

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Budget Hearing  
Regular Session and Executive Session  
June 25, 2015  
Canby High School, Applied Technology Center, OMNI Room**

**BUDGET HEARING**

**Board members in attendance** were Diane Downs, Angi Dilkes Perry, Brendan Murphy, Tom Scott, Andrea Weber, and Mike Zagyva. Absent Board member was Kristin Downs. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Tim Oberg, and Sondra Strong.

**CALL TO ORDER:**

Chair Diane Downs called the Budget Hearing to order at 6:15 p.m. and opened the floor for public comments regarding the Canby School District Budget for the fiscal year 2015-2016.

No public comments were made.

**ADJOURNMENT:**

Diane Downs adjourned the Budget Hearing at 6:20 p.m. and recessed the meeting until 6:30 p.m.

**REGULAR SESSION**

**Board members in attendance** were Diane Downs, Angi Dilkes Perry, Brendan Murphy, Tom Scott, Andrea Weber, and Mike Zagyva. Board member Kristin Downs was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Tim Oberg, Sondra Strong, Rob Sheveland, Kimie Carrol, Angie Navarro, Cherie Switzer, Sam Thompson, Sharon Ness, Lisa Parmentier, and Mary Hayes.

**1.0 CALL TO ORDER**

Board Chair, Diane Downs, called the Regular Board Meeting to order at 6:30 p.m.

**2.0 INTRODUCTIONS AND FLAG SALUTE**

The audience members introduced themselves. Rob Sheveland, in-coming Board member, led the flag salute.

**3.0 CHANGES TO AGENDA**

Chair Diane Downs added item 7.3 Administrative Appointments to the Consent Agenda.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

Diane Downs noted there would be a short recess following 9.0 Board Comments.

**5.0 ACTION ITEM**

**5.1 Certification of Election Results**

**MOTION: Brendan Murphy moved to accept the election results of the May 19, 2015 Special District Election electing Rob Sheveland to Position #1, Diane Downs to Position # 5, and Andrea Weber to Position #6. Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

## **6.0 BOARD MEMBER OATH OF OFFICE**

Rob Sheveland recited the oath of office for position #1 on the Canby School District Board of Directors. Chair Diane Downs welcomed him to the board.

## **7.0 CONSENT AGENDA**

Included in the Consent Agenda:

7.1 June 4th Board Work Session and Executive Session Minutes

7.2 Personnel Changes and Summer School Staff

7.3 Administrative Appointments

**MOTION: Andrea Weber moved to approve the Consent Agenda as presented, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

## **8.0 SUPERINTENDENT'S REPORT**

Superintendent Goodall commented on the following:

- Labor negotiations for both certified and classified employees are ongoing. The district is working towards a contract that values both groups.
- Canby School District was selected to participate in the United States Department of Education Kindergarten Study. Administrators have participated in interviews regarding the state assessment were able to openly express their concerns regarding assessing students too early.
- On June 1, the Budget Committee passed the 2015-16 Canby School District budget with eleven voting yes and one abstention.
- Attended the Post High Aging Out Ceremony and appreciated the invitation to present certificates to students. There are many caring adults in the program – it was a highlight.
- The Canby High School graduation ceremony was terrific. Thank you to Kimie Carroll and the high school staff for their efforts.
- Attended the Ninety-One 8<sup>th</sup> Grade Celebration on June 9 – students took the event seriously and many of them were acknowledged in front of an audience for the first time.
- June 10 was the last day of school and principals are to be commended for their work - it was a great start to summer.
- On June 11, the district held the End-of-Year All Staff Celebration, which was terrific. Thank you to Kamela Davis for her efforts. Many staff members and retirees were acknowledged for their years of service. Their commitment to the district is outstanding.
- Attended the Confederation of Oregon School Administrators (COSA) Conference at Seaside and had the opportunity to network with state legislators.
- The K-12 administrative team met to discuss the close of the school year and plan for the upcoming year.
- Lastly, thank you to Brendan Murphy for his leadership as Canby School Board Director for the past four years. His leadership and integrity is appreciated and valued.

## **9.0 BOARD COMMENTS**

**Diane Downs:** Would like to second appreciation for Kimie Carroll, Canby High School Associate Principal, and the high school staff for another successful graduation ceremony. Would like to reiterate the acknowledgement of Kamela Davis, Trip Goodall, and the entire District Office staff for a wonderful end-of-year celebration, additionally, a note of appreciation for the support of local businesses to help with the event. Thank you to Brendan Murphy for his leadership the past four years – we wish him the best.

**Angi Dilkes Perry:** Would like to extend appreciation for all of the end-of-the-year activities and thank you to Brendan Murphy for his leadership through a difficult couple of years.

**Brendan Murphy:** Would like to acknowledge teachers, classified staff, central office staff, and principals for their dedication and work this year. It's easy to serve alongside people that exemplify integrity and who are in it for the right reason. Would like to welcome Rob to the board. Lastly, I look forward to hearing great things in the future of Canby schools.

**Tom Scott:** Graduation is the highlight every year – thank you high school staff. Thank you to all retirees, Trip Goodall, Diane Downs, and Brendan Murphy. As Board Chair, Brendan was steady and well prepared. We did not always agree but his opinion was respected.

**Andrea Weber:** Attended the Spring Canby High School Choir concert, which was phenomenal. Attended the Senior Awards Ceremony – students received over two million dollars in scholarships. The graduation ceremony was a wonderful celebration. Also attended the end-of-year staff celebration – thank you to Kamela Davis and Superintendent Goodall. Teachers expressed appreciation for the event though the music was too loud for conversation. Would like to acknowledge Brendan Murphy – thank you for helping the Board through some difficult times.

**Mike Zagyya:** Shout out to Mary Cramer, Lee Elementary 5<sup>th</sup> grade teacher, who had students write one positive thing about each of their peers so that each student had a list of 33 positive comments to read about him or herself. There were five Canby families that had returning soldiers and some surprise visits. The end-of-the year all staff function was well done and the timing was perfect. Thank you to Kimie Carroll for her hard work on the graduation ceremony. Also, would like to express appreciation to Brendan Murphy for his leadership, patience, and the ability to discuss ideas and receive feedback. Brendan will move on to bigger and better things.

Chair Diane Downs recessed the meeting for 5 minutes.

## **10.0 INFORMATION/DISCUSSION/ACTION ITEMS**

### ***10.1 Canby High School Graduation Report***

Kimie Carroll, Canby High School Associate Principal reported that Canby High School graduates received over two million dollars in scholarships. 350 students graduated and eleven students were credit deficient and eligible to return as fifth year seniors. Ms. Carroll shared the results of a self-reported student exit survey noting approximately 37% of students plan to attend a two-year college and 33% plan to attend a four-year college.

### ***10.2 Special Education Consulting Teacher Model Pilot Report***

Sondra Strong, Student Services Director, introduced Lisa Parmentier, Knight Elementary Resource Teacher; Sharon Ness, Lee Elementary and Trost Elementary Resource teacher; and Mary Hayes, Carus Elementary Resource teacher to report on the Special Education Consulting Teacher Model Pilot data results for the 2014-2015 school year. The group shared a PowerPoint presentation reviewing the rationale for implementing the pilot, assessment tools used to collect data in both the traditional Resource Room model and the Consulting Teacher Pilot model, and student achievement data results comparing both models. In year two of implementation, data results were similar in both models. The Board asked clarifying questions regarding the two programs and the assessment tools used. A discussion was held on the benefits and challenges of both models. The Board requested that the team clearly define how data will be collected and what tools will be used prior to the next school year. The Board thanked Sondra Strong for her years of service to the district.

### 10.3 Teacher Evaluation Status

Tim Oberg, Director of Human Resources, reviewed information provided to the Board in advance of the meeting regarding teacher evaluations. He reviewed examples of teachers who were “collegial” (proficient), their areas for future focus, and the overall rankings for 106 teachers. The Board asked about an evaluation example without personal identification and Mr. Oberg explained an example was attempted, however, not feasible with the majority of the document having personal information.

### 10.4 Curriculum Renewal Report

Sheryl Lipski, Director of Teaching and Learning reported on the Canby School District Curriculum Renewal process at various stages depending on content area (English Language Arts, Mathematics, Science, Health, etc.) and grade level (Secondary and Elementary). Ms. Lipski reviewed examples of the curriculum mapping work done in mathematics, science and English Language Arts. Although not all of the work was completed this year, a professional development plan is in place to continue the process. A brochure is being developed for parents with easy to understand language and will be available in English and Spanish. The Board expressed appreciation for the outcome thus far and commended Ms. Lipski for her efforts.

### 10.5 Financial Report/Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report and Month End Enrollment Summary as of May 31, 2015. Ms. Lapp noted property tax estimates are ahead of projections and funds will be received in July or August. The State School Fund balance was closely projected at \$850. The bottom line ending fund balance will remain at 5%.

Ms. Lapp reviewed the May 31, 2015 Month End Enrollment Summary as follows noting enrollment is up by 11 students:

Canby School District  
Month End Enrollment Summary: May 31, 2015

	K	1	2	3	4	5	6	7	8	9	10	11	12	TR	Total by Building	Budget Enrollment	
Canby High School*	0	0	0	0	0	0	0	0	0	0	347	347	346	327	8	1375	1419
Baker Prairie Middle School**	0	0	0	0	0	0	0	302	281	0	0	0	0	0	0	583	602
Carus Elementary School	45	76	59	66	49	57	58	0	0	0	0	0	0	0	0	410	408
Eccles Elementary School	71	71	67	67	83	63	67	0	0	0	0	0	0	0	0	489	501
Knight Elementary School	53	54	49	48	57	57	60	0	0	0	0	0	0	0	0	378	413
Lee Elementary School	43	69	59	57	60	66	63	0	0	0	0	0	0	0	0	417	404
Ninety-One Elementary School	54	37	46	58	44	50	53	68	55	0	0	0	0	0	0	465	409
Troat Elementary School	53	75	68	59	60	45	41	0	0	0	0	0	0	0	0	401	459
Ackerman Center	0	0	0	0	0	0	0	0	0	12	11	15	25	0	0	63	90
KEY Program	2	2	1	1	6	4	3	5	1	0	0	0	0	0	0	25	21
Outside Placement***	2	0	0	0	3	0	0	0	2	3	3	4	6	0	0	23	2
<b>Total by Grade</b>	<b>323</b>	<b>384</b>	<b>349</b>	<b>356</b>	<b>362</b>	<b>342</b>	<b>345</b>	<b>375</b>	<b>339</b>	<b>362</b>	<b>361</b>	<b>365</b>	<b>358</b>	<b>8</b>	<b>4629</b>	<b>4728</b>	
<b>Budget Enrollment</b>	<b>370</b>	<b>386</b>	<b>365</b>	<b>374</b>	<b>343</b>	<b>337</b>	<b>331</b>	<b>377</b>	<b>347</b>	<b>383</b>	<b>369</b>	<b>357</b>	<b>382</b>	<b>7</b>		<b>4728</b>	
<b>2013-14 Enrollment (Jan 31st)</b>	<b>367</b>	<b>368</b>	<b>362</b>	<b>342</b>	<b>340</b>	<b>334</b>	<b>373</b>	<b>338</b>	<b>370</b>	<b>372</b>	<b>368</b>	<b>387</b>	<b>404</b>	<b>10</b>	<b>4735</b>	<b>4757</b>	
<b>2012-13 Enrollment (Jan 31st)</b>	<b>367</b>	<b>354</b>	<b>341</b>	<b>341</b>	<b>320</b>	<b>378</b>	<b>336</b>	<b>369</b>	<b>376</b>	<b>387</b>	<b>391</b>	<b>408</b>	<b>376</b>	<b>5</b>	<b>4758</b>	<b>4757</b>	

\*Canby High counts include Parrott Creek (9-12) and Post-High.

\*\*Baker Prairie counts include Parrott Creek (7-8).

\*\*\* Outside Placement counts include Small Group / Tutoring.

#### District Enrollment Summary for 2014-2015

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Month End Actuals	4699	4709	4692	4630	4644	4655	4646	4618	4629	
Year Average	4699	4704	4700	4682.5	4674.8	4671.5	4667.86	4661.63	4658	
Budget #	4728	4728	4728	4728	4728	4728	4728	4728	4728	
Special Education	519	516	516	515	518	523	525	534	532	
English Language Learners	675	672	669	653	660	669	677	669	671	
Migrant	506	480	494	488	499	506	507	524	534	
Economically Disadvantaged	1897	1888	1879	1834	1837	1834	1824	2204	2204	

Enrollment by grade level	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
K-6	2455	2473	2466	2437	2449	2463	2462	2453	2461	
7-8	718	716	714	707	713	712	714	714	714	
9-12	1526	1454	1512	1486	1482	1480	1470	1451	1454	
District Total	4699	4643	4692	4630	4644	4655	4646	4618	4629	

Economically Disadvantaged (upc)	2180	2191	2171	2163	2198	2215	2209	2204	2204	
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## 10.6 Budget Resolution

**MOTION: Brendan Murphy moved to approve the Resolution to Adopt the Budget, Resolution Making Appropriations, Resolution Imposing the Tax, and Resolution Categorizing the Tax for the General Fund for 2015-2016 as presented, Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

### 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 2015-2016 in the total sum of \$68,976,318. 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, 2015, and for the purposes shown below are hereby appropriated:

<b>General Fund</b>		<b>Debt Service Fund</b>	
1000 Instruction	\$25,381,001	5100 Debt Service	<u>\$9,228,295</u>
2000 Support Services	17,566,122		
4000 Facilities Acquisition and Construction	28,000	<b>Capital Projects Fund</b>	
5100 Debt Service	177,595	2000 Support Services	\$101,426
5200 Transfer of Funds	140,000	4000 Facilities Acquisition and Construction	<u>100,000</u>
6000 Contingency	593,604		<u>\$201,426</u>
	<u>\$43,886,322</u>		
		<b>Internal Service Fund</b>	
<b>Special Revenue Funds:</b>		1000 Instruction	\$109,000
<b>Special Projects Fund</b>		2000 Support Services	778,529
1000 Instruction	\$2,349,298	3000 Enterprise and Community Services	<u>25,000</u>
2000 Support Services	2,415,270		<u>\$912,529</u>
3000 Enterprise and Community Services	404,442		
4000 Facilities Acquisition and Construction	997,400	<b>Trust Fund</b>	
5200 Transfer of Funds	160,603	1000 Instruction	\$19,925
	\$6,477,243	2000 Support Services	17,375
		3000 Enterprise and Community Services	<u>201,333</u>
<b>Construction Cluster Fund</b>			<u>\$238,633</u>
1000 Instruction	<u>\$288,800</u>		
<b>Community Education Fund</b>		Total Appropriations, All Funds	\$65,525,086
3000 Enterprise and Community Services	<u>\$119,500</u>	Total Unappropriated and Reserve	
<b>Food Service Fund</b>		Amounts, All Funds	<u>\$3,601,462</u>
3000 Enterprise and Community Services	<u>\$1,852,338</u>		
<b>Student Body Fund</b>		<b>TOTAL ADOPTED BUDGET</b>	<u><b>\$69,126,548</b></u>
1000 Instruction	<u>\$2,320,000</u>		

#### RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2015-2016 upon the assessed value of all taxable property within the district:

- (1) At the rate per \$1,000 of assessed value of \$4.5765 for permanent rate tax;
- (2) In the amount of \$6,376,706 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:

<b>Education Limitation</b>	\$4.5765/\$1,000
Permanent Rate Tax	
<b>Excluded from Limitation</b>	\$6,477,243
General Obligation Debt Service	

The above resolution statements were approved and declared adopted on this 25th day of June, 2015:

\_\_\_\_\_  
Board Chair, Diane Downs

\_\_\_\_\_  
Superintendent, Samuel "Trip" Goodall

### **10.7 Policy Deletion – GCBF, GDBF, CCH (Health Care Continuation)**

**MOTION:** Tom Scott moved to approve the deletion of Policy GCBF – Health Care Continuation Program – Licensed, Policy CDBF Health Care Continuation Program – Non-Licensed, and Policy CCH - Health Care Continuation Program – Administrators, Angi Dilkes Perry seconded the motion. Motion passed 6-0.

### **10.8 Policy/Administrative Procedure Revision – 1<sup>st</sup> Reading**

The Board held a first reading on the following policies:

*BBB – Board Elections*

*BBFA – Board Member Ethics and Conflict of Interest*

*BBFB – Board Member Ethics and Nepotism*

*BC/BCA – Board Organization/Board Organizational Meeting*

No discussion was held.

### **10.9 Board Endorsement Discussion – John Hayes**

The Board discussed the request of John Hayes for endorsement as school board representative for the Metro Policy Advisory Committee. The Board agreed not to pursue further action.

### **11.0 FUTURE AGENDA ITEMS**

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

- Election of officers
- Organizational Designations
- Board meeting dates

The Board discussed whether or not an organizational meeting should be held before July 31 as policy states. The Board Secretary agreed to research state requirements and report back to the Board.

Chair Diane Downs recessed the meeting for 5 minutes.

### **EXECUTIVE SESSION**

Diane Downs exited the Board from the Board Regular Session and entered into an Executive Session at 8:59 p.m. The Executive Session was held in accordance with ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations.

Board members in attendance were Diane Downs, Angi Dilkes Perry, Brendan Murphy, Tom Scott, Andrea Weber, and Mike Zagya. Board member Kristin Downs was absent from the meeting. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp (Director of Finance), and Tim Oberg (Director of Human Resources).

It was requested that 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.

Diane Downs exited the Board from the Executive Session and reentered the Regular Session at 9:57 p.m.

**10.0 ADJOURNMENT**

Diane Downs adjourned the meeting at 9:57 p.m.

Respectfully Submitted:

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Kamela Davis  
Board Secretary

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Diane Downs  
Board Chair