

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
WORKSHOP SESSION
September 6, 2012**

1.0 CALL TO ORDER

Board Chair Ty Kraft called the Workshop Session to order on September 6, 2012 at 6:30 p.m. in the Canby School District Meridian room. Board members in attendance were Ty Kraft, Tom Scott, Diane Downs, Kristin Downs, Andy Rivinus and Andrea Weber. Brendan Murphy was absent from the meeting. Also in attendance were Superintendent Steach, Linda Martin, Maureen Callahan, Dave Harvey, Christie Gallagher, Mary Knigge, Tim Oberg, Pat Johnson, Sondra Strong and Traci Hensley.

2.0 INTRODUCTIONS

Everyone introduced themselves.

3.0 CHANGES TO AGENDA

None.

4.0 PUBLIC FORUM/ANNOUNCEMENTS

Superintendent Steach introduced our new Director of Finance Mary Knigge and Nutrition Services Director Christie Gallagher.

5.0 CONSENT AGENDA

5.1 Minutes

Minutes of the August 9, 2012 Workshop Session and Executive Session are provided in Addendum 5.1.

5.2 Personnel Changes

Personnel Changes are provided in Addendum 5.2.

Diane Downs made a correction to the minutes and Tom Scott asked for clarification/explanation on Canby High School grant funded positions as well as the temporary Eccles and Carus Resource Teacher.

MOTION: Andy Rivinus moved to approve the minutes as amended and the personnel changes as provided in Addendums 5.1 and 5.2. Andrea Weber seconded the motion. Motion passed 6-0.

6.0 INFORMATION/DISCUSSION ITEMS/ACTION ITEMS

6.1 USDA Lunch Program Changes

Christie Gallagher shared information on the Healthy Hunger-Free Kids Act that requires schools increase the availability of fruits, vegetables, whole grains, and fat-free and low-fat fluid milk in school meals; reduce the levels of sodium, saturated fat and trans fat in meals; and meet the nutrition needs of

school children within their calorie requirements. Sodexo will begin using meals consisting of 5 components: grains, meat/meat alternatives, fruit, vegetable, and milk. Also every student will be required to take ½ cup of fruit or vegetable each day for a reimbursable meal. Legumes will be offered at least once a week and French fries will be baked instead of prepared in the deep fryer.

6.2 Softball and Baseball Complex

The administration is working with the athletic booster groups to make modifications to the baseball and softball complexes. At the baseball complex, the boosters would like to modify the bleacher area to accommodate an announcer booth. This group has also committed to assisting with the renovation of the softball complex. The conceptual design of the new softball complex is nearly completed.

CHS Principal Pat Johnson, Wayne Layman, and Jim Smith met with the softball group and made positive growth and movement. They currently have plans to flip the varsity and JV field, will put up fencing and move away from 13th Street. They are working with the same engineer as baseball and have engineered plans for fencing and irrigation. 2014 at the earliest is the plan to start to upgrades on sewer and utility, restroom, concession stand and the team room. No fundraisers are planned at this time and there is no structured group. They are waiting for final dollar amounts before proceeding.

As far as baseball there are concerns on the remodel of the bleachers for the announcers booth and are working the general contractor and Wayne Layman as to what needs to be done and guidelines to complete and make sure it is structurally sound. Cougar Pride is funding the work and the Board would like signs in order to give them credit for the funding and to make sure the public does not think we are using general funds. We also need to make sure there is equity between softball and baseball in the event of budget cuts.

6.3 Common Core State Standards (CCSS) Development Plan

Director of Student Achievement Maureen Callahan reported in order to implement the CCSS we need to provide time and structure to teachers to learn about the CCSS based on the specific needs at the various levels and subject areas. We are making every effort to determine specific teacher's needs, so we can best plan to support them in the implementation. Maureen discussed the year 1 implementation plan and noted there are similarities from grade to grade and subject to subject but there are also distinct differences.

This year our seniors will need to pass the essential skill of writing, in addition to reading, which means some of our students will need to successfully complete writing work samples. At this time the new CCSS are

promoting performance tasks and Oregon Department of Education has not clarified the use of writing work samples in the future. Until we know for sure we are attempting to stay ahead of the changes while maintaining the current practices.

6.4 Budget Discussion/Athletics

Over the past several years, the Canby School District has made significant reductions in nearly every program. Our current staffing levels are at a tipping point for instructional programs. This past year, reductions were made that were visible to the community and impacted students. This included the elimination of all middle school programs.

The CHS athletic program currently generates \$145,000 in revenue with \$455,000 in expenditures at a total cost of \$310,000. CHS activities generate \$36,000 in revenue with \$96,000 in expenditures at a total cost of \$60,000.

In preparation for additional budget reductions next spring, John asked the Board to provide their position on a variety of budget items. He asked the Board if they are willing to cut high school athletics and if so, the process to be used to prioritize any potential reductions. The Board is willing to have the conversation, some with concerns of losing students to other districts which would decrease revenue and our comprehensive high school status. Title IX equal access compliance requirements would have to be considered with any reductions to athletic programs.

At the next meeting Superintendent Steach will bring back a list to be used in prioritizing reductions for the Board to rank. The community would also be involved in a survey of criteria.

6.5 Construction Excise Tax

Director of Finance Mary Knigge reviewed the 2007 Legislature passed Senate Bill 1036 allowing school district to impose a tax on new construction. The bill allows district to charge \$1 per square foot on structures or portions of structures intended for residential use and \$.50 per square foot or portions of structures intended for nonresidential use, not to exceed \$25,000 per structure. There are exceptions for non-profit, public and private school improvements. Beginning in 2009, the Department of Revenue has indexed the tax limits to inflation. Current rates are \$1.11 per square foot for residential, \$0.55 for nonresidential and \$27,700 non residential maximum. Canby School District has not imposed the new CET limits. She also noted the excise tax collected can only be used for "capital improvements".

Canby School District has Intergovernmental Agreements with the City of Canby, the City of Wilsonville and Clackamas County for collection of the CET. A special revenue fund, Construction Excise Tax Fund, is set up to record the account activity. The beginning fund balance in this fund for 2012-2013 is

projected to be \$293,224. Currently there is no approved plan to expend these dollars.

The Board would like to see a comparison from neighboring districts to see if they are collecting the maximum tax and Mary will bring the comparison and resolution on September 20 for board discussion and approval.

6.6 Achievement Compact Committee

Superintendent Steach reviewed the legislation with the Board noting each school is required to form an “achievement compact advisory committee” by September 30. The committee is charged with developing plans for achieving the district’s outcomes, measures of progress, goals and targets expressed in an achievement compact, including methods of assessing and reporting progress toward the achievement of goals and targets.

Under the statute, the advisory committee reports to the school and will consist of teachers, administrators and other appropriate education personnel who are employed by the districts. Members of the governing board could also be appointed.

The following people will be recommended for the Canby School District Achievement Compact Committee with the addition of OSEA President Betty Crawford, with board approval to take place on September 20:

- Superintendent – John Steach
- Director of Student Achievement – Maureen Callahan
- Director of 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 Weber

6.7 Board Goals/Calendar

Superintendent Streach noted the January 3 Board Workshop is scheduled during the Winter Break, therefore the Board voted to cancel the workshop.

MOTION: Diane Downs moved the cancel the January 3, 2013 Workshop Session. Andy Rivinus seconded the motion. Motion passed 6-0.

After Board discussion they were in agreement the four board priorities would remain the same as listed below, however the information in each category needs to be updated:

1. Increase Student Achievement
2. Develop a K-12 culture to Promote Student, Parent, Staff Success
3. Enhance Positive School-Community Relations
4. Ensure Effective Use of Resources

An updated document will be brought to the October 4 Board Workshop.

6.8 Superintendent Project Goals

As part of the Superintendent evaluation, the Board felt Superintendent Steach should create his own goals for discussion and input from the Board. Diane Downs felt negotiations should also be included in his goals. Further discussion will take place at a future meeting.

7.0 NEXT MEETING AGENDA

- 7.1 Achievement Compact Committee Approval**
- 7.2 Student Data Tracking**
- 7.3 Student Achievement**
- 7.4 Budget/Class Sizes**
- 7.5 Financial/Enrollment Update**
- 7.6 IT Status-Hardware**
- 7.7 IT Status-Staff Development**

No changes at this time to the next meeting agenda.

8.0 ADJOURNMENT

Chair Kraft adjourned the meeting at 9:25 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Ty Kraft
Board Chair

APPROVED: