

GRESHAM-BARLOW SCHOOL DISTRICT NO. 10 JT.
Minutes of Regular Board Meeting / Work Session

August 19, 2016

The Gresham-Barlow School District Board of Education held a work session on Friday, August 19, 2016, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 8:05 a.m. by the chair, Carla Piluso. Other board members in attendance were Kris Howatt, Kathy Ruthruff, Sharon Garner, Carla Piluso, Kent Zook, and John Hartsock.

The following members of the superintendent’s cabinet were present:

Jim Schlachter	Superintendent
James Hiu	Deputy Superintendent of Secondary Education and Operations
Teresa Ketelsen	Deputy Superintendent of Teaching and Learning
Mike Schofield	Chief Financial Officer
Randy Bryant	Executive Director of Human Resources
Julie Evans	Executive Director of Elementary Education
Sara Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

The following guest presenters were present (at the times noted in various sections below):

Jeremy Wright	Wright Public Affairs
Karen Montovino	DLR Architects
Kerry Scott	DLR Architects

WELCOME, ICEBREAKER, AND AGENDA REVIEW (8:05 a.m.)

Following welcoming comments from Superintendent Schlachter, Chair Piluso facilitated a warm-up activity involving the characteristics of various totem pole symbols described in a handout.

MOTION 12 INTERDISTRICT TRANSFERS FOR 2016-2017 (8:30 a.m.)

James Hiu explained that the board approved 84 slots for students to transfer into the Gresham-Barlow School District, and 40 slots for students wishing to transfer to another district. Requests to transfer out of the district have exceeded the 40 approved slots; therefore, there are 20 students on a wait list.

Kris Howatt moved to approve the addition of 20 slots for resident district releases for the 2016-17 school year. Kent Zook seconded the motion.

Following discussion, the motion carried unanimously.

COMMUNICATING DISTRICT VISION (8:36 a.m.)

Superintendent Schlachter presented a new flyer, updated posters, and a brochure designed to communicate the district's vision and strategic themes. He also provided an overview of steps to advance the district's 2020 Vision, the development of district goals, and quarterly updates that will be provided throughout the school year. (A copy of Mr. Schlachter's slide presentation has been filed with these minutes.)

Teresa Ketelsen presented information about the teaching and learning framework. Discussion included instruction curriculum assessment, learning environments, the district's work related to equity, and steps to address the disproportionality in student suspensions and expulsions.

RECESS / RECONVENE (9:37 a.m.)

The meeting was recessed at 9:37 a.m. and reconvened at 9:46 a.m.

DEVELOPMENT OF DISTRICT GOALS (9:46 a.m.)

Board and cabinet members divided into individual work groups to discuss district goals and targets. Topics included Equitable Outcomes, College and Career Readiness, Early Learning, Class Size and Learning Environments, Community Partnerships, and Community Investment.

Following the breakout sessions, one person from each group summarized their group's discussion.

EXECUTIVE PROJECTS (10:55 a.m.)

Superintendent Schlachter reminded the board that the cabinet identifies executive projects each year, and reviews them every two weeks throughout the year.

Written briefings regarding three of the executive projects were included in the agenda materials for board information, and summarized by cabinet members as follows:

- Teresa Ketelsen reviewed the *School District Collaborative Grant*, and *K-3 Technology Integration*;
- James Hiu and Sara Huston reported on *Equitable Outcomes*.

2016 BOND (11:15 a.m.)

Jeremy Wright and Athena Vadnais provided a brief overview of previous bond measures, what the proposed 2016 bond will accomplish, and reasons for presenting the bond measure on the November ballot. They also summarized efforts underway to inform stakeholders about the district's bond measure. A handout titled "2016 Gresham-Barlow Bond, What to Expect and When" was provided to supplement their presentation. (A copy of the handout has been filed with these minutes.)

Karen Montovino introduced “charrettes,” and demonstrated how this envisioning process engages stakeholders in brainstorming activities regarding facility designs. She then led a mock charrette exercise so that board members could experience the process firsthand. Handouts included an example of a charrette product, and a schedule of pre-bond design charrettes. Similar charrettes will be held at each school over the next week. (Copies of the handouts and a slide presentation have been filed with these minutes.)

Mike Schofield provided an update regarding the bond communications budget, including expenditures to date (approximately \$193,000) and projections (an estimated \$194,000). The bond communications budget is funded by construction excise tax dollars, not the general fund operating budget. It was noted that the expenditures are used for information/education purposes only, not for endorsement. (For more information, refer to the handout titled, Pre-Bond Planning/Information Services, Costs and Estimates, 08/18/2016. A copy has been filed with these minutes.)

John Hartsock reported about a political action committee [Vote YES for Student Success] that has formed to support the bond measure. Stefanie Craft, a Damascus-area, parent has been retained to serve as the campaign manager.

RECESS/RECONVENE (12:05 p.m.)

The board recessed for lunch at 12:05 p.m. The meeting was reconvened at 1:00 p.m.

BOARD PLANNING TOPICS (1:00 p.m.)

Board Meeting Procedures: The following suggestions were discussed, and the conclusions are summarized below:

- Add more student, staff, and school recognitions at board meetings -
James Hiu and John Koch will seek input from principals about increasing the number of recognitions at board meetings. The results will be reported at a future work session.
- Include student representation at board meetings -
James Hiu and John Koch will seek input from principals about including student representatives to sit with the board. The results will be reported at a future work session.
- Expand the use of the consent agenda to include more routine items -
As future board meeting agendas are developed, Superintendent Schlachter and Mike Schofield will work with board leadership to identify topics for inclusion on the consent agenda, as suggested.
- Add a work session to precede every board business meeting throughout the year –
At a future business meeting, the board will be asked to consider a revised board meeting schedule to include a work session before every business meeting.

- Subscribe to BoardBook for board agenda packets -
The use of BoardBook will be revisited at the mid-year planning session.
- Continue the fall School Improvement Plan (SIP) fair -
Continuation of the annual SIP fair was supported by the board and cabinet.

Community Relations: Board members talked about the purpose of and value in continuing DAC (District Advisory Committee) meetings. This topic will be revisited at a future work session. For the balance of the 2016-17 school year, the adopted DAC meeting schedule will remain enforce.

Curriculum: Information provided at a National School Boards Associations (NSBA) conference about Next Generation Science Standards, etc., was discussed.

District Communications: A suggestion was made that a review of the district's communications plan be considered as a future work session topic. Included in the discussion could be the district's web site, newsletters, newspaper articles, budget allocations for staffing the communications department, an updated district logo, etc.

Policy and Practices: Policies related to gifts and donations, equity, and field trips were identified for review at a future work session.

Other: Miscellaneous topics included educational partnerships (e.g., ACE Academy and Mt. Hood Community College), homeless youth, funding for the district's technology plan, the addition of a budget committee meeting on May 22, 2017, etc.

RECESS/RECONVENE (2:15 p.m.)

The board recessed at 2:15 p.m., and cabinet members were excused.

The meeting was reconvened at 2:23 p.m.

BOARD RESPONSIBILITIES (2:23 p.m.)

Board / Superintendent Working Agreements: Board members reviewed the working agreements, and advanced them without changes for re-adoption at the next business meeting.

Board Self-Evaluation: Board members reviewed background information regarding prior board self-evaluations, and a list of questions identified at a recent work session for inclusion in the next evaluation process. Board members then asked the board secretary to send the questions to each board member via Survey Monkey on Monday, August 22, 2016, with a two-week deadline for responses. When all of the responses have been received and compiled in Survey Monkey, the board will review the results in a future work session. (Note: During the discussion of board committee assignments below, Director Howatt volunteered to serve on the board self-evaluation committee.)

Superintendent Evaluation Process: Board members discussed last year’s 360° evaluation process. There was consensus that the results were beneficial and the process should be repeated, but not every year. It was acknowledged that State statutes and board policy require the completion of an evaluation every year. It was agreed that a committee of three board members should meet to develop a new evaluation process for this year, possibly using some of the questions from last year’s 360° evaluation. There was also consensus that this year’s evaluation should be completed by March 15, 2017, in order to comply with State statutes. (Note: Three board members volunteered to be on the evaluation committee during the discussion of board committee assignments. See below.)

BOARD PLANNING (3:16 p.m.)

Board Committee Assignments: Board members reviewed a list of board committee assignments. Existing assignments were reaffirmed, and new opportunities were filled for 2016-17 as follows:

Committee	Number	Carla Piluso	Sharon Garner	John Hartsock	Kathy Ruthruff	Kent Zook	Kris Howatt	Matt O’Connell	Other / Appointed	Advisory to Superintendent	Advisory to Board
Audit Involvement Team	2	●					●		Budget Committee Member		
Board Evaluation Committee	1						●				
Board Leadership	2	●					●				
Bond	1			●							
Communications Project	2			●			●				
Counselor Advisory Committee	2	●			●				John Koch?		
DAC	All	●	●	●	●	●	●	●			
District Data Team <i>(On Hold)</i>	1	-----	-----	-----	-----	-----	-----	-----	-----		
District Equity Focus Team	2	●	●								
Federal Relations Network (FRN) <i>(AKA Advocacy Institute)</i>	1						●				
Gresham-Barlow Education Foundation <i>(On Hold)</i>	1	-----	-----	-----	-----	-----	-----	-----	-----		
MESD Budget Committee <i>(A 3-year commitment)</i>	1			●							
Metro Policy Advisory Committee (MPAC)	1					●					
OSBA Board of Directors	1						●				
OSBA Legislative Policy Committee (LPC)	1					●					
OSEA/GBSD Contract Review Team	1						●				
Policy Review Committee	2			●			●				
Superintendent’s Evaluation	3		●	●			●				

There was also discussion about the differences between advisory committees to the superintendent, advisory committees to the board, standing committees, and ex-officio representation.

It was noted that the Federal Relations Network (FRN) is now referred to as the Advocacy Network, and attendance is limited to OSBA board and/or legislative policy committee members. It is included in the list of Board Committee Assignments primarily because the board's budget funds a portion of the related expenses. (OSBA funds the other portion.) It also provides an opportunity for another board member to express an interest in participation, if they qualify. In addition, the chart helps to illustrate the volume/balance of commitments board members assume in addition to regular school board meetings.

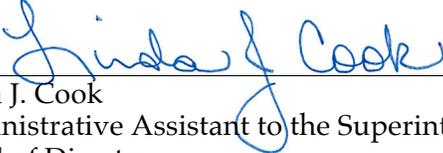
2016-17 Calendar Highlights: Board members discussed upcoming events, such as the August 31, 2016, all-district convocation to be held at Gresham High School, and a Gresham-Barlow Education Foundation social. The board also discussed a suggestion to cancel a fall board work session (e.g., September 22 or October 20) in consideration of other obligations related to the bond. It was decided to revisit the suggestion at the September 1, 2016, board meeting, along with other meeting schedule changes previously discussed.

Board Development Opportunities: Board members were given information regarding 2016-17 board development opportunities, such as the annual Oregon School Boards Association (OSBA) convention, the National School Boards Association (NSBA) convention, and an OSBA fall regional dinner meeting. It was agreed that the full board and the superintendent should attend the NSBA convention, if possible, March 25-27, 2017, in Denver, Colorado. (Sign-up sheets were passed around for the events described above.)

Other: The superintendent presented a list of proposed work session topics for 2016-17. He explained that the list was developed as part of the district's on-going process for planning future agendas, and to ensure that subjects being considered are timely and meet expectations of the board. It is also a tool to help manage the length of work sessions. The list is updated frequently as the need to add, delete, or move items is identified. Regular updates will be presented at future work sessions, and board members are invited to provide input throughout the year.

ADJOURNMENT (3:44 p.m.)

The meeting was adjourned at 3:44 p.m.

Submitted by: 
Linda J. Cook
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on October 6, 2016:lc