

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Board Work Session and Executive Session  
April 5, 2018  
Canby School District Office, Meridian Room**

**WORK SESSION**

**Board members in attendance** were Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Michelle Riddell, Loretta Manning, Sheryl Lipski, Greg Dinse, Christine Taylor, Troy Soles, Angie Navarro, Danielle Reynolds, Heather Sparks, Cindy Bauer, Troy Soles, Sam Thompson, Travis Opperman, Donna Diggs, Arthur Marine, Angelica Marine, Rocio Lopez Morales, and Alex Bowers.

**1.0 CALL TO ORDER**

Tom Scott called the Work Session to order at 6:30 p.m.

**2.0 INTRODUCTIONS**

The audience members introduced themselves.

**3.0 CHANGES TO AGENDA**

No changes were made.

**4.0 PUBLIC FORUM/ANNOUNCEMENTS**

**4.1 Public Comments**

No public comments were made.

**5.0 CONSENT AGENDA**

Included in the Consent Agenda:

- 5.1 Minutes from the March 15, 2018 Board Regular Session and Executive Session
- 5.2 Personnel Changes

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

**6.0 INFORMATION/DISCUSSION/ACTION ITEMS**

***6.1 Dual Language Immersion (DLI), Native Language Development (NLD), Non-English Language (Non-EL), and English Language (EL) Program Update***

Trost Elementary Principal Angie Navarro and Intervention Specialist Danielle Reynolds presented a keynote: *Dual Language Immersion (DLI) Program Update* with information on the following programs: Dual Language Immersion, Native Language Development, and English Language. Academic achievement and extra curricular cohort data was provided on this year's seniors (Class of 2018). Canby High School seniors: Abigail Marine and Rocio Morales shared about their experiences as Dual Language Immersion program students and the benefits of the program.

## **6.2 General Obligation Bond Levy Rate Analysis**

Piper Jaffray & Co. Assistant Vice President Alex Bowers presented a keynote: *General Obligation Bonds, Series 2019 and 2020 Levy Rate Analysis* with information on multiple analyses for consideration. Assumptions were based on a May 2019 or November 2019 election. Director of Finance Denise Lapp discussed the outcome of the Facility Condition Assessment and Long-Range Facility Plan would be the basis for future bond levy considerations. A discussion was held on the options and clarification was provided as requested.

## **6.3 Ratification of Classified Contract**

Human Resources Director Michelle Riddell reported the classified association voted to ratify the contract on April 4, 2018.

**MOTION: Andrea Weber moved to approve ratification of the contract between Canby School District and OSEA as presented; Rob Sheveland seconded the motion. Motion passed 7-0.**

## **6.4 Award of Facility Condition Assessment and Long-Range Facility Plan**

Director of Finance Denise Lapp reviewed the committee's selection process to award the contract for the Facilities Condition Assessment and Long-Range Plan to *Soderstrom Architects*. The following resolution was submitted for approval:

### **Resolution 2017-18/009**

*WHEREAS, three proposals were received by Canby School District No. 86 for a firm to provide a facility condition assessment and long-range facility plan;*

*WHEREAS, respondents had seven days following the Notice of Intent to Award to protest the award decision;*

*NOW, THEREFORE, BE IT RESOLVED that the Canby School District No. 86, Clackamas County, Oregon, does hereby award the contract for work to perform a Facility Condition Assessment and Long-Range Facility Plan to Soderstrom Architects.*

**MOTION: Diane Downs moved to award the contract for the Facility Condition Assessment and Long-Range Facility Plan to Soderstrom Architects as presented in Resolution 2017-18/009; Angi Dilkes Perry seconded the motion. Motion passed 7-0.**

A discussion was held regarding the process, timeline, and funding. It was noted the contract does not include costs associated with seismic assessments; however, included is an initial seismic assessment for all buildings with recommendations provided on which buildings require further assessment.

It was agreed that the May 2019 bond levy election option would not be considered further to allow ample time to conduct the Facility Condition Assessment and Long-Range Facility Plan.

## **6.5 Curriculum Related Performances - Fee Structure Follow-up Discussion**

As a follow-up to discussions regarding classroom related performance fees, Superintendent Goodall reported it was found that revenue received from high school choir concerts has been designated to the general fund and does not directly benefit the program. He noted the revenue is

nominal and therefore recommended elimination of the high school choir concert fees moving forward. The Board concurred with the recommendation. Mr. Goodall added that drama program costs would be reviewed to ensure fees are reasonable.

It was suggested that a plaque could be created with donation information for patrons who wish to support the music program with a financial gift.

### ***6.6 Open Enrollment Report***

Mr. Goodall reviewed information regarding Open Enrollment applications received to date. It was noted the number of kindergarten applications received at Carus Elementary and Ninety-One School and the number of second grade applications at Knight Elementary exceeded the number of openings. Whereas kindergarten openings are pending resident enrollment, an equitable lottery process will be determined following kindergarten registration.

### ***6.7 Snow Day Make-up Discussion***

A follow-up discussion was held regarding the school closure on February 21, 2018 due to inclement weather. Options considered were to restore the instructional day for grades K-11 students on June 18, which would bring students back for one day, or to not restore the day. The Board expressed agreement that although instructional time is a priority, bringing students back for one day would not be worthwhile.

**MOTION: Andrea Weber moved to approve not restoring the instructional day as discussed; Mike Zagyva seconded the motion. Motion passed 7-0.**

## **7.0 FUTURE AGENDA ITEMS**

The following items will be addressed at an upcoming session:

- Spotlight on Student Success: CHS
- Approval of Ninety-One School's Band and Choir Trip to Seattle Music Festival
- Monthly Curriculum Update: Comprehensive Sex Ed Health Plan/Adoption
- Financial | Special Funds | Enrollment Report

## **8.0 GOOD OF THE ORDER**

No items were discussed.

## **EXECUTIVE SESSION**

Tom Scott exited the Board from the Board Work Session and entered into an Executive Session at 9:01 p.m. Tom Scott (Chair), Rob Sheveland (Vice-Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Michelle Riddell, and Denise Lapp (Director of Finance).

The Board will meet 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 evaluate the employment-related performance of the Superintendent, pursuant to ORS 192.660(2)(i), which allows the Board to meet in Executive Session for that purpose.

It is 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.

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Tom Scott exited the Board from the Executive Session and reentered the Regular Session at 10:28 p.m.

**REGULAR SESSION**

**9.0 ADJOURNMENT**

Tom Scott adjourned the meeting at 10:28 p.m.

Respectfully Submitted:

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Kamela Davis  
Board Secretary

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Tom Scott  
Board Chair