

**MINUTES OF THE  
CANBY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
Board Regular Session and Executive Session  
March 15, 2018**

**Canby High School, Applied Technology Center, OMNI Room**

**REGULAR SESSION**

**Board members in attendance** were Tom Scott (Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagya. Absent Board member was Rob Sheveland (Vice-Chair). Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp, Sheryl Lipski, Laretta Manning, Michelle Riddell, Jennifer Turner, Cherie Switzer, Kimie Carroll, Angie Navarro, Cindy Bauer, Skyler Rodolph, Andy McKean, Rudy Rivera-Lindstrom, John Hall, Steve Turner, Heather Sparks, Marilyn Wood, Melissa Youd, Stephen Matthias, Jessica Matthias, J.J. Lessard, Galina Dobson, Bruce Cramer, Mary Cramer, Andrew Waldon, Doug Lam, Jessica Eide, Caleb Eide, Candy Rodriguez, Naarai Gomez, Zabdy Gomez, Anna Herren, Colby Herren, Mistie Hesse, Jon Hesse, Lydia Hesse, Jim Molamphy, Adrian Molamphy, Andrea Collins, Madelinn Collins Brown, Ron Jones, Daralyn Jones, Troy Soles, Jenne Parker, and Lynn Olsen.

**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**

Lee Elementary student Caleb Eide 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 Spotlight on Student Success Lee Elementary***

Lee Elementary Principal Cherie Switzer introduced 5<sup>th</sup> grade teacher Mary Cramer and students: Caleb Eide, Zabdy Gomez, Colby Herren, Lydia Hesse, Adrian Molamphy, and Madelinn Collins Brown to present on the DoD STARBASE Youth Program located at the Air National Guard Base in Portland. Lee Elementary 5<sup>th</sup> grade students had the opportunity to visit the base on five occasions and participate in math and science experiential activities.

Ms. Cramer presented a slide show highlighting the various activities and students discussed their experiences. Students provided Board members with an opportunity to participate in a science experiment. It was noted that the program would unfortunately no longer be federally funded. Audience members were encouraged to contact their state and federal representatives to support the program.

***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 March co-recipients: Dong Lam and Andy Waldon, Building Engineers at Lee Elementary. Mr. Goodall and Principal Cherie Switzer acknowledged Mr. Lam and Mr. Waldon for their work to take care of facility needs and assist students and staff in a way that positively impacts their school community. Marilyn Wood, C.A.R.E. Committee member, presented the award on behalf of the committee, Canby Kiwanis, and local area businesses.

#### ***4.3 Milk Dispenser Video – Nutrition Services***

Director of Finance Denise Lapp introduced Sodexo District Manager J.J. Lessard and Director of Nutrition Services Galina Dobson. Ms. Dobson showed a [Milk Dispenser Video](#) created by Clackamas County highlighting new milk dispensers piloted at Knight Elementary and Carus Elementary this year. The grant-funded program seeks to reduce waste and increase student milk consumption. Ms. Dobson shared the program has been successful and plans to re-apply for a grant to expand the program to Eccles Elementary, Lee Elementary, Ninety-One School, and Trost Elementary next year.

#### ***4.4 Public Comments***

Tom Scott opened the floor for public comments.

Canby High School FFA Advisor Patty Abell introduced freshman Jessica Matthias to present the FFA Creed for audience members. Ms. Matthias recited the FFA Creed in preparation for the state competition.

Stephen Matthias acknowledged Board members and staff for their continued support of the high school FFA program.

#### **5.0 CONSENT AGENDA**

Included in the Consent Agenda:

- 5.1 March 1, 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; Angi Dilkes Perry seconded the motion. Motion passed 6-0.**

#### **6.0 SUPERINTENDENT'S REPORT**

Superintendent Goodall commented on the following:

- Canby Reads, a community-wide initiative, will kick-off on April 2<sup>nd</sup>. I will be going to every elementary school to read to second grade students. A special thanks goes to The Canby Center for their efforts to coordinate the reading mentors program at Knight, Eccles, Lee and Trost. Thank you to Rotary, Cutsforth's Thriftway, the Canby Educational Foundation, and the Canby Library for their support.
- I am currently serving on a state social-emotional well-being work group. The work group's focus is to develop policy proposals to encourage healthcare organizations to partner with school districts to meet the social, emotional, mental and physical health needs of Oregon students and families.
- I met with PTA/PTO parents last Friday to continue discussions on homework, effective communication with parents, and empowering parents to get the most out of parent/teacher conferences.

- Approximately 400 Canby High School, 400 Baker Prairie Middle School students, and 30 Ninety-One School students participated in the National Student Walkout on March 14<sup>th</sup>. The student-led walkout was done respectfully and safely. Thank you to principals for their efforts.
- On March 13<sup>th</sup>, administrators participated in continued Equity training with Education Equity Coordinator Rudy Rivera-Lindstrom and facilitators from Oregon Department of Education.

## 7.0 BOARD COMMENTS

**Mike Zagyya:** Attended the following: Collaborative Team (CT) time with high school math teachers – appreciate the conversation and their work; band concerts at Baker Prairie Middle School and Ninety-One School – shout out to students and directors; Bridging Cultures Fundraiser Dinner and Auction to benefit programs; Canby High School’s International Economic Summit – always very well done; and the Lee school carnival – thank you to custodians and staff. Also, appreciated Denise Lapp’s assistance to learn the Request for Proposal (RFP) bid process.

**Angi Dilkes Perry:** Pass

**Sara Magenheimer:** Attended the Canby High School International Economic Summit, which was organized and very well done – thank you to staff for their efforts.

**Rob Sheveland:** Absent

**Andrea Weber:** I had the opportunity to teach a Junior Achievement class for Ms. Meads’ third grade students at Eccles. Attended Canby High School’s performance of Cinderella, which was excellent. Thank you to community businesses for their support and assistance, especially Heavenly Bridal Shop for costumes.

**Diane Downs:** Attended the Eccles Elementary Science Fair and Book Fair – great participation and appreciated the scientific method evident in student projects. Also attended the Canby High School International Economic Summit, which was well done. Appreciated the opportunity to attend Collaborative Team (CT) time with high school math teachers. Also attended the high school performance of Cinderella.

**Tom Scott:** Pass

## 8.0 INFORMATION/DISCUSSION/ACTION ITEMS

### *8.1 Equity Update*

Education Equity Coordinator Rudy Rivera-Lindstrom discussed her role in systematic Equity work, Measure 98 planning and implementation, and parent engagement strategies. She referenced the district’s Academic Vision document as a baseline for the creation of a K-12 Equity plan. She noted the plan is in draft form and would be shared at an upcoming Board Work Session. Equity training has continued for administrators in collaboration with the Oregon Department of Education (ODE) Office of Equity, Diversity and Inclusion.

Ms. Rivera-Lindstrom discussed that per Measure 98 requirements, a self-assessment was submitted and approved by ODE. The self-assessment showed areas of strength are the high school CTE program and areas to be addressed are dropout prevention and access to advanced course work. A multi-tiered system level of support process is needed to identify students earlier and intervene behaviorally and academically. Ms. Rivera-Lindstrom added Measure 98 requires the district to convene a multi-perspective team to develop a plan. The plan, originally due by the end of March, may be extended or revised after submission.

Ms. Rivera-Lindstrom discussed the implementation of parent engagement opportunities such as the Latino Parent Forum and PTA/PTO Parent Forum meetings, which includes participation from English and Spanish speaking parents. She noted an overarching need is increased communication that is accessible for parents in a language that is understood. Ms. Rivera-Lindstrom added a goal is to develop a student leadership forum to provide an opportunity for student voice.

The Board requested clarification regarding how time is allotted for staff to collaborate on the Measure 98 plan. Mr. Rivera-Lindstrom explained that staff have made themselves available and are dedicated to the work. Superintendent Goodall added that some funds have been designated for substitutes if needed.

### ***8.2 Monthly Curriculum Update: K-12 Social Studies Plan***

Director of Teaching and Learning Sheryl Lipski discussed the Oregon State Board of Education Social Sciences Academic Content Standards were adopted in 2011. A first set of comprehensive ethnic studies standards for K-12 schools was recently added and the revised standards will likely be adopted this spring. As a district, grades 6-12 will begin the social studies curriculum adoption process in May 2018 in collaboration with the Clackamas Education Service District (CESD). The anticipated time-line includes material selection during the 2018-19 school year with implementation in the fall of 2019. Ms. Lipski clarified that for grades K-5, science and social studies is embedded in the recent Language Arts curriculum adoption; however, a science and social studies materials adoption process will begin at the end of the 2018-19 school year. Superintendent Goodall added the district would research open source materials as an option.

### ***8.3 Joint-Use Recommended Fee Schedule***

Facilities Manager John Hall and Facilities Specialist Steve Turner reviewed the recommended joint-use fee schedule. It was noted that facility rental fees have not changed for some time and costs have exceeded revenue. Mr. Hall discussed the proposed rates, changed from a per student participation rate to an hourly rate, are based on averages from other school districts. He noted some user groups would see a significant increase while others would have little to no change.

Mr. Hall discussed organizations such as Canby Kids and Whiskey Hill Kids with longstanding agreements would be impacted by the changes. It was noted that field use agreements are currently in place for sports organizations to maintain the fields in exchange for free field use. Mr. Hall added communication to user groups is key in the process and a rollout system for the new rates would be implemented.

A discussion was held on the proposed changes. The Board expressed concern that increased rates would result in higher participation fees for students and families. It was noted that the public owns district facilities and while upkeep is important a balance is needed. It was suggested that an analysis be provided that is based on actual maintenance and personnel costs rather than neighboring district averages; the actual costs would be used as a base for the charges. Mr. Turner discussed the challenge in providing the analysis as suggested. Mr. Goodall added he would meet with stakeholders to discuss options moving forward; specifically, to discuss agreements that serve both the district and the community and that are equitable and administratively feasible. Mr. Goodall noted he would continue to work to

establish a fair fee structure with full support from the board before implementation.

#### ***8.4 Financial and Special Funds Report, Enrollment***

Ms. Lapp reviewed the Canby School District Financial Report as of February 28, 2018. The Construction Excise Tax (CET) fund balance is \$750,245.12. The Turf Replacement fund balance is \$242,535.10. Ms. Lapp reported the Financial Report reflects adjustments in property tax revenues, State School Fund and Common School Fund estimates. Ms. Lapp reviewed the Month End Enrollment Summary as of February 28, 2018. Total enrollment is 4,609 students, an increase of 15 students from the previous month. Parrott Creek Ranch (PCR) student enrollment is 20 students.

Ms. Lapp provided an update on the state's PERS status. During the 2018 legislative session a bill was passed to address the shortfall; however, assistance to the district may not be realized due to constraints.

Ms. Lapp reported the committee met to review the Facilities Condition Assessment and Long-Range Plan Request for Proposals and a recommendation will be presented for board approval at the April 5 Board Work Session. She noted the district received \$70,000 in grants to offset costs associated with the assessments.

Ms. Lapp added she contacted Piper Jaffray & Co. Public Finance Managing Director Carol Samuels to compile bond analysis information for the board's consideration. It was suggested and agreed that a presentation would be provided at the upcoming April 5 Board Work Session.

#### ***8.5 Admission Costs for Classroom Related Performances***

A discussion was held on costs related to classroom performances. It was noted that currently there are varying practices, i.e., attendance at high school band concerts is free and attendance at high school choir concerts is fee-based. Concerns were expressed that costs may present a hardship for families and discourage participation. It was agreed that an equitable process should be established. The board discussed ideas to create revenue such as a donation system in lieu of a per person cost. The board requested more information on revenue allocation and the potential impact to the program if fees were eliminated.

Mr. Goodall added he would like to further look at the 'pay to play' policy and pursue a comprehensive study of all curricular and extra curricular activity fee schedules. A follow-up report was added to the April 5 Board Work Session agenda.

### **9.0 FUTURE AGENDA ITEMS**

- Open Enrollment Report
- Budget Discussion
- Mid-Year Internal Audit Report
- Measure 98 Update | Planning Committee
- DLI Update

### **10.0 GOOD OF THE ORDER**

Mr. Goodall acknowledged outgoing CEA Union President Troy Soles as of June 2018 for his work.

**EXECUTIVE SESSION**

Tom Scott exited the Board from the Board Regular Session and entered into an Executive Session at 8:40 p.m. Board members in attendance were Tom Scott (Chair), Angi Dilkes Perry, Diane Downs, Sara Magenheimer, Andrea Weber, and Mike Zagyva. Absent Board member was Rob Sheveland (Vice-Chair). Also in attendance were Trip Goodall (Superintendent), Kamela Davis (Board Secretary), Denise Lapp (Director of Finance), 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; to conduct deliberation with persons designated by the governing body to carry on labor negotiations pursuant to ORS 192.660(2)(d); 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 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 9:24 p.m.

**REGULAR SESSION**

Tom Scott adjourned the meeting at 9:24 p.m.

Respectfully Submitted:

---

Kamela Davis  
Board Secretary

---

Tom Scott  
Board Chair