

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
WORKSHOP, REGULAR AND EXECUTIVE SESSIONS  
August 27, 2009**

**WORKSHOP SESSION**

Chair Diane Downs called the Workshop Session to order at 6:30 p.m. in the Canby High School, Omni room on August 27, 2009. Board members in attendance were Diane Downs, Dick Adams, Ty Kraft, Tom Scott, Andy Rivinus, Kristen Downs and Marty McCullough. Also in attendance were Superintendent Jeff Rose, Linda Martin, David Moore, Maureen Callahan, Christine Taylor, Joe Morelock, Diane Berthoin-Hernandez, Tim Oberg, Carol Meeuwsen, Betty Rivinus, Sondra Strong, Joe Minson and Pat Johnson.

Maureen Callahan, Director of Student Achievement shared with the Board the focus this evening would be on collaborative teams and the tools the K-12 Administrative Team would be using this year to help with the process. The tool they will be using is a Google doc and Joe Morelock, Director of Technology and Innovation explained the District is now using a free Google service for our email as well as Google docs that enables staff to share and work collaboratively on a document with multiple users.

The Board was given an assignment to describe their interpretation of Collaborative Teams, the same assignment given the K-12 Administrators. In the future there will be additional discussion on this assignment. Maureen shared the document staff will be using for the Collaborative Team Minutes and explained how it will be used for student learning. The document will also serve as a toolkit through the wiki. The toolkit focuses on key areas of collaborative teaming and includes additional support materials.

The Workshop adjourned to the Regular Session at 7:30 p.m.

**REGULAR SESSION**

**1.0 CALL TO ORDER**

Chair Downs called the meeting to order at 7:30 p.m. Everyone listed in the Workshop Session were in attendance.

**2.0 INTRODUCTIONS AND FLAG SALUTE**

Introductions were made in the Workshop Session and Ty Kraft lead the flag salute.

**3.0 CHANGES TO AGENDA**

None

#### **4.0 PUBLIC FORUM/ANNOUNCEMENTS**

None

#### **5.0 CONSENT AGENDA**

##### **5.1 Minutes**

Minutes of the August 6, 2009 Workshop Session and the August 19, 2009 Board/Superintendent Training are provided in Addendum 5.1.

##### **5.2 Personnel Changes**

Personnel Changes are provided in Addendum 5.2.

Chair Downs announced one correction to the August 6, 2009 minutes to omit Maureen Callahan as being in attendance.

**MOTION:** Andy Rivinus moved to approve the minutes of the August 6, 2009 Workshop Session and the August 19, 2009 Board/Superintendent Training as provided in Addendum 5.1 and Personnel Changes as provided in Addendum 5.2. Ty Kraft seconded the motion. Motion passed 7-0.

Marty McCullough asked for clarification of the skilled trainer position. Special Services Director, Sondra Strong explained this is a new position this year to better meet the needs of our students for teaching skills and redefining behavior training. The positions are for grades K-5 at Carus and grades 6-8 at Ackerman Middle School.

#### **6.0 INFORMATION/DISCUSSION ITEMS**

##### **6.1 Final Update on Bond**

Business Manager David Moore explained this is not a final update. He explained the history since Spring 2004 and shared information on the income and expenses for the proceeds. He shared over the years there will be HVAC/boiler upgrades as well as roofing replacement and maintenance.

##### **6.2 Review Outcome of Board Training**

Superintendent Rose distributed the Board Work Session Summary from meeting facilitator, Margot Helphand. There was also discussion regarding the Board/Superintendent Working Agreements. Board members discussed some of the items they would like changes made to, therefore, Marty McCullough will make revisions and bring back to the Board for additional review. Jeff and Diane will work on the Board Work Plan and bring back for discussion.

##### **6.3 Fundraising Discussion**

Based on discussion last Spring in regards to budget reductions, Marty McCullough and Diane Downs would like clarification of fundraising procedures such as who decides, controls and possible concerns of the local businesses being asked over and over for donations. If we should ever decide to go out for a local option this could possibly affect the vote. David Moore explained local option dollars only targets the teachers. Pat Johnson clarified that at the high school level Dennis Burke oversees all of the fundraisers and keeps a tight watch over them.

As far as the elementary schools, the PTA's do most of the fundraisers however the principals are always involved in the process.

The Board would like to know the total fundraising dollars by schools. Jeff will discuss with administrators at the next K-12 meeting.

The Board of Directors discussed Board Policy IGDF, Fundraising Activities and made some changes that will be brought back for a first reading at the next regular board session.

## **7.0 COMMENTS BY BOARD**

Marty McCullough and Diane Downs felt we had a very productive Board/Superintendent training on August 19. They are excited about the Wednesday morning collaborative team sessions.

Tom Scott also felt the training was very informative. He's excited about the kids returning to school, however a little nervous about parents being aware of the late start on Wednesday mornings.

As the Board liaison for Baker Prairie Middle School, Dick Adams met with the Leadership students and is excited about the upcoming year.

Kristin Downs felt the Board work session gave good and useful information. As the Ninety-one School Board liaison she received a warm and welcome greeting from Principal Diane Berthoin-Hernandez. She found it interesting to see how far they have come with their collaborative teams.

Andy Rivinus also felt the Board training was informative. He's also excited for the beginning of school.

Ty Kraft reiterated it was a good Board training. He also felt the OSBA Summer Conference was very informative.

## **8.0 SUPERINTENDENT'S REPORT**

Superintendent Rose reported he met with the YMCA, Canby Area Pastors Association, The Canby Center, Canby Education Foundation and the Canby Chapter of Stand for Children to discuss the late start on Wednesday mornings and families that may need childcare assistance. All of the organizations are interested in helping some way, however they first need data. A survey will be distributed at the Meet and Greets at all the elementary schools the week before school starts.

Also, the above mentioned groups will have an article in the Canby Herald and Clackamas County Weekly supporting the collaborative teams and the work and effort done to make this work.

Jeff was recently approached by the new movie theatre manager with a concept to purchase tickets at a reduced rate of \$5 and then possibly sell for \$7 as a fundraiser. The Canby Education Foundation is also engaged in the process with additional information to come at a later date.

Jeff invited the Board of Directors to the staff inservice on September 1 beginning at 8:45 a.m. The Board discussed some thoughts on the content of the opening speech. Dick wants the staff to know how much he appreciated their attitude of keeping kids first during the budget process. Andy Rivinius wants staff to know the one overarching priority of increasing student achievement. Diane Downs is excited for Wednesday morning and Marty McCullough appreciates the ability of staff and administrators to make changes during a crisis.

## **9.0 ACTION ITEMS**

### **9.1 Policy Second Read**

*Policy IGBAB, Education Records/Records of Students with Disabilities*  
*Policy JO, Education Records/Records of Students with Disabilities*  
*Policy JOA, Student Directory Information*

The Board discussed removing one sentence due to duplication from IGBAB and JO referring to not withholding records.

**MOTION:** Dick Adams moved to approve the policies as listed in Addendum 9.1 with the removal of the one sentence from IGBAB and JO. Marty McCullough seconded the motion. Motion passed 7-0.

Chair Downs adjourned the Regular Session to Executive Session at 9:12 p.m.

## **EXECUTIVE SESSION**

The Executive Session is held in accordance with ORS 192.660 (2) (f). It is requested information discussed in the Executive Session not be disclosed. All Board members were present as well as Superintendent Rose, Tim Oberg and Linda Martin.

The Executive Session adjourned to Regular Session at 9:50 p.m.

## **REGULAR SESSION**

### **10.0 Future Superintendent/Board Decision Making Process**

The Board of Directors discussed modification of employee contracts and came to the conclusion, as a courtesy to the Board, any modifications in the future should come to the Board. We need to be watchful as a District that we are following contract and the memorandums of understanding to the letter.

### **11.0 ADJOURNMENT**

The meeting adjourned at 10:02 p.m.

Respectfully submitted,

Linda Martin  
Board Secretary

Diane Downs  
Board Chair

APPROVED: September 24, 2009