

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

March 8, 2018

The Gresham-Barlow School District Board of Education held a regular work session on Thursday, March 8, 2018, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 6:12 p.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, John Hartsock, Matt O’Connell, Blake Petersen, Carla Piluso, and Kathy Ruthruff.

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

A. 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 Secondary Teaching and Learning
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement
April Olson	Director of Federal Programs
Bill DeWitz	Director of Technology Services

The following guests were also present at the meeting:

Shawnda Sewell	Principal, Highland Elementary
Amanda Jensen	3 rd Grade Teacher, Highland Elementary
Krista Pannell	4 th /5 th Grade Teacher, Highland Elementary
Ron Cutter	Brown & Brown Insurance
Craig Payne	Brown & Brown Insurance
Geoff Sinclair	Brown & Brown Insurance

MOTION 92 MEETING AGENDA (6:12 p.m.)

Information items 1-5 were reordered to accommodate the guest presenters. Item 5a was added to the agenda to hold further conversation regarding a safety statement for our schools. Superintendent Perera will also provide an update regarding upcoming events.

It was moved by John Hartsock, seconded by Sharon Garner and carried unanimously to approve the meeting agenda.

BOND: OWNER CONTROLLED INSURANCE PROGRAM (OCIP) (6:14 p.m.)

Over the last several months, the administration and representatives from the district’s agent of record, Brown & Brown, have been discussing insurance needs and opportunities for upcoming capital construction projects. Ron Cutter, Craig Payne, and Geoff Sinclair, representatives from Brown & Brown Insurance, were in attendance at the meeting.

The representatives from Brown & Brown shared information on what an OCIP is and what the benefits are of having an OCIP in place. An OCIP insures the owner and all contractors and subcontractors for work performed on the project site, rather than contractors and subcontractors procuring their own coverage.

Following the presentation from Brown & Brown, board members asked questions and there was further discussion of the topic.

SCHOOL-BASED HEALTH CENTER BUSINESS PLAN UPDATE (6:39 p.m.)

The district, along with consultant Oregon School-Based Health Alliance (OSBHA), has been conducting a School Based Health Center (SBHC) planning process. A steering committee has met twice to review data and determine services and supports that the SBHC should provide, and how the district can use existing and new resources for this project.

April Olson reviewed where the district is at in the planning process along with survey data from parents and the community. After the presentation, there was further discussion of the topic.

THE LEADER IN ME SCHOOL SITE VISITS (7:09 p.m.)

In February 2018, board directors Sharon Garner and Blake Petersen had the opportunity to visit schools utilizing The Leader in Me program. These schools included Highland Elementary School in the district, Robertson Elementary school in Yakima, Washington and Goldendale Primary School in Goldendale, Washington.

Directors Garner and Petersen provided a report on their observations made during their visits to the classrooms at each of the schools. Following their report, Highland Elementary teachers Amanda Jensen and Krista Pannell shared what they are already doing in their classrooms, what they learned visiting The Leader in Me schools, and how what they learned will impact their own students and teaching.

Following the presentation, there was additional discussion on what this would look like in the district and how it could be implemented and supported.

HEALTH STEERING COMMITTEE UPDATE (7:50 p.m.)

A Health Steering Committee comprised of parents, a school board member, health professionals, community liaisons, administrators, school counselors, and teachers is currently in the process of creating a health instruction plan aligned to the revised health curriculum standards recently adopted by the Oregon State Board of Education.

Sara Hahn-Huston provided a brief update on the purpose of the committee, how the committee is ensuring they are meeting all standards and policies, and in what ways they are engaging in parent communication.

OPTIONS FOR PAPERLESS BOARD MEETING SOFTWARE (7:54 p.m.)

In October 2017, the administration began researching possible software options to allow the board to have paperless meetings. There were five options reviewed: BoardDocs, BoardBook, EduPortal by TransACT, BoardPaq, and Simbli by eBOARDsolutions. Each option was graded using a rubric scoring system.

The board reviewed the scoring results for each of the options and there was discussion of the pricing and the features provided by each paperless option.

RECESS/RECONVENE (8:05 p.m.)

The meeting was recessed at 8:05 p.m. and reconvened at 8:13 p.m.

SAFETY COMMENT FOR THE COMMUNITY (8:13 p.m.)

Superintendent Perera provided an update on the plans for the nationally organized student walkouts and how the administration will ensure student safety during those events. The administration has also met with school leadership and reviewed policies and guidelines for these types of events.

The administration has been working with association leaders regarding a safety statement for the district. The superintendent reached out to Chair Howatt to see if the board wanted to be included in the statement. Further conversation was needed before issuing the statement.

The board discussed the statement and possible revisions they would like to see made prior to its release.

POLICY REVIEW (8:35 p.m.)

Teresa Ketelsen shared with the board the recommended policy changes to 17 polices and asked the board for input regarding the revisions. Policies IICC, KBA, and KI will go back to the policy review committee for further discussion. The rest of the policies will move forward for approval at the next business meeting.

MOTION 93 BUDGET COMMITTEE APPOINTMENTS (8:59 p.m.)

Chair Howatt and Vice-Chair Garner held interviews last night to fill the two open budget committee positions. There were 12 applications received. Chair Howatt and Vice-Chair Garner used a scoring matrix to narrow the choices down to four candidates. Of those four, they were able to interview two of the candidates for the committee.

The two people that have been recommended for the committee are Nicki Belnap and Karen Camp.

It was moved by John Hartsock, seconded by Kathy Ruthruff, and carried unanimously to appoint Nicki Belnap to Position 1 and Karen Camp to Position 3 of the Budget Committee. Both terms expire June 30, 2021.

BOARD COMMITTEE ASSIGNMENTS (9:05 p.m.)

There have been some items that have been added to the board committee assignments. Chair Howatt reviewed current assignments and committees with the board as well as the new items that have been added.

NSBA CONFERENCE OVERVIEW/PLAN (9:12 p.m.)

Chair Howatt asked the board to look at the different conference tracks they might be interested in attending in order to maximize their time at the NSBA Annual Conference in San Antonio. Sharon Garner and John Hartsock are scheduled to attend the pre-conference sessions. They asked Sarah Avery to look into the ability to cancel their pre-conference sessions and get a reimbursement to lower the conference cost. If this is an option, Ms. Avery will cancel their registrations for the pre-conferences.

BOARD AGENDA REVIEW (9:15 p.m.)

Agenda items for upcoming board meetings were reviewed.

ANNOUNCEMENTS (9:17 p.m.)

Mar. 22, 2018: Board Planning Retreat – 7:30 a.m. – 4:00 p.m.
Council Chambers Conference Room
Public Safety and Schools Building

Mar. 22, 2018: Budget 101 – 7 p.m.
Partnership Room
Center for Advanced Learning

Mar. 26-30, 2018: No Board Meeting
Spring Break

Apr. 5, 2018: Board Work Session – 6 p.m.
Council Chambers Conference Room
Public Safety and Schools Building

Apr. 5, 2018: Regular Board Meeting – 7 p.m.
Council Chambers
Public Safety and Schools Building

ADJOURNMENT (9:20 p.m.)

The work session was adjourned at 9:20 p.m.

Submitted by: 

Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on April 5, 2018 :sa