

Gresham-Barlow



School District

BOARD OF EDUCATION

Board Business Meeting

AGENDA

October 5, 2017

BOARD OF EDUCATION

October 5, 2017

AMENDED AGENDA – BLUE SHEET

Board Work Session – 6:00 p.m.
Board Business Meeting – 7:00 p.m.

**Public Safety and Schools Building
1331 NW Eastman Parkway, Gresham, OR**

I. CALL REGULAR BUSINESS MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL

_____	Kris Howatt, Chair	_____	Kathy Ruthruff, Director
_____	Sharon Garner, Vice-Chair	_____	Blake Petersen, Director
_____	Carla Piluso, Director		
_____	John Hartsock, Director		
_____	Matt O’Connell, Director	_____	A. Katrise Perera, Superintendent

III. COMMUNICATION FROM THE AUDIENCE

Time has been set aside later on the agenda for Citizens’ Requests of the Board. If anyone in the audience wishes to address the board this evening, there are yellow “Citizens’ Requests of the Board” forms on the table in the back of the room; please complete a form and give it to our board secretary, Ms. Avery.

IV. APPROVE MEETING AGENDA

V. CONSENT AGENDA

All items listed below are matters considered by the board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the board or persons in the audience requests specific items be removed from the consent agenda and placed on the regular agenda.

- 1. Minutes from Regular Work Session..... September 7, 2017
- Minutes from Regular Business Meeting..... September 7, 2017
- Minutes from Regular Work Session..... September 14, 2017
- Minutes from Local Contract Review Board Meeting..... September 28, 2017
- Minutes from Regular Work Session..... September 28, 2017
- 1a. Board and Superintendent Working Agreements
- 2. Financial Report
- 3. Personnel Report: Employment Changes
- 4. BH / BHA Policy Revision

VI. RECOGNITIONS

- 5. GBSD Doctoral Staff Hiu
- 6. Community Care Day Honorees Vadnais
- 7. Community Schools Appreciation Week, September 25-29, 2017 Olson

VII. GRESHAM-BARLOW EDUCATION FOUNDATION REPORT

- 8. Gresham-Barlow Education Foundation (GBEF) Report Vadnais

VIII. SUPERINTENDENT'S REPORT

IX. PRESENTATIONS

- 9. High School Programs Ketelsen

X. RECESS/RECONVENE (5 Minutes)

XI. COMMITTEE MEETING MINUTES AND/OR REPORTS

This portion of the board meeting agenda has been provided for the presentation of advisory committee minutes. No action or discussion is required by the board; however, there may be occasional reports or discussion regarding work being completed by the committee(s).

- 10. Policy Review Committee Ketelsen

XII. ASSOCIATIONS REPORTS

- Gresham-Barlow Education Association (GBEA) (2 Minutes)
- Oregon School Employees Association (OSEA) (2 Minutes)

XIII. CITIZENS' REQUESTS OF BOARD (3 Minutes per Guest / 15 Minutes Total)

XIV. RECESS/RECONVENE (5 Minutes)

XV. ACTION ITEMS

The board may, by majority vote, take action on items listed under first reading or information.

First Reading

- 11. East Gresham Parent Teacher Organization (PTO) Donation Evans

Second Reading

- None N/A

XVI. BOARD REPORTS AND REQUESTS

XVII. DISTRICT LEADERSHIP TEAM (DLT) REPORTS

XVIII. INFORMATION ITEMS

12. Opening of School Enrollment and Class Size Report.....Ketelsen / Evans

XIX. ANNOUNCEMENTS

Oct. 19, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Nov. 2, 2017: Board Work Session - 6 p.m.
Council Chambers Conference Room
Public Safety and Schools Building

Nov. 2, 2017: Board Business Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

XX. ADJOURNMENT (Estimated time for adjournment: No later than 9 p.m.)

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

September 7, 2017

The Gresham-Barlow School District Board of Education held a regular work session on Thursday, September 7, 2017, in the council chambers conference room of the Public Safety and Schools building, 1331 NW Eastman Parkway, Gresham, Oregon.

The meeting was called to order at 6:07 p.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, Blake Petersen, Matt O’Connell, John Hartsock and Carla Piluso. Kathy Ruthruff was absent.

The following members of the superintendent’s district leadership team were present:

A. Katrise Perera	Superintendent
Teresa Ketelsen	Deputy Superintendent of Teaching and Learning
James Hiu	Deputy Superintendent of Human Resources
Mike Schofield	Chief Financial Officer
Julie Evans	Executive Director of Elementary Education
Sara Hahn-Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

MOTION 22 MEETING AGENDA (6:07 p.m.)

It was moved by John Hartsock, seconded by Matt O’Connell, and carried 6 to 0 to approve the meeting agenda as presented.

BOUNDARY ADJUSTMENT PROCESS (6:08 p.m.)

The board was interested in what the district might do with the boundary process and what that process might look like. Mike Schofield summarized the draft of the boundary adjustment process, which included a timeline for when a demographic study, committee meetings, and open houses would occur. He suggested hiring outside facilitation to assist with the process. There was discussion around timing and who should be represented on the committee.

DISTRICT ADVISORY COUNCIL (DAC) (6:24 p.m.)

Athena Vadnais shared the background of the District Advisory Council (DAC) and the presentation format that has been used for several years. In the past, a question of the week was provided to get feedback from committee members. DAC members provide half of the meeting’s presentation topics with the other half of the topics coming from the district.

There was discussion focused around whether DAC was serving the purpose it was intended to serve. In recent years attendance has started strong in the beginning but tapered off as the year progresses. Committee representation was discussed as well as possible ways to combine DAC with other meetings that are already taking place.

The consensus of the group was that DAC would not be continued in its current form. The September 20, 2017 DAC meeting was cancelled.

BOARD COMMITTEE(S) (6:44 p.m.)

Board members reviewed the board committee assignments. The following assignments were made for the 2017-18 school year:

2017-18 Board Committee Assignments											
Committee	Number	Carla Piluso	Sharon Garner	John Hartsock	Kathy Ruthruff	Blake Petersen	Kris Howatt	Matt O'Connell	Other / Appointed	Advisory to Superintendent	Advisory to Board
Audit Involvement Team	2		•				•				
Board Evaluation Committee	1						•				
Board Leadership	2		•				•				
Bond	1			•							
Communications Project	2			•		•					
District Data Team <i>(On Hold)</i>	2					•	•				
District Equity Focus Team	2	•	•								
Federal Relations Network (FRN) <i>(AKA Advocacy Institute)</i>	1						•				
GBEA CBA Negotiations	2	•	•								
Gresham-Barlow Education Foundation	2	Back Up		•							
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 CBA Negotiations	1						•				
OSEA/GBSD Contract Review Team	1						•				
Policy Review Committee	3			•		•	•				
Superintendent's Evaluation	2		•	•							
City Council Committee	3	•		•				Back Up			

Please note, the Metro Police Advisory Committee (MPAC) is a tri-county appointment and the board has to go through the appropriate process to have

someone appointed. The OSBA Legislative Policy Committee (LPC) is appointed by nomination. It is a one-year term.

ADJOURNMENT (6:58 p.m.)

There being no other business, the work session was adjourned at 6:58 p.m. A regular board business meeting followed in the council chambers at 7:00 p.m.

Submitted by: _____
Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on _____:sa

Draft

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

September 7, 2017

The Gresham-Barlow School District Board of Education met in regular session on Thursday, September 7, 2017, in the council chambers of the Public Safety and Schools Building, 1331 NW Eastman Parkway, Gresham, Oregon.

The meeting was called to order at 7:06 p.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, Carla Piluso, Blake Petersen, Matt O’Connell, and John Hartsock. Kathy Ruthruff was absent.

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

Katrise Perera	Superintendent
James Hiu	Deputy Superintendent of Human Resources
Teresa Ketelsen	Deputy Superintendent of Teaching and Learning
Mike Schofield	Chief Financial Officer
Julie Evans	Executive Director of Elementary Education
Sara Hahn-Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement
Angie Kautz	Director of Elementary Teaching and Learning
April Olson	Director of Federal Programs
Bill DeWitz	Director of Technology Services
Karina Bruzzese	ELL Director

The chair led board members, administrators and all those present in the Pledge of Allegiance.

Note: All handouts provided at this session have been uploaded to the School Board page on the district’s web site: www.gresham.k12.or.us. Copies are also on file at the district office.

MOTION 23 MEETING AGENDA (7:07 p.m.)

It was moved by Matt O’Connell, seconded by John Hartsock and carried 6 to 0 to approve the meeting agenda with item number 15 pulled (see below).

MOTION 24 CONSENT AGENDA (7:08 p.m.)

The following items were included on the consent agenda:

1. Minutes from Local Contracts Review Board Hearing..... July 6, 2017
Minutes from Regular Business Meeting..... July 6, 2017
Minutes from Board Planning Retreat..... August 25, 2017
2. Financial Report
3. Personnel Report: Employment Contracts
4. Annual Physical Restraint and Seclusion Review

It was moved by Matt O’Connell, seconded by Sharon Garner and carried 6 to 0 to approve the consent agenda as submitted.

RECOGNITIONS (7:09 p.m.)

National School Public Relations Association Awards: The board honored Athena Vadnais for her achievements that led to the Gresham-Barlow School District receiving several awards in NSPRA's 2017 Publications and Electronic Media Contest.

Junior Olympic National Racquetball Champion: The board honored Sam Barlow High School sophomore, Annie Roberts, for her athletic achievement. She won her three matches to claim the 14U bracket at the Junior Olympic National Racquetball Championship, and has earned a spot on Team USA to compete at the World Championship held in Minnesota this November.

GRESHAM-BARLOW EDUCATION FOUNDATION REPORT (7:13 p.m.)

Steve Lewis, a foundation board member of the Gresham-Barlow Education Foundation, reported on foundation activities.

When a member of the Gresham-Barlow Education Foundation is not present, John Hartsock will act as a liaison to the foundation and offer a report.

MOTION 25 EDUCATION FOUNDATION DONATION FOR EBOOKS K-12 (7:20 p.m.)

It was moved by Matt O'Connell, seconded by Blake Petersen and carried unanimously 6 to 0 to accept the Gresham-Barlow Education Foundation donation of \$11,000 to purchase eBooks.

SUPERINTENDENT'S REPORT (7:23 p.m.)

Superintendent Perera reported on the school year kick-off and convocation. She has visited each school during the first week that classes have been back in session.

On behalf of the City of Gresham, the Gresham-Barlow Education Foundation, and the Gresham Chamber of Commerce, Superintendent Perera was given a gift basket to welcome her to the community and school district.

PRESENTATIONS

SPECIAL EDUCATION PLAN UPDATE (7:27 p.m.)

John Koch shared the changes that were implemented in the program this year. The goal of the changes was to provide a more inclusive program for all students, more focused work in the building on teaching and learning rather than process, and a more efficient method for meeting requirements by ODE for compliance.

Mr. Koch gave an overview of the program schematic, which included examples of how students receive services and the different service levels. The hub was eliminated with this continuum of services. A team of five certified teachers, the IEP Specialist Team, will become the compliance experts.

There is also an assessment and evaluation team who will conduct the initial evaluation process of students. The initial evaluation process includes interventions and a comprehensive, cognitive, academic, and behavioral assessment of a student to see what needs to be done to support that student in the classroom. Lastly, there is a data entry team of four secretaries in charge of scheduling meetings and master calendaring. Collapsing this work into a central position enables teachers in the building to focus much more on teaching and learning.

COMMITTEE MEETING MINUTES AND/OR REPORTS (xxxxxx p.m.)

District Advisory Council (DAC): It is the recommendation of the board to reconstitute this meeting into a different format allowing for a different way for the board to engage with parents, and a different way for parents to engage with district activities and opportunities. The meeting calendar that is listed is void.

Bond Oversight Committee Minutes, August 16, 2017: Mike Schofield gave an overview of this meeting. Being the first meeting, there was a lot of data and information shared on the status of projects, budgets, the bond management plan and their roles and responsibilities. The committee will meet quarterly. For additional information visit <https://www.gresham-barlowbond.org/bond-oversight/>

CITIZENS' REQUESTS OF THE BOARD (7:46 p.m.)

There were no citizens' requests of the board.

RECESS/RECONVENE (7:46 p.m.)

The meeting was recessed at 7:46 p.m. and reconvened at 7:54 p.m.

ACTION ITEMS

MOTION 26 **Nominations for OSBA Board of Directors** (7:54 p.m.)

Chair Howatt gave an overview of who currently serves in positions on the OSBA Board of Directors and the two positions available. She also provided information on the positions open for the Legislative Policy Committee.

It was moved by Matt O'Connell, seconded by Sharon Garner and carried unanimously 6 to 0 to nominate Kris Howatt for Position 18 on the OSBA Board of Directors.

Chair Howatt nominated John Hartsock for Position 18 of the Legislative Policy Committee.

MOTION 27 It was moved by Chair Howatt, seconded by Vice-Chair Garner and carried unanimously 6 to 0 to nominate John Hartsock for Position 18 for the Legislative Policy Committee.

MOTION 28 **Verizon Cell Tower Lease** (8:00 p.m.)

Mr. Schofield gave an overview of the discussions with Verizon regarding placement of a cell tower at Sam Barlow High School. There was discussion by the board on lease options.

It was moved by John Hartsock and seconded by Matt O'Connell to approve the lease agreement with Verizon pending successful contract negotiations. The motion carried 4 to 2. Matt O'Connell and Chair Howatt cast the dissenting votes.

MOTION 29 Budget Committee Appointment Process (8:07 p.m.)

Mr. Schofield reviewed the three open positions on the Budget Committee and reminded the board that Position 4, held by Darrell Buell, was a one-year appointment.

It was moved by Vice-Chair Garner and seconded by Carla Piluso to declare positions 1 and 3 on the Gresham-Barlow School District Budget Committee as vacant and approve the appointment process as outlined. The motion carried unanimously 6 to 0.

MOTION 30 It was moved by Vice-Chair Garner, seconded by Matt O'Connell and carried unanimously 6 to 0 to reappoint Darrell Buell to position 4 on the Gresham-Barlow School District Budget Committee.

MOTION 23 Board and Superintendent Working Agreements (7:07 p.m.)

This item is in draft form and was pulled from the agenda by Chair Howatt (see above).

BOARD REPORTS (8:12 p.m.)

Board members summarized various meetings and other activities they participated in during the summer. Comments were focused around convocation and the efforts of first responders to the Eagle Creek fire.

DISTRICT LEADERSHIP TEAM (DLT) REPORTS (8:24 p.m.)

There were no District Leadership Team reports this evening.

ASSOCIATIONS REPORTS (8:24 p.m.)

Rhett Hyman, a teacher at East Orient Elementary School, reported on behalf of the Gresham-Barlow Education Association (GBEA).

ANNOUNCEMENTS (8:27 p.m.)

Sept. 14, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Sept. 18, 2017: Gresham-Barlow Education Foundation
"Scramble for Students" Golf Tournament – 10 a.m.
Persimmon Country Club, Gresham, OR

Sept. 21, 2017: ~~DAC Meeting – 7 p.m. CANCELLED
Highland Elementary School
Board Representatives: All~~

Sept. 28, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Oct. 4, 2017: OSBA Fall Regional Dinner Meeting – 5:30 p.m.
Colwood Golf Center
7313 NE Columbia Blvd.
Portland, OR

Oct. 5, 2017: Regular Board Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

ADJOURNMENT

There being no other business, the meeting was adjourned at 8:28 p.m.

Submitted by: _____
Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on _____:sa

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

September 14, 2017

The Gresham-Barlow School District Board of Education held a work session on Thursday, September 14, 2017, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 6:18 p.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, Blake Petersen, Kathy Ruthruff, John Hartsock, and Carla Piluso. Matt O’Connell was absent. (Note: A quorum was present.)

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

A. Katrise Perera	Superintendent
Teresa Ketelsen	Deputy Superintendent of Teaching and Learning
James Hiu	Deputy Superintendent of Human Resources
Mike Schofield	Chief Financial Officer
Julie Evans	Executive Director of Elementary Education
Sara Hahn-Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

MOTION 31 MEETING AGENDA (6:18 p.m.)

It was moved by John Hartsock, seconded by Kathy Ruthruff and carried 6 to 0 to approve the meeting agenda as presented.

ACTION ITEMS: First Reading

BH/BHA POLICY REVISION (6:19 p.m.)

The board discussed the suggested recommendations to policy BH/BHA, Orientation of New Board Members. Discussion focused on the pros and cons of requiring, rather than encouraging, new Board members to attend the Summer Board Conference and participate in OSBA online classes. The board consensus was to leave the wording as “encouraged to attend the Summer Board Conference.” They will make the change to include the wording “to achieve bronze level in their first year of service.” This policy will be brought forward to the October 5, 2017 business meeting.

ARCHITECT SELECTIONS / CONTRACT APPROVAL (6:33 p.m.)

Mike Schofield presented the architect selections for the next set of projects at Kelly Creek Elementary, Powell Valley Elementary, Hollydale Elementary and Hall Elementary Schools.

It was moved by John Hartsock, seconded by Blake Petersen and carried unanimously, 6 to 0, to approve the not to exceed contracts for Axis Design, Kelly Creek \$254, 000; Axis Design, Powell Valley \$309,000; BBL, Hollydale \$495,000; BBL, Hall \$644,000.

PERSONNEL REPORT (6:38 p.m.)

James Hiu presented two different personnel reporting options for the board's review and went over the differences in the two reporting types. It was suggested to have the reports sorted by location rather than by name.

There was also discussion on how often the reporting should be presented to the board. The consensus was to share the change in positions report on a quarterly basis but any licensed contract hires would come to the board on a monthly basis for approval.

BOARD GOAL SETTING (6:51 p.m.)

The district's strategic themes were discussed and prioritized at the planning retreat in August. Teresa Ketelsen distributed the revised Gresham-Barlow District Goals and led a discussion on the changes to the goals. The district has worked to narrow the focus on leading indicators and measures. The strategic themes have been narrowed from seven to four themes. Having fewer strategic themes will allow for better focus and progress.

INFORMATION ITEMS

MEASURE 98 FUNDING UPDATE (7:03 p.m.)

Teresa Ketelesen provided an update. The district has just under \$1.5 million in Measure 98 funds. The amount per high school student is \$381 this year and \$396 next year. Ms. Ketelsen shared that the funds will be spent in three areas: career and technical education (CTE), dropout prevention and increasing attendance, and college-level education support while in high school. The district is increasing it's focus on dropout prevention and attendance by increasing licensed clinical social workers from half to full time and implementing an early warning information system.

Ms. Ketelsen shared other services provided through Measure 98 funds such as adopting Naviance district wide, which will allow students to take a career inventory and providing AVID training. Additional discussion focused on the reporting mechanism for the funds as well as possible ways to partner with community businesses for CTE.

DISCUSSION ITEMS

GOOD TO GREAT (7:19 p.m.)

James Hiu provided a review of the Good to Great work the district has done over the past seven years along with different leadership styles. Sharon Garner led a discussion on Good to Great. Board and leadership team members discussed having a vision of what they want the district to be several years down the road. They discussed how to modify and make course corrections in order for the district to reach its goal. There was also discussion focused on how to be the school district that families choose to attend rather than have to attend.

The board would like to continue this discussion and have it kept at the forefront. Good to Great will continue to be included in upcoming work sessions for further discussion.

SUPERINTENDENT'S TRANSITION PLAN UPDATE (7:51 p.m.)

Superintendent Perera shared her transition plan update, which included the questions she has asked and the people she has met with broken down by internal or external meetings. The update also included actions taken since August 1, 2017, and her preliminary findings of what is surfacing most frequently in discussions.

BOARD SELF EVALUATION (7:57 p.m.)

Chair Howatt reviewed the results of the board self-evaluation completed in March 2017. It is not a complete representation because not all board members completed the evaluation. The board would like to continue this process on an annual basis and possibly also include a component where the leadership team evaluates the board. There was discussion on possibly using a different analytics system for the self-evaluation in the future.

REVIEW BOARD SAFETY PROCEDURES (8:08 p.m.)

James Hiu provided information on the board safety procedures. There is opportunity to have the school resource officer attend board meetings for additional safety. Mr. Hiu reviewed escape routes in the event of an emergency taking place during the meeting. The board would like to have a risk assessment performed.

BOARD AND SUPERINTENDENT WORKING AGREEMENTS (8:15 p.m.)

The board reviewed changes to the board and superintendent working agreements. Upon review, Chair Howatt said the agreements should be added to the consent agenda.

MISCELLANEOUS (8:17 p.m.)

Chair Howatt ensured that the OSBA chart had been filled out by board members and returned to Sarah Avery. The board was reminded that the NSBA conference is coming up in April. Chair Howatt also reminded members to have the Gresham-Barlow School District app on their phones and to update their Flashalert settings. There was discussion on having the board move from paper to using an electronic format such as BoardBook.

ANNOUNCEMENTS

Sept. 18, 2017: Gresham-Barlow Education Foundation
"Scramble for Students" Golf Tournament – 10 a.m.
Persimmon Country Club, Gresham, OR

Sept. 21, 2017: ~~DAC Meeting – 7 p.m.~~ MEETING CANCELLED
Highland Elementary School
Board Representatives: All

Sept. 28, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Oct. 4, 2017: OSBA Fall Regional Dinner Meeting – 5:30 p.m.
Colwood Golf Center
7313 NE Columbia Blvd.
Portland, OR

Oct. 5, 2017: Board Work Session - 7 p.m.
Council Chambers Conference Room
Public Safety and Schools Building

Oct. 5, 2017: Regular Board Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

ADJOURNMENT (8:30 p.m.)

The work session was adjourned at 8:30 p.m.

Submitted by: _____
Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on _____:sa

GRESHAM-BARLOW SCHOOL DISTRICT NO. 10 JT.

Minutes of Special Board Meeting / Local Contract Review Board / Public Hearing

September 28, 2017

Acting as the district’s Local Contract Review Board, the Gresham-Barlow School District Board of Education held a public hearing on Thursday, September 28, 2017, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon. (A regular meeting of the board followed at 6:18 p.m.)

The meeting was convened at 6:06 p.m. by the vice-chair, Sharon Garner. Other board members in attendance were Matt O’Connell, John Hartsock, Kathy Ruthruff, Carla Piluso, and Blake Petersen.

The following members of the superintendent’s district leadership team were present:

Teresa Ketelsen.....	Deputy Superintendent of Teaching and Learning
James Hiu.....	Deputy Superintendent of Human Resources
Mike Schofield.....	Chief Financial Officer
Julie Evans.....	Executive Director of Elementary Education
Sara Hahn-Huston.....	Executive Director of School Performance
Athena Vadnais.....	Director of Communications and Community Engagement

The following district leadership team member was absent:

A. Katrise Perera.....	Superintendent
John Koch.....	Executive Director of Student Support Services

FINDINGS OF FACT FOR SPECIAL PROCUREMENTS AND EXCEPTION FROM COMPETITIVE BIDDING AUTHORIZING A SPECIFIC PRODUCT SPECIFICATION (6:07 p.m.)

Mike Schofield explained that ORS 279C.345 allows the Local Contract Review Board to authorize a specific product specification. The administration has identified two areas where this exemption applies:

1. Fire Alarm Systems
2. Public Address Systems

This process is an allowed method of procurement by Oregon Revised Statutes (ORS) and will provide for efficient utilization of existing equipment by acquiring compatible equipment, resulting in substantial cost savings for the district. Also, this process is unlikely to encourage favoritism in awarding contracts. There are multiple vendors who can install the equipment.

Notice of the sole source procurement was advertised in the Daily Journal of Commerce on September 9, 2017. In the advertisement, the administration directed that “written protests must be in accordance with OAR 137-047-0710(3) and shall include a detailed statement of the legal and factual grounds for the protest, a description of the resulting harm to the affected person, and the relief requested.”

A protest was submitted in a timely manner by Convergent Technologies.

The purpose of this hearing is to provide opportunity for public testimony in support of or against the use of these products, or to express exception to the proposed process.

Board approval of the special procurements authorizing a specific product specification will be considered during the regular board meeting that will follow the public hearing.

HEARING (6:08 p.m.)

The meeting was opened for public testimony. There being none, the hearing was closed.

ADJOURNMENT (6:12 p.m.)

The Local Contract Review Board meeting was adjourned at 6:12 p.m.

Submitted by: _____
Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on _____:sa

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

September 28, 2017

The Gresham-Barlow School District Board of Education held a regular work session on Thursday, September 28, 2017, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 6:18 p.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, Carla Piluso, Matt O’Connell, Blake Petersen, John Hartsock, and Kathy Ruthruff.

The following members of the superintendent’s district leadership team were present:

A. Katrise Perera	Superintendent
Teresa Ketelsen	Deputy Superintendent of Teaching and Learning
James Hiu	Deputy Superintendent of Human Resources
Mike Schofield	Chief Financial Officer
Julie Evans	Executive Director of Elementary Education
Sara Hahn-Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

The following members of the superintendent’s district leadership team were absent:

A. Katrise Perera	Superintendent
John Koch	Executive Director of Student Support Services

Karina Bruzzese and Rick Rainone were also present.

MOTION 32 MEETING AGENDA (6:18 p.m.)

It was moved by Kathy Ruthruff, seconded by Matt O’Connell and carried unanimously to approve the meeting agenda as presented.

ENGLISH LANGUAGE LEARNER (ELL) ANNUAL REPORT (6:18 p.m.)

ORS 327.016 requires the publication of an annual Oregon English Language Learner (ELL) Report. Karina Bruzzese provided background information on the ELL Annual Report. The report looks at active and monitored English language learners across the state in various districts. Ms. Bruzzese provided the board with comparative data between Gresham-Barlow School District and neighboring districts in east Multnomah County. There was discussion focused on the data presented.

RECESS/RECONVENE (6:45 p.m.)

The meeting was recessed at 6:45 p.m. and reconvened at 6:50 p.m.

MOTION 33 SPECIAL PROCUREMENTS AUTHORIZING A SPECIFIC PRODUCT SPECIFICATION (6:50 p.m.)

Mike Schofield referenced the Local Contract Review Board hearing that preceded the work session this evening. The purpose of the hearing was to discuss sole source procurement of two items: fire alarm systems and public address systems. The administration is requesting board authorization to specify particular products or systems for select projects identified in the findings of fact and included in the 2016 capital improvement bond approved by voters.

Discussion followed regarding cost savings, efficiencies, consistencies, and standardization throughout the district. It was noted that there was a protest submitted by Convirgent Technologies, September 20, 2017.

Matt O'Connell moved that BE IT RESOLVED the Board of Directors acting in the capacity of the Local Contract Review Board adopts the Findings of Fact reviewed at the September 28, 2017 Local Contract Review Board Hearing and grants a specific exemption from competitive bidding requirements as allowed under ORS 279C.345 to specify particular products or systems including fire alarm systems and public address systems for these procurement items identified by the administration to be in the best interest of the Gresham-Barlow School District and deny the protest dated September 20, 2017 regarding Gamewell-FCI protest.

John Hartsock seconded the motion. The motion carried 7 to 0.

BOND: 2017 PROJECT STATUS UPDATES (7:00 p.m.)

Mike Schofield presented a review of the bond projects that have been completed and of those that are near completion. Some of these projects included track replacement, heating and cooling in classrooms, and furniture installation.

Discussion followed regarding vandalism during these projects and over the summer. It was noted that coverage for vandalism/theft are factored into the budget. For larger projects, specific insurance coverage is purchased.

THURSDAY EVENING EVENTS (7:12 p.m.)

Teresa Ketelsen led a discussion on the topic of holding school events on Thursday evenings. The administration has been guided the past 15 years to avoid scheduling events on Thursday evenings so as not to conflict with board meetings. It is becoming more difficult to avoid Thursday evenings when scheduling school events.

After some discussion, the board agreed that the administration could move forward with using Thursday nights to schedule evening events. They would prefer the first Thursday be avoided if possible.

MISCELLANEOUS (7:21 p.m.)

There was discussion regarding a parent who is concerned about online security. It was noted when the website was down this week the board was not notified. Discussion followed regarding types of notifications and tech alerts.

FUTURE AGENDA TOPICS (7:31 p.m.)

Chair Howatt and vice-chair Garner will review the future agenda topics list that was shared via Google Docs with board and district leadership team (DLT). There was discussion on possible agenda topics for future sessions.

ADJOURNMENT (7:48 p.m.)

There being no further business, the work session was adjourned at 7:48 p.m.

Submitted by: _____
Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on _____:sa

Draft

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Mike Schofield

DATE: October 5, 2017

RE: No. 2 – Financial Report

EXPLANATION: Open Enrollment. The District's benefits team has had a busy month with open enrollment for medical, dental and vision insurance. The financial audit fieldwork is complete and on track to be presented to the board in November.

The attached financial report reflects some, but not all, staffing changes made for enrollment at the start of the school year.

PRESENTER: Mike Schofield

SUPPLEMENTARY
MATERIALS: Financial Report/Summary (Ending August 31, 2017)

RECOMMENDATION: None

REQUESTED ACTION: Consent agenda approval

MS:mkh:sa

GENERAL FUND

	Actual Aug	Projected QTR 1	Projected QTR 2	Projected QTR 3	Projected QTR 4	Projected Annual	Actual YTD	Adopted Budget	Variance To Budget
Revenue									
Current Taxes	-	-	24,600,000	1,160,000	940,000	26,700,000	-	26,700,000	0
Prior Year Taxes	75,619	145,369	146,000	80,000	125,000	496,369	75,619	500,000	-3,631
Other Taxes / Interest	224	258	200	2,950	550	3,958	224	15,000	-11,042
Total Taxes	75,843	145,627	24,746,200	1,242,950	1,065,550	27,200,327	75,843	27,215,000	-14,673
Common School Fund	-	-	-	750,000	750,000	1,500,000	-	1,500,000	0
County School Fund	-	-	-	-	2,000	2,000	-	2,000	0
Federal Forest Fees	289	1,430	-	-	11,750	13,180	289	12,000	1,180
State School Fund (SSF)	7,247,325	28,998,001	21,741,975	21,741,975	14,494,650	86,976,601	21,750,676	84,600,000	2,376,601
Other SSF Revenue	7,247,614	28,999,431	21,741,975	22,491,975	15,258,400	88,491,781	21,750,965	86,114,000	2,377,781
Total Formula Revenue	7,323,457	29,145,058	46,488,175	23,734,925	16,323,950	115,692,108	21,826,808	113,329,000	2,363,108
High Cost Disability	-	-	-	-	600,000	600,000	-	600,000	0
Prior Year SSF	-	-	-	-	-	-	-	-	0
State Restricted	-	-	-	-	-	-	-	-	0
Other State Revenue	-	-	-	-	600,000	600,000	-	600,000	0
Tuition / Transportation	135	919	10,000	18,000	71,000	99,919	135	100,000	-81
Earning on Investment	32,268	56,116	75,000	75,000	70,000	276,116	56,115	300,000	-23,884
Student Fees / Admissions	5,651	35,734	92,500	76,000	161,500	365,734	28,558	365,000	734
Rentals	15,009	53,437	60,000	72,000	60,000	245,437	36,851	250,000	-4,563
Donations	-	-	60,000	60,000	100,000	220,000	-	250,000	-30,000
Services to other Funds	-	-	45,000	20,000	410,000	475,000	-	480,000	-5,000
Misc.	1,926	26,410	150,000	90,000	155,000	421,410	21,582	450,000	-28,590
MESD Transfer	-	-	2,000,000	-	-	2,000,000	-	2,000,000	0
Other County Funds	-	-	-	-	-	-	-	-	0
Drivers' Education	-	-	-	-	-	-	-	-	0
Other Federal Revenue	-	-	-	-	-	-	-	-	0
Child Care Development	-	-	15,000	20,000	5,000	40,000	-	40,000	0
Sale of Fixed Assets	-	-	-	-	-	-	-	5,000	-5,000
Bond Proceeds	-	-	-	-	-	-	-	-	0
TRANSFERS	-	-	-	-	-	-	-	-	0
Total Other Revenue	54,989	172,616	2,507,500	431,000	1,032,500	4,143,616	143,241	4,240,000	-96,384
TOTAL REVENUE	\$7,378,446	\$29,317,674	\$48,995,675	\$24,165,925	\$17,956,450	\$120,435,724	\$21,970,049	\$118,169,000	2,266,724
									18.6%
									BFB Budget
Expenditures									
Licensed Salaries	26,176	3,020,383	9,150,000	9,150,000	15,400,000	36,720,383	52,193	36,912,450	192,067
Support Staff Salaries	332,848	1,588,521	2,817,000	2,817,000	4,078,000	11,300,521	662,590	11,813,662	513,141
Admin Salaries	466,508	1,396,094	1,395,000	1,395,000	1,410,000	5,596,094	936,043	5,522,931	-73,163
Confidential Salaries	35,543	106,629	129,000	129,000	129,000	493,629	71,086	499,037	5,408
Subs' / Temp Salaries	82,552	347,637	1,015,000	900,000	1,490,000	3,752,637	100,497	3,863,751	111,114
Total Salaries	943,627	6,459,264	14,506,000	14,391,000	22,507,000	57,863,264	1,822,409	58,611,831	748,567
PERS	202,613	1,572,608	3,750,000	3,750,000	5,350,000	14,422,608	388,563	15,175,842	753,234
FICA	72,276	489,361	1,050,000	1,050,000	1,600,000	4,189,361	139,648	4,454,679	265,318
Insurance	178,866	1,541,717	3,570,000	3,570,000	5,580,000	14,261,717	355,679	13,824,446	-437,271
Other Benefits	67,766	285,403	310,000	330,000	505,000	1,430,403	191,332	1,356,340	-74,063
Total Benefits	521,521	3,889,089	8,680,000	8,700,000	13,035,000	34,304,089	1,075,222	34,811,307	507,218
Purchased Services	819,917	1,742,965	3,600,000	3,600,000	4,950,000	13,892,965	1,092,477	14,451,075	558,110
Charter School Payments	668,859	2,398,430	1,875,000	1,875,000	1,325,000	7,473,430	1,823,430	8,173,566	700,136
Supplies & Materials	182,350	487,835	415,000	375,000	865,000	2,142,835	237,835	2,263,290	120,455
Capital Outlay	-	10,000	15,000	10,000	10,000	45,000	-	50,000	5,000
Other Objects	13,472	611,291	70,000	15,000	35,000	731,291	586,291	761,025	29,734
Transfers	-	820,000	-	-	-	820,000	820,000	820,000	0
TOTAL EXPENDITURES	\$3,149,746	\$16,418,874	\$29,161,000	\$28,966,000	\$42,727,000	\$117,272,874	\$7,457,664	\$119,942,094	\$2,669,220
									6.2%
Reserves - Contingency/Unappropriated Ending Balance								6,963,168	
Beginning Cash Balance							\$11,855,631	\$0	
							\$3,162,850	\$126,905,262	Budget
							\$15,018,481		
							12.8%		(Percentage of Projected Expenditures)

Expenditure Summary		
Salaries	1,822,409	24.4%
Benefits	1,075,222	14.4%
Purchased Serv	2,915,907	39.1%
Supplies	237,835	3.2%
Capital Outlay	-	0.0%
Other Objects	586,291	7.9%
Transfers	820,000	11.0%
Total	\$ 7,457,664	100.0%

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
James Hiu

DATE: October 5, 2017

RE: No. 3 - Personnel Report: Employment Contracts

EXPLANATION: ORS 332.075(2)-(3), states that, "All contracts of the school district must be approved by the district school board before an order can be drawn for payment." This includes the provision of labor performed by employees of the district.

In addition, Board Policy GB, General Personnel Policies, provides that, "The employment contract of candidates to fill licensed and contracted positions will be approved by the Board upon the superintendent's recommendation."

Salary placement for licensed and administrator positions will follow the terms of the established collective bargaining agreement with the labor association and memorandum of understanding with the administrator group. These agreements are available on the District web site.

Board of Directors

Re: No. 3 - Personnel Changes: Employment Contracts

October 5, 2017

Page 2

PRESENTER: James Hiu

SUPPLEMENTARY

MATERIALS: 1. Contract for Employment
2. Licensed New Hires

RECOMMENDATION: 1. As required by Policy GB, the administration recommends the employment of candidates to fill positions as listed above in supplementary materials #1 and #2.

REQUESTED ACTION: Consent agenda approval

JH:mc:sa

(1) Contract For Employment for 2017-2018
Recommended for Hire for the 2017-2018 School Year

NAME	POSITION	LOCATION
Crapser, Gary Allen	Custodial Services Supervisor	Facilities

(2) Licensed New Hires for 2017-2018
Recommended for Hire for the 2017-2018 School Year

NAME	POSITION	LOCATION
Chesla, Patty	Grade 6	WOMS
Humphrey, Patrick	Special Education	SSSO
Miller, Kayla	Grade 1	KCES
Switzer, Wendy	Math	GHS
Voge, Jenn	Special Education	SSSO
Windham, Alayna	Connections Coordinator	DW

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Teresa Ketelsen

DATE: October 5, 2017

RE: No. 4 – BH/BHA Policy Revision

EXPLANATION: Changes to policy BH/BHA, Orientation of New Board Members, were presented for first reading at the September 14, 2017 board work session. The Policy Review Committee's recommended changes will encourage new board members to achieve OSBA bronze level through online classes in their first year of service.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY MATERIALS: 1. Board Policy BH/BHA, Orientation of New Board Members

RECOMMENDATION: The administration recommends board approval revisions to Board Policy BH/BHA, Orientation of New Board Members as presented.

REQUESTED ACTION: Move to accept revisions to Board Policy BH/BHA, Orientation of New Board Members as presented.

Gresham-Barlow SD 10

Code: **BH/BHA**
Adopted: 5/01/97
Revised/Readopted: 2/04/99; 5/02/02; 6/06/13
Orig. Code(s): BH/BHA

Orientation of New Board Members

A new member is to be given the Board's and staff's fullest measure of courtesy and cooperation. Board and staff will make every effort to assist the new member to become fully informed about the Board's functions, policies, procedures and issues. In the interim between election and/or appointment and assuming office, the new Board member(s) will be assisted in the following ways:

1. The new Board member will be given materials on the role of a school board member;
2. The new Board member will be invited to attend Board and budget meetings to observe the operation of the Board but will not be a voting member;
3. The new Board member will be given a copy of long range plans, Board policies (available online), Board priorities and the district's adopted budget;
4. The superintendent and/or designee will supply material pertinent to meetings and will explain its content;
5. The incoming member will be invited to meet with the superintendent and other administrative personnel, by arrangement with the superintendent, to discuss services they perform for the district;
6. The new Board member will be encouraged to attend the Summer Board Conference sponsored by the Oregon School Boards Association and to participate in the Oregon School Boards Association online classes **to achieve bronze level in their first year of service**; and
7. New Board members will receive all reports and communications (not including confidential materials) normally sent to Board members.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
James Hiu

DATE: October 5, 2017

RE: No. 5 – GBSD Doctoral Staff

EXPLANATION: The Gresham-Barlow Board of Directors and Administration would like to recognize staff members who have earned their doctoral degrees within the last two years. Those staff members are:

Dr. David Atherton, Ed.D, University of Portland

Dissertation: Principal Human Resource Management: Recruitment, Selection and Development

Dr. Sally Harris, Ph.D, Capella University

Dissertation: Ecological Factors As Predictors Of Teachers' Self-Efficacy Beliefs of Instructing

Dr. Teresa Ketelsen, Ed.D, University of Portland

Dissertation: Student Perspectives in Advanced Placement for First-Year and Traditionally Underrepresented Students: Successes, Challenges and Shifts in Their Academic Identity

Dr. Tracy Klinger, Ed.D, University of Portland

Dissertation: Walk to Language: Creating Language Development Opportunities for ELL and Non-ELL Kindergarten Students

Dr. Erin Shepherd, Ed.D, University of Portland

Dissertation: Restorative Practices in One Northwest Middle School: Multiple Stakeholders' Perspective and Experiences

Additional Staff with Doctoral Degrees

Dr. Aimee Alexander-Shea, EdD

Dr. Tim Collins, PhD

Dr. Sandra Duty, EdD

Dr. Sara Hahn-Huston, EdD

Dr. A. Katrise Perera, EdD

Dr. Nanette Schrader-Richards, PhD

Dr. Jennifer Stackhouse, EdD

Dr. Jill Williams, EdD

PRESENTER: James Hiu

SUPPLEMENTARY MATERIALS: Certificates

Gresham-Barlow School District No. 10 Jt.
Executive Summary
No. 5 – GBSD Doctoral Staff
Page 2

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required at this time.

JKH:clm:sa

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Athena Vadnais

DATE: October 5, 2017

RE: No. 6 – Community Care Day Honorees

EXPLANATION: For the past several years, volunteers from area churches have come together to prepare our school grounds for the start of school. This event is called “Community Care Day.”

Throughout several weekends prior to the start of school, volunteers worked on several beautification projects, which included pulling weeds, raking, spreading bark dust, pruning, painting, and planting flowers. Tonight we will honor the churches that took the lead in coordinating this year’s “Community Care Day.”

The following churches led the effort to coordinate “Community Care Day” in the school district:

Cornerstone Church
East Hill Church
Good Shepherd Community Church
Grace Community Church
First Baptist Church
Gresham Bible Church
Mountain View Christian Church

PRESENTER: Athena Vadnais

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: The administration recommends the school board present a certificate of recognition to representatives of these churches.

REQUESTED ACTION: No formal action is required.

AV:sa

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
April Olson

DATE: October 5, 2017

RE: No. 7 – Community Schools Appreciation Week September 25-29, 2017

EXPLANATION: Tonight the board is asked to recognize the following SUN Community School Site Managers for Community Schools Appreciation Week September 25-29:

- Alejandra Alavos, East Gresham Elementary School, El Programa Hispano Catolico
- Stefany Avila, Hall Elementary School, El Programa Hispano Catolico
- Betty Garfias Alarcon, Highland Elementary School, El Programa Hispano Catolico
- Brian Sexton, North Gresham Elementary School, Metropolitan Family Service
- Pedro Farfan, Clear Creek Middle School, El Programa Hispano Catolico
- Terralyn Wiley, Dexter McCarty Middle School, Metropolitan Family Service
- Kennery Barrera, Gordon Russell Middle School, Metropolitan Family Service
- Laurel Hess, Gresham High School, Metropolitan Family Service

Community School Coordinators Appreciation Week is hosted by the Coalition of Community Schools, Communities In Schools, the National Center for Community Schools at the Children's Aid Society, the Beacon National Network, and the Netter Center for Community Partnerships at the University of Pennsylvania to encourage individuals, schools, and local community school initiatives to honor and thank their Community School Coordinators.

Our SUN Site Managers are full of energy, passion and commitment to our children, families and communities. In addition to after-school and summer programming, they coordinate social services for families, work tirelessly to provide food support for families, and cultivate rich community partnerships.

On behalf of the Gresham-Barlow School District, our SUN Site Managers should know their work is seen and appreciated.

Board of Directors
Re: No. X – Community Schools Appreciation Week September 25-29, 2017
October 5, 2017
Page 2

PRESENTER: April Olson

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: The administration recommends that the board recognize SUN Site Managers for Community School Coordinators Appreciation Week, September 25-29, 2017.

REQUESTED ACTION: No formal action is required.

JTE:lc

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Athena Vadnais

DATE: October 5, 2017

RE: No. 8 – Gresham-Barlow Education Foundation Report

EXPLANATION: The Gresham-Barlow Education Foundation has identified the following dates for 2017-18 reports to the school board:

September 7, 2017
October 5, 2017
January 4, 2018
March 1, 2018
June 7, 2018

Accordingly, Vicki Moen or a Foundation representative will be present this evening to provide an overview of recent Foundation activities.

PRESENTER: Vicki Moen or a Foundation representative

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

:sa

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Teresa Ketelsen

DATE: October 5, 2017

RE: No. 9 - High School Programs

EXPLANATION: Our high schools offer a variety of programs allowing students to increase their depth of knowledge in specific content areas and provide opportunities to demonstrate their understanding and skills. Tonight's presentation will highlight last year's participation in the following programs:

- Advanced Placement (AP)
- International Baccalaureate (IB)
- Career and Technical Education (CTE)
- Dual Credit College Courses
- Middle College

PRESENTER: Teresa Ketelsen
Bruce Schmidt
Michael Schaefer
Ryan Blaszak

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: This item is for information only

REQUESTED ACTION: No formal action is required.

TK:sa

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Teresa Ketelsen

DATE: October 5, 2017

RE: No. 10 – Policy Review Committee Minutes of September 26, 2017

EXPLANATION: The most recent Policy Review Committee meeting was held on September 26, 2017, at the Gresham-Barlow School District administration office. Minutes of that meeting are included with this summary.

The Policy Review Committee is an advisory committee appointed by the Gresham-Barlow School District Board of Directors to review proposed policy updates, and advance recommendations to the board to ensure that policies are current with legislative requirements and district practice.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY MATERIALS: Minutes of the September 26, 2017, Policy Review Committee meeting

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

TK

GRESHAM-BARLOW SCHOOL DISTRICT

Policy Review Committee Meeting Minutes September 26, 2017

The meeting began at 8:00 a.m. on September 26, 2017, at the Gresham-Barlow School District administration office, 1331 NW Eastman Parkway, Gresham, Oregon.

Policy Review Committee members in attendance were Blake Petersen, John Hartsock, and Kris Howatt, school board members, and Teresa Ketelsen, deputy superintendent.

Revisions to the following policies were discussed and will be presented to the Board as a first reading during the October 19, 2017 work session:

Policy	Title
EBBB	Injury/Illness Report
EEA	Student Transportation Services
GCPB/GDPB	Resignation of Staff
IGBAC	Special Education - Personnel
IGBAK	Special Education – Public Availability of State Application
IGBC	Title I/Parental Involvement
IGBI	Bilingual Education
IKF	Graduation Requirements
JEA	Compulsory Attendance
JECC	Assignment of Students to Schools
JFC	Student Conduct
KAB	Parental Rights (NCLBA)
LBE	Public Charter Schools

Potential dates for future meetings were discussed. The meeting ended at 9:45 am.

Submitted by: Teresa Ketelsen

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

EXECUTIVE SUMMARY

TO: Board of Directors

FROM: A. Katrise Perera
Julie Evans

DATE: October 5, 2017

RE: No. 11 – East Gresham Elementary School PTO Donation

EXPLANATION: The East Gresham Parent Teacher Organization (PTO) has motioned to dissolve. They will continue to support the school through the school's fund-raising efforts as individual parents.

Their members voted in favor of transferring all physical assets directly to East Gresham Elementary School. The account balance, of approximately \$10,320 (Amount is approximate based on any remaining PTO fees, taxes and ending costs that still must be paid out) will be deposited into the East Gresham Student Body Account.

These funds will be designated for student Field Trips and Activities, which is the same designation that the PTO had established for the monies.

PRESENTER: Julie Evans

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: The administration recommends the board accept this donation.

REQUESTED ACTION: Move to accept the approximate donation of \$10,320 from the East Gresham Parent Teacher Organization.

JTE:sa

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: A. Katrise Perera
Teresa Ketelsen
Julie Evans

DATE: October 5, 2017

RE: No. 12 - Opening of School Enrollment and Class Size Report

EXPLANATION: This report is intended to provide the board with a general overview of K-12 enrollment during the initial opening of school, and to identify staffing adjustments that have been made to accommodate enrollment numbers.

This year's district enrollment as of September 25 totaled 10,951 students, representing 67 below projections for 2017-18, overall.

In addition to the overall enrollment total, the attached enrollment data provides specific information including class size averages and other staffing/enrollment information.

We will briefly share with the board some additional comments and respond to any questions.

PRESENTER: Teresa Ketelsen and Julie Evans

SUPPLEMENTARY
MATERIALS: 1. September Enrollment Information, 2017-18

RECOMMENDATION: None

REQUESTED ACTION: This report is being provided as information only; no formal action is required.

TK:pkh:sa

Gresham-Barlow School District
2017-2018 Start-Up Enrollment

9/25/17

Middle Schools							Core Class Size Averages				
School	6	7	8	Total	17-18 projection	Over/ (Under)	Math	ELA	Sci	SS	Core Class Ave
Clear Creek	214	214	194	622	652	(30)	29.0	28.3	29.7	27.1	28.7
DC-Damascus	47	62	47	156	155	1	26.0	25.2	25.5	25.5	25.3
Dexter McCarty	174	179	176	529	534	(5)	27.8	28.4	27.8	26.4	28.0
Gordon Russell	302	255	243	800	797	3	29.9	31.1	31.6	31.2	31.7
West Orient	178	142	163	483	450	33	28.8	29.5	29.9	30.0	30.0
Total	915	852	823	2590	2588	2	MS Core Average				28.7
2017-18 Ratio	26.9	28.6	29.1								
2016-17 Ratio	29.1	29.3	25.0								
2015-16 Ratio	26.4	29.8	28.6								
2014-15 Ratio	30.7	28.8	28.4								
2013-14 Ratio	29.0	30.6	31.7								
2012-13 Ratio	29.2	30.2	29.8								

Elementary Schools									
School	K	1	2	3	4	5	Total	17-18 projection	Over/ (Under)
Deep Creek	44	47	49	38	49	53	280	278	2
East Gresham	53	57	59	68	65	82	384	388	(4)
East Orient	80	69	84	73	84	84	474	458	16
Hall	75	76	60	81	61	73	426	463	(37)
Highland	94	97	94	75	91	75	526	514	12
Hogan Cedars	96	82	82	96	94	117	567	580	(13)
Hollydale	72	81	81	70	72	64	440	430	10
Kelly Creek	80	101	89	83	91	104	548	525	23
North Gresham	77	97	93	97	96	98	558	552	6
Powell Valley	62	77	73	79	67	81	439	454	(15)
West Gresham	46	56	52	53	51	29	287	290	(3)
Total	779	840	816	813	821	860	4929	4932	(3)
2017-18 Ratio	24.0	25.5	29.7	29.6	32.2	31.9	28.5		
2016-17 Ratio	23.2	25.7	27.5	30.0	31.4	32.7	28.1		
2015-16 Ratio	24.2	25.7	27.5	28.5	32.0	30.2	28.2		
2014-15 Ratio	26.6	27.7	28.7	29.8	30.4	32.8	30.0		
2013-14 Ratio	28.0	27.9	29.3	31.8	32.0	31.1	30.1		
2012-13 Ratio	26.0	29.1	31.4	30.6	31.9	30.4	29.7		

Gresham-Barlow School District
2017-2018 Start-Up Enrollment

9/25/17

HIGH SCHOOLS							
School	9	10	11	12	Total	17-18 Projection	Over/ (Under)
GHS	433	388	383	376	1580	1589	(9)
SBHS	482	414	386	377	1659	1747	(88)
STHS	51	49	46	47	193	188	5
	966	851	815	800	3432	3524	(92)

GHS Core Class Average							
	12-13	13-14	14-15	15-16	16-17	17-18	
Math	35.8	33.0	28.2	31.6	31.6	31.3	
Science	34.2	34.3	34.7	34.0	34.0	31.5	
Social Studies	34.2	34.3	33.8	34.0	34.0	31.6	
Language Arts	35.9	30.4	30.4	32.9	32.9	30.1	

SBHS Core Class Average							
	12-13	13-14	14-15	15-16	16-17	17-18	
Math	30.2	30.9	29.8	33.0	31.6	30.0	
Science	30.0	35.2	33.0	33.4	34.0	32.9	
Social Studies	31.6	33.0	34.1	34.2	34.0	32.3	
Language Arts	30.9	31.3	32.8	32.7	32.9	32.3	

STHS Core Class Average							
	12-13	13-14	14-15	15-16	16-17	17-18	
Math	19.8	20.6	23.7	23.9	24.3	17.9	
Science	18.0	17.3	20.8	22.3	24.7	24.8	
Social Studies	19.4	19.5	21.0	21.7	21.2	20.7	
Language Arts	18.0	16.6	19.0	24.1	24.7	19.9	