

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
Board Regular Session and Executive Session
September 21, 2017
Canby High School, Applied Technology Center, OMNI Room**

REGULAR SESSION

Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber and Mike Zagayva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Laretta Manning, Michelle Riddell, Cindy Bauer, Skyler Rodolph, Sam Thompson, Andy McKean, Cherie Switzer, Jennifer Turner, Travis Opperman, Greg Dinse, Angie Navarro, Christine Taylor, Jennifer Besst, Amie Mykisen, Stacey Ackerman, Denee Williams, Colby Scheer, Angelique Owens, Lynn Olson, Daren Gilbert, Ed Hays, Tracie Heidt, Bret Adkins, Warren Adkins, Troy Soles, Craig Evans, Heather Sparks, Melissa Youd, Kristen Wohlers, and Pat Smith.

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

Guest student Warren Adkins 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 Public Comments

Canby Educational Foundation (CEF) Director Mary Walsh invited the Board and audience members to the upcoming CEF fundraising event on October 7, A Taste of Autumn. She highlighted the work of the foundation, which supports \$50,000 in grants this year. Staff and students are encouraged to submit applications to be considered.

5.0 CONSENT AGENDA

Included in the Consent Agenda:

- 5.1 September 7, 2017 Board Work Session and Executive Session Minutes
- 5.2 Personnel Changes

MOTION: Diane Downs moved to approve the Consent Agenda with minutes as amended; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

6.0 SUPERINTENDENT'S REPORT

Superintendent Goodall commented on the following:

- It has been a great start to the 2017-18 school year. Thank you to administrators, staff, tech staff, maintenance staff, nutrition staff, and STA for their efforts to make the start of the year a success.
- The August 31 District Inservice Day was productive and well received. Staff

- participated in training on Trauma Informed Practices with Dr. Mandy Davis. Thank you to our local business community for the swag bag/staff raffle donations.
- Some areas of focus this year are setting high expectations for student achievement and continued Equity work.
 - Thank you to Mike Zagyva, Andrea Weber, Rob Sheveland, Michelle Riddell, and Denise Lapp for their work on negotiations. Also thank you to Troy Soles, Chris Bangs, and Shelley Vredenburg.
 - Thank you to Lee Principal Cherie Switzer for her leadership during a difficult situation with the loss of a student. Thank you also to school counselors and staff members who assisted students and staff.
 - Lastly I would like to introduce Heather Sparks, new Communications Coordinator/Project Manager for the District.

7.0 BOARD COMMENTS

Mike Zagyva: A shout out to Baker Prairie Middle School's staff for a well-organized X-Block sign-up event for students.

Angi Dilkes Perry: On a personal note, thank you to the Trost Elementary staff that has supported my son. This year he is excited about reading and school.

Sara Magenheimer: Attended the Ninety-One Back-to-School barbeque event for families and appreciate the work of staff to organize a welcoming and fun time the Ninety-One School community.

Andrea Weber: Pass

Diane Downs: Pass

Rob Sheveland: Attended the Back-to-School event at Knight Elementary, which was very well attended. Families had pizza and visited their student's classrooms.

Tom Scott: Thank you to the entire Canby School District staff for a great start to the school year. A special thank you to the maintenance staff for their efforts to keep the grounds/facilities well maintained, to the tech staff, and to administrators for their hard work and preparation.

8.0 INFORMATION/DISCUSSION/ACTION ITEMS

8.1 School Counselor Presentation

School Counselors: Jennifer Besst (Lee Elementary), Amie Mykisen (Knight Elementary), Stacey Ackerman (Carus Elementary), Demee Williams (Eccles Elementary), Colby Scheer (Ninety-One School), Angelique Owens (Trost Elementary), Lynn Olson (Baker Prairie Middle School), and Daren Gilert (Canby High School) collectively shared a keynote presentation regarding their role as School Counselors and services/supports they provide.

The group shared an overview of the American School Counselor Association (ASCA) school counseling model framework with four main components: accountability, delivery system, management, and foundation. In addition, 2016-17 data collected on the amount of time spent in service areas such as guidance, individual planning, response, and system support was discussed. The team reviewed areas of student need and the response of counselors to positively impact their school communities. In the future, the team plans to implement trauma informed practices district-wide, promote and teach resiliency to all staff and students (self-care, positive relationships, modeling and practicing conflict resolution skills), and offer new parenting resources and classes. In addition the team is committed to continued collaboration and coordination supporting the Comprehensive School Counseling Model.

Clarification was requested on the data source and collection process. The group responded

that supports and services data was tallied over a month and reported as averages. It was noted the pie graph charts would be easier to decipher if color-coding was consistent. The Board expressed appreciation for the information and the group's efforts.

8.2 CHS Basketball Field Trip Request

Request for approval of Canby High School's Varsity Basketball trip to Las Vegas, Nevada from December 18-24, 2017 was submitted for Board approval. Coach Craig Evans reviewed the trip's itinerary and fundraising efforts. Clarification was provided on the process for ensuring each athlete is able to participate. The cost for students is \$350 with the school providing \$650 supported by fundraising efforts.

MOTION: Mike Zagyva moved to approve Canby High School's Varsity Basketball trip to Las Vegas, Nevada from December 18-24, 2017 as presented; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

8.3 STA Report

STA Canby Location Manager Ed Hays discussed the company's commitment to serve the district as transportation experts. He reported a smooth, strong start to the school year. Seven (7) new drivers were trained, 54 drivers are available. This year, minimum changes were made to routes for continuity and drivers practiced their routes at least twice. Currently, there are 28 routes regular routes, 10 routes for students receiving Special Education services and two pre-school routes. In addition, 12 mid-day routes serve pre-school students and students receiving Special Education services. Ridership totals 1,792 students. Mr. Hays reported the SafeStop App is working and available for parents.

Board members expressed appreciation for the work of STA to ensure a significant improvement in transportation services this year.

8.4 Monthly Curriculum Update: Trost Math

Director of Teaching and Learning Sheryl Lipski explained Spanish math materials were received this summer as part of the curriculum adoption process. The materials were recently made available in Spanish. She introduced Trost Principal Angie Navarro to provide an update on the implementation process. Ms. Navarro shared the curriculum is well translated and staff are working with a math consultant to learn the new material.

8.5 Start of Schools Principal Report Ackerman Center

Cindy Bauer, Program Coordinator and Ackerman Administrator-On-Site, shared this year the Ackerman Center is home to four (4) sessions of pre-school with approximately 78 students in partnership with Clackamas ESD. Other programs include: SOAR (formerly know as KEY), Post-High Transition, REACH, Nutrition Services, District Psychologists and OT/PT staff, and WIC.

Baker Prairie Middle School

Jennifer Turner, Baker Prairie Middle School Principal, reported there are 607 students enrolled at Baker Prairie this year. Students have completed the iReady assessment in Math and Reading as well as a school-wide writing assessment. In addition, 1:1 iPads were deployed to every student. Ms. Turner thanked Technology Manager Bret Adkins and the District Technology Staff for their hard work to ensure the process was successful.

Canby High School

Greg Dinse, Canby High School Principal, discussed a great start to the school year with 1,440 students enrolled. He acknowledged new staff members including a bilingual receptionist. A Back-to-School Open House for parents was held with breakout sessions and an opportunity to meet teachers. About 350 people were in attendance. Mr. Dinse described highlights this year including the implementation of AVID, expansion of the Dual Language Immersion (DLI) program with two foreign language class offerings for freshman (German and Spanish), and a CTE multi-media class. In addition, Measure 98 funding provides a renewed focus in the area of college and career readiness with activities and expanded options for students.

Carus Elementary

Sam Thompson, Carus Principal, reported a positive start with 470 students enrolled, an increase this year. A handout was provided outlining the vision and focus for the year with new items such as classroom morning meetings and a behavior support IA. In addition, staff revisited the original intent of Collaborative Team time, established nine years ago, for focus and intentionality.

Eccles Elementary

Andy McKean, Eccles Principal, shared enrollment has decreased slightly to 470 students. A highlight this year has been the cooperation and efforts of STA to provide timely transportation services. He acknowledged Director of Finance Denise Lapp and her staff for their work to order and distribute school supplies district wide and to his secretarial staff for their efforts in disseminating the supplies to teachers. A focus for students this year is on character building and a focus for staff is continued Equity work with a book study.

Knight Elementary

Christine Taylor, Knight Principal, reported it was a great start to the school year with classrooms ready and teachers prepared. Staff is participating in a book study: *Fostering Resilient Learners*. School wide, small changes are being made this year to support a welcoming environment for students. For example, each student receives five (5) greetings before they enter the classroom and late attendance cards state: we're glad you're here. Knight welcomed the addition of the Clackamas ESD LEEP Program. A Back-to-School night was held with approximately 75% of families in attendance and an upcoming event is 6th grade Outdoor School.

Lee Elementary

Cherie Switzer, Lee Principal, discussed enrollment has decreased this year by 25 students and as a result, a Kindergarten teacher was relocated to Carus to support the increase in enrollment there. The Lee school community experienced a difficult time with the loss of a student. Ms. Switzer expressed appreciation for the support and assistance provided by the counseling team, district staff, and others. The daily schedule has moved forward with activities and instruction.

Ninety-One School

Skyler Rodolph, Ninety-One School Principal, reported a successful Back-to-School barbeque event was held for families. Kindergarten enrollment increased to 62 students and a third section was added. Mr. Rodolph expressed appreciation to staff and parents for their help to quickly prepare a new classroom. The first House Kickoff Assembly was held with 80 new students sorted into new house teams. A staff focus this year is trauma informed practices and a refocus on the intent of Collaborative Team time.

Trost Elementary - Dual Language Immersion (DLI) Program

Angie Navarro, Trost Principal reported 430 students are enrolled at Trost. The District received a grant for K-12 expansion of the DLI program. Staff voluntarily participated in a three day paid training prior to the start of school year, which was valuable. Ms. Navarro highlighted start-of-the-year activities including staff math work, dental van screening and sealant services for students, and a visit from the Oregon Bilingual Children's Theatre. She reiterated the value of having full time counselors to provide support and guidance.

8.6 New Teacher Supports Report

Director of Teaching and Learning Sheryl Lipksi discussed an overview of district supports for new teachers. She shared there are 10 new-to-the-profession teachers who have been paired with mentors. She clarified the mentoring program provides 75 hours of support.

8.7 School Supplies

Superintendent Goodall thanked Director of Finance Denise Lapp for her work to organize ordering and distribution of district wide school supplies for elementary schools this year. Ms. Lapp will review the process for areas of improvement and make adjustments moving forward. The school supply project is new and was initiated because of the financial burden placed on families. Principals and counselors reported positive feedback received from parents regarding the initiative and a willingness to donate additional supplies for families in need.

8.8 Financial Report / Special Funds / Enrollment Update

Denise Lapp, Director of Finance, reviewed the current Financial Report as of August 31, 2017. The Construction Excise Tax (CET) fund balance is \$658,351.29 and the Turf Replacement fund balance is \$205,946.29. An increase of \$32,396 in property taxes was received. Also, an additional \$140,303 in other immediate source revenue is anticipated. Expenditures do not reflect pending contract adjustments. Ms. Lapp noted a budget hearing and resolution is required to amend the budget from 8 million to 8.2 million and will be forthcoming.

Ms. Lapp provided a Month End Enrollment Summary handout with enrollment counts as of September 21, 2017. Total enrollment is 4,7341 students. It was noted that English Language Learner (ELL) and Migrant counts would be more accurately reflected in next months report.

8.9 OSBA Policy Rewrite Service

A continued discussion was held regarding the OSBA Policy Rewrite Service Agreement language as stated in item six (6) of the agreement:

6. This Agreement with OSBA grants the Canby School District a nontransferable license to:

- a. Make necessary copies for review, discussion and use during work sessions;*
- b. Make necessary modifications for specific use by and application to Canby School District;*
- c. Make necessary copies of the final document(s) solely for the use in Canby School District.*

This license will remain in effect two years from the date this agreement is completed.

It was noted that a satisfactory explanation for the two-year restriction was not received from OSBA. The Board discussed that written assurance should be provided by OSBA

indicating that at the end of the process the CSD Board is granted a nontransferable license to do a, b, and c as stated above.

The Board agreed to conditionally approve contracting with OSBA for the policy rewrite service. It was also discussed that the proposed meeting dates are agreeable and Board members have the option to attend if possible.

MOTION: Andrea Weber moved to conditionally approve contracting with OSBA for a rewrite of Canby School District's policy manual pending a written memo submitted by OSBA for clarification regarding the two-year nontransferable license restriction; Mike Zagayva seconded the motion. Motion passed 7-0.

9.0 FUTURE AGENDA ITEMS

- T&L Assessment Report: SBAC 2017, iReady
- CT Time - Open Discussion
- Academic Vision - Instructional AP
- Draft 2018-19 CSD School Calendar
- Budget Modifications/Measure 98
- Budget Committee Review
- Budget Calendar
- Emergency Response Protocols/Procedures
- Policy Review

No agenda items were added.

10.0 GOOD OF THE ORDER

No additional items were discussed.

EXECUTIVE SESSION

Tom Scott exited the Board from the Board Regular Session and entered into an Executive Session at 8:31 p.m. Board members in attendance were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber and Mike Zagayva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, and Michelle Riddell.

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; pursuant to ORS 192.660(2)(d) to conduct deliberation with persons designated by the governing body to carry on labor negotiations; 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.

Tom Scott exited the Board from the Executive Session and reentered the Regular Session at 9:19 p.m.

REGULAR SESSION

11.0 Ratification of Certified Contract

MOTION: Mike Zagyva moved to approve ratification of the certified contract contingent upon association approval; Angi Dilkes Perry seconded the motion. Motion passed 7-0.

Tom Scott adjourned the meeting at 9:29 p.m.

Respectfully Submitted:

Kamela Davis
Board Secretary

Tom Scott
Board Chair