thank you to Sheryl Lipski for your work.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 CHS Graduation Report

Canby High School Principal Greg Dinse provided a handout: *Canby High School Graduation and Senior Exit Survey 2018* and reviewed information regarding 2017-18 graduation data including diploma and essential skills data, and four-year cohort graduation rate data from 2012-13 through 2016-17. Clarification was provided as requested. Information regarding historical trend data on students receiving honors diplomas was requested.

8.2 School Improvement Plans End-of-the-Year Report

Principals Sam Thompson, Andy McKean, Christine Taylor, Cherie Switzer, Angie Navarro, Jennifer Turner, and Greg Dinse, discussed year-end progress on school-wide goals. The group shared a keynote presentation: *School Improvement Title IA Plans* and discussed main areas of focus and accomplishments as well as areas for continuing development and next steps. It was noted that for K-8 schools, goals were selected from Indistar Indicators. At the high school level, goals were focused on AVID implementation, Measure 98, and math curriculum and technology adoption.

8.3 Monthly Curriculum Update: i-Ready Assessment

Director of Teaching and Learning Sheryl Lipski reviewed the i-Ready Student Growth 2016-2018 report data as provided in advance of the meeting. She shared the data was given to administrators for review and is a key component of teachers' student growth goals. Principal Sam Thompson discussed an example of how the data is used to evaluate instructional practices and inform instruction moving forward.

8.4 Financial Report and Enrollment Numbers

Denise Lapp, Director of Finance, reviewed the current Financial Report as of May 31, 2018. The Construction Excise Tax (CET) fund balance is \$817,117.85 and the Turf Replacement fund balance is \$244,005.30. The final Common School Fund payment will be received in July and the Ending Fund balance is anticipated to be on track as budgeted.

Ms. Lapp discussed the Month End Enrollment Summary as of May 31, 2018. She reviewed student counts with a total enrollment of 4,579 students.

8.5 2018-2019 Budget Resolution

Ms. Lapp discussed the proposed Resolution for Adopting the Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax for the fiscal year 2018-2019 is as follows:

CANBY SCHOOL DISTRICT NO. 86

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of Canby School District No. 86 hereby adopts the budget for fiscal year 2018-2019 in the total sum of \$77,853,398. This budget is now on file at the District Administration Office, 1130 S Ivy Street, Canby, OR 97013.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2018, and for the purposes shown below are hereby appropriated:

General Fund		Special Revenue Funds Continued:	
1000 Instruction	\$29,292,396	Student Body Fund	
2000 Support Services	19,579,471	1000 Instruction	<u>\$2,365,000</u>
3000 Enterprise & Community Services	25,911	Debt Service Fund	
4000 Facilities Acquisition & Construction	60,000	5100 Debt Service	<u>\$10,317,422</u>
5100 Debt Service	479,557	Capital Projects Fund	
5200 Transfer of Funds	75,000	4000 Facilities Acquisition & Construction	<u>\$305,656</u>
6000 Contingency	<u>100,000</u>		
	<u>\$49,612,336</u>		
Special Revenue Funds:		Internal Service Fund	
Special Projects Fund		1000 Instruction	\$130,425
1000 Instruction	\$2,618,169	2000 Support Services	525,153
2000 Support Services	3,238,833	3000 Enterprise & Community Services	28,281
3000 Enterprise & Community Services	468,146	5200 Transfer of Funds	<u>150,000</u>
4000 Facilities Acquisition & Construction	1,227,259		<u>\$833,859</u>
5100 Debt Service	<u>233,852</u>	Trust Fund	
	<u>\$7,786,259</u>	1000 Instruction	\$27,900
Food Service Fund		2000 Support Services	27,900
3000 Enterprise & Community Services	<u>\$2,148,500</u>	3000 Enterprise & Community Services	<u>339,861</u>
			<u>\$395,661</u>
Construction Cluster Fund		Total Appropriations, All Funds	74,276,589
1000 Instruction	\$507,896	Total Unappropriated & Reserve	
2000 Support Services	<u>4,000</u>	Amounts, All Funds	<u>\$3,576,809</u>
	<u>511,896</u>	TOTAL ADOPTED BUDGET	<u>\$77,853,398</u>

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2018-2019 upon the assessed value of all

- (1) At the rate per \$1,000 of assessed value of \$4.5765 for permanent rate tax;
- (2) In the amount of \$7,072,489 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Education Limitation	
Permanent Rate Tax	\$4.5765/\$1,000
Excluded from Limitation	
General Obligation Debt Service	\$7,072,489

The above resolution statements were approved and declared adopted on this 21st day of June, 2018:

Board Chair, Tom Scott

Superintendent, Samuel "Trip" Goodall

MOTION: Rob Sheveland moved to approve the Resolutions for Adopting the Budget, Making Appropriations, Imposing the Tax and Categorizing the Tax for the fiscal year 2018-2019 as presented; Mike Zagyva seconded the motion. Motion passed 6-0.

8.6 2018-2019 Meal Prices

Director of Nutrition Services Galina Dobson provided a summary of the meal price increases in accordance with the Healthy Hunger-Free Kids Act for 2018-2019 as follows:

Lunch	Current Price	Recommended Price
Elementary	\$2.60	\$2.75
Middle School	\$2.85	\$2.90
High School	\$3.05	No Change*
Reduced Price Lunch	\$0.00*	No Change*
Adult Lunch	\$3.75	\$3.80
Milk	\$0.60	\$0.65
Breakfast		
Elementary	\$1.15	\$1.20
Middle School	\$1.30	\$1.35
High School	\$1.40	\$1.45
Reduced Price Breakfast	\$0.00*	No Change*
Adult Breakfast	\$2.05	\$2.10

**Reduced prices are set by the Federal Government. The State is currently paying the reduced breakfast and lunch cost. For the 2018-19 school year the state will continue to do so, therefore the district will not need to charge students who are approved for reduced meals.*

MOTION: Andrea Weber moved to approve the Canby School District Meal Prices for 2018-2019 as recommended. Rob Sheveland seconded the motion. Motion passed 6-0.

8.7 Contract for Canby High School 400 Wing Chiller Replacement and Roof Replacement (Added)

Denise Lapp discussed the district is in the process of soliciting bids to replace the chiller in the 400 Wing at Canby High School. The bids are expected to be more than \$100,000, but less than \$150,000. The project would be funded with Construction Excise Tax funds, with initial funding secured with a loan, if necessary.

The district also solicited bids through Garland/DBS, Inc., in cooperation with US Communities, to replace the roof at Canby High School on the 200 Wing, along with a small section of the 400 wing. This project would be funded with Construction Excise Tax funds.

The Board was asked to consider the following resolutions:

Resolution 2017-18/011

Contract for Chiller Replacement at Canby High School (400 Wing)

WHEREAS, the Canby School District No. 86 is currently soliciting bids for the Chiller Replacement in the 400 Wing at Canby High School and will evaluate all bids that are submitted;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors for the Canby School District No. 86, Clackamas County, Oregon, does hereby grant authority for the Superintendent and Director of Finance to award the contract for the Canby High School 400 Wing Chiller Replacement project to the company submitting the lowest bid as long as it is not greater than \$150,000. In addition, the Superintendent and Director of Finance are authorized to enter into a financing agreement in order to pay for the project, that will be paid back with Construction Excise Tax revenues within a year of securing the loan.

Resolution 2017-18/012

Contract for Roof Replacement at Canby High School (200 Wing and Portion of 400 Wing)

WHEREAS, three bids were received by the Canby School District No. 86 to replace the roof over the 200 wing and a portion of the 400 wing at Canby High School through the joint co-op of US Communities, facilitated by Garland/DBS, Inc;

NOW, THEREFORE, BE IT RESOLVED that the Canby School District No. 86, Clackamas County, Oregon, does hereby award the contract for the Canby High School 200 and 400 Wing Roof Replacement to Garland/DBS Inc. The amount for the 200 Wing Roof Replacement will be \$345,953 and the 400 Wing Roof Replacement will be up to \$42,125. Depending on the conditions that are found during demolition, the cost may increase by \$7/square foot for any needed deck replacement.

MOTION: Rob Sheveland moved to approve Resolution 2017-18/011 for Canby HS Chiller Replacement (400 Wing) and Resolution 2017-18/012 for Roof Replacement at Canby HS (200 and 400 Wings); Diane Downs seconded the motion. Motion passed 6-0.

8.8 Policy Adoption by Section: E-K/L

The Board held a second reading of Policy Sections E-K/L as part of the OSBA Policy Rewrite Service. It was noted the following Administrative Regulations are on hold:

- EEAE-AR(2)(3) - Use of Privately Owned Vehicles, Permission for Transportation Students: forms are under review by legal
- EEACC-AR - Student Conduct on Buses: STA/administration is reviewing North Clackamas example for possible adoption
- IKE-AR(1)(2) - Acceleration of Students, Retention of Students: administration is reviewing North Clackamas SD example for possible adoption
- KG-AR(1-7) - District Facilities/Grounds (fee structures, building use, etc.): administration is reviewing, final recommendations will be provided in consultation with new management
- KN-AR - Relations with Law Enforcement Agencies: SRO and CHS administration is reviewing Lake Oswego SD example for possible adoption

MOTION: Andrea Weber moved to adopt Policy Sections E-K/L as presented with on-holds as noted above; Diane Downs seconded the motion. Motion passed 6-0.

8.9 2018-2019 Board Meeting Dates

As previously discussed, the Board Organizational Meeting will be held on August 23 and the Board Work Session on January 4 will be held at the Board's discretion.

MOTION: Rob Sheveland moved to approve the 2018-2019 Board Meeting Calendar as amended; Mike Zagya seconded the motion. Motion passed 6-0.

8.10 2018-2019 Board Leadership (Chair, Vice-Chair)

Tom Scott opened the floor for 2018-2019 Board Chair and Vice-Chair nominations.

MOTION: Diane Downs moved to nominate Rob Sheveland as 2018-2019 Board Chair; Mike Zagya seconded the motion. Motion passed 6-0.

MOTION: Andrea Weber moved to nominate Diane Downs as 2018-2019 Board Vice-Chair; Rob Sheveland seconded the motion. Motion passed 6-0.

9.0 FUTURE AGENDA ITEMS

- Summer School Report
- Approval of 2018-2019 Organizational Designations
- Approval of 2018-2019 Alternative Education Programs
- Approval of 2018-2019 Federal Grants
- Approval of 2018-2019 Construction Excise Tax
- Approval of 2018-2019 Board-Superintendent Working Agreements
- Approval of 2018-2019 Superintendent Performance Goals
- Approval of 2018-2019 Board Priorities/Mission Statement
- Approval of 2018-2019 Interdistrict Transfer Openings (Elementary and Ninety-One School)
- 2018-2019 Board-School Liaisons

10.0 GOOD OF THE ORDER

No good of the order items were discussed.

11.0 ADJOURNMENT

Tom Scott adjourned the meeting at 8:28 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Rob Sheveland
Board Chair