

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
September 20, 2018
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Angi Dilkes Perry, Sara Magenheimer, Andrea Weber, and Mike Zagyyva. Absent Board member was Tom Scott. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Rudyane Rivera-Lindstrom Jennifer Turner, Cherie Switzer, Kimie Carroll, Angie Navarro, Skyler Rodolph, Sam Thompson, Autumn Foster, Don Feely, Marilyn Wood, Melissa Youd, Galina Dobson, Ben Winegar, Cheryl Beyer, Austin Piert, Stephanie Beyer, Amanda Beyer, Judy Schweisthal, Tim Beyer, Rebecca Wright, Rick Ackerman, Jennifer Ackerman, Parker T. Ackerman, and Kristen Wohlers.

1.0 CALL TO ORDER

Board Chair Rob Sheveland called the Regular Board Session to order at 6:30 p.m.

2.0 INTRODUCTIONS AND FLAG SALUTE

Baker Prairie Middle School student Parker T. Ackerman led the flag salute. The audience members introduced themselves.

3.0 CHANGES TO AGENDA

An item was added to the Executive Session agenda: to conduct deliberations to negotiate real property transactions pursuant to ORS 192.660(2)(e).

4.0 PUBLIC FORUM/ANNOUNCEMENTS

4.1 Spotlight on Student Success Baker Prairie Middle School

Baker Prairie Middle School Principal Jennifer Turner introduced seventh grade student Parker T. Ackerman who was featured in a video created by Communications Coordinator/Project Manager Autumn Foster. The video highlights the first day of seventh grade and Parker's experiences navigating the new school environment. Parker reported positively regarding his first day and discussed the efforts of staff to help students feel safe and supported at school.

4.2 C.A.R.E. (Canby Area Recognition of Excellence) Award

The Kiwanis Canby Area Recognition of Excellence (C.A.R.E.) Award acknowledges local teachers, administrators, and staff who go above and beyond to help students succeed. Superintendent Goodall announced the September recipient: Cheryl Beyer, Ninety-One School Registrar. Principal Skyler Rodolph, Carus Registrar Rebecca Wright, District Nurse Dianne Holme, and parent Kayla DeShazer nominated Ms. Beyer for her dedication and commitment to students and their families. Mailyn Wood, C.A.R.E. Committee member, presented the award on behalf of the committee, Canby Kiwanis, and local area businesses.

4.3 Public Comments

Rob Sheveland opened the floor for public comments.
No public comments were made.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 September 6, 2018 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as presented; Andrea Weber seconded the motion. Motion passed 6-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- It has been a great start to the 2018-19 school year. Thank you to principals, support staff, tech staff, maintenance staff, nutrition staff, and STA for their efforts to ensure things were ready for students and their families.
- I have enjoyed visiting with students and staff at all schools – students are positive and excited to be at school.
- I have received positive feedback from staff regarding the district all-staff inservice day on August 28th. The focus was on the district's academic vision. Thank you to the breakout session presenters and all who worked to make that day a success. Also, thank you to our community for the swag bag/staff raffle donations.
- Yesterday, I met with representatives from the Canby Suicide Prevention taskforce and administrators to discuss the Sources of Strength (SOS) program. The Canby Rotary foundation is doing a fundraiser to support the task force on Saturday, October 13th at the Willamette Valley Country Club. I appreciate the efforts of our community to support our students.
- Lastly, this year I am serving as Chairman for the Chief Administrators Council meetings. It is great to learn what others are doing in neighboring districts.

7.0 BOARD COMMENTS

Mike Zagya: Attended the Baker Prairie Middle School X-Block sign-ups; the process was well organized.

Angi Dilkes Perry: Pass

Andea Weber: Pass

Sara Magenheimer: Attended the Ninety-One School Open House event with dinner and live music. It was a great opportunity to build community.

Tom Scott: Absent

Diane Downs: Attended the District All-Staff Inservice Day event and the presentations were well done. Staff seemed energetic and excited to be back. Thank you to local businesses for the swag bag contributions – the support is wonderful.

Rob Sheveland: Attended the District All-Staff Inservice Day event and felt staff seemed genuinely positive. The breakout sessions were valuable. I appreciate the efforts of principals, support staff, maintenance staff, nutrition staff, and STA to get the school year off to a great start.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 Field Trip Request for Approval: BPMS Band and Choir Trip to Seattle/Tacoma, WA
Request for approval of Baker Prairie Middle School Band and Choir Trip to Seattle/Tacoma, WA from May 31-June 1, 2019 was submitted for approval. Choir Director Don Feely discussed the itinerary and fundraising/scholarship opportunities. He provided clarification as requested.

MOTION: Andrea Weber moved to approve the Baker Prairie Middle School Band and Choir Trip to Seattle/Tacoma, WA from May 31-June 1, 2019 as presented; Mike Zagya seconded the motion. Motion passed 6-0.

8.2 Financial, Special Funds, Enrollment

Ms. Lapp reviewed the Canby School District Financial Report as of August 31, 2018. The Construction Excise Tax (CET) fund balance is \$495,602.62; expenditures include iPad purchase and phone system upgrade. The turf replacement fund balance is \$260,386.32. Ms. Lapp reported the financial report reflects adjustments in 2017-18 State School Fund and Common School Fund estimates. The ending fund balance is \$260,000 above projections. Ms. Lapp noted the district's financial audit will take place next month and an update on PERS rates is expected October 5.

Ms. Lapp discussed that approximately 4,690 students are enrolled, which is an increase of 50 students above projections. Enrollment is still fluctuating at the high school level and should be finalized by the end of September. Parrott Creek Ranch (PCR) student enrollment is not yet included in approximate enrollment numbers.

Follow-up information was requested regarding turf replacement fund revenues for the 2017-18 school year.

8.3 Start of Schools Report

Principals: Angie Navarro, Cherie Switzer, Christine Taylor, Andy McKean, Skyler Rodolph, Sam Thompson, Kimie Carroll, and Jennifer Turner presented a video created by Communications Coordinator/Project Manager Autumn Foster featuring students at each school. The video highlights learning activities and experiences that are related to the district's academic vision.

Principals reported positively regarding the start of the year and the AVID program implementation at Trost Elementary and Baker Prairie Middle School. The Board requested an update regarding the program in January. Elementary principals noted that a challenge this year is supporting kindergarten students as well as new students.

8.4 Canby School District Communication Plan

Communications Coordinator/Project Manager Autumn Foster presented a keynote: *Communications Plan – Canby School District*. Mr. Foster explained the presentation is a follow-up to the June 21 Board Planning Session for review and discussion. She shared the plan supports the district's academic vision and discussed guiding principals, strategies, and initiatives. Ms. Foster noted the plan includes an evaluation component involving a community survey in the spring.

The Board expressed appreciation for the work and suggested strategies would need to be

altered to reach the senior community. It was noted an on-going challenge is to communicate a sincere message that the Canby School District is doing great things educationally and needs the community's support and partnership.

8.5 New Teacher Supports Update

Director of Human Resources Michelle Riddell reviewed information on training and mentoring opportunities in partnership with the Clackamas Education Service District for first year teachers on behalf of Associate Director of Teaching and Learning Ivonne Dibblee who was absent from the meeting. Ms. Riddell discussed first year teachers are partnered with mentors that share their endorsement and are supported throughout the year with resources as needed. A survey is offered at the end of the year for participants to provide feedback.

The Board asked for additional information regarding the feedback provided last year and whether any adjustments have been made to the program as a result.

8.6 2018-19 Extra Duty Assignments Report

Director of Human Resources Michelle Riddell provided clarification as requested regarding the 2018-19 Canby School District Extra Duty Assignments list. It was noted that head coach positions are budgeted with general fund dollars; the district does not fund head coaches for club sports. Not included in the list are assignments for middle school sports, which will be added as hiring for the positions is finalized.

8.7 Policy Review: JHCD/JHCDA Medications

Director of Human Resources Michelle Riddell reviewed the proposed changes to Policy JHCD/JHCDA Medications. The policy was revised to indicate new hires that do not hold current First Aid/CPR cards shall obtain within 30 days of hire and a student who is allowed to access medical care without parental consent under state law, is required to submit a written request. No further suggestions were discussed.

MOTION: Diane Downs moved to approve revisions to Policy JHCD/JHCDA Medications as presented; Sara Magenheimer seconded the motion. Motion passed 6-0.

9.0 FUTURE AGENDA ITEMS

- Technology Update
- Facility Condition Assessment Presentation
- Summer School Data Follow-up
- BPMS Korea Trip Approval
- Board Priorities/Mission Statement
- High School Math, Health/Sex Ed Curriculum Update
- Monthly Curriculum Update: Academic Vision/AVID
- Policy Review

10.0 GOOD OF THE ORDER

No additional items were discussed.

EXECUTIVE SESSION

Rob Sheveland exited the Board from the Board Regular Session and entered into an Executive Session at 8:22 p.m. Board members in attendance were Rob Sheveland (Chair), Diane Downs (Vice-Chair), Angi Dilkes Perry, Sara Magenheimer, Andrea Weber, and Mike Zagya. Absent Board member was Tom Scott. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, and Michelle Riddell (Director of Human Resources).

The Board met in Executive Session in accordance with ORS 192.660(2)(a), in consideration of the employment of a public officer, employee, staff member, or individual agent and to review and to conduct deliberations to negotiate real property transactions pursuant to ORS 192.660(2)(e), which allows the Board to meet in Executive Session for that purpose.

It was requested 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.

Rob Sheveland exited the Board from the Executive Session and reentered the Regular Session at 8:41 p.m.

REGULAR SESSION

11.0 ADJORNMENT

Rob Sheveland adjourned the meeting at 8:41 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Rob Sheveland
Board Chair