

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD SESSION  
September 20, 2012**

**1.0 CALL TO ORDER**

Board Chair Ty Kraft called the Regular Board Session to order at 6:30 p.m. in the Canby High School Omni room. Board members in attendance were Ty Kraft, Diane, Downs, Tom Scott, Andy Rivinus, Andrea Weber, Brendan Murphy and Kristin Downs. Also in attendance were Superintendent Steach, Linda Martin, Pat Johnson, Randy Carson, Travis Opperman, Maureen Callahan, Sam Thompson, Skyler Rodolph, Tim Oberg, Jennifer Turner, Susie Strangfield, Joe Morelock, Peggy Savage, Angie Navarro and Patricia DeTurk.

**2.0 INTRODUCTIONS AND FLAG SALUTE**

Mayor Randy Carson lead the flag salute.

**3.0 CHANGES TO AGENDA**

None.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

Chair Ty Kraft recognized last year's Board Chair Andy Rivinus for his leadership and commitment to the Canby School District.

**5.0 SUPERINTENDENT'S REPORT**

Superintendent Steach reported the opening of school went fairly smoothly considering Ninety-one was unable to start due to water issues and that 1/3 of the students are walking as busses were eliminated due to decreased district funding. Adjustments continue to be made to parking lots to accommodate traffic and route/pickups will continue to be adjusted as allowed.

He thanked the City of Canby for refreshing cross walks, adding new crosswalks and adding signs and refurbishing walking trails. They have done an amazing amount of work for the District. First Student Transportation also had to set up different routes than in the past. He also thanked Fisher's Supply for their quick response to fixing the pump at Ninety-one.

John noted Christie Gallagher in Nutrition Services has done a great job in communicating all the changes dealing with the Healthy Hunger Free Kids Act.

At the state level, our Achievement Compact needs revision and at the federal level the Race to the Top Grant application process has begun on the 70-page document with an October 10 deadline for submission.

There is still no resolve on next years budget, however there will be no impact mid-year with a possible 8% reduction next year of approximately \$150,000-\$200,000. John also attended the Clackamas County Education Summit with other districts in the county with Rudy Crew, Oregon's Chief Education Officer and Bill Korach as the quest speakers.

## **6.0 BOARD COMMENTS**

Tom Scott said it's good to have the kids back in school and walking in groups, noting it's healthy for them to be walking. It was good to see people coming together at the Education Summit having the same conversation as we are. He hopes they will take it to the next level. Tom also thanked the community for all their support.

Andrea Weber helped with high school registration and found the kids excited and enthusiastic. We have a great bunch of creative and fun kids. She facilitated a table of 29 participants at the Education Summit and felt Bill Korach had an amazing amount of energy and enthusiasm. She helped with the ASPIRE Kick-off serving more than 350 students and commented they could use more volunteers. She will also attend the ASPIRE conference in Eugene on October 6.

Andy Rivinus congratulated the building principals and staff for a good job with the start of school. He also expected more input from the community on the cuts in bussing. He attended 2 sessions of kindergarten at Trost and appreciates the blogs from Superintendent Steach.

Diane Downs noted the passing of Marjorie Wolfe, an excellent retired Language Arts teacher of 27 years. In response to the Education Summit we've had some of the same conversation. She was disappointed Dr. Crew did not stay for the entire event. She noted there was a great cross-section of employees at the STAR/CCSS training (unpaid time) and thanked Superintendent Steach and Ty Kraft for a great job addressing staff at the District-wide Inservice.

Brendan Murphy commented it's great to be back after missing two board meetings due to job commitments. He attended the Jump Start orientation and felt it was a great outreach to the community. The Lee parent meeting on walking routes gave parents a great amount of information even though there was some frustration. He thanked the City of Canby and the Canby Police Department for all their help preparing for school to open. He also noted the high school orientation for parents was well attended. He too was disappointed Dr. Crew did not stay for the entire Educational Summit and felt he did not give enough detail to participants. He also noted teachers were receptive to the STAR introduction at Trost.

Kristin Downs thanked the businesses, community and families for their support of 4-H, FFA and the Junior Livestock Auction. These are all great educational programs and a huge commitment for the kids and their families. The Ninety-one Back to School had a huge turnout. She's very excited about Principal Rodolph sorting the

school into a “house” concept designed to build and develop school-wide relationships. It’s also exciting to have 1:1 iPads for the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders, thanks to Innovation Grants. She had mixed feelings on the Education Summit, however other districts shared the same feelings and she found discussion to be positive.

Ty Kraft received positive feedback from staff on the District-wide Inservice. He also attended the Eccles Meet and Greet with kudos to Principal McKean for all the hard work preparing for the opening of school. Ty is also skeptical of where the Education Summit might go, but hopes everyone can get behind it.

## **7.0 CONSENT AGENDA**

### **7.1 Minutes**

Minutes of the September 6, 2012 Workshop Session are provided in Addendum 7.1.

### **7.2 Personnel Changes**

Personnel Changes are provided in Addendum 7.2.

**MOTION: Andy Rivinus moved to approve the minutes and personnel changes as provided in Addendum 7.1 and 7.2. Andrea Weber seconded the motion. Motion passed 7-0.**

## **8.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS**

### **8.1 Monthly Budget & Enrollment Update**

Superintendent Steach noted unofficially enrollment is up 51 students and the Ackerman Academy has 53 with 51 being the break-even point. Overall enrollment looks good.

### **8.2 Budget-Class Sizes**

In establishing the budget for the current school year, the following target class sizes were used:

Kindergarten	27
First	28
Second	29
Third	30
Fourth	31
Fifth	32
Sixth	32
Seven-Eight	33
Nine-Twelve	33

In order to prevent excessively large elementary classes and stay close to these targets, students needed to be moved between schools. The transfers made so far this fall have been:

- Trost non-DLI 6<sup>th</sup> grade eliminated and students shifted to Lee & Knight.
- Lee Kindergarten capped at 28 with students being transferred to Trost.
- Knight Kindergarten capped at 27 with students being transferred to Eccles.
- Out of district sibling transfers to Knight split between Knight and Eccles.
- Many out of district transfers were not allowed in their first or even second choice school.

Even with these efforts, not all enrollments could be equalized. The following table indicates unofficial enrollment as of Sept. 12<sup>th</sup>. This table provides individual class sizes, grade level average class sizes, budgeted enrollment by building, current enrollment by building, and average enrollment by grade band.

While most of the class sizes are close to the targeted number, there are some noteworthy exceptions.

- The non-DLI classes at Trost have an average K-5 class size of 19.17. This is increased from 17.5 prior to forcing new students into the school.
- The highest individual class sizes occur at Carus and 91. However, it is difficult to justify adding staff to reduce numbers at these grade levels when these two schools already have the lowest average class sizes as a building.

Preliminary middle school (7<sup>th</sup> and 8<sup>th</sup> Grade) enrollment is as follows:

BPMS Enrollment	7 <sup>th</sup>	317
	8 <sup>th</sup>	340
Total		657
Budgeted		636
Ninety-One Enrollment	7 <sup>th</sup>	57
	8 <sup>th</sup>	46
Total		103
Budgeted		114

Some notable items are as follows:

- Baker Prairie PE, Band, Choir, and Art class sizes average around 40 with a range from 28 to 55 per class.
- Baker Prairie core academic classes benefit from the high PE, Band, Choir, and Art class sizes and are below the target numbers.
- Class sizes are 91 are on the average 5 less than those at Baker Prairie. This is primarily due to the 7 period day schedule and the elective classes. Class sizes in core classes resemble those at Baker Prairie.

The estimated enrollment at Canby high during the first week was 1556 up 6 students(not including Parrott Creek, Ackerman, or other outside placements). The budgeted number for CHS is 1543. The Ackerman Academies are presently at it budgeted enrollment of 49. This gives a preliminary estimate of an enrollment increase of 70 students or 52 ADM above budget projections. Please remember this is unofficial.

### **8.3 IT Hardware**

Joe Morelock, Director of Technology and Innovation reported on the current hardware by school building, limited to computers, mobile devices, projectors and document cameras. He also presented numbers on the types of devices at each building and when they were purchased.

### **8.4 IT Staff Development**

Joe noted staff development is based on Common Core State Standards, performance tasks and innovation grants. Some challenges are network slowdown due to the number of devices, getting the devices out to buildings and getting new techs coached up, however in general things are relatively smooth. He is also working on a pilot program involving sending iPads home with students.

### **8.5 Student Achievement-AMO/OAKS**

Superintendent Steach reported the state has released the 2011-12 Oregon Assessment of Knowledge and Skills (OAKS) results. He discussed the Annual Measureable Objectives (AMO) report for each school. Most schools are hitting targets of 70%, however there are concerns in the English Language Arts gap between whites and hispanics.

He and Maureen Callahan discussed how the growth measures are derived and provided a general understanding of the school reports. Maureen noted the new state report cards will be released in October with a change this year having growth built into it.

### **8.6 Student Data Tracking/Data Dashboard Development**

Legislation passed in the 2012 session requires that starting the 2014-15 school year, each district must have in place a system to provide student assessment data access to teachers. The district is embarking upon a project to create a database for assessment data along with an interface for access to data.

Superintendent Steach presented the concepts of the data dashboard with Susie Strangfield and Andy Summers continuing to work on the project of creating a database. This year Andy will create the interface and next year will be building and refining and working with teachers to meet the requirement.

### **8.7 Achievement Compact Committee**

Legislation passed in the 2012 session requires that starting the 2012-13 school year, each public education entity will establish an achievement compact committee. In accordance with SB 1581, the administration has conferred with the association leadership and is recommending the following composition for the Canby School District Achievement Compact Committee:

- Superintendent – John Steach
- Director of Student Achievement – Maureen Callahan
- Director of Technology & Innovation – Joe Morelock
- Manager of Data and Accountability – Susie Strangfield
- Principal Rep. – Pat Johnson
- Classified Rep. #1 – Betty Crawford
- Classified Rep. #2 – Dan Fleck
- Teacher Rep. #1 – Tony Crawford
- Teacher Rep. #2 – Joan Flora
- Board Liaison #1 – Diane Downs
- Board Liaison #2 – Andrea Webber

Once approved, this committee will operate in accordance with open public meeting laws in carrying out its purpose.

**MOTION: Andrea Weber moved to approve the Achievement Compact Committee as listed above. Andy Rivinus seconded the motion. Motion passed 7-0.**

### **8.8 2011-12 Audit and Fund Balance Estimate**

The Business Office is working to close the books for 2011-12 and preparing documents for our annual financial audit. The District auditors, Wilcox Arrendondo & Co. will be doing their final fieldwork the week of October 22. The audit is scheduled to be presented to the board at the January 2013 meeting.

Declining resources from the state has caused the District to spend down its General Fund reserves for several years now. We have experience drastic cuts to programs, reduced work days and asked staff to do more with less. Although spending down the fund balance is necessary at this time, we should not lose sight of spending one-time dollars on long-term needs.

The preliminary ending fund balance estimate for 2011-2012 is \$3.8M. The final audited numbers will be our basis for determining if we will be able to add back days to the school calendar.

### **8.9 Amendment to Construction Excise Tax**

The Department of Revenue has indexed the tax limits for Construction Excise Tax to inflation. Current maximum limits are \$1.11 per square foot for residential, \$0.55 for nonresidential and \$27,700 nonresidential maximum. Canby School District currently imposes rates of \$1.00, \$.50, and \$25,000

respectively.

Diane Downs and Kristin Downs felt the increase was reasonable compared to system development charges from surrounding cities. Andrea Weber felt it would enhance the community. Andy Rivinus feels we have an obligation. Tom Scott does not agree with the tax and does not feel Canby should be compared to the other cities.

**MOTION: Andy Rivinus moved to approve the resolution to Amend the Construction Excise Tax as provided in Addendum 8.9 Diane Downs seconded the motion. Motion passed 6-0 with Tom Scott abstaining from the vote.**

City of Canby Mayor Randy Carson, along with the City Council felt it was a priority to work together with the District to get schools and safe routes in place and he felt we've all done a great job collaborating. He also noted City Administrator Greg Ellis is pursuing a grant to partner with the District.

## **9.0 FUTURE BOARD MEETING AGENDA**

- 9.1 Board Priorities and Goals**
- 9.2 State Advocacy Policy**
- 9.3 Collaborative Teams**
- 9.4 K-6 Changes for High School Prep**
- 9.5 6<sup>th</sup> Grade Move to Elementary**

Superintendent Steach noted the Canby Educational Foundation has a marketing plan to present to the Board in November. The Board would also like additional discussion on the condition of the Carus White Building.

## **10.0 ADJOURNMENT**

Chair Kraft adjourned the meetings at 9:00 p.m.

Respectfully submitted,

Linda Martin  
Board Secretary

Ty Kraft  
Board Chair

Approved:

