

Gresham-Barlow



School District

BOARD OF EDUCATION

Regular Board Meeting / Work Session

AGENDA

January 5, 2017

BOARD OF EDUCATION

January 5, 2017

Regular Board Meeting / Work Session – 6:30 p.m.

**Large Conference Room
Gresham-Barlow School District Administration Office
1331 NW Eastman Parkway, Gresham, OR**

I. CALL TO ORDER

II. ROLL CALL

_____ Carla Piluso, Chair
_____ Kris Howatt, Vice-Chair
_____ Sharon Garner, Director
_____ John Hartsock, Director
_____ Matt O’Connell, Director

_____ Kathy Ruthruff, Director
_____ Kent Zook, Director

_____ Jim Schlachter, Superintendent
_____ Mike Schofield, Chief Financial Officer

III. INFORMATION ITEMS

- 1. District Goals – Step 3 Schlachter
- 2. Superintendent Vacancy Board

IV. ANNOUNCEMENTS

Jan. 5: Public Contract Review Board, Public Hearing – 6:45 p.m.
Council Chambers
Public Safety and Schools Building

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

JS:lc

Chronology of Superintendent Searches

Year	Yrs.	Outgoing Superintendent	Incoming Superintendent	Consultant	Process	Notes
1915 - 1921	6	Elmer Goodwin	Roy Cannon			
1921 - 1928	7	Roy Cannon	Charles Savenrude			
1928 - 1952	24	Charles Saverude	Harry Thompson			
1952 - 1976	24	Harry Thompson	Dr. Jim Jenkins			Harry and the above superintendents were before my time. Lyn
1976 - 1989	13	Dr. Jim Jenkins	Dr. Zeno Katterle	Yes (Name?)	National	Orval Ause and Ann Marie Collins were appointed "acting interim superintendents" while the search was done.
1989 - 1994	5	Dr. Zeno Katterle	Mr. Jim Carlile	OSBA (Pat Fizwater)	Within the to-be-unified districts only	The 4 districts to be unified were Barlow-Gresham, Gresham Grade, Damascus, and Orient. (A portion of Boring was part of the unification.)
1994 - 1998	4	Mr. Jim Carlile	Dr. Gretchen Schuette	OSBA (Gail Perkins)	1 st - Internal 2 nd - Oregon	There was one internal applicant who later withdrew to accept a position with another organization. The vacancy was then opened statewide.
1998 - 2001	3	Dr. Gretchen Schuette	Dr. Jer Pratton (Interim)	OSBA (Bob Burns)	1 st - Internal Interim 2 nd - Oregon Interim	Resignation was short notice due to a job offer Gretchen accepted. For this reason, her vacancy was opened to internal <i>interim</i> candidates only. There were none. OSBA was then contracted to search statewide for an interim. Jer hired, but couldn't start until August 1, so the board appointed John Stanley as "acting interim superintendent" for one month.
2001 - 2002	1	Dr. Jer Pratton (Interim)	Mr. Ken Noah	OSBA (Chuck Bugge) \$10,000 +	National	Six candidates were interviewed (4 from Oregon, 1 from California, and 1 from New Jersey). Narrowed to 2 finalists, S. Ladd and K. Noah.
2002 - 2008	6	Mr. Ken Noah	Mr. John Miner	None	Internal Interim (See notes)	Initially the board was looking for an interim. Although John Miner, assistant superintendent, had already announced retirement, he agreed to rescind his PERS retirement, and negotiated a 2-year contract with the board. (The contract was later extended.)
2008 - 2010	2	Mr. John Miner	Mr. Jim Schlachter	OSBA (To facilitate mtgs.) \$1,500	Internal	OSBA facilitated 6 community/staff input meetings to define qualification of a superintendent.

Handout at 01/05/2017 Board Work Session :Lyn

Chronology of Superintendent Searches

Year	Yrs.	Outgoing Superintendent	Incoming Superintendent	Consultant	Process	Notes
2010 – 2017	7	Mr. Jim Schlachter				

Updated 12/02/2016

Handout at 01/05/2017 Board Work Session -Lym

Gresham-Barlow School District Superintendent Search

Kathy Ruthruff's notes for board discussion on December 10, 2016:

- Timeline
- Goal New Superintendent July 1, 2017
- Process
- Qualities Board is looking for
- Decisions need to discuss
- CONSULTANT/OSBA
- Hiring timeline
- Hiring/budget
- RFP
- Open 10 days inside candidates
- Open to all for 21 days
- Community involvement Qualities and attributes
- Certified and classified staff
- Administrators Principals
 - HS, MS, ES, K-8
- Screening Committee
 - Timeline?
 - How many?
 - Who?
 - Chair?
- Bond experienced member
- CPO's
- Gresham city council
- Gresham police Safety issues
- Clackamas County Sheriff and Clackamas 1 Fire
- Damascus residents

:kr

Thoughtexchange 2016-17 Community-Wide Discussion

Objectives:

1. Demonstrate community engagement in superintendent search process.
2. Increase the staff/community's connection to the school district and its work.
3. Learn what staff/community expects from its superintendent and their leadership.
4. Learn what opportunities and challenges staff/community wants the school district to address.

Gresham-Barlow SD 10

Code: CBA
Adopted: 7/11/94
Readopted: 6/03/99; 5/02/02; 1/09/03;
11/07/13
Orig. Code(s): CBA

Qualifications and Duties of the Superintendent

POSITION: Superintendent of Schools

- QUALIFICATIONS:**
1. A current Oregon administrative license with an authorization for all levels, superintendent's endorsement or a transitional superintendent license;
 2. Successful experience as an educational leader and administrator;
 3. In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets transitional administrator or exceptional administrator licensure requirements. The Board may, jointly with the individual, submit an application for such license for Teacher Standards and Practices approval pursuant to OAR 584-080-0151 and 584-080-0161;
 4. Other qualifications as determined by the Board.

REPORTS TO: Board of Directors

POSITION PURPOSE: Provides for effective administration of all schools and departments, and educational leadership throughout the school system and community.

NATURE AND SCOPE: The superintendent is the chief executive officer for the Gresham-Barlow School District and reports to the Board. No other position reports to the Board.

The superintendent is the liaison between the staff and the Board, develops policy for Board approval and translates it into action through the development of administrative regulations. The superintendent directs the preparation of information and recommendations to the Board related to budget and capital expenditures, negotiations with representative employee groups and the hiring of all licensed personnel, often making presentations and responding to questions.

The position provides managerial direction to the central administrative and school staffs to achieve the policies and priorities outlined by the Board. It also designs and maintains an organizational framework capable of effectively meeting these priorities. The superintendent also directs the internal and external school community and staff communication programs, and develops effective relationships by helping the community and staff members know and understand the district's goals, achievements, concerns, needs and plans.

6. Human Resource Systems and Practices

The superintendent will provide leadership in providing for the recruitment, selection, development and retention of a quality workforce. The superintendent will demonstrate skills in applying ethical, contractual and legal requirements for personnel selection, development, retention, promotion and dismissal.

7. District Goals

The superintendent will direct attention to the attainment of district goals as adopted by the Board and to report progress toward goal attainment on a semi-annual basis.

END OF POLICY

Legal Reference(s):

[ORS 327.133](#)
[ORS 332.075](#)
[ORS 332.515](#)
[ORS 342.125](#)
[ORS 342.143](#)
[ORS 342.173](#)
[ORS 342.175](#)

[ORS 342.200](#)

[OAR 581-022-0102 to -1940](#)
[OAR 581-023-0006 to -0041](#)
[OAR 581-023-0104](#)
[OAR 581-023-0112](#)
[OAR 581-023-0220 to -0240](#)

[OAR 584-020-0000 to -0045](#)
[OAR 584-036-0035\(1\)](#)
[OAR 584-046-0005 to -0024](#)
[OAR 584-080-0151](#)
[OAR 584-080-0152](#)
[OAR 584-080-0161](#)

Cross Reference(s):

CBG - Evaluation of the Superintendent

Draft Timeline

<p>Planning • Establish timeline, determine targets for public invitations, build excitement and awareness through communication (social media, heads up email, etc.), approve messaging, gather email contacts, etc.</p>	<p>~14 days Now – Jan 22</p>
<p>Share • Invite participants through email (and links) to share their thoughts to your questions.</p>	<p>10 days Jan 23 – Feb 1</p>
<p>Moderating • Inappropriate thoughts will be flagged for removal and shared with you for review. Star messaging will be approved.</p> <p>DELIVERABLE: Feb 13 – High level thoughts report to guide preliminary candidate screening</p>	<p>~7 days Feb 2 – 10</p>
<p>Star • Participants will be once again invited by email to prioritize thoughts by assigning stars.</p>	<p>10 days Feb 13 – 22</p>
<p>Analysis • Thoughts and ideas will be reviewed by our team of Analysts. Themes and graphics will be created to assist in developing understanding of the results.</p> <p>DELIVERABLE: Mar 9 – Presentation outlining prioritized thoughts by theme, results website</p>	<p>~14 days Feb 23 – Mar 8</p>
<p>Discover • Reports and results will be shared with identified focus groups and then out to the broader community. Reports and results can be customized for both internal and external use, and shared through a custom website.</p>	<p>~30 days Beginning Mar 9</p>

Questions

1. What are the key leadership qualities/characteristics the new Gresham-Barlow School District Superintendent will need to have to be effective in this role?
2. What are some challenges facing our School District that the new Superintendent will need to address?
3. What are the future opportunities that the new Superintendent will need to address or consider?

Gresham-Barlow SD 10

Code: **CBB**
Adopted: 6/03/99
Readopted: 5/02/02; 11/07/13

Recruitment and Appointment of the Superintendent

The Board considers foremost among its responsibilities the selection and appointment of a superintendent who can effectively translate into action the Board's policies and the community's aspirations for its schools.

To provide the most capable leadership available for the district, the Board may engage in a nationwide search for applicants for the position of superintendent whenever a vacancy in that position occurs.

The Board shall develop and adopt the standards (e.g., candidate qualities and work experience), criteria (e.g., application, screening and hiring process) and policy directives (e.g., promote from within, state and/or national search) to be used in hiring the superintendent or interim superintendent at a meeting open to the public and at which the public has had an opportunity to comment.

The Board may seek the advice and counsel of interested individuals, or of an advisory committee, or it may hire consultants to assist in screening candidates and to encourage the filing of applications by professional educators who meet the qualifications. Final selection, however, will rest with the Board after a thorough consideration of qualified applicants.

The Board will hire the superintendent by a majority vote of the Board members at a meeting for which notice has been given of the intended action.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(7\)\(d\)](#)
[ORS 332.505](#)
[ORS 342.513](#)
[ORS 342.835](#)

Cross Reference(s):

CBC - Superintendent's Contract