

Gresham-Barlow



School District

BOARD OF EDUCATION

Regular Board Meeting / Work Session
Regular Board Meeting / Business

AGENDA

March 9, 2017

BOARD OF EDUCATION

March 9, 2017

**Public Safety and Schools Building
1331 NW Eastman Parkway, Gresham, OR**Public Hearing – 5:00 p.m.

1. *Charter School Renewals*

Work Session – 6:00 p.m.

1. *Superintendent Search*

REGULAR BOARD MEETING / BUSINESS – 7:00 p.m.**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE****II. ROLL CALL**

_____	Carla Piluso, Chair	_____	Kathy Ruthruff, Director
_____	Kris Howatt, Vice-Chair	_____	Kent Zook, Director
_____	Sharon Garner, Director		
_____	John Hartsock, Director	_____	Jim Schlachter, Superintendent
_____	Matt O'Connell, Director	_____	Mike Schofield, Chief Financial Officer

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. Cook.

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.....February 2, 2017
Minutes from Regular Business Meeting.....February 2, 2017
Minutes from Regular Work Session.....February 9, 2017
Minutes from Regular Mid-Year Planning Session.....February 17, 2017
Minutes from Regular Work Session.....February 23, 2017
2. Financial Report

V. CONSENT AGENDA (Continued)

3. Personnel: Employment Contracts
4. Policy Updates

VI. RECOGNITIONS

5. Gresham-Barlow School District Facilities Department.....Hiu

VII. GRESHAM-BARLOW EDUCATION FOUNDATION REPORT

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

VIII. SUPERINTENDENT'S REPORT

IX. PRESENTATIONS

7. Student Transportation Services Update: First Student, Inc.....Schofield

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).

8. District Advisory Council (DAC).....Vadnais
9. Policy Review Committee Minutes of February 7, 2017.....Ketelsen
10. Superintendent Search Process Committee Minutes of February 7, 2017.....Howatt

XII. BOARD REPORTS

XIII. CABINET REPORTS

XIV. ASSOCIATIONS REPORTS

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

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

XVI. RECESS/RECONVENE (5 Minutes)

XVII. ACTION ITEMS

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

First Reading

- | | |
|---|------------|
| 11. Superintendent Search Process | Howatt |
| 12. Superintendent Profile | Howatt |
| 13. Acceptance of a Financial Donation: Weston KIA | Schlachter |
| 14. Classified School Employee Week Resolution | Vadnais |
| 15. School Year Calendars | Bryant |
| 16. Construction Management / General Contractor (CM/GC) Services
Contract Approvals | Schofield |
| 17. Budget Committee Appointments | Schofield |

Second Reading

None

XVIII. INFORMATION ITEMS

None

XIX. ANNOUNCEMENTS

- March 16: DAC Meeting - 7 p.m.
Powell Valley Elementary School
Board Representatives: Carla Piluso and John Hartsock
- March 23: Budget Committee Meeting – 7 p.m.
Partnership Room
Center for Advanced Learning
- April 6: Audit Involvement Team - 5 p.m.
Superintendent's Office
Gresham-Barlow School District Administration Office
- April 6: Regular Board Work Session - 6 p.m.
Council Chambers Conference Room
Public Safety and Schools Building
- April 6: Regular Board 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

February 2, 2017

The Gresham-Barlow School District Board of Education held a regular work session on Thursday, February 2, 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 6:05 p.m. by the vice-chair, Kris Howatt. Other board members in attendance were Sharon Garner, Kent Zook, Matt O'Connell, Kathy Ruthruff, and John Hartsock. Carla Piluso arrived at 6:10 p.m. and presided as chair for the balance of the meeting.

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

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

Julie Evans, executive director of elementary education, was absent.

Gary Ray of Ray and Associates, Inc., was a guest presenter.

SUPERINTENDENT SEARCH PROCESS AND TIMELINE (6:05 p.m.)

Members of the superintendent search committee provided an update regarding the development of a process and timeline for filling the superintendent vacancy. They introduced Gary Ray of Ray and Associates, Inc., the search firm being recommended to assist with the search process.

The committee explained that the search process will include interviews and surveys to identify desired characteristics of a new superintendent and develop a profile. (Refer to the handout titled, "Search Consultant Interviews / Survey to Develop the Profile," which has been appended to these minutes.)

As an introduction to Ray and Associates, Inc., Gary Ray provided a handout titled, "What Sets us Apart," and summarized the firm's background, experience, and services. He also provided a suggested process and timeline for the district's superintendent search. (Refer to the appendices.)

Following Mr. Ray's presentation, he responded to questions of the board and superintendent's cabinet.

ADJOURNMENT (6:47 p.m.)

The work session was adjourned at 6:47 p.m. A regular board business meeting followed in the council chambers at 7:00 p.m.

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

Draft

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

February 2, 2017

The Gresham-Barlow School District Board of Education met in regular session on Thursday, February 2, 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 6:59 p.m. by the chair, Carla Piluso. Other board members in attendance were Sharon Garner, Kris Howatt, Kathy Ruthruff, Kent Zook, Matt O'Connell, 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
Sara Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

Julie Evans, executive director of elementary education, was absent.

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

MOTION 49 MEETING AGENDA (7:00 p.m.)

It was moved by Kris Howatt, seconded by Kent Zook and carried unanimously to approve the meeting agenda as presented.

MOTION 50 CONSENT AGENDA (7:01 p.m.)

The following items were included on the consent agenda:

1. Minutes from Regular Work Session January 5, 2017
Minutes from Local Contracts Review Board Meeting January 5, 2017
Minutes from Regular Business Meeting January 5, 2017
Minutes from Regular Work Session January 19, 2017
2. Financial Report
3. Personnel Changes
4. Policy Updates

It was moved by Kris Howatt, seconded by Kathy Ruthruff and carried unanimously to approve the consent agenda as presented.

RECOGNITIONS (7:02 p.m.)

Rachel Wilczewski, 2017 Speech Educator of the Year: The board recognized Rachel Wilczewski, a Sam Barlow High School teacher, advisor, and speech and debate coach for being selected as the 2017 Speech Educator of the Year by the Oregon School Speech League Coaches Association.

GRESHAM-BARLOW EDUCATION FOUNDATION REPORT (7:04 p.m.)

Vicki Moen, manager of the Gresham-Barlow Education Foundation, reported on foundation activities.

SUPERINTENDENT'S REPORT (7:06 p.m.)

Superintendent Schlachter reported on the following

- A letter will soon be sent to staff, parents, and the community regarding the importance of safe, welcoming school environments. The letter has been written in response to concerns raised by students and staff based on social issues of the day. (A copy of the letter has been appended to these minutes.)
- Governor's Brown proposal of \$8.02 billion for K-12 education would require that the school district make budget reductions, resulting in staff reductions, higher class sizes, and program reductions/eliminations. If an \$8.4 billion schools budget were to be approved by the legislature, the district would be able to maintain its current level of service. The legislative session started February 1, 2017. (Refer to the two handouts appended to these minutes.)
- The school district held an information session on January 31 for prospective school board candidates. The event was well attended and attendees had thoughtful questions. Board members Sharon Garner, John Hartsock, and Kathy Ruthruff participated in the event.

GRESHAM ARTHUR ACADEMY PUBLIC CHARTER SCHOOL ANNUAL EVALUATION REPORT (7:15 p.m.)

Principal Kandice Burton and representatives from Gresham Arthur Academy presented the school's annual report. State law requires charter schools to submit a report to the district and the State Board of Education each year. The report includes information on the performance of the school and its students in the preceding fiscal/school year. Portland State University conducted an independent review of the school and this information was included in the annual evaluation and report. (Refer to the agenda packet.)

LEWIS & CLARK MONTESSORI PUBLIC CHARTER SCHOOL (LCMCS) ANNUAL EVALUATION REPORT (7:28 p.m.)

Melissa Harbert, executive director, Matt Lee, board chair, and representatives from the Lewis & Clark Montessori Charter School (LCMCS) presented the school's annual report. LCMCS completed its ninth year of operation in June of 2016. Charter schools are required to report to the district and the State Board of Education each year on the performance of the school. The report included the school's goals and assessments related to student performance. An independent review of the Lewis & Clark Montessori Charter School was conducted by Portland State University, and was included as part of the school's evaluation. (Refer to the agenda packet.)

TRANSPORTATION SERVICES UPDATE (7:48 p.m.)

Representatives from First Student Transportation Services were unable to attend the board meeting; therefore, the report was deferred until the March board meeting.

COMMITTEE MEETING MINUTES AND/OR REPORTS (7:48 p.m.)

District Advisory Council (DAC): Athena Vadnais reported that the January DAC meeting was canceled due to weather. The next DAC meeting will be on February 16, 2017, at Clear Creek Middle School.

Superintendent Search Process Committee: It was noted that minutes of the January 9 and the January 25-26 committee meetings were included in the agenda packet for information.

BOARD REPORTS (7:50 p.m.)

Board members summarized various meetings and other activities they participated in during the month.

CABINET REPORTS (8:02 p.m.)

There were no cabinet reports.

ASSOCIATIONS REPORTS (8:04 p.m.)

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

Erika Fuller, a secretary at West Gresham Elementary School, reported on behalf of Oregon School Education Association (OSEA) Chapter 8 employees.

CITIZENS' REQUESTS OF THE BOARD (8:04 p.m.)

There were no citizens' requests of the board.

MOTION 51 ACCEPTANCE OF A DONATION: SAMSUNG TECHNOLOGY PACKAGE TO CLEAR CREEK MIDDLE SCHOOL (8:05 p.m.)

Teresa Ketelsen introduced Tom Erickson, STEAM teacher at Clear Creek Middle School and the state winner in Samsung's "Solve for Tomorrow" contest. Mr. Erickson explained that the award was a \$25,000 Samsung technology package for use at Clear Creek Middle School. The technology package will be used to design and build adult manipulatives for Alzheimer's patients at the Lambert House, an adult care facility in Gresham.

It was moved by Kris Howatt, seconded by Kent Zook and carried unanimously to accept the donation of a \$25,000 Technology Package to the STEAM program at Clear Creek Middle School from Samsung.

MOTION 52 INCLEMENT WEATHER MAKE-UP DAYS (8:12 p.m.)

It was moved by Matt O'Connell, seconded by Kris Howatt and carried unanimously to adopt the amended 2016-17 School Year Calendar which identifies June 20 to 26 as inclement weather make-up days, and moves the last day for 12th grade students to Wednesday, June 7, 2017, the last day for 8th grade students to Tuesday, June 20, 2017, the last day for K-7th grade students to Thursday, June 22, 2017, and the last day for 9-11th grade students to Friday, June 23, 2017.

MOTION 53 INCLEMENT WEATHER MAKE-UP DAYS – 14-DAY WAIVER REQUEST (8:14 p.m.)

It was moved by Kris Howatt and seconded by Kent Zook to have administration request from the State Superintendent of Public Instruction permission to include in the district's calculation of instructional time required by OAR 581-022-1620 14 hours for emergency school closures due to adverse weather conditions.

In the discussion that followed, it was noted that it is unclear at this time how the waiver request will affect Division 22 standards reporting. This information will be provided the board when it is received from the Oregon Department of Education.

The motion carried unanimously.

MOTION 54 APPROVAL OF SUPERINTENDENT SEARCH SERVICE CONTRACT (8:16 p.m.)

Kris Howatt explained that the Superintendent Search Committee has met twice after reviewing proposals from eight search firms. The finalist selected by the committee, Ray and Associates, was invited to attend the work session that preceded this evening's board meeting. The committee is recommending that the board approve the selection of Ray and Associates, Inc., to serve as the Board's superintendent search consultant, and authorize the Superintendent Search Committee to negotiate the terms of a contract with the consultant for an amount not to exceed \$19,500 in fees, and reimbursable expenses of approximately \$5,000. Kathy Ruthruff seconded the recommendation.

In the discussion that followed, Director Howatt explained that additional information will be provided in a variety of ways (e.g., email, newspaper advertisements, etc.) about a search timeline, and the engagement of parents, staff, and community members in the development of a profile for the new superintendent.

The motion carried unanimously.

MOTION 55 OPEN ENROLLMENT APPLICATION PROCESS AND TRANSFERS (8:20 p.m.)

James Hiu summarized the information provided in the agenda packet. It was then moved by Kathy Ruthruff and seconded by Kris Howatt to accept the Gresham-Barlow School District Open Enrollment 2017-2018 School and Grade Slots, as presented.

Board member expressed an interest in knowing how many of the students who transferred into the district over the past six years stayed with the district through graduation. This topic will be covered in a future board work session.

The motion carried unanimously.

MOTION 56 MESD PROGRAMS AND SERVICES PROPOSAL, LOCAL SERVICE PLAN
(8:24 p.m.)

Jim Schlachter provided a brief overview of the MESD Local Service Plan proposed for 2017-18.

It was moved by Kathy Ruthruff and seconded by Kent Zook to approve the MESD Local Service Plan 2017-18, Programs and Services Proposal, as presented.

Following discussion, the motion carried unanimously.

MOTION 57 BOARD REPRESENTATION AT COMMENCEMENT (8:28 p.m.)

It was moved by Kris Howatt, and seconded by Kathy Ruthruff to appoint board representatives for high school commencements as follows [in alphabetical order by location]:

Matt O'Connell	Carla Piluso	Adult Program Wed., June 14 – 7:00 p.m. Council Chambers
Kris Howatt	John Hartsock	Gresham HS Tues., June 13 – 8:30 p.m. Memorial Coliseum
Kathy Ruthruff	Carla Piluso	Sam Barlow HS Tues., June 13 – 5:00 p.m. Memorial Coliseum
Kent Zook	Sharon Garner	Springwater Trail HS Thurs., June 15 – 7:00 p.m. Sam Barlow High School

The motion carried unanimously.

ANNOUNCEMENTS (8:32 p.m.)

Feb. 7, 2017: Board Policy Review Committee – 8:00 - 9:30 a.m.
Gresham-Barlow School District Office
Business Office Conference Room

Feb. 9, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Feb. 16, 2017: DAC Meeting - 7 p.m.
Clear Creek Middle School
Board Representatives: Kathy Ruthruff, Sharon Garner,
John Hartsock

Feb. 17, 2017: Board Mid-Year Planning Session – 8 a.m. - 4 p.m.
Easthill Church
Gresham, Oregon

Feb. 20, 2017: Presidents Day Holiday
School and Offices Closed

Feb. 23, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Mar. 9, 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 8:33 p.m.

Submitted by: _____

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



Jim Schlachter, Superintendent

Gresham-Barlow School District No. 10Jt

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February 2, 2017

A Message for the Community

Dear Gresham-Barlow School District Staff and Families,

The mission of the Gresham-Barlow School District is to prepare every student for success. To achieve our mission, we must provide our students with an educational environment that is welcoming and safe. On behalf of the school district and in consultation with the board-appointed Superintendent's Equity Advisory Committee, I am writing to affirm our commitment to the safety and well being of all students in our district.

The school district's Educational Equity [Policy JBB](#) states: "The Gresham-Barlow School District recognizes that an inclusive and welcoming environment allows students and families to feel safe, respected, and valued, thus supporting students in achieving their educational objectives." Our staff is committed to providing such an environment in our schools every day for every student and will continue to do so. As a district we recognize that culture and diversity are assets for our communities that are to be respected.

The Gresham-Barlow School District's [Policy GBNA](#) states behaviors such as hazing, harassment, intimidation, and bullying are strictly prohibited and shall not be tolerated. This policy is always in effect and any actions or statements that conflict with this policy will be swiftly and appropriately addressed. If a person experiences any of the behaviors listed above it is important that they report it to school administration as soon as possible.

In an effort to maintain school environments where students and families are safely respected and valued, we strive to minimize access of outside agencies to our students. Public schools are for everyone. Federal law prohibits public schools from asking about, or maintaining information on, a student's immigration status. The school district does not request or document this information, nor do we have this information to release.

We live in an exceptional community dedicated to encouraging and supporting our students and staff. We thank you for your continued commitment and support of our schools.

Sincerely,
Jim Schlachter
Superintendent of Schools



Brief Narrative for Gresham-Barlow School District

Cuts

The crippling reductions that defined 2009-13 would again be our experience. The modest improvements that we have made in addressing class sizes in recent years would be lost. A return to a budget-reduction process would require a focus on staff reductions since many of the programs reduced in 2009-13 were never restored.

- Staff reductions and related higher class sizes at all levels
- Program reductions and eliminations
- Suspend curriculum adoptions and related professional development
- Reduce investment in early career teacher training and support

No Cuts

Maintaining status quo is clouded by the budget restrictions required by Measure 98. The challenge of making Measure 98 investments at the expense of staff and programs elsewhere will create significant tension.

- Maintain current class sizes in upper elementary, middle and high schools
- Possible increase in class sizes in primary classes
- Sustain the program improvements made over past four years
- Maintain a minimal curriculum adoption plan and associated assessment program and collaboration opportunities
- Maintain a modest early-career teacher training and support program

Progress

The investment in effective programs, practices and services that have not been fiscally possible would be central to this level. An evaluation of where class size reductions are most effective along with what practices and programs would support student achievement would precede investments.

- Reduced class sizes in identified grades and subjects
- Support needed curriculum adoptions, assessment support and associated professional development
- Full support for core content and improved opportunities in the arts, physical education, and electives
- Fully support Measure 98 investments without need to make reductions elsewhere
- Increase early-career teacher training and support

Quality

Full support for a quality K-12 program would allow a process of rethinking how we can best achieve our mission. The feasibility of funding educational practices that have not been remotely possible in recent years would allow a refinement of our vision for the future.

- Build a system that is supported by research-based instructional models and associated class sizes
- Support instruction by a robust assessment program and time that supports quality collaboration.
- Redesign schedules to accommodate increased STEM, CTE, arts and electives.
- Add instructional time to address student learning needs
- Invest in fully-funded models of developing early career educators.

JS:lc 01/23/2017

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

February 9, 2017

The Gresham-Barlow School District Board of Education held a work session on Thursday, February 9, 2017, in the Forum Room (Room 220) at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 6:03 p.m. by the vice-chair, Kris Howatt. Other board members in attendance were Kent Zook, John Hartsock, and Sharon Garner. Matt O'Connell arrived at 6:20 p.m., and Carla Piluso arrived at 7:00 p.m. Kathy Ruthruff was absent.

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
Randy Bryant	Executive Director of Human Resources
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 cabinet members were absent:

Mike Schofield	Chief Financial Officer
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Guests included: School principals, vice-principals, special education program administrators, and members of the district Instructional Leadership Team (ILT).

SUPERINTENDENT SEARCH PROCESS (6:04 p.m.)

Members of the Superintendent Search Process Committee (i.e., Kris Howatt, John Hartsock, and Sharon Garner) provided a brief update on the committee's work to develop a process for filling the superintendent vacancy. Principals will be asked to provide input regarding the profile for a new superintendent either by a survey, or by meeting with the search consultants.

The committee asked principals about their preference for participating by survey or by meeting with the consultants. The majority responded that meeting with the consultants was the preferred method.

SCHOOL IMPROVEMENT PLAN (SIP) PRESENTATION / FAIR (6:15 p.m.)

Principals and and/or school administrators provided desktop displays outlining their individual school improvement plans, and highlighted key areas of focus for each school. Their presentations identified the alignment between site-specific goals, the District Continuous Improvement Plan, and the district's 2020 Vision. (Copies of their displays have been appended to these minutes.)

ANNOUNCEMENTS (7:40 p.m.)

Feb. 16, 2017: DAC Meeting - 7 p.m.
Clear Creek Middle School
Board Representatives: Kathy Ruthruff, Sharon Garner, John Hartsock

Feb. 17, 2017: Board Mid-Year Planning Session – 8 a.m. - 4 p.m.
Easthill Church
Gresham, Oregon

Feb. 20, 2017: Presidents Day Holiday
School and Offices Closed

Feb. 23, 2017: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning

Mar. 9, 2017: Regular Board Meeting - 7 p.m.
Council Chambers

ADJOURNMENT (7:41 p.m.)

The meeting was adjourned at 7:41 p.m.

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

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

February 17, 2017

The Gresham-Barlow School District Board of Education held a mid-year planning session on Friday, February 17, 2017, in the Office Complex South on the Easthill Church campus, 544 N. Main, Gresham, Oregon.

The meeting was called to order at 8:04 a.m. by the chair, Carla Piluso. Other board members in attendance were Kris Howatt, Matt O'Connell, Kathy Ruthruff, John Hartsock, and Sharon Garner. Kent Zook was absent.

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
Randy Bryant	Executive Director of Human Resources
Julie Evans	Executive Director of Elementary Education
Sara Hahn-Houston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

Mike Schofield, chief financial officer, arrived at 11:00 a.m.

Guests at various times throughout the day included the following:

Angie Kautz	Director of Teaching and Learning
Terry Taylor	Director of Facilities
Nicole Ralston	Assistant Professor, University of Portland
Scott Rose	Principal Architect, DLR Group
Rick Rainone	Cornerstone Management Group, Inc.
Mathieu Jacobs	Cornerstone Management Group, Inc.
Casey Cunningham	Cornerstone Management Group, Inc.
Cheryl Pin	Cornerstone Management Group, Inc.
Renée Alexander	BBT Architects, Inc.
Melissa Guarin	BLRB Architects

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.

WELCOME AND OPENING EXERCISE (8:04 a.m.)

Chair Piluso welcomed participants and, as an icebreaker, asked each person to briefly describe one characteristic of a United States president.

STRATEGIC PLANNING – DISTRICT GOALS, PART I (8:09 a.m.)

Superintendent Schlachter provided an overview of the seven strategic themes that guide the district's work. Participants then worked in small groups to prioritize the top three goals, and talk about what success would look like in 2020 if all of the identified targets were accomplished. The groups then recorded their top three priorities on flip charts.

MULTNOMAH COUNTY PARTNERSHIP FOR EDUCATIONAL RESEARCH (8:50 a.m.)

Nicole Ralston of the University of Portland presented information on the Multnomah County Educational Partnership and research projects conducted for the Gresham-Barlow School District. Research topics include:

- World Language as Graduation Requirement
- Recruitment and Retention of Teachers and Administrators: Research-Based Best Practices
- Does Participation in School-Sponsored Track and Field Impact Attendance, Academic Achievement, and Discipline?
- Exclusionary Practices
- Academic Pathways
- A Further Evaluation of a Full-Day Kindergarten Model
- Evaluation of the Benefits Provided by Instituting a Full-Day Kindergarten Model
- College Readiness: An Evaluation of Course Completion
- An Evaluation of the Effects of Freshman Academy

QUARTER 2 REPORTS (9:38 a.m.)

Jim Schlachter presented the district's Quarter 2 Reports. He also talked about community-based partners and countywide resources, such as All Hands Raised, and the benefits their work has on the district's schools.

RECESS/RECONVENE (10:00 a.m.)

The board recessed at 10:00 a.m. and reconvened at 10:21 a.m.

K-3 TECHNOLOGY GRANT (10:21 a.m.)

Angie Kautz reported on goals of the \$1,369,326 K-3 technology integration grant received from the Mt. Hood Cable Regulatory Commission, and summarized what has been accomplished to date, which includes installation of the infrastructure and hardware, staffing, training, and facilitating sessions for family literacy and technology.

TEACHER COLLABORATION GRANT (11:00 a.m.)

Teresa Ketelsen provided an update regarding the district's Teacher Collaboration Grant, which is funded through the Oregon Department of Education, and she summarized 2016-17 highlights. She explained that the grant for this year school year was a little over \$1 million, it is renewable for up to two more years, and it is based on the district's ADM (average daily membership).

The district needs to reapply for the grant each year, but if progress can be substantiated, successful renewals are likely. Regina Norris and Mark Kim are the grant managers for the district; they oversee the five committees (85 participants) that lead the work funded by the grant.

Ms. Kettelsen's presentation included a demonstration of how the Swivl robotic platform is being used for recording presentations or class lectures.

OREGON SCHOOL SUCCESS STORY (11:26 a.m.)

John Hartsock handed out an Oregonian article titled, "Oregon School Success Story: How Oregon City High got 94 Percent of Students to Graduation." Board members briefly discussed the article.

BUDGET UPDATE AND DISTRICT GOALS, PART II (11:30 a.m.)

Mike Schofield provided a budget update and summarized uncertainties that will affect the upcoming budget process. It is anticipated that budget reductions for 2017-18 are inevitable.

RECESS/RECONVENE (11:50 a.m.)

The meeting was recessed at 11:50 a.m. for lunch, and participants walked to a local restaurant. They returned to the meeting room at 12:57 p.m., and the meeting was reconvened at 1:01 p.m. All board and cabinet members named above were present when the meeting was reconvened.

BOND UPDATE: OVERVIEW (12:57 p.m.)

Rick Rainone and Mike Schofield reviewed a draft of the bond management plan.

BOND UPDATE: ELEMENTARY SCHOOL PROJECTS (1:32 p.m.)

Renée Alexander, a principal architect for BBT Architects, and Scott Rose, a principal architect for DLR Group, presented information regarding the district's bond projects for North Gresham and East Gresham elementary schools. Their presentations included progress on design work, involvement of stakeholders, security measures to be implemented during construction, and timelines. (Refer to the handout from BBT Architects titled, "Schematic Design Workplan for North Gresham Elementary School Replacement.")

BOND UPDATE: HIGH SCHOOL PROJECTS (2:06 p.m.)

Board members heard a report regarding the development of reconstruction and modernization projects for Gresham High School, which included a draft program validation and conceptual design schedule, and discussion about safety and the enforcement of security plans.

BID AWARD: CM/GC (3:04 p.m.)

Mr. Schofield explained that inclement weather has caused a delay in completing the Construction Management / General Contractor (CM/GC) selection process. For this reason, action to approve bid awards has been postponed to a subsequent meeting.

MOTION 58 OSCIM AUTHORIZING AGREEMENT (3:04 p.m.)

Mike Schofield presented a sample grant agreement for the Oregon School Capital Improvement Matching (OSCIM) program, which is administered by the Oregon Department of Education. He explained that board authorization and approval of the OSCIM agreement is required before the district can receive the \$8 million grant award, and recommended ratification of the following resolution:

**A RESOLUTION OF THE BOARD OF
GRESHAM-BARLOW SCHOOL DISTRICT**

RESOLUTION No. 1617-11

A resolution of the Board approving and authorizing the District to enter into a contract with the State of Oregon acting by and through its Department of Education:

Whereas;

1. The Oregon Legislature enacted Senate Bill 447 which created the Oregon School Capital Improvement Matching Program (OSCIM);
2. On July 14, 2016 the Oregon Department of Education formally notified the District that the District has qualified for and was awarded a capital matching grant of \$8 million under the OSCIM Program contingent on provision of matching funds by the District;
3. Whereas, at the November 8, 2016, general election, District voters approved the issuance of general obligation bonds in the amount of \$291,170,000 for capital costs, thereby providing the necessary matching funds;
4. In order to receive the OSCIM Grant, the District must enter into an OSCIM Grant Agreement with the Oregon Department of Education in the form of contract attached to this resolution;
5. The OSCIM Grant Agreement requires the District Board to authorize and approve the OSCIM Grant Agreement and authorize the execution of the agreement by a representative of the District.

Therefore, the Board of Directors of the Gresham-Barlow School District hereby resolves the following:

1. The Board hereby accepts the OSCIM Grant award of \$8 million;
2. The Board authorizes execution of an OSCIM Grant Agreement in substantially the form attached to this resolution;
3. The superintendent of the District, Jim Schlachter, is hereby authorized and directed to execute the OSCIM Grant Agreement on behalf of the District.

Approved by the Board of Directors of the Gresham-Barlow School District on February 17, 2017 by a vote of _____ to _____

Discussion followed regarding language in the agreement that requires the district to follow all state and federal regulations. The district has been assured that Oregon prevailing wage laws can be followed, because the grant is funded by state dollars. The district will define this understanding in a letter that will accompany the agreement when it is submitted.

It was moved by John Hartsock and seconded by Matt O’Connell to approve Resolution No. 1617-11 [. . . approving and authorizing the district to enter into a contract with the State of Oregon acting by and through its department of education].

The motion carried 6 to 0.

RECESS/RECONVENE (3:10 p.m.)

The board recessed at 3:10 p.m. and reconvened at 3:21 p.m.

BOARD/CABINET PLANNING FOR FEBRUARY-JUNE 2017 (3:21 p.m.)

Superintendent Schlachter outlined the work that needs to be accomplished at the cabinet and board levels between now and the end of the school year:

<u>The Work</u>	<u>Lead People</u>
Bond Design	James Hiu, Julie Evans, Kris Howatt, John Hartsock, Sharon Garner
Bond Management	Mike Schofield, Jim Schlachter, Terry Taylor
Bond FFE	Julie Evans, Terry Taylor
Bond Communications	Athena Vadnais, Jim Schlachter, Mike Schofield
Negotiations (GBEA)	Randy Bryant, Teresa Ketelsen, Athena Vadnais Sharon Garner, Kathy Ruthruff
Negotiations (OSEA)	Randy Bryant, Jim Schlachter, Mike Schofield James Hiu, John Koch, Kris Howatt, Athena Vadnais
Superintendent Search	School Board, Lyn Cook
2017-18 Budget	Jim Schlachter, Cabinet
RIF (Reduction in Force)	Randy Bryant, Mike Schofield, James Hiu, Julie Evans, Teresa Ketelsen, Jim Schlachter

Other items named included training a new school board member, and selecting a new human resources executive director. These items are all in addition to the usual daily work of the board and cabinet members.

Mr. Schlachter explained that the purpose of this presentation was to create an awareness regarding the demands on schedules and staff time, the importance of understanding and collaboration, and the prioritization of topics as meeting agendas are developed.

SUPERINTENDENT SEARCH (3:38 p.m.)

John Hartsock provided an update regarding work of the superintendent search committee. (Refer to documents titled: Questions for Cabinet Members; Superintendent Search Process and Timeline; Suggested Superintendent Search Advertising; Search Consultant Interviews / Survey to Develop the Profile; Qualities Desired in the New Superintendent; and, Superintendent Salaries.)

The committee is in the process of setting the profile for a new superintendent. To that end, the consultants are working to gather input from a wide variety of stakeholders through interviews, forums, and surveys. The vacancy has been advertised through COSA (Confederation of Oregon School Administrators) and the district's web site. A recruitment brochure will be developed after the profile has been developed and published by Ray and Associates.

RECESS/RECONVENE (4:03 p.m.)

The board recessed at 4:03 p.m. The superintendent and cabinet members were excused at this time.

The meeting was reconvened at 4:07 p.m.

BOARD SUCCESSION (4:07 p.m.)

Board members reviewed the May 2017 election calendar and the key dates for school board candidates:

- February 6 was the first date for candidates to file in-person at the Multnomah County Elections office.
- March 16 is the deadline for candidates to file for open positions; the paperwork can be delivered in person or mailed.
- March 20 is the deadline for filed candidates to submit an optional Voters Pamphlet statement.
- May 16 is Election Day.

Following is a list of Gresham-Barlow school board seats subject to this election:

<u>Position No.</u>	<u>Zone No.</u>	<u>Incumbent</u>
3	2	Matt O'Connell
4	At-Large	Carla Piluso
5	4	Kent Zook
6	At-Large	Sharon Garner

BOARD SELF-EVALUATION (4:11 pm)

Board members expressed an interest in completing an on-line board assessment using the same questions that were sent via "Survey Monkey" in August 2016. They asked the board secretary to send the survey out next week, with a one-week turnaround for completion.

BOARD TOPICS (4:19 p.m.)

Board members talked about bills being considered by the legislature, such as HB 2651, which would mandate class size as a collective bargaining subject; HB 2688, which would establish Oregon Quality Education Model Modernization Task Force; and, legislation that would include civics as a high school graduation requirement. The status of these proposed bills can be followed on the Oregon School Board Association web site.

Kris Howatt announced that Francisco Acosta has resigned from the Oregon School Boards Association's board of directors. He was a representative for Multnomah County. There is a provision in the OSBA constitution that allows OSBA to appoint someone from an adjoining county if no one from Multnomah County applies for the position. The deadline to apply is next Friday [February 24]. Director Zook is currently the legislative policy committee representative for Multnomah County. That position may become vacant and, therefore, will be subject for election in the fall.

The process for adding topics to board meeting agendas was discussed. It was noted that a list is maintained in the superintendent's office and discussed on a regular basis with board leadership as part of the agenda development process. The board secretary was asked to add items to the list as they are suggested during board meetings.

Board members expressed an interest in discussing conditions of employment for superintendents and cabinet-level administrators at a future work session.

ADJOURNMENT

The meeting was adjourned at 4:35 p.m.

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

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

February 23, 2017

The Gresham-Barlow School District Board of Education held a work session on Thursday, February 23, 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 vice-chair, Kris Howatt. Other board members in attendance were Matt O'Connell, Sharon Garner, Kathy Ruthruff, and John Hartsock. Carla Piluso and Kent Zook were absent.

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
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 cabinet members absent:

Julie Evans	Executive Director of Elementary Education
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Guests included:

Terry Taylor	Director of Facilities, Gresham-Barlow School District
Dick Steinbrugge	Exec. Administrator for Facilities, Beaverton School District

RESILIENCE DESIGN PLANNING (SEISMIC UPGRADES) (6:07 p.m.)

Dick Steinbrugge presented information regarding potential earthquake hazards in Oregon (referencing the Oregon Resilience Plan) and efforts underway in the Beaverton School District to prepare its facilities to be seismic safe shelters. (A copy of his handout titled, "Beaverton School District Resilience Planning," has been uploaded with the agenda packet materials.)

RECESS / RECONVENE (6:44 p.m.)

The board recessed at 6:44 p.m. Mr. Steinbrugge left the meeting at this time. The meeting was reconvened at 6:49 p.m.

RESILIENCE DESIGN PLANNING (continued) (6:49 p.m.)

Following the recess, board members discussed seismic upgrades as a bond projects priority. There was consensus that the district has a fiduciary responsibility to include resiliency in design planning, and more robust standards to provide schools that can serve as shelters should be considered.

2017 BOND PROJECTS (6:49 p.m. p.m.)

Mike Schofield reviewed a list of "2017 Small Bond Projects, Draft as of 2/23/17." The list included items such as roofing, track resurfacing, safety and security improvements, heating and cooling upgrades, classroom furniture, wiring for technology, and a field rehabilitation. (The list has been included with the agenda packet.)

Updates to the bond projects list will be posted to the district's web site as part of district's overall bond projects communications plan, which is being developed.

AUDIT PROCESS (7:00 p.m.)

Mr. Schofield explained that the district's auditors (Pauly and Rogers) will begin interim field work in the district in April. He asked board members to identify topics to be included in the auditors' review.

Requests from board members included the following:

- ✓ spot-check physical payroll checks (e.g., "ghost" employee checks)
- ✓ spot-check health insurance coverage (e.g., changes in dependents)
- ✓ spot-check banks
- ✓ the use of separate computers, passwords (not system-wide), and blocked machines to complete transfers
- ✓ review internal process/controls
- ✓ review the process for inputting vendor information
- ✓ review PTA/PTO/PTC (parent organizations) accounting practices (e.g., how bank statements are handled)

Board members were encouraged to send any additional topics to Chair Piluso or Vice-Chair Howatt; they will forward the requests to Mike Schofield.

POLICY REVIEW (7:07 p.m.)

Board members reviewed a proposed policy, FFB, Names on Building Plaques, which was recommended by the policy review committee. Following discussion, the proposed policy was advanced for second reading and adoption, as presented, to the March 9, 2017, business meeting.

The board also discussed an existing policy, BHD, Board Member Compensation and Expense Reimbursement. It was agreed that the last sentence (see below) should be omitted because the budget for board expenses is reviewed as part of the standard budget process each year; therefore, the requirement does not [may not] need to be included in policy.

The administration will review verbiage in the applicable Oregon statutes. If the sentence is not required by law, an amended policy will be presented for consideration at a subsequent meeting. (Following is the sentence recommended for deletion: "The board will annually review the budget for board expenses and establish expenditure guidelines.")

In the discussion that followed, there were individual questions concerning district practice and timelines for processing expense reimbursements for board travel. Board members were encouraged to consult with Mr. Schofield regarding their individual questions about current business office guidelines.

Randy Bryant provided an update regarding new hiring procedures being developed in response to revisions adopted on February 2, 2017, for policy GB, General Personnel Policies. Topics in the discussion included the distinction between the hiring process and approving employment contracts, which is currently being reviewed by legal counsel. Board members will receive a summary of the results once the legal counsel review has been completed.

MOTION x RFP AWARD: BOND INVESTMENT ADVISORY SERVICES (7:38 p.m.)

Following an overview provided by Mike Schofield, Matt O'Connell moved to authorize the administration to negotiate a contract with Piper Jaffray & Co. for investment services. John Hartsock seconded the motion.

In the discussion that followed, Mike Schofield indicated that he will provide quarterly reports to the board regarding how the district's bond funds are invested and the returns on those investments, as stipulated by Policy DFA, Investment of Funds.

The motion carried 5 to 0.

FUTURE BOARD MEETING TOPICS (7:45 p.m.)

Board members discussed future board meeting topics, which included a review of audit services (e.g., fees, a possible change in the lead auditor, and the feasibility of conducting an RFP for audit services next year).

An updated log of past and future board meeting topics will be provided board members.

MISCELLANEOUS (7:50 p.m.)

Jim Schlachter informed the board that Weston KIA will be contributing \$25,000 to the Gresham-Barlow School District. Jan Weston, one of the owners of Weston KIA, will deliver the check to the district office on Tuesday, February 28. The board will be asked to officially accept the donation (as required by board policy) during its business meeting on March 9, 2017.

John Hartsock reminded board members about interviews scheduled for Monday and Tuesday of next week with consultants from Ray and Associates, the firm hired to assist with the district's superintendent search. (The purpose of the interviews will be to help develop a profile for the new superintendent.) In addition, two days will be needed during the week of April 17 for board members to interview candidates. A Doodle poll will be sent to board members to select the dates for these superintendent candidate interviews.

ANNOUNCEMENTS (7:58 p.m.)

Mar. 9, 2017: Regular Board Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

ADJOURNMENT (7:58 p.m.)

The meeting was adjourned at 7:58 p.m.

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

Draft

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

TO: Board of Directors

FROM: Jim Schlachter
Mike Schofield

DATE: March 9, 2017

RE: No. 2 – Financial Report

EXPLANATION: Budget: The legislative session has begun for fiscal 2017-2019. Funding for the 2017-2019 biennium is uncertain. Based on the governor's recommended budget, the district would face a funding shortfall. The most recent economic forecast added approximately \$200 million over the forecast in November. The next forecast will be released on May 16, 2017.

The administration is nearly finished meeting with all principals and cabinet members to review the 2016-2017 budget and plan the 2017-2018 budget.

PRESENTER: Mike Schofield

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

RECOMMENDATION: None

REQUESTED ACTION: Consent agenda approval

MS:mkh:lc

GENERAL FUND

	Actual QTR 1	Actual QTR 2	Actual Jan	Projected QTR 3	Projected QTR 4	Projected Annual	Actual YTD	Adopted Budget	Variance To Budget
Revenue									
Current Taxes	-	24,380,647	279,532	1,179,532	1,000,000	26,560,179	24,660,179	26,204,668	355,511
Prior Year Taxes	151,303	147,979	26,255	73,755	132,500	505,537	325,537	570,000	-64,463
Other Taxes / Interest	154	1,071	4,806	5,256	550	7,031	6,031	15,000	-7,969
Total Taxes	151,457	24,529,697	310,593	1,258,543	1,133,050	27,072,747	24,991,747	26,789,668	283,079
Common School Fund	-	-	775,504	775,504	775,000	1,550,504	775,504	1,170,000	380,504
County School Fund	-	-	-	-	2,000	2,000	-	2,000	0
Federal Forest Fees	-	-	-	-	12,000	12,000	-	12,000	0
State School Fund (SSF)	26,797,192	20,090,861	6,694,515	20,089,091	12,594,576	79,571,720	53,582,568	80,420,000	-848,280
Other SSF Revenue	26,797,192	20,090,861	7,470,019	20,864,595	13,383,576	81,136,224	54,358,072	81,604,000	-467,776
Total Formula Revenue	26,948,649	44,620,558	7,780,612	22,123,138	14,516,626	108,208,971	79,349,819	108,393,668	-184,697
High Cost Disability	-	-	-	-	550,000	550,000	-	550,000	0
Prior Year SSF	-	-	-	-	-	-	-	-	0
State Restricted	-	-	-	-	-	-	-	-	0
Other State Revenue	-	-	-	-	550,000	550,000	-	550,000	0
Tuition / Transportation	7,880	17,227	1,836	12,336	70,000	107,443	26,943	115,000	-7,557
Earning on Investment	47,739	75,477	41,656	91,656	60,000	274,872	164,872	160,000	114,872
Student Fees / Admissions	28,509	77,341	18,297	78,797	172,000	356,647	124,147	360,000	-3,353
Rentals	66,238	71,365	14,343	84,343	45,000	266,946	151,946	225,000	41,946
Donations	21,000	112,889	-	-	125,000	258,889	133,889	275,000	-16,111
Services to other Funds	26,574	11,419	49,466	49,466	405,000	492,459	87,459	390,000	102,459
Misc.	75,201	169,359	11,894	41,894	160,000	446,454	256,454	400,000	46,454
MESD Transfer	-	1,825,000	-	-	-	1,825,000	1,825,000	2,050,000	-225,000
Other County Funds	-	-	-	-	-	-	-	-	0
Drivers' Education	-	-	-	-	-	-	-	-	0
Other Federal Revenue	-	-	-	-	-	-	-	-	0
Child Care Development	-	26,469	3,388	13,388	10,000	49,857	29,857	30,000	19,857
Sale of Fixed Assets	10,350	-	-	-	-	10,350	10,350	5,000	5,350
Bond Proceeds	-	-	-	-	-	-	-	-	0
TRANSFERS	-	-	-	-	-	-	-	-	0
Total Other Revenue	283,491	2,386,546	140,880	371,880	1,047,000	4,088,917	2,810,917	4,010,000	78,917
TOTAL REVENUE	\$27,232,140	\$47,007,104	\$7,921,492	\$22,495,018	\$16,113,626	\$112,847,888	\$82,160,736	\$112,953,668	-105,780
								9,103,818	BFB Budget
Expenditures									
Licensed Salaries	3,032,795	8,987,958	3,012,772	9,012,772	15,500,000	36,533,525	15,033,525	37,123,010	589,485
Support Staff Salaries	1,544,332	2,736,065	919,576	2,739,576	4,500,000	11,519,973	5,199,973	11,581,529	61,556
Admin Salaries	1,382,723	1,435,251	460,217	1,412,217	1,452,000	5,682,191	3,278,191	5,484,637	-197,554
Confidential Salaries	111,419	104,846	34,783	114,783	120,000	451,048	251,048	556,088	105,040
Subs' / Temp Salaries	327,953	996,032	213,277	863,277	1,425,000	3,612,262	1,537,262	3,742,812	130,550
Total Salaries	6,399,222	14,260,152	4,640,625	14,142,625	22,997,000	57,798,999	25,299,999	58,488,076	689,077
PERS	1,189,247	2,690,607	882,251	2,782,251	4,450,000	11,112,105	4,762,105	11,685,827	573,722
FICA	484,640	1,078,198	353,656	1,083,656	1,770,000	4,416,494	1,916,494	4,463,814	47,320
Insurance	1,543,265	3,375,283	1,150,327	3,500,327	5,250,000	13,668,875	6,068,875	13,680,969	12,094
Other Benefits	271,614	306,410	91,479	291,479	425,000	1,294,503	669,503	1,423,231	128,728
Total Benefits	3,488,766	7,450,498	2,477,713	7,657,713	11,895,000	30,491,977	13,416,977	31,253,841	761,864
Purchased Services	1,759,548	3,265,835	1,070,669	3,270,669	4,700,000	12,996,052	6,096,052	13,933,070	937,018
Charter School Payments	2,257,512	1,753,175	593,556	1,793,556	1,200,000	7,004,243	4,604,243	6,741,087	-263,156
Supplies & Materials	697,763	414,575	114,241	339,241	1,795,000	3,246,579	1,226,579	2,739,936	-506,643
Capital Outlay	223,153	90,698	23,069	28,069	55,000	396,920	336,920	308,000	-88,920
Other Objects	602,758	74,446	3,961	18,961	145,000	841,165	681,165	790,308	-50,857
Transfers	840,000	-	-	-	-	840,000	840,000	840,000	0
TOTAL EXPENDITURES	\$16,268,722	\$27,309,379	\$8,923,834	\$27,250,834	\$42,787,000	\$113,615,935	\$52,501,935	\$115,094,318	\$1,478,383
Reserves - Contingency/Unappropriated Ending Balance								6,963,168	
Beginning Cash Balance							\$10,278,093	\$0	
							(\$768,047)	\$122,057,486	Budget
							\$9,510,046		
							8.4%	(Percentage of Projected Expenditures)	

Expenditure Summary

Salaries	25,299,999	48.2%
Benefits	13,416,977	25.6%
Purchased Serv	10,700,295	20.4%
Supplies	1,226,579	2.3%
Capital Outlay	336,920	0.6%
Other Objects	681,165	1.3%
Transfers	840,000	1.6%
\$	\$2,501,935	100.0%

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

TO: Board of Directors

FROM: Jim Schlachter
Randy Bryant

DATE: March 9, 2017

RE: No. 3 – Personnel: 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.

In compliance with both the State statute and the school board policy listed above, this executive summary provides a list of all contracts recommended for non-renewal (ORS 342.513) and licensed and contracted positions recommended for employment, and board approval is requested.

SUPPLEMENTARY
MATERIALS:

1. Licensed New Hires for 2016-2017, Recommended for Hire
2. Non-Renewal of Temporary Licensed Contracts for the 2017-2018 School Year, Recommended for Non-Renewal for the 2017-2018 School Year
3. Renewal of Licensed Staff Employed on a Probationary Basis in 2016-2017, Recommended for Renewal for the 2017-2018 School Year
4. Renewal of Probationary Administrator Contracts, Recommended for Renewal for the 2017-2018 School Year

5. Renewal of Contracted Licensed Staff Employed on a Two-Year Contract in 2016-2017, Recommended for Renewal for the 2017-2019 School Years
6. Renewal of Licensed Administrators Employed on a Three-Year Contract in 2016-2017, Recommended for Renewal for the 2017-2020 School Years
7. Renewal of Non-Licensed Administrative Staff Contracts in 2016-2017, Recommended for Renewal for the 2017-2018 School Year Contract for Employment

PRESENTER: Randy Bryant

RECOMMENDATION:

1. As required by Policy GB, the administration recommends the employment of candidates to fill positions as listed above in supplementary materials #1.
2. In compliance with ORS 342.513 the administration recommends board non-renewal of the temporary licensed employment contracts described above in supplementary materials #2.
3. In compliance with ORS 332.075(2)(3), ORS 342.845, and ORS 342.895 the administration recommends board approval of the licensed and non-licensed employment contracts described in supplementary materials #3-7.

REQUESTED ACTION: Consent agenda approval

RHB:mc:lc

(1) Licensed New Hires for 2016-2017
Recommended for Hire for the 2016-2017 School Year

French, Linda

Special Education Teacher

DCD K-8

(2) Non-Renewal of Temporary Licensed Contracts
Recommended for Non-Renewal for the 2017-2018 School Year

Bledsoe, Graham	Special Education Intern	GHS
Braeckel, Abby	Physical Science	GHS/REY Academy
Bund, Kacie	Science	CCMS
Burrows, Mistie	Math	GRMS
Caudle, Trent	Special Education	HIES
Chavarria, Sania	ELL	NGES
Chesla, Patty	Art	WOMS
Crow, David	Grade 4	HAES
Dilts, Connie	School Psychologist	SSSO
Dishman, Bridget	Special Education	WGES
Elsberry, Richard	Chemistry/Environmental Science	STHS
French, Linda	Special Education	DCD K-8
Gale, Samantha	Grade 2	HCES
Gehrig, Amy	Grade 3	EOES
Helland, Crystle	Language Arts	CCMS
Hoffman, Candace	Special Education	HAES
Lacey-Morey, Cara	Speech Language Pathologist	HAES
Larsen, Shamai	Counselor (.50 FTE temp)	GHS
Leitz, Evalena	Math	CCMS
Ngo, Vivian	Biology/Physics	GHS
Nino, Anthony	Social Studies	GHS
O'Reilly, Matthew	Science	DMMS
Panas, Blake	Grade 1	WGES
Pate, Tiffany	Kindergarten	DCD K-8
Peterson, Alex	Kindergarten	NGES
Swope, Carol	ELL	HCES
Tuckness, Jason	Science/Health	GRMS

(3) Licensed Staff Employed on a Probationary Basis in 2016-2017
Recommended for Renewal for the 2017-2018 School Year

Employed 2014-2015 and/or Probationary III Moving to Contract Teacher Status		Employed 2015-2016 and/or Probationary II Moving to Probationary III		Employed 2016-2017 and/or Probationary I Moving to Probationary II	
Allman, Eli	EGES	Allen, Desirae	STHS	Acevedo, Harold	GRMS
Bahr, Venisha	DW	Alsop, Tara	NGES	Andreason Bauer, Evan	HIES
Brink, Caitlin	HAES	Aye, Stacie	NGES	Barry, Natalie	HAES
Budge, Nicholas	GHS	Baasch, Julie	WOMS	Bell, Rachel	EGES
Davis, Kristy	SSSO	Bair, Elizabeth	HAES	Bellm, Dan	SSSO
Doering, Myranda	KCES	Bergman, Dawn	CCMS	Bordine, Rhonda	HAES
Drelleshak, Janelle	PVES	Borin, Brian	HAES	Brown, Elizabeth	HAES
Dyal, Jason	BHS	Bowles, Michaela	SSSO	Burdette, Heather	SSSO
Fortgang, Rachel	GHS	Buntrock, Alexandria	HIES	Cano, Jennifer	PVES
Hanson, Crystal	GHS	Calaba, Corbin	SSSO	Carpenter, Yvonne	DMMS
Hawes, Stephanie	WGES	Campbell, Ann	SSSO	Cassidy, William	EGES
Hayden, Sarah	DO	Carlson, Megan	EGES	D'Agostino, Julia	HAES
Hersey, Sarah	HIES	Cassel, Trinity	PVES	Delgado, Antonio	DCD K-8
Jackson, Tracey	HAES	Clegg, Chastity	HDES	Echtinaw, Ryan	CCMS
Jamieson, Lynn	EGES	Coleman, Teri	HIES	Elliott, Jennifer	SSSO
Jensen, Amanda	HIES	Curtis, Dayna	HAES	Erickson, Vicki	SSSO
Katz, Traci	WGES	Daniels, Blythe	NGES	Farquhar, Sierra	GRMS
Keo, Aaron	WGES	Dankenbring, Jennifer	KCES	Fowler, Samantha	HAES
Kerwin, Tara	HAES	Dixon, Erika	GRMS	Foxley, Shannon	HAES
Kinonen, Vernon	EGES	Donnini, Melissa	GHS/REY	Furbay, Bailey	HIES
Leavenworth, Ryan	GHS	Evans, Edward	SSSO	Gerards, Brad	STHS
Marceau, Meredith	DCD K-8	Garrison, Kemmie	EGES	Gonzales, Caitlin	SSSO
McAfee, Tabitha	GHS	Gibson, Amanda	BHS	Gordon, John	SSSO
McLeod, Amanda	BHS	Graves, Kendle	GHS/REY	Hay, Jin Roger	DCD K-8
Meyer, Adam	GHS	Grewe, Rachel	SSSO	Henry, Clinton	SSSO
Mihm, Jessica	HAES	Griffith, Adam	BHS	Hill, Kathryn	EGES
Morales, Shirley	STHS	Janzen, Lara	CCMS	Jackson, Aliyah	DCD K-8
Mower, Meagan	WGES	Jeffries, Judith	STHS	Kaline, Ellen	GRMS
Nielsen, Amy	SSSO	Krueger-Toscher, Jordana	SSSO	Keller, David	EGES
Ninneman, Molly	BHS	Leontiev, Greta	GRMS	Kyle, Karli	CCMS
Oberding, Toni	SSSO	Lulay, Kelsey	NGES	Laing, Lindsay	CCMS
Peterson, Shannon	GRMS	Miles, Lindsey	KCES	Larsen, Shamia	GHS
Poland, Kate	GHS	Morris, Michael	HAES	Lundgren, Timothy	SSSO
Schroeder, Jeff	BHS	Mowery, Timothy	CCMS	Mack, Alyson	WOMS
Slack, Karissa	GHS	Navarro, Armando	BHS	Mafara, Kyla	HAES

(3) Licensed Staff Employed on a Probationary Basis in 2016-2017
Recommended for Renewal for the 2017-2018 School Year

Employed 2014-2015 and/or Probationary III Moving to Contract Teacher Status		Employed 2015-2016 and/or Probationary II Moving to Probationary III		Employed 2016-2017 and/or Probationary I Moving to Probationary II	
Stackhouse, Jennifer	DO	Nelson, Danna	GHS	Mayik, James	DMMS
Starr, Brent	GRMS	Nims, Tom	EGES	Nash-Sedda, Jamie	HIES
Stinson, Janet	NGES	Novinger, Katelyn	KCES	Navarro, Cynthia	CCMS
Swartz, Victoria	HCES	O'Brien, Michael	GHS/REY	Nelson, Kaylee	BHS
Trisel, Julie	GHS	Robertson, Douglas	PVES	Newcomer, Abby	HAES
Valdez, Kerry	HIES	Sinclair, Kristine	SSSO	Pannell, Krista	HIES
VanWinkle, Traci	GHS	Smith, Andrew	DMMS	Plesa, Maria	HIES
Weber, Crystel	GHS/REY	Temple, Mallory	EGES	Rhodes, Amanda	EGES
Work, Alethea	GHS	Turner, Eric	HAES	Richards, Stacy	SSSO
Zimmerman, Katie	BHS	Vossen, Theodore	SSSO	Richardson, David	GRMS
		Webster, Stephanie	EOES	Robertson, Shelley	EO
		Wendt, Clint	CCMS	Rosas, Joseph	GHS
		Wescott, Shelbi	BHS	Rossmiller, Elizabeth	KCES
		West, Alexandra	BHS	Rubin, Michal	SSSO
		West, Mark	EGES	Schwartz, Alisha	SSSO
		White, Christina	KCES	Shepherd, Erin	NGES
		Zdziarski, Daniel	HIES	Sinclair, Anthony	CCMS
				Soto, Karlee	HIES
				Stanley, Monica	CCMS
				Tammen, Stephanie	HIES
				Van Winkle, Anna	EGES
				Vang, Hally	GRMS
				Verdoorn, Meredith	NGES
				Vestal, Kimberly	SSSO
				Wilson, Catherine	SSSO

*Teresa Jahangir will remain on Prob 2 for 2017-2018

(4) Administrators Employed on a Probationary Basis in 2016-2017
Recommended for Renewal for the 2017-2018 School Year

Employed 2014-2015 and/or Probationary III Moving to Contract Administrator Status		Employed 2015-2016 and/or Probationary II Moving to Probationary III		Employed 2016-2017 and/or Probationary I Moving to Probationary II	
Administrators:		Administrators:		Administrators:	
George, John E.	DMMS	Alexander-Shea, Aimee	GHS	Charles, James	SSSO
Hayden, Rolland	GRMS	Blaszak, Ryan	STHS	Hart, Kelly	BHS
Miles, Kimberly	EGES	Evans, Julie	DO	Ravenberg, Donna	SSSO
Milliken, James	EOES	Hahn-Huston, Sara	DO		
Sewell, Shawnda	HIES	Lasher, Heidi	HAES		
		McMillan, Stephanie	SSSO		
		Nurre, Shelley	SSSO		

(5) Contracted Licensed Staff Employed on a Two Year Contract in 2016-2017
Recommended for Renewal for the 2017-2019 School Year

Adamski, Mark	GHS	Boelow, Erin	BHS	Collins, Neil	BHS
Alexander, Elizabeth	NGES	Bonifacio, Artigas	GRMS	Collins, Nelia	PVES/EOES
Allen, Ken	SSSO	Bootzin, Tricia	GRMS	Collins, Tia	WGES
Al-Obaid, Eman	HAES	Borin, Heather	CCMS	Collmer, Andy	BHS
Alsop, Christopher	HDES/EGES	Boslar, Lindsay	HCES	Connors, Heather	WGES
Anderson, Andrea	BHS	Botteron, Heather	HIES	Cook, Brad	GHS
Anderson, April	BHS	Boyd, Patricia	SSSO	Corbett-Osborn, Debi	HDES
Anderson, Janet	SSSO	Brand, Darcie	HDES/CCMS	Corbin, Drew	BHS
Anderson, Michelle	NGES	Bredemeier, Samantha	EGES	Corkett, Stephen	BHS
Anderson, Nancy	DMMS	Breese, David	HDES	Corurm, Elizabeth	GHS
Anderson-Cook, Lori	GHS	Breyer, Kammy	NGES	Cox, Shane	HDES/KCES
Antonov, Zhenya	GHS	Bridgnell, Neal	BHS	Creighton, Kathleen	WGES
Applegate, Karen	DMMS	Briggs, Candice	DCD K-8	Creighton, Sarah	WGES
Armstrong, Wendy	GHS	Brink, Tim	SSSO	Cunningham, Brent	BHS
Attmore, Rachel	DMMS	Brittain, Mark	GHS	Currier, Brian	GHS
Bagg, Alison	GHS	Brown, Donna	KCES	Curtis, Tami	NGES
Bailey, Ben	BHS	Brown, Julie	HIES	Dalzell, Dan	BHS
Baldwin, Roxanne	GRMS	Bui-Hirschberg, Brie	DMMS	Darby-Lanker, Jennifer	WOMS
Ballou Wells, Heather	SSSO	Burda, Jordan	CCMS	Davis, Melissa	HAES
Bartha, Carol	BHS	Button, Trever	BHS	Davis, Mike	BHS/GHS
Bender, Stacy	BHS	Caine, Sarah	BHS	Day, Craig	KCES
Bennett, David	NGES	Carvajal, Jennifer	KCES	Deatherage, Kelly	DCD K-8
Bergan, Marlene	DCD K-8	Castellanos, Melissa	PVES	Deems, Shannon	KCES
Bergio, Rebecca	WGES	Caudill, Keelie	BHS	Deggendorfer, Blair	HCES
Bethmann, Tina	WOMS	Cavanagh, Lisa	GHS	Delmarter, Brenda	WOMS
Bhear, Mandy	EOES	Centurion, Linda	STHS	Dempsey, Sara	GHS
Bice, Mike	EOES	Childress, Kathy	GHS	Dilg, Kevin	HAES
Bierman, Christine	BHS	Christman, Angela	GHS	Dougharity, Mick	BHS
Bird, Jenifer	BHS	Cioeta, Joe	WOMS	Drom, David	HIES/KCES
Bjogan, Ashli	DCD K-8	Coburn, Emily	EOES	Druffel, Katy	HCES
Blaser, Laura	GHS	Cohen-Hlebechuk, Shaari	HCES	Dudeiros, William	CCMS
Blum, Meredith	NGES	Coleman, Matt	SSSO	Dunn-Hoffert, Sharon	EOES

(5) Contracted Licensed Staff Employed on a Two Year Contract in 2016-2017
Recommended for Renewal for the 2017-2019 School Year

DuPuis, Lorena	BHS	Garrison, Leigh	DMMS	Heiser, Roderick	BHS
Dury, Heather	DCD K-8	Gatlin, Heidi	WOMS	Held, Penny	HIES
Duty, Sandra	HCES	Gebbie, Lindsay	GHS/STHS	Hemenway, Craig	DMMS
Early, Tracy	HCES	Gehrig, Jeff	DCD K-8	Hemstead, Kristen	KCES
Eckrich, Nathan	BHS	Gentry, Todd	GRMS	Henderson, Jamie	HCES
Edeline, Molly	PVES	Gies, Denise	SSSO	Hickman, Jeremiah	DMMS
Eibl, Kristen Marlo	GHS	Glove, Robyn	HDES	Hieggelke, Tara	GHS
Eisele, Julie	HCES	Golick-Gunderson, Karen	DMMS	Higbee, Mark	DMMS
Ellert, Tiffany	HCES	Goltz, Joanna	GRMS	Hills, Brian	DMMS
Elliot, Beth	Instruction	Gonrowski, Jennifer	HAES	Hilsenteger, Angie	KCES
Ells, Sarah	PVES	Gonrowski, Ty	GHS	Hirschmugl, Karen	NGES
Enoch, Zac	GHS	Gonzalez, Greg	GRMS	Hiscox, Caroline	HCES
Erdahl, Allen	BHS	Gonzalez, Josue	HCES	Hodgson, Cindy	PVES
Erickson, Tom	CCMS	Gordon, Cynthia	CCMS	Holliday, Amanda	BHS
Farias, Araceli	HIES	Gorman, Bronwynn	KCES	Holliday, Cassandra	HAES
Fast, Kim	HCES	Grable, Matthew	DMMS	Holzbach, Chris	BHS
Fields, Susan	GHS	Grave, Denise	SSSO	Horner, Kimberly	EOES
Fitch, Christine	KCES	Green, Olivia	GHS	Hryciw, Christina	EOES
Flood, Hillary	WGES	Greenberg, Connie	PVES	Hudson, Nick	WOMS
Forrester, Christopher	GHS	Grieve, Grace	NGES	Hull, Gloria	GHS
Frank, Christopher	DMMS	Griffin, Jeanne	HCES	Hundtoft, Marjorie	GRMS
Franks, Anne	SSSO	Guinea, Paul	EOES	Hutchings, Wendy	HCES
Frazier, Darlene	HCES	Gustafson, Sherry	BHS	Hyman, Rhett	EOES
Frediani, Julie	HDES	Halley, Jennifer	GHS	Hymel, Ann	GRMS
Frewing, Louise	WGES	Halligan, Teresa	PVES	Ihrig, Izzy	DMMS
Fulsher, Michelle	GRMS	Hann, Grace	HDES	Inglesby, Jana	BHS
Gabriel, Jon	DMMS	Harris, Rosa	NGES	Ingoglia, Aaron	BHS
Gaddy, Valerie	HDES	Harris, Sally	DMMS	Iranon, Alissa	HCES
Gagne, Jenna	DMMS	Harshfield, Cyrus	GHS	Jacobsen, Mark	GHS
Galloway, Amy	PVES	Harshfield, Karen	NGES/WGES	Jenkins, Jonas	SSSO
Gardenhire, Jim	GHS	Head, David	BHS	Jensen, Chris	BHS
Garrison, Cody	BHS	Heath, Julie	HDES	Johnson, Amelia	WOMS

(5) Contracted Licensed Staff Employed on a Two Year Contract in 2016-2017
Recommended for Renewal for the 2017-2019 School Year

Johnson, Amy Frazee	SSSO	Levin, Katrina	GHS	Messer, Damon	GHS
Johnson, Christine	WGES	Liske, Sandra	GRMS	Meyer, Rebecca	EGES
Johnson, Tom	BHS	Long, Karen	NGES	Miller, Claudia	PVES
Jones, Bryan	HCES/WGES	Loomis, Ryan	GRMS	Miller-Craddock, Heidi	HDES
Jones, Heidi	EOES	Ludlow, Sarah	PVES	Milles, Roberta	GHS
Jones, Meagan	HIES	Lund, Kristin	HCES	Millspaugh, Steve	CCMS
Kabeiseman, Suzanne	HCES	Lurie, Michael	STHS	Minni, Josie	KCES
Kahan, Teri	BHS	Lustig, Lori	EOES	Moller Roush, Whitney	DCD K-8
Kahl, Rana	GRMS	Lustig, Scott	GHS	Molony, Michael	GHS
Kai, Colleen	PVES/EOES	Maehara, Victoria	GHS	Molony, Steve	BHS
Kato, Amy	GRMS	Malan, Brian	GHS	Moore, Eric	CCMS
Kaufman-Bradstreet, Sara	WGES	Mangan, Dan	CCMS	Moss, Chris	HIES
Keller, Jennifer	WGES	Mann, Michael	DMMS	Moss, Liliana	HDES
Kemp, Dawn	KCES	Manzella, Amy	EGES	Mott, Jessie	GRMS
Kilgore, Rebecca	STHS	Martin, Laura	BHS	Moultrie, Michele	CCMS
Killam, Kathryn	SSSO	Martin, Sara	HDES	Murdock, Shannon	HDES
Kim, Mark	Instruction	Martin, William	BHS	Murphy, Michael	SSSO
Kirkpatrick, Sally	GRMS	Martinez, Martin	HCES	Myers, Dawn	CCMS
Kirstein, Janine	GHS	Mather, KayLynn	CCMS	Nagel, Jim	STHS
Kirstein, Rich	BHS	Matson, Brett	DMMS	Nagel, Kristin	GHS
Kloberdance, James	BHS	McBeth, Ronda	BHS	Nagel, Shara	CCMS
Knight, Teri	DMMS	McBride, Ann	WOMS	Nagel, Todd	GHS
Koenig, Chris	GHS	McBride, John	STHS	Narath, Mary Ann	DCD K-8
Kong, Satura	DMMS	McDonald-Johnson, Tami	HIES	Neiger, Jim	KCES
Kopperman, Laurie	BHS	McGill, Erin	EGES	Neighorn, Jill	KCES
Krell, Chariyln	DCD K-8	McGowan, Donna	EOES	Neighorn, Ron	DMMS
Lance, Katie	WGES	McGowan, Melissa	KCES	Neiwert, Eric	GRMS
Langston, Danni	HDES	McKenzie, Kristy	HCES	Nelson, Darin	DMMS
Latter, Kendra	HIES	McLaughlin, Bill	DCD K-8	Nelson, Michael	GRMS
Leach, Jack	STHS	Meehan-Graves, Kathy	BHS	Nelson, Wendy	EGES
Lee, Elijah	HCES	Melo, Katherine	KCES	Nerczuk, Mark	GHS (REY)
Lehr, Jay	GHS	Mercer, Michelle	NGES	Newport, Hope	HDES

(5) Contracted Licensed Staff Employed on a Two Year Contract in 2016-2017
Recommended for Renewal for the 2017-2019 School Year

Ng, Ben	NGES	Rethwill, Oscar	BHS	Soell, Leo	HAES
Nguyen, Melissa	HIES	Reynolds, Jenna	EGES	Spletstoser, Andrea	SSSO
Nickolas, Paul	BHS	Richard, Jennie	GHS	Standish, Julianne	GHS
Nilsen-Goodin, Peter	HCES	Rimmer, Sally	CCMS	Stauffer, Eric	BHS
Noble, Deborah	HAES	Roberts, Tina	GHS	Stauffer, Wendy	KCES
Nock, Laurie	DCD K-8	Robinson, Sindy	WOMS	Stephens, Michael	PVES
Norman, Kelly	GRMS	Rodgers, Mike	NGES/HAES	Stewart, Chris	BHS
Norris, Regina	Instruction	Romero, Josefina	HIES	Stickney, Julie	WOMS
Ortega, Brianne	SSSO	Rose, Christina	DCD K-8	Stinson, Tonya	EOES
Overholser-Opoka, Jill	PVES	Rothmeier, Kris Voss	CCMS	Stout, Traci	PVES
Paris, Andrea	GHS	Rowell, Julie	GHS	Stowe, Anne	HCES
Park, Shane	PVES	Ruff, Michael	GHS	Straight, Becky	GRMS
Parrish, Tyler	GRMS	Sage, Ed	GHS	Strandberg, Eric	CCMS
Parvankin, Shannon	Instruction	Salinsky, Linda	SSSO	Stuhl, Scott	GRMS
Pate, Andrew	BHS	Salvitelli, Samantha	Instruction	Sullivan, Lisa	HIES
Paz, Kamilyn	DCD K-8	Scannell, Steve	GHS	Summerfield, Terry	BHS
Peterson, Annie	BHS	Scharmann, Elizabeth	WOMS	Tamashiro, Glenn	BHS
Pettis, Julie	BHS	Schearer, Jay	GRMS	Tarshis, Veronica	NGES
Phinney, Edna	CCMS	Schick, Amanda	WOMS	Taylor, Sheri	KCES
Poetsch, Julie	PVES	Schilling, Kimberly	PVES	Tetz, Tim	GRMS
Pohl, Eric	BHS	Schlachter Campbell, Bethany	HDES	Thomas, Frank	GHS
Powers, Anna	Instruction	Schmitt, Deanna	HCES	Thorne, Kathy	NGES
Preiss, Teri	KCES	Schrader-Richards, Nanette	SSSO	Tison, Kara	BHS
Puckett, Loyce	EGES	Schroeder, Amber	BHS	Tran, Hoan	GHS
Quarles, Carol	GHS	Scott, Theresa	HCES	Trapa, Michelle	EOES/PVES
Quinn, Mark	NGES	Secor, Nina	DCD K-8	Trayhorn, Scott	WOMS
Quirke, Paul	BHS	Sexton, Kelly	HIES	Turner, Maranda	Instruction
Quirke, Tai	BHS	Simpson, Alan	GHS	Uhl, Holli	HCES
Ramberg, Jill	KCES	Sluman, Brittany	EOES	Unruh, Maureen	BHS
Ramirez, Erin	EOES	Smith, Chris D	BHS	Urban, Ken	DCD K-8
Ramsey, Aaron	STHS	Smith, Thaddaeus	EGES	Valenzuela, Meralee	PVES
Redmon, Ben	WOMS	Smyly, Sarah	SSSO	Van der Meer, Heidi	GRMS
Regan, Michael	GRMS	Snodgrass, Karie	HDES	Vincent, JoAnne	SSSO

(5) Contracted Licensed Staff Employed on a Two Year Contract in 2016-2017
Recommended for Renewal for the 2017-2019 School Year

Waggener, Sara	SSSO
Walker, Bart	GHS
Wallace, Jami	DMMS
Wallace, Matthew	EGES
Wallachy, Robin	NGES
Walsh, Kelly	EOES
Weber, Kevin	WOMS
Weinberg, Jorie	CCMS
Welty, Jill	EGES
Wilcox, Penny	WOMS
Wilczewski, Rachel	BHS
Willcox, Debra	DCD K-8
Williams, Jill	NGES
Wilson, Kristin	DO
Winter, Gary Vaughn	HDES
Winters, Robert	GHS
Wirfs, Cynthia	HIES
Wolf, Natalie	KCES
Wong, Neil	BHS/GHS
Wood, Lonnie	DCD K-8
Woolley, Katya	CCMS
Woolworth, Emily	HCES
Wuethrich, Richelle	PVES
Wylde, River	WOMS
Yand, Mollie	NGES
Yanoch, Dana	SSSO
Yucho, Deanna	HDES
Zehntbauer, Andria	HCES

(6) Licensed Administrators Employed on a Three Year Contract in 2016-2017
Recommended for Renewal for the 2017-2020 School Years

Atherton, David	Principal	CCMS
Barker, Kim	Asst Principal	GRMS
Capps, Carlynn	Principal	WGES
James, Debra	Principal	HDES
Kautz, Angie	Director of Teaching and Learning	DO
Luckenbaugh, Elaine	Principal	HCES
Nimz, Amy	Asst Principal	DMMS
Schacht, Cheeri	Asst Principal	BHS
Schaefer, Michael	Principal	GHS
Walter, Lori	Principal	DCD K-8
Klinger, Tracy	Principal	NGES
Olson, April	Director of Fedral Programs	DO

(7) Non-Licensed Administrative Staff on Contract for 2016-2017
Recommended for Renewal for the 2017-2018 School Year

Cook, Lyn	Executive Assistant to Superintendent and Board of Directors	DO
DeWitz, Bill	Director of Technology	DO
Edens, Stephanie	Office Manager	BHS
Ehlert, Andrew	Student Achievement Specialist	DO
Fagan, Elaine	Director of Finance	DO
Hill, Lynne	Budget Analyst	DO
Kue, Linda	Office Manager	SSSO
Matteson, Donna	Office Manager	GHS
Mumford, Cindy	Office Manager - Human Resources	DO
Taylor, Terry	Director of Facilities	Facilities
Vadnais, Athena	Director of Communications and Community Engagement	DO

Contract For Employment
March 1, 2017 - June 30, 2017

Bryant, Randy	Executive Director of Human Resources	DO
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GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: Jim Schlachter
Teresa Ketelsen

DATE: March 9, 2017

RE: No. 4 – Policy Review

EXPLANATION: OSBA provided a sample policy for FFB, Names on Building Plaques. The Policy Review Committee made adjustments to the sample policy and it was brought to the school board for first reading on February 23, 2017.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY
MATERIALS: Policy FFB, Names on Building Plaques.

RECOMMENDATION: The administration recommends board approval of policy FFB, Names on Building Plaques, as presented.

REQUESTED ACTION: Consent agenda approval

TK:lc

Gresham-Barlow SD 10

Code: **FFB**
Adopted:

Names on Building Plaques

In keeping with the practice to recognize elected officials and others for their efforts and public service in providing new and/or improved facilities to the public, the Board will authorize the dedication plaque to be installed on new and/or rededicated construction projects giving the names of persons at the time of the start of construction.

The plaques will provide the following information at time of dedication:

1. Name of the school or building;
2. Date at the time of ground breaking;
3. Names of the Board members on the Board:
 - a. Chair;
 - b. Vice chair;
 - c. Members (in order of number of years on the Board);
4. Name of superintendent;
5. Name of architectural firm; and
6. District mission tag line

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: Jim Schlachter
James Hiu

DATE: March 9, 2017

RE: No. 5 – Gresham-Barlow School District Facilities Department

EXPLANATION: Tonight the board is asked to recognize the exemplary efforts of the district's facilities department staff during our inclement weather days in the last three months.

The GBSD/GBEA/OSEA Student Safety and Discipline Committee would like to thank the facilities staff for their extra efforts in preparing our buildings and grounds for staff and students. During the school closure days and prior to reopening school buildings, facilities staff spent many hours in the cold to plow parking lots and clear sidewalks at each of our schools to safely reopen them to staff, students, and the public

Tonight we recognize the facilities department, and thank them for their extra efforts for the safety of all.

PRESENTER: James Hiu

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: The administration recommends board recognition of the Gresham-Barlow School District facilities staff members who prepared our buildings and parking lots for a safe reopening of schools.

REQUESTED ACTION: No action is requested.

JKH:pkh:lc

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

TO: Board of Directors

FROM: Jim Schlachter
Athena Vadnais

DATE: March 9, 2017

RE: No. 6 – Gresham-Barlow Education Foundation Update

EXPLANATION: The Gresham-Barlow Education Foundation has identified the following dates for 2016-17 reports to the school board:

September 1, 2016
November 3, 2016
February 2, 2017
April 6, 2017
June 8, 2017

Accordingly, there will not be a Foundation report this evening.
The next update will be presented on April 6, 2017.

PRESENTER: Athena Vadnais

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

:lc

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

TO: Board of Directors

FROM: Jim Schlachter
Mike Schofield

DATE: March 9, 2017

RE: No. 7 – Student Transportation Services Update: First Student, Inc.

EXPLANATION: As requested by the board, representatives from First Student will provide a report on student transportation services for the district.

PRESENTER: Mike Schofield

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

MS:mkh:lc

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

TO: Board of Directors

FROM: Jim Schlachter
Athena Vadnais

DATE: March 9, 2017

RE: No. 8 – District Advisory Council (DAC) Report

EXPLANATION: The most recent DAC meeting was held on February 16, 2017, at Clear Creek Middle School. Board members present were Sharon Garner and John Hartsock.

This evening, the board will hear a report concerning the DAC meeting.

PRESENTER: Athena Vadnais

SUPPLEMENTARY
MATERIALS: Minutes of the February 16, 2017, DAC meeting

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

:lc



2016-17
District Advisory Council Meeting
February 16, 2017
Clear Creek Middle School

DAC Members present:

<i>Deep Creek-Damascus</i>	
<i>East Gresham ES</i>	Elsie Flowers
<i>East Orient ES</i>	Amy Buren
<i>Hall ES</i>	Alicia Renner Gerene Daugherty
<i>Highland ES</i>	
<i>Hogan Cedars ES</i>	Chris Baker
<i>Hollydale ES</i>	Cyndi Smith Tom Sherman
<i>Kelly Creek ES</i>	
<i>North Gresham ES</i>	Michelle Carter

<i>Powell Valley ES</i>	Kaleena Purdum
<i>West Gresham ES</i>	Trisha Knobbs
<i>Clear Creek MS</i>	Cyndi Smith
<i>Dexter McCarty MS</i>	
<i>Gordon Russell MS</i>	Nick Kemper Gerene Daugherty
<i>West Orient MS</i>	Amy Buren
<i>Gresham HS</i>	Lance Hallberg
<i>Sam Barlow HS</i>	Candi Blaney Judy Davis
<i>Springwater Trail HS</i>	Ron Rasmussen

School Board Members: Sharon Garner and John Hartsock.

Administrators: Athena Vadnais, Jim Schlachter, Teresa Ketelsen, John Koch, David Atherton.

-MINUTES-

Called To Order

Chair Judy Davis called the meeting to order at approximately 7:05 p.m. and reviewed the evening's agenda.

Principal's Report – David Atherton, Clear Creek School

Principal David Atherton shared information about this school. School staff has been working on increasing student attendance. The school's social worker and school staff work to determine what barriers are in the way that keep students from attending and look for resources to help support those students. The school has also worked to increase the technology available to students. Several years ago there was 1 computer for every 4.8 students. Today there is 1 computer for every 1.78 students. The school has a STEAM class

(Science, Technology, Engineering, Art [Design] and Math) that was developed through a grant from the Oregon Department of Education. Eighty-four percent of students go through the STEAM class. The class recently won a contest sponsored by Samsung. They received \$25,000 to design and build manipulatives for Alzheimer's patients.

Special Education Program Overview-John Koch

John Koch, the district's executive director of student support services provided the group with an overview of the district's special education program. Through the use of three hands-on activities, Mr. Koch reviewed three basic disabilities facing special education students. He shared that the school district is conducting a comprehensive re-evaluation of how it provides special education services. As a part of the evaluation, parents of special education students are being surveyed.

District Interaction with the Board – Sharon Garner and John Hartsock

Board members shared an update on the school board's superintendent search. Superintendent Jim Schlachter is retiring at the end of the 2016-17 school year. The school board is surveying students, parents, staff members, and community members. Their goal is to identify the key characteristics and attributes desired in the next superintendent. Parents, students, and community members are being surveyed through the school district's Thoughexchange online discussion software. (Staff members are being surveyed using an online survey designed specifically for them.) The feedback will be used to create a profile that outlines what the community would like to have in the next superintendent.

Adjournment

The meeting was adjourned.

Minutes submitted by:

Athena Vadnais

Community Engagement Director

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

TO: Board of Directors

FROM: Jim Schlachter
Teresa Ketelsen

DATE: March 9, 2017

RE: No. 9 – Policy Review Committee Minutes of February 7, 2017

EXPLANATION: The most recent Policy Review Committee meeting was held on February 7, 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 February 7, 2017 Policy Review Committee meeting

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

:lc

Policy Review Committee Meeting Minutes

February 7, 2017

The meeting began at 8:00 a.m. on February 7, 2017 at the Gresham-Barlow School District administration office, 1331 NW Eastman Parkway, Gresham, Oregon.

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

The committee created a proposed new policy, FFB: Names on Building Plaques. OSBA had provided a sample policy as a starting point. The proposed policy will be presented to the Board as a first reading during the February 23, 2017 work session.

The committee also discussed policy BHD: Board Member Compensation and Expense Reimbursement. It was recommended that this policy be reviewed at our next meeting to discuss when reimbursements occur.

The next Policy Review Committee meeting will be held on Tuesday, April 11 at 8:00 a.m.

The meeting ended at 9:00 am.

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

TO: Board of Directors

FROM: Superintendent Search Committee

DATE: March 9, 2017

RE: No. 10 – Superintendent Search Committee Minutes of February 7, 2017

EXPLANATION: The Superintendent Search Committee held a meeting on February 7, 2017, at the Gresham-Barlow School District administration office. Minutes of that meeting are included with this summary.

The Superintendent Search Committee is an advisory committee appointed by the Gresham-Barlow School District Board of Directors to develop a plan for the recruitment of a new superintendent and coordinate the process.

PRESENTER: Kris Howatt

SUPPLEMENTARY MATERIALS: Minutes of the February 7, 2017, meeting of the Superintendent Search Committee

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

JH:lc

Superintendent Search Committee Meeting Minutes

February 7, 2017

Present: Kris Howatt, Sharon Garner, Kathy Ruthruff, John Hartsock, Board Members
Location: Gresham-Barlow School District administration office

The meeting was convened on January 25, 2017, at 9:00 am.

The following items were discussed:

1. The committee reviewed and discussed the process and timeline document provided as part of the contract with Ray. It was determined to approve the process and timeline document with minor revisions. Attached is the final document.
2. A list of desired interviews and or polling participants was discussed and finalized and approved. Attached is the final document.
3. Ray and Associates provided their standard Survey Monkey questionnaire, copy attached, a list of 33 questions of which the respondent chooses 10 as their most important. Further respondent may add open ended comments. The committee agreed to utilize the Ray questionnaire for the following groups: All District staff, Gresham Chamber Board, Gresham-Barlow Education Foundation Board, Gresham City Council, Gresham City Manager, Gresham Fire Chief, Gresham Police Chief, and the El Programa Hispano, My Father's House, Snow Cap, and Human Solutions nonprofits.
4. A discussion was held on the use of Thoughtexchange as the outreach tool to be utilized for members of DAC, Key Communicators, Parents, the community at large, and High School students. The consultant provided input and direction on the use of that tool stating other clients had successfully utilized it and Ray and Assoc had no objections. The Committee assigned John Hartsock to coordinate with Athena to utilize the tool. Further John will ask Athena to place the Thoughtexchange link on the District Web site as well as utilizing Facebook paid advertising to reach additional public participants.
5. Ray and Associates submitted a suggest list of other key advertising opportunities, list is attached. The committee reviewed and discussed the list and determined that it would be appropriate and advantageous to utilize the venues to promote the opening.
6. The Committee began preliminary discussions on salary to be aware of the local market. A list of other District's superintendent salaries in this area was developed from information on the COSA web site – see attached. The salaries obtained from the web site were for FY 15/16. These were escalated at the rate of 5% per year for FY 16/17 and then FY 17/18 which is the year we would be initially contracting for. The Committee was reminded that as a part of their contract Ray and Assoc would be compiling and presenting a salary survey which would be discussed with and finalized by the full Board. This was for information only.

Having no further business, the meeting ended at 10:15 am.

The next Superintendent Search Committee meeting will be determined after the February 17, 2017 Board retreat.

Submitted by: John Hartsock

GRESHAM BARLOW SCHOOL DISTRICT SUPERINTENDENT SEARCH PROCESS AND TIMELINE

February 10, 2017

Items highlighted in yellow indicate an in-person meeting with the consultant(s)

DATE

Stage 1 Board Input &	<u>2/08/2017</u>	Consultant planning meeting with the Board Search Committee
	<u>2/09/2017</u>	Begin preparing information for the District promotional flyer and online application form with the Board Search Committee.
	<u>02/09/2017</u>	Notify all associates and other professional contacts of vacancy. Post on Ray website.
	<u>02/10/2017</u>	Contact constituents and stakeholders for input meetings on <u>02/28-03/03/2017</u> .
Stage 2 Profile Development & Process	<u>02/13/2017</u>	Online survey link, for input on developing profile, distributed - responses due 03/01/2017 .
	<u>02/13/2017</u>	Thought Exchange distributed and placed on District Web Site responses due 2/17/17 .
	<u>02/27-28/17</u>	Meetings with individual Board members, constituent and stakeholder group representatives.
	<u>3/02/2017</u>	8 a.m. deadline for survey/input from constituents, stakeholders and Board members, including online survey.
	<u>3/02/2017</u>	Thought Exchange results presented
	<u>3/08/2017</u>	Promotional flyer draft due.
	<u>03/09/2017</u>	Board to finalize Superintendent profile for the promotional flyer and online application form.
Stage 3 Recruiting & Screening	<u>03/10/2017</u>	Print promotional flyer.
	<u>03/10/2017</u>	E-mail promotional flyer and online application instructions to interested candidates.
	<u>04/03/2017</u>	Deadline for all application materials. (*See note below.)
Stage 4 Candidate Presentation	<u>04/10/2017</u>	Consultant develops and finalizes interview questions and procedures with the Board. Top candidates are presented to the Board and consultant assists the Board in selecting finalists for the interviews.
	<u>Wk of 04/17/17</u>	Interview top candidates (1 st round).
	<u>Wk 04/17/17</u>	Meeting with consultant following the last interview.
Stage 5 Selection of Finalist & Future Planning	<u>Wk of 04/24/17</u>	Interview finalist candidates (2 nd round). (Optional)
	<u>Wk of 04/24/17</u>	Final meeting with consultant following the last interview. (Optional)
	<u>TBD</u>	Consultant will discuss contract terms with the finalist.
	<u>TBD</u>	Offer the contract.
	<u>TBD</u>	Press release of new Superintendent.
	<u>TBD</u>	Board Self-Assessment Survey Results presented to the Board.

***All applications will be reviewed. Materials received after the closing date may be given full consideration depending upon the number of applications received and other factors.**

GBSD Superintendent Search

Search Consultant Interviews/ Survey to Develop the Profile

Jan 30, 2017 / Revised Feb 13, 2017

Setting Interview/Send Survey	Lyn	Athena	John
-------------------------------	-----	--------	------

GROUP	INDIV one on one	FORUM small group mtgs	SURVEY consultant tool	THOUGH EXCHG	NUMBERS
Board	X				7
Cabinet	X				9
Admin Directors - ELL/HS- ELL/MS-ELL/ES-ELL/ CIRICULUM/FEDERAL PROG/TECH/FACILITIES/INFO SYS/BUDGET/ACCOUNTING			X		11
Cabinet Secretaries / HR Specialist			X		11
Admin Classified - Bus/Tech/Sped/Fac/HR			X		25
HS / MS Principals & Vice / CAL / MEWA		X			12
ES Principals / Lewis & Clark / Ray Academy		X			12
Dr. Debra Derr	X				1
Head Secretaries / Office Managers			X		18
Licensed Staff			X		550 +/-
Licensed - Association Leadership		X			8
Classified Staff			X		400 +/-
Classified - Association Leadership		X			8
DAC				X	36
Key Communicators				X	+/- 50
Parents				X	
Community at Large				X	
Students				X	
Chamber Board			X		19
Foundation Board			X		19
Mayor	X				1
City Council			X		6
Gresham Fire Chief / Police Chief / City Manager			X		3
El Programa Hispano			X		6
My Fathers House / Snow Cap / Human Solutions			X		10

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4

GRESHAM-BARLOW SCHOOL DISTRICT

QUALITIES DESIRED IN THE NEW SUPERINTENDENT

INSTRUCTIONS: Please read each of the following 33 qualities and mark 10 characteristics you believe are most important to your organization in the selection of a candidate. You do not need to prioritize your selection; simply place a check mark next to the characteristics which you feel are most important. **Please select only 10.**

Survey Participant Name _____ Group _____
(Optional) (Required)

QUALITIES DESIRED

- ☐ 1. Is willing to listen to input, but is a decision maker.
- ☐ 2. Demonstrates ability to integrate instructional and administrative technology.
- ☐ 3. Possesses the leadership skills required to respond to the challenges presented by an ethnically and culturally diverse community.
- ☐ 4. Is able to work with legislators on key topics and can lead an organization throughout the legislative process.
- ☐ 5. Possesses an earned Ed.D. or Ph.D. degree.
- ☐ 6. Inspires trust, has high levels of self-confidence and optimism, and models high standards of integrity and personal performance.
- ☐ 7. Is a strong communicator; speaking, listening and writing.
- ☐ 8. Demonstrates commitment to community visibility with high interest in a broad range of community groups and organizations.
- ☐ 9. Is able to work cooperatively with the board and keeps members informed.
- ☐ 10. Has successful experience in sound management practices, including appropriate participation of others in planning and decision-making.
- ☐ 11. Is able to build consensus and commitment among individuals and groups with emphasis on parental involvement.
- ☐ 12. Has experience working with employee representative groups/unions.
- ☐ 13. Is able to delegate authority appropriately while maintaining accountability.
- ☐ 14. Has experience in the management of district resources and knowledge of sound fiscal procedures.
- ☐ 15. Possesses excellent people skills and can present a positive image of the district.
- ☐ 16. Is a non-traditional or "hybrid candidate" with background in the military or business community in addition to an educational career.

(Continued on back)

Please return to consultant immediately following the meeting or fax/e-mail all THREE SIDES directly to Ray & Associates at 319-393-4931; glr@rayassoc.com AS SOON AS POSSIBLE.

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Survey Participant _____

- ☐ 17. Is strongly committed to a "student first" philosophy in all decisions.
- ☐ 18. Is capable of developing both short and long-range district goals.
- ☐ 19. Can develop and communicate a vision of quality education for the future to the board, staff and community.
- ☐ 20. Has experience in the selection and implementation of educational priorities consistent with the interests and needs of students, staff, board and community.
- ☐ 21. Is committed to the importance of both the academic and activity programs.
- ☐ 22. Promotes positive student behavior conducive to a healthy learning environment.
- ☐ 23. Provides leadership in the planning, implementation, and assessment of relevant professional development for all staff members.
- ☐ 24. Has demonstrated strong leadership skills in previous positions.
- ☐ 25. Is able to identify and select building and central office administrators who are capable of advancing the district vision.
- ☐ 26. Has work experience in a similar district.
- ☐ 27. Is comfortable leading innovation and reform efforts.
- ☐ 28. Is able to lead a large organization dedicated to goals of continuous improvement.
- ☐ 29. Has the ability to develop and maintain a mutually beneficial relationship between the business community and the school district.
- ☐ 30. Possesses the ability to enhance student performance, especially in identifying and closing or narrowing the gaps in student achievement.
- ☐ 31. Demonstrates ability to work with the media.
- ☐ 32. Makes recommendations and decisions that are data-driven.
- ☐ 33. Has knowledge of emerging research and best practice in the area of curriculum/instructional design and practice.


Ray and Associates, Inc.

We will provide our clients with the highest quality services to assist them in hiring leaders who will meet district specific needs and positively impact the education of all students.

Please return to consultant immediately following the meeting or fax/e-mail all THREE SIDES directly to Ray & Associates at 319-393-4931; glr@rayassoc.com AS SOON AS POSSIBLE.

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Survey Participant _____

The Board and Firm welcome comments on building the profile. If you have any additional characteristics or traits, please list in the space below.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

Please return to consultant immediately following the meeting or fax/e-mail all THREE SIDES directly to Ray & Associates at 319-393-4931; glr@rayassoc.com AS SOON AS POSSIBLE.
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GRESHAM BARLOW SCHOOL DISTRICT

SUGGESTED SUPERINTENDENT SEARCH ADVERTISING

RECOMMENDED BY RAY & ASSOCIATES

AASA Job Bulletin & Website + \$99 for each additional PowerPost (Veterans, Diversity and Social)

\$410 – Job listing would run for 30 days.

~~\$640 – Job listing would run for 60 days.~~

~~\$880 – Job listing would run for 90 days.~~

Education Week Newspaper and Website

\$3,590 estimated total cost for job listing to run three times, print only, and twice on the website.

(Approx. \$700 per job listing print only)

(Approx. \$1,160 per website listing for each 30 day post.) The website posting includes the following features - Showcases online job posting by highlighting it on Education Week's home page with a direct link to the listing and highlights the posting on weekly newsletters attracting the attention of an additional 2 million top quality, active and passive, job seeking educators.

(NABSE) National Alliance of Black School Educators

\$250.00 to post job listing online for 30 days.

Association of Latino Administrators and Superintendents (ALAS)

\$150.00 – Job listing would run for 6 weeks.

Executives Only Website (A salary amount is required in order to place ad)

Free job listing. Runs continuous throughout the search.

National Association of School Superintendents (NASS) Website

Free job listing. Runs continuous throughout the search.

Ray and Associates, Inc.

Free job listing. Runs continuous throughout the search.

TheLadders Passport

Free job listing. Runs continuous throughout the search.

School Leadership 2.0

\$95.00 to post job listing for 40 days.

Education America Network Website

\$295.00 to post job listing for 30 days.

Oregon School Board Association

Free job listing for districts that are a part of the state school board associations.

Confederation of School Administrators - Oregon

Free job listing for districts that are members.

OTHER OPTIONAL ADVERTISING

~~American Association of School Personnel Administrators (AASPA)~~

~~\$250.00 to post job listing online for 30 days.~~

~~District Administration Website (website for District Administration Magazine) + \$99 for each additional PowerPost (Veterans, Diversity and Social)~~

~~\$295 – Job listing to run for 30 days~~

~~ImDiversity.com Website~~

~~\$95 – Job listing would run for 30 days. \$150 – Job listing would run for 60 days~~

The Broad Center (Broad Talent Bridge)

Free online job listing.

Hispanic Outlook in Higher Education

~~\$330 for 2 weeks in their digital edition plus 6 weeks online or \$195.00 to post job listing online for 30 days~~

~~Career Builder (affiliate of USA Today)~~

~~\$250.00 to post job listing online for 30 days.~~

Superintendent Salaries

Feb 3, 2017

	Salary *	403B	Total	Yr 2 Total	Yr 3 Total		ADM
Beaverton (Grotting) - 16/17	\$265,000	\$26,500	\$291,500	\$300,245	\$330,528	Yr3 Incl \$19,775 retention incentive	
Beaverton (Rose) - 15/16	\$220,375			Assume 5% for 16/17	Assume 5% for 17/18		40,000
Bend LaPlne - 15/16	\$167,875			\$176,269	\$185,082		17,534
David Douglas -15/16	\$190,740			\$200,277	\$210,291		10,810
Eugene - 15/16	\$184,288			\$193,502	\$203,178		16,294
Gresham Barlow - 15/16	\$173,229	\$12,000	\$185,229	\$181,890	\$190,985		11,175
Gresham Barlow - 16/17	\$195,497	\$12,000	\$207,497	\$205,272	\$215,535		11,175
Hillsboro - 15/16	\$177,164			\$186,022	\$195,323		20,493
Lake Oswego - 15/16	\$166,260			\$174,573	\$183,302		7,023
Medford - 15/16	\$200,000			\$210,000	\$220,500		12,266
North Clackamas - 15/16	\$175,000			\$183,750	\$192,938		17,366
Reynolds - 15/16	\$175,000			\$183,750	\$192,938		11,583
Tigard Tualatin - 15/16	\$160,648			\$168,680	\$177,114		12,750
West Linn - 15/16	\$154,765			\$162,503	\$170,628		9,534
Average w/o Grotting	\$179,500			\$188,475	\$197,899		

* Salary does not include Pers / Medical / Dental / Vision / Life Insur / Car / Expense / Phone / Dues - Est.
\$50,000 per year

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

TO: Board of Directors

FROM: Superintendent Search Committee

DATE: March 9, 2017

RE: No. 11 – Superintendent Search Process

EXPLANATION: The Superintendent Search Committee, working with the superintendent search consultant, has developed a process for the selection of the district's new superintendent

The Superintendent Search Committee is an advisory committee appointed by the Gresham-Barlow School District Board of Directors to develop a plan for the recruitment of a new superintendent and coordinate the process.

PRESENTER: Kris Howatt

SUPPLEMENTARY MATERIALS: Attached is the definition of the process as recommended by the Committee.

RECOMMENDATION: It is recommended that the board approve the proposed process for the selection of a new superintendent.

REQUESTED ACTION: Move to authorize approval of the process for selection of a new superintendent.

JH:lc



Gresham-Barlow School District Superintendent Search Process and Timeline

'February 23, 2017

On December 1, 2016 Superintendent Schlachter advised the Gresham-Barlow School Board that he would retire effective December 31, 2016 but would work back until June 30, 2017 to complete the 2016/2017 school year.

At its January 5, 2017 work session the School Board appointed a sub-committee (Committee) comprised of Vice Chair Kris Howatt, Sharon Garner, and John Hartsock to develop a process and oversee the Superintendent search process. Subsequently Board Member Kathy Ruthruff joined the sub-committee. The Board directed the Committee to develop a Request for Proposal for a search consultant to assist the Board with the recruitment.

Note: As a sub-committee of the Board all meetings are held in accordance with Oregon's open meetings laws, with prior publication of the meeting date, time and location. Minutes of the meetings are included in subsequent Board agenda packets and published on the District's web site.

The Committee held their first meeting on January 9, 2017. They approved a charter for the Committee, which was subsequently approved by the Board, and a draft schedule for the process. Further, they reviewed and finalized a Request for Proposal to be issued to eight potential search consultants on January 11, 2017.

The Committee met on January 24, 2017 to review the four proposals received for the search consultant work. The Committee met on January 26, 2017 to score and discuss the proposals and developed a recommendation to the Board to retain the firm of Ray and Associates. The Committee held an introductory meeting with Gary Ray, the principal for Ray and Associates, on February 2, 2017. Subsequently Mr. Ray provided a brief presentation to the full Board at their Work Session. The Board approved the retention of Ray and Associates to serve as the District's superintendent search consultant.

The position of Superintendent for the Gresham-Barlow School District was posted on the District web site on February 17, 2017 as well as on the Ray and Associates web site and the COSA (Confederation of Oregon School Administrator's) web site.

Ray and Associates' initial task is to prepare a comprehensive profile for the position. This will include input from: 1) All employees including but not limited to: cabinet members, administrators, principals, licensed, classified, and confidential; 2) Board Members; 3) Charter School administrators; 4) Licensed and Classified Association leadership; 5) Parents; 6) Students; 7) Public at Large; 8) City of Gresham elected officials and key staff; 9) Gresham-Barlow Education Foundation board members; 10) Gresham Area Chamber of Commerce board members.

The data will be gathered from a mix of one-on-one meetings, group meetings, individual survey instruments, and Thought Exchange a web based community outreach tool. Based on the data

received Ray and Associates will develop a comprehensive profile for the position to be reviewed by the Committee and forwarded to the Board for their action tentatively at the March 9, 2017 Board meeting. The public is encouraged to provide input and comment.

Assuming Board approval of the profile on March 9, 2017, the position will be further advertised in twelve additional publications of web sites and the consultant will engage in an active search process. Applications are due on April 3, 2017.

Consultant shall review and evaluate all applications and perform a preliminary background review. Note: Board will be provided all applications as part of an executive session and they will be held confidential.

The consultant will narrow the field of applicants, based on the profile document outlined above, to approximately ten candidates. The Board, in executive session, will review short video interviews with each of the approximate ten candidates and the Board will be provided those candidates application packages for review. At the conclusion the Board will develop a short list of three or four candidates to be scheduled for interview. The Consultant will conduct more in-depth background reviews on these candidates.

The Board will hold onsite interviews with the short listed candidates in executive session. It is anticipated that this will be the week of April 17, 2017. There is a potential that the Board may decide to hold a second round of interviews with some or all of the short listed candidates. Further the Board may decide to make on-site visits to some or all of the short listed candidates' current work location. At the conclusion of the interviews and site visits (if held) the Board will determine the potential candidate. The consultant will prepare a final background review of the selected candidate and assist the Board with developing a contract for service. It is anticipated that the Board will announce the new superintendent and approve the contract at its May 4, 2017 Board Meeting.

WHY DOES THE BOARD DESIRE TO USE A CONFIDENTIAL PROCESS?

In accordance with Oregon Law you must do three things before you hold an executive session to discuss employment issues:

- 1) Give the public an opportunity for input into the process.
 - a. We are doing this with the public's inclusion in the profile process.
- 2) Establish hiring procedures in advance.
 - a. We are doing this by the formation of the Committee and action by the Board
- 3) Advertise the position vacancy.
 - a. We have done this on February 17th and will continue to do this until closing

The Committee and the Board had extensive discussion on the issue of confidentiality and did research prior to determining this is the best course to attract "the best person for the job."

What our research told us is when a highly qualified candidate learns the search will be conducted confidentially, a positive response is almost certain. Just as likely, the prospective candidate responds negatively to being told the search process will not be confidential. In short, it is very likely you will lose an excellent candidate.

Confidentiality is the item of highest priority to candidates who are highly successful and well regarded in their current positions. These are the candidates for the superintendency that we want to seek for our District.

According to various search consultants we interviewed, a second question that rapidly follows, once the potential candidate is assured of total confidentiality, is this: *What can you tell me about the board?* When they are able to assure confidentiality and share characteristics about a school board that suggest a respect for all members on the board, the superintendent, students, staff and others and an appreciation for the difference between governance and management, they have a solid base for recruitment. Much more often than not, they are able to secure the interest of a potential candidate in a position for which they are seeking a successful individual who has high standards for quality, expectations and personal accountability.

Why is confidentiality so important to these individuals? It is no secret that the superintendency is a high-profile position. Highly successful superintendents make difficult decisions about students, staffing, promotions and demotions, fiscal expenditures, organizational priorities, school closings, boundary adjustments and various other issues that present no-win scenarios. Successful superintendents make these difficult decisions in the best interest of students.

However, these decisions often conflict with adult desires, whether they be the wishes of parents, staff members or the community at large. Invariably, there will be some opposition to almost every difficult decision a superintendent makes. Superintendents who make these difficult decisions and are successful in their work cannot afford to set themselves up as vulnerable targets for their most vehement opponents.

When a superintendent with an effective track record publicly seeks another leadership position, that individual exposes his or her Achilles' heel. Everyone from renegade board members who may disagree with the direction of the district; parents who have not gotten their way; staff members who may have been disciplined; and community members who feel taxes are too high feel free to fire potshots at the superintendent's loyalty ("the superintendent really isn't interested in our community; he is just using it as a stepping stone"). They'll question competency ("she is trying to get out of here because of the mess she has put us in") and integrity ("he never really was interested in us; he was just trying to build a resume)."

Superintendents are public officials who probably work in the most visible fish bowl in American society. They cannot afford to expose an Achilles' heel and hope to remain successful as a dynamic leader in this complex role. Hence, the need for confidentiality.

The Committee recognizes and appreciates the issue of a non-confidential or open search. If we lived in a perfect world, one in which quality leaders could express their interest in another position without negatively impacting their current position, we would be strong advocates for non-confidential searches. Most candidates who are highly successful in their current positions cannot aggressively seek a new post in a non-confidential search without damaging their capacity to lead and their status in their current roles.

Of course, we also have to deal with the news media. Invariably, the press is the most vocal advocate for open searches, arguing for the public's right to know. Again in our research the consultants have said we have yet to meet a reporter who indicated he or she would apply for a position in an open search. To the contrary, when I've asked many reporters whether they would

apply for another position if their current employer was made aware of it, none have said yes. Frequently they respond, "If I did that, I'd probably get fired."

The news media's sentiment is echoed by many county and state legislators who seem blind to the differences between the election of public officials and the appointment of public officials. They often chide school districts about needing to be run more like businesses. Having recruited individuals from the business sector to consider the superintendency, the most frequent reasons they cite for refraining are the lack of confidentiality in the selection process and/or the inability to address significant issues in closed session if they were selected.

To get elected, legislators want and need as much public exposure as possible. The more exposure the better. They apply the same attitude toward the superintendency, failing to appreciate that confidentiality in the selection of an appointed official is generally as important as name recognition is to the selection of an elected official.

Finally, is the challenge of the Board landing on someone different than the open process recommends, as it's difficult for a public committee to truly understand all the issues.

Once the selection process is over and we are back to running the business of the District, the superintendent is the Board's employee and we are responsible for the performance. If, in fact, there is an issue with performance it is our obligation and duty to resolve the issue.

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

TO: Board of Directors

FROM: Superintendent Search Committee

DATE: March 9, 2017

RE: No. 12 – Superintendent Profile

EXPLANATION: The Superintendent Search Committee, working with the superintendent search consultant, has developed a profile of the district's new superintendent. This process has included input from district employees, parents, students, and the community at-large, as well as the board.

The Superintendent Search Committee is an advisory committee appointed by the Gresham-Barlow School District Board of Directors to develop a plan for the recruitment of a new superintendent and coordinate the process.

Ryan Ray, the search consultant, will present the profile at the board meeting.

PRESENTER: Kris Howatt

SUPPLEMENTARY MATERIALS:

1. Gresham-Barlow School District Seeks a Superintendent Who ...
2. Recruitment Flyer
3. Thirty-Three Characteristics Report Explanation, March 9, 2017
4. Superintendent Search: Constituent/Staff/Board Survey Results, March 9, 2017
5. Additional Comments: Community/Staff/Board Survey, March 9, 2017
6. Survey Document, "Qualities Desired in the New Superintendent"
7. Search Process and Timeline, February 10, 2017

RECOMMENDATION: The Superintendent Search Committee recommends that the board approve the proposed Superintendent Profile as presented at the meeting.

REQUESTED ACTION: Move to approve the Superintendent Profile as presented.

JH:lc

Gresham-Barlow School District Seeks A Superintendent Who...

Recommend

- ❖ Possesses excellent people skills, presents a positive image of the District and will listen to input and make a decision when necessary. (combine 1 and 15)
- ❖ Possesses the leadership skills required to respond to the challenges presented by an ethnically and culturally diverse community. (3)
- ❖ Inspires trust, self-confidence, and models high standards of integrity and personal performance with the ability to develop and communicate a vision of quality education for the future to the Board, staff and community. (6 and 19 combined)
- ❖ Is a strong communicator; speaking, listening and writing. (7)
- ❖ Has knowledge of and successful experience in sound fiscal practices and management of District resources, including appropriate participation of others in planning and decision-making. (combine 10 and 14)
- ❖ Is able to delegate authority appropriately while maintaining accountability. (13)
- ❖ Is strongly committed to a "student first" philosophy in all decisions. (17)
- ❖ Has demonstrated strong leadership skills in previous positions. (24)
- ❖ Possesses the ability to enhance student performance, especially in identifying and closing or narrowing the gaps in student achievement. (30)
- ❖ Has knowledge of emerging research and best practice in the area of curriculum/instructional design and practice. (33)

Consider

- ❖ Promotes positive student behavior conducive to a healthy learning environment. (22)
- ❖ Has the ability to develop and maintain a mutually beneficial relationship between the business community and the School District. (29)



Seeks a Superintendent of Schools

1331 NW Eastman Parkway, Gresham, OR 97030 * 503-261-4550



About Our District

Gresham-Barlow School District covers approximately 54 square miles and serves the communities of Gresham, Boring, Damascus and Orient located in Multnomah and Clackamas counties. The District serves families with students in grades K-12 comprising 18 schools. The District serves a diverse population of students with enrollment encompassing over 50 languages.

The District has earned a solid reputation for providing its students with quality education. On Oregon's statewide assessment, students compare favorably with those from other districts of similar socio-economic make-up. The District's articulated curriculum is designed to promote the basic skills and positive attitudes required for students to lead full and productive lives in the 21st century.

District Facts

Elementary Schools	10
Middle Schools	4
K-8	1
High Schools	3
Enrollment:	11,700

Graduation Rate:

Gresham High School	78.42%
Sam Barlow High School	79.85%
Springwater Trail High School	87.50%

Our Students:

American Indian/Alaskan Native	1%
African American	3%
Hispanic	26%
Native Hawaiian	1%
Two or More Races	6%
White	60%
Other	3%
English Language Learners	11%
Special Education	12%

2016-17 General Fund Budget \$122,000,000



About Our Area

With a population over 108,000 Gresham is Oregon's fourth largest city. Located just minutes from Oregon's iconic Mount Hood, Multnomah Falls, the Columbia River Gorge National Scenic Area, the City of Portland and Portland International Airport, Gresham's location is ideal for families and businesses wanting to start something new and grow.



Our Mission

Every student prepared for a lifetime of learning, career opportunities, and productive contributions to the community.

Our Vision

Gresham-Barlow School District supports dynamic learning opportunities led by accomplished educators dedicated to creating environments where every student values learning and academic achievement while developing the skills and attributes necessary to be prepared for a lifetime of learning, career opportunities, and productive contributions to the community.

Deadline to Apply: April 3, 2017

Gresham-Barlow School District Seeks a Superintendent Who:

- Possesses excellent people skills, presents a positive image of the District and will listen to input and make a decision when necessary.
- Possesses the leadership skills required to respond to the challenges presented by an ethnically and culturally diverse community.
- Inspires trust, self-confidence, and models high standards of integrity and personal performance with ability to develop and communicate a vision of quality education for the future to the Board, staff and community.
- Is a strong communicator; speaking, listening and writing.
- Has knowledge of and successful experience in sound fiscal practices and management of District resources, including appropriate participation of others in planning and decision-making.
- Is able to delegate authority appropriately while maintaining accountability.
- Is strongly committed to a "student first" philosophy in all decisions.
- Has demonstrated strong leadership skills in previous positions.
- Possesses the ability to enhance student performance, especially in identifying and closing or narrowing the gaps in student achievement.
- Has knowledge of emerging research and best practice in the area of curriculum/instructional design and practice.



Salary and Benefits

The salary will be in the range of \$205,000 plus an excellent benefit package. The final salary for the successful candidate will be determined based upon proven experience, qualifications, and meeting School Board criteria.

Requirements

The candidate must have Superintendent credentials. More information about Oregon's superintendent accreditation process is available at the Department of Education website at <http://www.oregon.gov/ode/Pages/default.aspx>.

Apply online at:

www.rayassoc.com

Questions should be directed to:

Ray & Associates, Inc.

4403 First Avenue SE, Suite 407

Cedar Rapids, IA 52402

Phone: 319-393-3115

Fax: 319-393-4931

glr@rayassoc.com

Please do not contact the School Board or District directly.

Deadline and Selection

All materials submitted as part of the Superintendent application will remain confidential to the fullest extent allowed by law, which includes board review in a closed session of the School Board. After all applications have been reviewed and preliminary interviews conducted by the consulting firm, the names of the top candidates will be presented to the Gresham-Barlow School District School Board for its consideration. Selection of candidates for interviews is the sole responsibility of the School Board. Persons wishing to be considered for the position should submit an application file online including:

- A letter of application stating personal qualifications, experiences, and reasons for interest in the position.
- The online application form and a resume.
- 4 current letters of recommendation.

Deadline to Apply: April 3, 2017

Gresham-Barlow School District

Thirty-Three Characteristics Report Explanation

March 9, 2017

The attached report is a result of the survey conducted in the District that asked Board members, employees and other constituents to select ten most desirable characteristics from the thirty-three listed in the survey instrument.

On the first page, you will note that all the groups are identified across the top of the sheet with an abbreviated definition of the thirty-three items listed vertically on the right side of the sheet. In each of the cells of the report there is a "raw" score of how many people actually chose the item and a "rank" which is depicted by a number from one to 33, except in the case of ties. For example, observing item number six (6) which refers to "inspires trust, self-confidence" in the first two columns (Admin Directors), four (4) people chose the item and it ranked 1st. Another example toward the bottom of the page for number thirty-one (31) in the tenth two columns (Chamber Board), zero (0) people chose the "demonstrated ability to work with the media" item, thus it ranked 31st.

On the second page, only the ranks are listed for comparison. This is done in order to control for the size of the group and to avail the Board the opportunity to easily see what was important to each group. The data is reported in this manner so that no group overpowers another by sheer size. Each of the thirty-three items are totaled according to rank from left to right and those totals indicated in the column labeled "Total." These totals are then ranked and reported in the column labeled "Combined Ranking." Note that the lower the total, the higher the ranking.

In analyzing the results, the consultants look for those characteristics chosen most in common by the various groups and indicate those recommended or those thought to be worthy of consideration. On some occasions, two of the items may be combined when they are closely related in context. Those items that seem to be important to some groups but not to others may be used in the recruitment of candidates and as questions during the interview process by the Board.

At the encouragement of the consultants, many survey respondents provided additional comments to the Board which are presented as a part of this report.

Gresham-Barlow School District Superintendent Search Constituent/Staff/Board Survey Results

DATE: March 9, 2017

*Prepared and Presented
By*

Ray and Associates, Inc.

Cedar Rapids, IA

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Gresham-Barlow School District

Raw Scores Sheet

Qualities Desired in a New Superintendent	Admin Directors (5)		Cabinet Secretaries/HR Specialists (2)		Admin Classified (7)		Head Secretaries (5)		Licensed Staff (17/6)		Classified Staff (61)		Foundation Board (7)		City Staff (4)		Non Profits (6)		Chamber Board (6)		Abbreviated Definition of Quality and Characteristics
	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	Raw	Rank	
1	2	10	2	1	5	2	3	3	98	4	36	3	4	2	2	4	5	1	1	17	1. Willing to listen to input, but is a decision maker
2	1	16	0	17	1	20	1	16	17	31	8	28	0	30	0	26	0	26	1	17	2. Instructional and administrative integration of technology
3	4	1	1	5	2	13	0	25	104	3	20	13	2	11	3	1	4	3	2	10	3. Has leadership skills to respond to challenges of ethnic and cultural diversity
4	0	23	1	5	0	29	0	25	43	20	15	16	1	23	2	4	2	12	0	31	4. Able to work with legislators and lead organization through legislative process
5	0	23	0	17	1	20	1	16	25	30	6	31	0	30	0	26	0	26	1	17	5. Ed.D. or Ph.D.
6	4	1	1	5	3	8	5	1	130	1	45	1	7	1	2	4	4	3	2	10	6. Inspires trust, self-confidence, and models high standards
7	3	5	2	1	6	1	5	1	97	5	40	2	3	7	2	4	5	1	4	2	7. Strong communicator; speaking, listening and writing
8	0	23	0	17	1	20	3	3	35	24	7	30	2	11	1	13	3	6	3	5	8. Commitment to visibility with high interest in a broad range of community groups
9	1	16	1	5	2	13	1	16	28	27	10	27	2	11	0	26	1	18	2	10	9. Work cooperatively with the board and keeps members informed
10	0	23	1	5	3	8	3	3	57	14	28	6	4	2	1	13	3	6	1	17	10. Experience in sound management practices
11	3	5	0	17	0	29	1	16	51	15	15	16	1	23	0	26	3	6	2	10	11. Ability to build consensus and commitment among individuals & groups
12	0	23	1	5	4	4	2	8	64	11	22	11	2	11	0	26	0	26	1	17	12. Has experience dealing with employee representative groups/unions
13	2	10	1	5	4	4	2	8	51	15	23	9	3	7	2	4	2	12	2	10	13. Ability to delegate authority while maintaining accountability
14	2	10	0	17	4	4	3	3	63	13	32	5	4	2	1	13	3	6	5	1	14. Experience in management of district resources
15	3	5	0	17	5	2	1	16	65	10	28	6	4	2	2	4	3	6	2	10	15. Possesses excellent people skills and presents positive district image
16	0	23	0	17	3	8	2	8	10	32	8	28	0	30	1	13	1	18	4	2	16. Non-traditional or "hybrid" with background in military, business and/or education
17	4	1	0	17	2	13	1	16	108	2	23	9	2	11	1	13	2	12	1	17	17. Strongly committed to "student first" philosophy in all decisions
18	0	23	1	5	1	20	0	25	46	18	14	18	1	23	2	4	1	18	1	17	18. Ability to develop both short and long range goals
19	1	16	2	1	1	20	2	8	29	26	12	25	2	11	2	4	4	3	2	10	19. Ability to develop and communicate a vision of quality education
20	1	16	0	17	3	8	1	16	67	8	19	14	3	7	0	26	2	12	1	17	20. Experience in selection and implementation of educational priorities
21	0	23	0	17	2	13	2	8	67	8	25	8	3	7	0	26	1	18	1	17	21. Commitment to both academic and activity programs
22	1	16	0	17	1	20	2	8	70	7	34	4	2	11	1	13	1	18	1	17	22. Promote positive student behavior
23	1	16	0	17	0	29	0	25	32	25	14	18	2	11	1	13	0	26	1	17	23. Leadership in providing relevant professional development for staff
24	0	23	0	17	3	8	2	8	48	17	21	12	2	11	1	13	2	12	3	5	24. Has demonstrated strong leadership skills in previous positions
25	2	10	1	5	4	4	0	25	37	22	13	21	2	11	1	13	0	26	0	31	25. Ability to identify/select administrators capable of advancing district vision
26	1	16	0	17	0	29	0	25	44	19	14	18	1	23	1	13	0	26	1	17	26. Work experience in similar district.
27	2	10	2	1	2	13	1	16	39	21	11	26	1	23	1	13	2	12	3	5	27. Is comfortable leading innovation and reform efforts
28	3	5	0	17	1	20	0	25	37	22	13	21	2	11	1	13	1	18	1	17	28. Able to lead a large organization dedicated to goals of continuous improvement
29	0	23	1	5	0	29	3	3	28	27	13	21	4	2	2	4	1	18	4	2	29. Has ability to develop relationships between the business community and the district
30	2	10	1	5	2	13	1	16	64	11	19	14	2	11	3	1	3	6	3	5	30. Possesses ability to enhance student performance, identify and close/narrow gaps
31	0	23	0	17	1	20	0	25	3	33	4	33	0	30	0	26	0	26	0	31	31. Demonstrates ability to work with the media
32	4	1	0	17	1	20	0	25	26	29	5	32	1	23	1	13	0	26	3	5	32. Recommendations and decisions are data-driven
33	3	5	1	5	2	13	2	8	77	6	13	21	1	23	3	1	1	18	1	17	33. Knowledge of emerging research in the area of curriculum/instructional design

Gresham-Barlow School District Consultant Ranking/Recommendation Sheet

Qualities Desired in a New Superintendent	Admin Directors	Cabinet Secy/HR Specialists	Admin Classified	Head Secretaries	Licensed Staff	Classified Staff	Foundation Board	City Staff	Non Profits	Chamber Board	Total	Combined Ranking	Consultant Recommendation	Abbreviated Definition of Quality and Characteristics
	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Rank	Raw	Rank		
1	10	1	2	3	4	3	2	4	1	17	47	3	Combine w/ #15	1. Willing to listen to input, but is a decision maker
2	16	17	20	16	31	28	30	26	26	17	227	31		2. Instructional and administrative integration of technology
3	1	5	13	25	3	13	11	1	3	10	85	7	Recommend	3. Has leadership skills to respond to challenges of ethnic and cultural diversity
4	23	5	29	25	20	16	23	4	12	31	188	27		4. Able to work with legislators and lead organization through legislative process
5	23	17	20	16	30	31	30	26	26	17	236	32		5. Ed.D. or Ph.D.
6	1	5	8	1	1	1	1	4	3	10	35	2	Combine w/ #19	6. Inspires trust, self-confidence, and models high standards
7	5	1	1	1	5	2	7	4	1	2	29	1	Recommend	7. Strong communicator; speaking, listening and writing
8	23	17	20	3	24	30	11	13	6	5	152	20		8. Commitment to visibility with high interest in a broad range of community groups
9	16	5	13	16	27	27	11	26	18	10	169	23	*	9. Work cooperatively with the board and keeps members informed
10	23	5	8	3	14	6	2	13	6	17	97	9	Combine w/ #14	10. Experience in sound management practices
11	5	17	29	16	15	16	23	26	6	10	163	21		11. Ability to build consensus and commitment among individuals & groups
12	23	5	4	8	11	11	11	26	26	17	142	18		12. Has experience dealing with employee representative groups/unions
13	10	5	4	8	15	9	7	4	12	10	84	6	Recommend	13. Ability to delegate authority while maintaining accountability
14	10	17	4	3	13	5	2	13	6	1	74	4	Combine w/ #10	14. Experience in management of district resources
15	5	17	2	16	10	6	2	4	6	10	78	5	Combine w/ #1	15. Possesses excellent people skills and presents positive district image
16	23	17	8	8	32	28	30	13	18	2	179	26		16. Non-traditional or "hybrid" with background in military, business and/or education
17	1	17	13	16	2	9	11	13	12	17	111	10	Recommend	17. Strongly committed to "student first" philosophy in all decisions
18	23	5	20	25	18	18	23	4	18	17	171	25		18. Ability to develop both short and long range goals
19	16	1	20	8	26	25	11	4	3	10	124	12	Combine w/ #6	19. Ability to develop and communicate a vision of quality education
20	16	17	8	16	8	14	7	26	12	17	141	17		20. Experience in selection and implementation of educational priorities
21	23	17	13	8	8	8	7	26	18	17	145	19		21. Commitment to both academic and activity programs
22	16	17	20	8	7	4	11	13	18	17	131	14	Consider	22. Promote positive student behavior
23	16	17	29	25	25	18	11	13	26	17	197	29		23. Leadership in providing relevant professional development for staff
24	23	17	8	8	17	12	11	13	12	5	126	13	Recommend	24. Has demonstrated strong leadership skills in previous positions
25	10	5	4	25	22	21	11	13	26	31	168	22		25. Ability to identify/select administrators capable of advancing district vision
26	16	17	29	25	19	18	23	13	26	17	203	30		26. Work experience in similar district.
27	10	1	13	16	21	26	23	13	12	5	140	16		27. Is comfortable leading innovation and reform efforts
28	5	17	20	25	22	21	11	13	18	17	169	23		28. Able to lead a large organization dedicated to goals of continuous improvement
29	23	5	29	3	27	21	2	4	18	2	134	15	Consider	29. Has ability to develop relationships between the business community and the district
30	10	5	13	16	11	14	11	1	6	5	92	8	Recommend	30. Possesses ability to enhance student performance, identify and close/narrow gaps
31	23	17	20	25	33	33	30	26	26	31	264	33		31. Demonstrates ability to work with the media
32	1	17	20	25	29	32	23	13	26	5	191	28		32. Recommendations and decisions are data-driven
33	5	5	13	8	6	21	23	1	18	17	117	11	Recommend	33. Knowledge of emerging research in the area of curriculum/instructional design

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* Usually not used in instructional leadership, useful in consultant, however.

Gresham-Barlow School District

Additional Comments

Community/Staff/Board Survey

DATE: March 9, 2017

***Prepared and Presented
By***

Ray and Associates, Inc.

Cedar Rapids, IA

- 1 Ability to analyze/compare/contrast our current administrative/teaching positions and hiring processes with high achieving districts across the state.
- 2 We need a person who can lead with reasonable realistic expectations, not pie-in-the-sky type of high hopes. We need a leader who is grounded and can trust his or her people to do what they know how to do. We need someone who can lead and promote education with actual classroom driven data, not "research based" data that often when it comes to actual implementation. We need a leader who can figure out how we can bring full time physical education back to the schools, as well as full time counselors.
- 3 Superintendent Schlachter, during his tenure, has demonstrated a marked disregard for the concerns and teaching and support staff in the district. He has presided over an administration that has become very top down approach to management, and which has consistently put the interests of administration and the image of the district over the needs of students and teachers. GBSD desperately needs a return to student-centered education, where teachers are listened to and supported. A strong candidate for the role of superintendent must demonstrate a desire to put the needs of students first, and to respect and incorporate the viewpoints of teachers as experts in the classroom as the primary practitioners of teaching and learning in the district.
- 4 Must promote and believe in teamwork and collaboration. Must participate in collaborating. Not afraid of a conflict within the organization or intervening when needed in support of collaboration. Praises people at all levels of the organization. Personally, publicly and often. "District leaders also dismissed the idea of technology as a driver of improvement and consciously shunned the popular but unproven machinations of "strategic plans" which have been found to have little to no effect on actual performance (Mintzberg, 1994, as cited in Schmoker, 2004). Must have a deep understanding and knowledge that instruction is the #1 factor in student achievement. This must be the central focus of attention, time and resources.
- 5 Please look outside the district but within the State of Oregon. The new superintendent needs to be knowledgeable of the unique school funding issues associated with Oregon's unique tax structure and school funding. The new superintendent needs to be aware of how to support teachers teach students in poverty and who have numerous challenges in life.
- 6 I think it is extremely important to select a candidate that has experience as a classroom teacher. Many times people making decisions have not had direct experience on the day to day reality of students and staff. I want someone who is present in the schools and consistently out and seeing what is going on in each building, not just a few times a year for a staff meeting.
- 7 I have two main areas of concern for our district that are not mutually exclusive. The first is accountability and the second is bringing students up to grade level. Without student accountability, it is very difficult to bring students up to grade level. I would like an administrator that is capable of addressing these issues in a creative way that has not currently been looked at.
- 8 I want a leader who is a believer in co-curricular programs. A person you see at local school events and who could walk up to and shake their hand and say hello. A person who is tough minded and that can see the big picture.
- 9 I want an idealist who isn't constantly compromising the possibilities.
- 10 Values the commitment of all district employees dedicated to the students of our district.
- 11 Sees the importance of ensuring equity in STEM (Science, Technology, Engineering, and Math) opportunities for all students K-12. Equity within classrooms, and equity when compared with other districts in the Metro region. We need to prepare our students to be able to access STEM careers, and if our students are going to be prepared comparable to those of neighboring districts, this preparation needs to begin with the implementation of the NGSS in every school.

Gresham Barlow School District 33 Qualities Survey

12	We want someone that values the existing employees and wants to help them grow as educators within the district.	2/28/2017 11:22 AM
13	Experience working with students experiencing mental health challenges and students with disabilities. Focus on RTI/PBIS with goal of access to all students. Focus on building within our district and community and offering options for employment to the community we serve.	2/28/2017 11:19 AM
14	We need a superintendent that has a sincere passion for our students. All the education in the world means nothing if the person doesn't have the desire to meet our students where they are and make their educational experience the best it can be. We need someone with a backbone. We've had enough passivity.	2/28/2017 10:05 AM
15	The economic support of schools in Oregon is awful and we need a Superintendent that can look at what our district and students' need, and prioritize those needs. Of course what the public thinks is super important, but they are not in the buildings day to day, so sometimes unpopular decisions need to be made.	2/27/2017 1:37 PM
16	It was hard to pick only 10.	2/23/2017 3:16 PM
17	Numbers 11 & 19 would have been my 10th choice but 11 has the "emphasis on parents" language and 19 doesn't have a component for follow through. Drop the "parents" modifier and 11 is what the job is all about. Everyone needs to be involved not just parents. Without follow through, we have our current situation, which is not good. Please ignore number 1, as I needed a tenth response in order to submit the survey and I selected that one instead of 11&19	2/22/2017 8:59 AM
18	Should be an innovative thinker who is able to pinpoint areas/personnel that need restructuring to promote high morale and collaborative instruction and creative processing within each building. By doing this, productivity, instruction and learning is improved.	2/21/2017 3:46 PM
19	I would stay away from looking outside the state of Oregon. It looks good to the public, to say we searched the entire country, but in reality, it won't work. In looking at the better leaders we have had they have come from within or locally.	2/21/2017 12:50 PM
20	I am quite concerned about the inequities of services at the different elementary schools. Half time counselors are not adequate and in some buildings a full time counselor is not enough either. We have an every increasing population of high needs in the areas of mental health, and teachers are neither equipped or trained to deal with so many demands beyond academic. Recently on the news they are showing kids in handcuffs because of the extreme emotion and physical acting out. There are students in our buildings that are running in and out of the building, choking other kids, throwing books, hitting, spitting on teachers, turning over furniture, completely disengaged from the classroom learning activities...at kindergarten!!! These teachers have only 90 minutes of help and even then it is strictly crisis management. We need more help at our high needs schools. I would like a superintendent that sees beyond equality and strives for equity. I am also concerned about our continual decline in student achievement. It seems like we spend a great deal of money on curricula and then in some buildings teachers boast that they haven't even cracked the cover. How can we build upon each year's learning when it ends up being so unregulated? I am all for teacher choice and value how we bring our expertise into the classroom, but I don't agree with the wide variety of teacher resources, many bought off line and unresearched.	2/20/2017 3:13 PM
21	An innovator, who is supportive of differing forms of education such as charter, focus, and alternative schools. CAL and Springwater Trail are gems in this community. They need continued and future support, and we need more schools like them.	2/19/2017 2:49 AM
22	* Fiscally responsible * Cares about learning/Safety environment to benefit both student and teachers and supporting staff * Recognizes that parental involvement should be our first line of defense in assisting students success as often as possible and that school should not and cannot be responsible for every aspect of a student's learning. (Academic, moral, ethical)	2/17/2017 12:46 PM
23	Understands the complex needs of our demographic. Strongly believes in mental health and counseling support. Wants to build communities and embrace the diversity and beauty that is Gresham.	2/17/2017 12:46 AM
24	Someone that is not driven by test results. Understands test data does not show the whole picture of student and school success. Views students as whole people not a number in their data. Empowers employees to do their best work. Values high morale among district staff and promotes structures and activities that promote high morale.	2/16/2017 2:48 PM
25	I believe that it is very helpful to have a Superintendent that has, at some point, and for a period of years, been a public school teacher.	2/16/2017 1:25 PM
26	* Truly understands the global stage as it relates to workforce development, cultural differences & commonalities, and how technology can support and hinder global connections. * Has experience in foreign travel and can articulate the value of travel to students AND staff. Travel, especially foreign, opens eye and hearts while teaching things that can never be replicated in the classroom. Will work and partner with local organizations that provide travel opportunities to students and staff.	2/16/2017 12:09 PM
27	Keeping the City informed of school needs and actions	2/16/2017 11:37 AM

Gresham Barlow School District 33 Qualities Survey

28	I'm hoping the board will select a Superintendent who will lead the district to serve the needs of ALL students, recognizing where we are falling short for some students. I am hopeful the new superintendent will be willing to take a strong stand on issues that are important for our students and families, even when the topic is uncomfortable. And I'm hoping for a Superintendent who will be a leader in east county.	2/15/2017 11:03 AM
29	Knowledge of Restorative Justice in school settings	2/15/2017 1:09 AM
30	In our time of rapidly changing student family demographics, the District's ability to respond to changing student needs - especially needs of students of color, students living in poverty and students from families of recent immigrants and refugees, a leader who possesses a high level of competency working with marginalized communities toward academic success - which requires navigating barriers to success that lie beyond the school walls - will be critical.	2/14/2017 6:50 PM
31	Is able to lead and influence district staff in engaging with, communicating with, and managing teachers as educated professionals in their field. (This is not a commentary on the current or any past superintendents - simply an important characteristic.)	2/14/2017 5:24 PM
32	The SPED department is in a transition, and after a very non-listening administration this does seem to be improving with a change in department head. It is critical that the needs of SPED be a part of the superintendent's vision, as well as listening to learn the unique challenges this area confronts daily. This is also a need during a federal change in vision as we all know. I appreciate the opportunity to participate in the survey.	2/14/2017 5:19 PM
33	Great survey! Thank you!	2/14/2017 3:53 PM
34	I am interested in someone will build trust and community with the different members in the district. I think it is important for the leader to have the organizational skills to lead the district but is able to build trust and make members feel like they have a voice in the direction of our school district. In addition, I also think promotion of diversity is important to our student population.	2/14/2017 3:27 PM
35	- Positive, encouraging relationship with all staff members - Communicates regularly with staff about things that are going well - Focuses on one or two things instead of trying to change multiple procedures/curriculum/standards/evaluations all at once - Less "top down" mandates- more willing to hear from all levels of admin, teachers, parents, and staff	2/14/2017 1:25 PM
36	I would like to see someone that has several years of recent teaching experience. This helps them to have a better understanding of the new challenges teachers are facing. The challenges with common core, large class sizes and continual cuts make teaching very difficult. If they haven't been in the classroom in recent years it makes it very hard to understand the struggles of being in the classroom.	2/14/2017 12:44 PM
37	Recognize that the 2 large high schools are distinct and allow them to be managed as so. Although there should be some consistent elements we should be able to do things differently to best serve our students. Barlow and Gresham do not need to be identical. The new superintendent should recognize the differences and provide leadership that will allow both schools to develop in the way that is best for the individual communities.	2/14/2017 12:10 PM
38	You say trust and integrity but I don't see anything about accountability on this list? How about a candidate who also expects accountability from himself and his staff? Are we good stewards of the tax payer's money? How about accountability of ones actions? I have witnessed on many occasions, "looking the other way" or "don't tell me that" at ALL levels in this district. Which, at times, has been detrimental to students and staff. "Leaders must develop a lower threshold for alibis and become better communicators and enforcers of what they want done. Holding people accountable to high standards and results is nothing to apologize for. Failing to stretch them to their potential is."	2/14/2017 11:57 AM
39	We are on a good path with the collaboration grant and working together as a district. We have been divided too long (unions vs district). I feel like we need new ideas, energy and strong leadership that can stand up for students first. Our students need the best teachers and we need to work on teacher retention and training. We are losing too many teachers in our district (new and veterans). We need to retain our strong teachers and principals and not be afraid to let the ineffective ones go. We also need an advocate for our kids at a state level for all of the resources that they need - mental health support, homelessness, more active and engaging instruction, and strong leadership at the school level. Although we have increased our graduation rate, it is not good enough...are we making the growth at all levels that we need? Does the cabinet and the board look at data? Are our decisions data driven? Are we satisfied with our growth? We need a leader that is a cheerleader for us but also asks hard questions.	2/14/2017 11:31 AM
40	The new person has to be able to address the positions that have been cut and not re-instated into a forward moving vision plan.	2/14/2017 11:22 AM
41	-Has shown ability to deal with budget restraints through creative means other than RIFs. -Has demonstrated willingness to be a productive adversary of the teachers union, protecting a possibly smaller funding base.	2/14/2017 11:01 AM

Gresham Barlow School District 33 Qualities Survey

42	I think it is very important to hire someone from outside of the Gresham-Barlow School District. This is not because there aren't capable people within the district, but because someone who has worked for the district for many years may be less likely to think outside of the box of the current district culture and has existing relationships within the district that may impact vision and function. An outside person brings a new and fresh perspective to the district, which I believe is sorely needed.	2/14/2017 10:25 AM
43	We really do need a Superintendent who will help to see the district through the eyes of students and teachers. We need to make decisions that best serve the "front line" of our district and not the "back end." It does seem like the current Superintendent, who is a fine and excellent person, is not in touch with the priorities and needs of the students, teachers, and administrators who are in the buildings doing the daily work in our schools.	2/14/2017 10:13 AM
44	I'm open to the idea of a business back ground for our new superintendent. He or she needs have focus on our high school drop out rates and work along side our community. He or she also needs a clear understanding of how valuable our classified staff members are. We are the driver in keeping the district running smoothly.	2/14/2017 9:13 AM
45	I would like to see someone who is interested in respecting and developing the expertise of the people in the district. I would like to see someone of color. I would like to see someone who understands the diversity in our district, and is willing to put equity at the top of our vision, and develop an action plan to support that vision.	2/13/2017 11:02 PM
46	Spend wisely. Many of us need more training opportunities and access to resources. Having a bit more input into the (tech) programs we are purchasing by the staff who will be using it.	2/13/2017 11:01 PM
47	The truth is, there is a major division between teachers and the district. I have heard teachers complain that our district only hires from within which keeps things how they are. If we want our district to thrive, we need an outsider who has a strong vision for unity from within, not just unity for our parents and students. You must fix things from within to fix things from the outside. We need someone who can bring everyone together if we want our district to improve.	2/13/2017 9:34 PM
48	The candidate should have experience teaching in a PUBLIC and academic classroom. The candidate should be open and flexible, not dictatorial.	2/13/2017 9:32 PM
49	I would like an in-district candidate to be considered. Knowledge of our current systems, with a vision of how to change these systems productively for Gresham-Barlow students which includes input from ALL staff, is crucial for building trust. Our district has a history of distrust because the past few Superintendents have not made an effort to spend time in the buildings, talk with and value the professionalism of the staff to make the best decisions for the students. I realize that the Superintendent has many roles to fulfill and time to do these roles is limited, however, the TOP priority should be staff and students, not the politics of the position. Building a rapport and trust with the professionals in the trenches will ultimately help with the community, the policy makers and the quality of support our students deserve. Thank you!	2/13/2017 8:46 PM
50	Is honest, forthright, transparent, and follows through with integrity	2/13/2017 8:26 PM
51	I would love to have a super that has Central Office staff that are able to give information to him/her that is not always something the super wants to hear. Would love to get away from the idea just because I like him/her they should have a job at the Central Office. I want a super that wants the best people at Central Office and can do the best work for the District. Would love someone that is afraid to think outside the box when making decisions and wants to try to innovate and try new things even if it may look to be tough to implement. Keeping the idea that the decisions are made to do what is best for the students of the GBSD.	2/13/2017 7:40 PM
52	This is my 30th year as an educator. My job has never been more demanding, time-consuming, and disheartening. It feels as if, in this "data-driven" age, we have lost sight of the classroom individuals. Students have become a number on a spreadsheet. We are over-testing at the district, state and national levels. To meet the rigorous expectations for growth and achievement, we have lost the artistry of teaching and the fun of learning. I would like a superintendent who has the impossible mix of a leader able to make the decisions necessary to keep our district running "in the black" as we try to keep up with the new standards combined with the ability to support the efforts of the teachers and students in the classroom in a manner reminiscent of former times.	2/13/2017 6:16 PM
53	We need a candidate that encompasses the ability to rebuild a district on shoe string budget. One that has the foresight to see what needs to happen right now for future programs and academic excellence. We need to get class sizes down at the elementary level - not the proposed protective level but one where you walk into the room and see that many children being served. We need music, PE and counselors back in buildings to provide invaluable services to our young learners. These are issues that a superintendent should be able to acknowledge and fix.	2/13/2017 6:05 PM
54	GBSD is in dire need of a leader who will not just blame the inadequacies of the district office on his cabinet members. A leader who will LEAD!!! Someone who will not just sit behind his media secretary, or make a once a year token appearance at building staff meetings. One who won't dodge questions that the staff want answers for when he's at his once a year meeting. We need a leader who will be capable of holding staff, including cabinet members, accountable for their actions or lack thereof. A leader who won't blame our lack of growth on our changing demographics, but one who will find innovative ways to help teachers meet the needs of our students. One that doesn't waste teacher's time with collecting DATA!	2/13/2017 5:50 PM

Gresham Barlow School District 33 Qualities Survey

55	Someone who visits our schools without telling anyone first. Also, someone who has a clue about the unique demands made on elementary teachers, e.g., 30 students times 9-10 lessons a day—that is correct—equals 270-300 individual assignments/needs. Chooses people who do a job, not create their own jobs at D.O. Respects teachers.	2/13/2017 5:32 PM
56	Our district needs to make its own decisions based on our needs instead of constantly adopting practices that are successful in other places. What works well in other places isn't always the best answer for us. We seem to always be grabbing for the quick fix, some times at a very high price. First Steps Reading from Australia Math out of NY Literacy by Design Scott Foresman Math with "free" Investigations (two programs with totally different philosophy behind them) I would also love a superintendent that understands the importance of lower class sizes and works to do something about it.	2/13/2017 5:31 PM
57	I value a candidate willing and able to effectively and openly assess district curricula.	2/13/2017 5:29 PM
58	This superintendent should have as his/her primary focus, enhancing and strengthening the ability of teachers and administrators to provide for their students' intellectual needs, by providing sufficient curriculum resources and classroom resources. Teachers simply do not have enough resources to teach the way they need to. With the right resources and access to curriculum, teachers are limitless in the ability to inspire and educate their students.	2/13/2017 5:28 PM
59	Especially in light of the recent decision to put a person in charge of education at a National level who has no public school experience, I believe it is imperative that we counter balance that with a person who has actually taught in public education for at least 10 years before moving into administration. A person cannot lead in this field if they have never worked in this field. Likewise, an appropriate candidate would have experience in Elementary, Middle, and High Schools. It would also be beneficial if the person had spent time working with Special Education in more than a precursory capacity. The person also needs to respect the expertise of his/her teaching staff and paraprofessional staff. We work very hard and need and expect honor and respect for the phenomenal work we are doing. The person best suited for this job is one who is willing to work and lead by example, rather than via dictatorship.	2/13/2017 5:26 PM
60	For many years, any time there is a shortfall in the state budget, we are told that we are going to need to cut teachers and increase class size. However, every year there is a new administrator position created at the district office that is, in my opinion, not needed. We need someone who is fiscally responsible, especially at the administrative level. We need to start putting more money towards the classroom and reducing class sizes. We need a superintendent that is going to make this a priority. We have been told for many years that class size doesn't matter and I can tell you that it, in fact, matters quite a bit. We also need a superintendent that has been a teacher before and understands the standards, the curriculum, and best practices. We need a superintendent that will listen to and be in direct contact with representative from all levels (classified, certified, parents, students, & administrators) when making major decisions that will affect all of us (i.e. report cards, curriculum, major policy shifts). Thank you.	2/13/2017 5:15 PM
61	Has spent significant time in the classroom as a teacher. Cares about students; wants to develop the whole child. Understands that an effective education includes a diverse curriculum of arts, music, literature, health, math, science, civics, and exploration of personal interest. Understands that positive student behavior is important to create a safe learning environment.	2/13/2017 5:09 PM
62	A leader who has proven experience beyond lip service that puts equity first in all decision-making is most important to me. Someone who has been in the racial minority and/or oppressed but does not carry him/herself as a victim is important too.	2/13/2017 5:02 PM
63	Has a strong background as a successful and effective teacher. Fluent in a second language—at minimum proficient in speaking a second language.	2/13/2017 4:56 PM
64	We need a person who understands the Equity of protecting the Districts Assets this include keeping Quality People on staff to perform at a High level of Competence and to be able to See the Value of what the district owns in Buildings & Property and is willing to protect it thru proper Maintenance and Repair to keep it running at peak levels Prevention is less expensive than Replacement	2/13/2017 4:53 PM
65	Students first, understands the value of a low staff to student ratio.	2/13/2017 4:53 PM
66	Ideally our next leader will be someone who has worked in various phases of the education system. I would like someone who has clear leadership ideas in mind and a plan to get our district to continue improving but I don't want that to be at the sacrifice of relationships and sanity.	2/13/2017 4:48 PM
67	Has done work in equity. Understands the importance of small class sizes. Doesn't view all elementary schools the same and realizes that some elementary schools have different needs based on the student population.	2/13/2017 4:44 PM
68	There is "old boys club" network at GBSD among administration, we need to change this if we hope to address the challenges that face us in closing achievement gaps, inspiring students and reaching out to community members. Please take the time to find the right candidate to move our district forward.	2/13/2017 4:36 PM
69	Background in special education.	2/13/2017 4:33 PM
70	Ability to recognize and validate the needs of minority students, students with disabilities, immigrants & refugees.	2/13/2017 4:31 PM

Gresham Barlow School District 33 Qualities Survey

71	A superintendent should have a realistic view of teacher work load. In addition, he/she should recognize the difference in teaching in different school climates and socio-economic environments. Equity is not always equal when it comes to staffing and resources.	2/13/2017 4:29 PM
72	Every child deserves good quality education. More importantly those who come from diverse communities and backgrounds, which is what this district is made of. Focusing also on equity and ensuring that outreach is done to as much of the children, families and community members as possible. Thank you.	2/13/2017 4:07 PM
73	GBSD is hungry for leadership, definitive leadership from the Superintendent's office. Employees, parents and students have to recognize the Superintendent as strong, decisive, one who speaks truth even when it's controversial, and holds employees accountable, whether classified, licensed, or administrative. The licensed association is consumed with grievances, or the threat thereof, for minor issues. The licensed association leadership is a black eye on our district. It's hard on systems when you're soft on people.	2/13/2017 3:24 PM
74	Respects all staff members and demonstrates high strategic leadership skills	2/13/2017 10:08 AM
75	This may go without saying as one of the standards, but I feel it is important for this person to have had previous successful experience as a classroom teacher and a building administrator.	2/13/2017 9:59 AM
76	Committed to EQUITY!!!! TRANSPARENT communicator MOTIVATES and INSPIRES staff and students Regularly seeks/invites stakeholder input (esp. students, families and staff) Spends time in classrooms!!!	2/12/2017 4:06 PM

GRESHAM-BARLOW SCHOOL DISTRICT

QUALITIES DESIRED IN THE NEW SUPERINTENDENT

INSTRUCTIONS: Please read each of the following 33 qualities and mark 10 characteristics you believe are most important to your organization in the selection of a candidate. You do not need to prioritize your selection; simply place a check mark next to the characteristics which you feel are most important. **Please select only 10.**

Survey Participant Name _____ Group _____
(Optional) (Required)

QUALITIES DESIRED

- ☐ 1. Is willing to listen to input, but is a decision maker.
- ☐ 2. Demonstrates ability to integrate instructional and administrative technology.
- ☐ 3. Possesses the leadership skills required to respond to the challenges presented by an ethnically and culturally diverse community.
- ☐ 4. Is able to work with legislators on key topics and can lead an organization throughout the legislative process.
- ☐ 5. Possesses an earned Ed.D. or Ph.D. degree.
- ☐ 6. Inspires trust, has high levels of self-confidence and optimism, and models high standards of integrity and personal performance.
- ☐ 7. Is a strong communicator; speaking, listening and writing.
- ☐ 8. Demonstrates commitment to community visibility with high interest in a broad range of community groups and organizations.
- ☐ 9. Is able to work cooperatively with the board and keeps members informed.
- ☐ 10. Has successful experience in sound management practices, including appropriate participation of others in planning and decision-making.
- ☐ 11. Is able to build consensus and commitment among individuals and groups with emphasis on parental involvement.
- ☐ 12. Has experience working with employee representative groups/unions.
- ☐ 13. Is able to delegate authority appropriately while maintaining accountability.
- ☐ 14. Has experience in the management of district resources and knowledge of sound fiscal procedures.
- ☐ 15. Possesses excellent people skills and can present a positive image of the district.
- ☐ 16. Is a non-traditional or "hybrid candidate" with background in the military or business community in addition to an educational career.

(Continued on back)

Please return to consultant immediately following the meeting or fax/e-mail all THREE SIDES directly to Ray & Associates at 319-393-4931; glr@rayassoc.com AS SOON AS POSSIBLE.

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Survey Participant _____

- ☐ 17. Is strongly committed to a "student first" philosophy in all decisions.
- ☐ 18. Is capable of developing both short and long-range district goals.
- ☐ 19. Can develop and communicate a vision of quality education for the future to the board, staff and community.
- ☐ 20. Has experience in the selection and implementation of educational priorities consistent with the interests and needs of students, staff, board and community.
- ☐ 21. Is committed to the importance of both the academic and activity programs.
- ☐ 22. Promotes positive student behavior conducive to a healthy learning environment.
- ☐ 23. Provides leadership in the planning, implementation, and assessment of relevant professional development for all staff members.
- ☐ 24. Has demonstrated strong leadership skills in previous positions.
- ☐ 25. Is able to identify and select building and central office administrators who are capable of advancing the district vision.
- ☐ 26. Has work experience in a similar district.
- ☐ 27. Is comfortable leading innovation and reform efforts.
- ☐ 28. Is able to lead a large organization dedicated to goals of continuous improvement.
- ☐ 29. Has the ability to develop and maintain a mutually beneficial relationship between the business community and the school district.
- ☐ 30. Possesses the ability to enhance student performance, especially in identifying and closing or narrowing the gaps in student achievement.
- ☐ 31. Demonstrates ability to work with the media.
- ☐ 32. Makes recommendations and decisions that are data-driven.
- ☐ 33. Has knowledge of emerging research and best practice in the area of curriculum/instructional design and practice.


Ray and Associates, Inc.

We will provide our clients with the highest quality services to assist them in hiring leaders who will meet district specific needs and positively impact the education of all students.

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Survey Participant _____

The Board and Firm welcome comments on building the profile. If you have any additional characteristics or traits, please list in the space below.

[illegible]

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GRESHAM BARLOW SCHOOL DISTRICT SUPERINTENDENT SEARCH PROCESS AND TIMELINE

February 10, 2017

Items highlighted in yellow indicate an in-person meeting with the consultant(s)

DATE

Stage 1 Board Input &	<u>2/08/2017</u>	Consultant planning meeting with the Board Search Committee
	<u>2/09/2017</u>	Begin preparing information for the District promotional flyer and online application form with the Board Search Committee.
	<u>02/09/2017</u>	Notify all associates and other professional contacts of vacancy. Post on Ray website.
	<u>02/10/2017</u>	Contact constituents and stakeholders for input meetings on <u>02/28-03/03/2017</u> .
Stage 2 Profile Development & Process	<u>02/13/2017</u>	Online survey link, for input on developing profile, distributed - responses due 03/01/2017 .
	<u>02/13/2017</u>	Thought Exchange distributed and placed on District Web Site responses due 2/17/17 .
	<u>02/27-28/17</u>	Meetings with individual Board members, constituent and stakeholder group representatives.
	<u>3/02/2017</u>	8 a.m. deadline for survey/input from constituents, stakeholders and Board members, including online survey.
	<u>3/02/2017</u>	Thought Exchange results presented
	<u>3/08/2017</u>	Promotional flyer draft due.
	<u>03/09/2017</u>	Board to finalize Superintendent profile for the promotional flyer and online application form.
Stage 3 Recruiting & Screening	<u>03/10/2017</u>	Print promotional flyer.
	<u>03/10/2017</u>	E-mail promotional flyer and online application instructions to interested candidates.
	<u>04/03/2017</u>	Deadline for all application materials. (*See note below.)
Stage 4 Candidate Presentation	<u>04/10/2017</u>	Consultant develops and finalizes interview questions and procedures with the Board. Top candidates are presented to the Board and consultant assists the Board in selecting finalists for the interviews.
	<u>Wk of 04/17/17</u>	Interview top candidates (1 st round).
	<u>Wk 04/17/17</u>	Meeting with consultant following the last interview.
Stage 5 Selection of Finalist & Future Planning	<u>Wk of 04/24/17</u>	Interview finalist candidates (2 nd round). (Optional)
	<u>Wk of 04/24/17</u>	Final meeting with consultant following the last interview. (Optional)
	<u>TBD</u>	Consultant will discuss contract terms with the finalist.
	<u>TBD</u>	Offer the contract.
	<u>TBD</u>	Press release of new Superintendent.
	<u>TBD</u>	Board Self-Assessment Survey Results presented to the Board.

***All applications will be reviewed. Materials received after the closing date may be given full consideration depending upon the number of applications received and other factors.**

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

TO: Board of Directors

FROM: Jim Schlachter

DATE: March 9, 2017

RE: No. 13 – Acceptance of Financial Donation from Weston KIA

EXPLANATION: Weston KIA has donated \$25,000 to the Gresham-Barlow School District. The check was presented by Jan Weston, chairman/CFO of Weston KIA, at a special ceremony at the Gresham-Barlow School District administration office on Tuesday, February 28.

The funds will be used to provide additional resources for the district's early kindergarten transition program and to bolster the district's credit recovery program for high school students.

PRESENTER: Jim Schlachter

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: Policy KH, Gifts and Donations to the District, requires board acceptance of donations in excess of \$10,000. For this reason, the administration is recommending board action to accept the \$25,000 donation from Weston KIA to be used by the district as described above. The administration also recommends the presentation of a Certificate of Appreciation to Weston KIA in recognition of this very generous contribution.

REQUESTED ACTION: Move to accept the \$25,000 donation from Weston KIA, which will provide additional resources for the district's early kindergarten transition program and bolster the district's credit recovery program for high school students.

:lc

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

TO: Board of Directors

FROM: Jim Schlachter
Athena Vadnais

DATE: March 9, 2017

RE: No. 14 – Classified School Employees Week Resolution

EXPLANATION: March 6-10, 2017, has been designated as Classified School Employees Week. It is appropriate that the board officially acknowledge the importance of a strong local school system and the contribution that classified employees make to that system. A resolution of acknowledgement for that purpose has been prepared for the board's adoption.

PRESENTER: Athena Vadnais

SUPPLEMENTARY MATERIALS: Resolution recognizing March 6-10, 2017, as Classified School Employees Week

RECOMMENDATION: The administration recommends that the board adopt the resolution as presented.

REQUESTED ACTION: Move to ratify the resolution recognizing March 6-10, 2017, as Classified School Employees Week in the Gresham-Barlow School District.

AV:lc



RESOLUTION

*Gresham-Barlow School District
1331 NW Eastman Parkway, Gresham, OR*

RESOLUTION DECLARING MARCH 6-10, 2017 CLASSIFIED SCHOOL EMPLOYEES WEEK

WHEREAS, the education of youth is essential to the future of our community, state, country, and world; and

WHEREAS, classified employees are the backbone of our public education system; and

WHEREAS, classified employees work directly with students, educators, parents, volunteers, business partners, and community members; and

WHEREAS, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition, and the instruction of students; and

WHEREAS, our community depends on and trusts classified employees to serve students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

NOW, THEREFORE, we, the members of the Board of Directors for the Gresham-Barlow School District, do hereby proclaim March 6-10, 2017 to be

Classified School Employees Week

We urge administrators, teachers, parents, students and others from our community to join us in recognizing the dedication and hard work of these individuals.

DATED THIS 9th DAY OF March 2017

Carla C. Piluso, Board Chair

Jim Schlachter, Superintendent

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

TO: Board of Directors

FROM: Jim Schlachter
Randy Bryant

DATE: March 9, 2017

RE: No. 15 – School Year Calendars

EXPLANATION: Annually, the board adopts a three-year school calendar. This year, that calendar adoption extends to the 2019-20 school year. The primary purpose of the three-year adoption of a calendar is to support long-range planning goals for the district and provide calendar information to our community and families that will hopefully assist their planning needs. As the board is aware, modifications to the calendar can occur annually, if necessary.

PRESENTER: Randy Bryant

SUPPLEMENTARY
MATERIALS: Calendars for 2017-18, 2018-19, and 2019-20

RECOMMENDATION: The administration recommends that the board review the attached calendars as presented for first reading.

REQUESTED ACTION: These calendars are being presented as a first reading only; adoption will be recommended at a subsequent meeting.

RHB:lc

2017-2018

Student Days:

Kindergarten:

ES:

MS:

HS (9 - 11):

HS (12):

Work Days:

Holidays:

Inservice:

Total:

181

6

4

191

Draft

JULY 17					JANUARY 18				
M	T	W	TH	F	M	T	W	TH	F
3	4	5	6	7	X	2	3	4	5
10	11	12	13	14	8	9	10	11	12
17	18	19	20	21	H	16	17	18	19
24	25	26	27	28	22	23	24	25	26
31					29	30	31		
AUGUST 17					FEBRUARY 18				
1								1	2
New Teacher		1	2	3	4				
Inservice		7	8	9	10	11		8	9
		14	15	16	17	18		15	16
3		21	22	23	24	25		22	23
Inservice	NT	I	I	I				26	27
SEPTEMBER 17					MARCH 18				
				4				1	2
H		5	6	7	8				
	11	12	13	14	15			5	6
	18	19	20	21	22			12	13
	25	26	27	28	I			19	20
OCTOBER 17					APRIL 18				
	2	3	4	5	6				
	9	10	11	12	X			2	3
	16	17	18	19	20			9	10
	23	24	25	26	27			16	17
	30	31						23	24
NOVEMBER 17					MAY 18				
			1	2	3				
	6	7	8	9	H			1	2
	13	14	15	16	17			7	8
	20	21	22	H	X			14	15
	27	28	29	30				21	22
DECEMBER 17					JUNE 18				
				1					1
	4	5	6	7	8				
	11	12	13	14	15				
X	X	X	X	X	X			18	EC
X	X	X	X	X	X			26	EC
								27	EC
								28	EC
								29	EC

H = Paid Holiday

I = Inservice - All Licensed Staff

NT = Inservice - New Licensed Staff Only

X = Non Contract Day Identified by State, Other

EC = Possible Make-Up Days for Emergency Closures

2/27/17

2018-2019

Work Days: 182

Holidays: 6

Inservice: 3

Total: 191

JULY					18	18					JANUARY					19
M	T	W	TH	F		M	T	W	TH	F						
2	3	4	5	6				X	X	X	X					
9	10	11	12	13		7	8	9	10	11						
16	17	18	19	20		14	15	16	17	18						
23	24	25	26	27		H	22	23	24	25						
30	31					28	29	30	31							

AUGUST					18	19					FEBRUARY					19
1																
New Teacher			1	2	3									1		
Inservice	6	7	8	9	10		4	5	6	7	8					
	13	14	15	16	17		11	12	13	14	15					
3	20	21	22	23	24		H	19	20	21	22					
Inservice	NT	I	I	I	31		25	26	27	28						

SEPTEMBER					18	16					MARCH					19
H	4	5	6	7										1		
10	11	12	13	14			4	5	6	7	8					
17	18	19	20	21			11	12	13	14	15					
24	25	26	27	28			18	19	20	21	22					
							X	X	X	X	X					

OCTOBER					18	22					APRIL					19
1	2	3	4	5			1	2	3	4	5					
8	9	10	11	X			8	9	10	11	12					
15	16	17	18	19			15	16	17	18	19					
22	23	24	25	26			22	23	24	25	26					
29	30	31					29	30								

NOVEMBER					18	22					MAY					19
			1	2					1	2	3					
5	6	7	8	9			6	7	8	9	10					
H	13	14	15	16			13	14	15	16	17					
19	20	21	H	X			20	21	22	23	24					
26	27	28	29	30			H	28	29	30	31					

DECEMBER					18	10					JUNE					19
3	4	5	6	7			3	4	5	6	7					
10	11	12	13	14			10	11	12	13	14					
17	18	19	20	21			EC	EC	EC	EC	EC					
X	X	X	X	X			24	25	26	27	28					
X	X															

H = Paid Holiday

I = Inservice - All Licensed Staff

NT = Inservice - New Licensed Staff Only

X = Non Contract Day Identified by State, Other

EC = Possible Make-Up Days for Emergency Closures

2/24/16

2019-2020

Work Days: 182

Holidays: 6

Inservice: 3

Total: 191

Draft

JULY19					19JANUARY20				
M	T	W	TH	F	M	T	W	TH	F
4	2	3	4	5			X	X	X
8	9	10	11	12	6	7	8	9	10
15	16	17	18	19	13	14	15	16	17
22	23	24	25	26	H	21	22	23	24
29	30	31			27	28	29	30	31

AUGUST19					19FEBRUARY20				
1					3	4	5	6	7
New Teacher					10	11	12	13	14
Inservice	5	6	7	8	9	H	18	19	20
	12	13	14	15	16		24	25	26
3	19	20	21	22	23		27	28	
Inservice	NT	I	I	I	30				

20SEPTEMBER19					17MARCH20				
H	3	4	5	6	2	3	4	5	6
9	10	11	12	13	9	10	11	12	13
16	17	18	19	20	16	17	18	19	20
23	24	25	26	27	X	X	X	X	X
30					30	31			

22OCTOBER19					22APRIL20				
	1	2	3	4			1	2	3
7	8	9	10	X	6	7	8	9	10
14	15	16	17	18	13	14	15	16	17
21	22	23	24	25	20	21	22	23	24
28	29	30	31		27	28	29	30	

18NOVEMBER19					20MAY20				
				1					1
4	5	6	7	8	4	5	6	7	8
H	12	13	14	15	11	12	13	14	15
18	19	20	21	22	18	19	20	21	22
25	26	27	H	X	H	26	27	28	29

15DECEMBER19					10JUNE20				
	2	3	4	5	6		1	2	3
9	10	11	12	13		8	9	10	11
16	17	18	19	20		EC	EC	EC	EC
X	X	X	X	X		22	23	24	25
X	X					29	30		

H = Paid Holiday

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NT = Inservice - New Licensed Staff Only

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EC = Possible Make-Up Days for Emergency Closures

2/7/17

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

TO: Board of Directors

FROM: Jim Schlachter
Mike Schofield

DATE: March 9, 2017

RE: No. 16 - Construction Management / General Contractor (CM/GC) Services
Contract Approvals

EXPLANATION: In December 2016, the district issued a request for proposals for Construction Manager/General Contractor (CMGC) services. A mandatory pre-proposal meeting was held on January 19, 2017, to provide information about ballot measure 26-187 and answer questions about the proposal requirements. Proposals were due on February 7, 2017. The district received proposals indicating their preferred projects from the following firms:

High Schools – Renovations and Additions

Fortis Construction
Lease Crutcher Lewis
P&C Construction
Skanska Construction

Elementary Schools – Replacement Schools

Bremik Construction
Kirby Nagelhout Construction
LCG Pence Construction
P&C Construction
Robinson Construction
Skanska Construction
Triplett Wellman Construction

All proposals were initially screened and evaluated by committee. Members of the initial screening committee were Jim Schlachter, Terry Taylor, Mike Schofield, and representatives from Cornerstone Management Group. Key criteria used for the evaluation included:

- Project approach
- Pre-construction services/support
- K-12 experience on occupied sites
- Scheduling/expediting approach

- Key individual experience and availability
- Claim history
- Cost proposal/ fee

After the initial screening and evaluation, interviews with selected firms were held on February 14 and 15, 2017. The firms interviewed were as follows:

High Schools – Renovations and Additions

Fortis Construction
Lease Crutcher Lewis
P&C Construction
Skanska Construction

Elementary Schools – Replacement Schools

Bremik Construction
P&C Construction
Robinson Construction
Triplett Wellman Construction

Interview committee participants for the high school renovations and additions were Jim Schlachter, Michael Schaefer, Bruce Schmidt, James Hiu, Terry Taylor, Mike Schofield, and representatives from Cornerstone Management Group. Interview committee participants for the elementary replacement schools included Jim Schlachter, Julie Evans, Tracy Klinger, Kimberly Miles, Terry Taylor, Mike Schofield, and a representative from Cornerstone Management Group.

After deliberations, the committees recommended awarding firms the following projects:

- Gresham High School Renovations/ Additions:
Fortis Construction
- Sam Barlow High School Renovations/ Additions:
Lease Crutcher Lewis
- North Gresham Elementary Replacement:
Bremik Construction
- East Gresham Elementary Replacement:
P&C Construction

PRESENTERS: Jim Schlachter
Mike Schofield

SUPPLEMENTARY
MATERIALS: None

RECOMMENDATION: Authorize negotiations between the administration and the following:

- Fortis Construction for the Gresham High School Renovations / Additions Project;
- Lease Crutcher Lewis for the Sam Barlow High School Renovations/Additions Project;
- Bremik Construction for the North Gresham Elementary Replacement Project; and,
- P&C Construction for the East Gresham Elementary Replacement Project.

The initial board action will include an amount for pre-construction services. The administration will ask for a total contract amount approval once a final guaranteed maximum price has been negotiated.

REQUESTED ACTION:

1. Approve contracts with Fortis Construction and Lease Crutcher Lewis with an initial not-to-exceed amount of \$125,000 each for pre-construction services pending successful contract negotiations.
2. Approve contracts with Bremik Construction and P&C Construction with an initial not-to-exceed amount of \$80,000 each for pre-construction services pending successful contract negotiations.

MS:lc

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

TO: Board of Directors

FROM: Jim Schlachter
Mike Schofield

DATE: March 9, 2017

RE: No. 17 – Budget Committee Appointments

EXPLANATION: As discussed in a prior board meeting, the district currently has three budget committee positions open. The board chair and vice-chair interviewed five applicants to fill the three open positions.

Eligibility requirements for budget committee members are as follows:

1. The candidate must live in the district.
2. The candidate may not be an officer or employee of the district.
3. The candidate must be a registered voter in the district.

PRESENTER: Mike Schofield

SUPPLEMENTARY Budget committee applications for all applicants:

- | | |
|--------------------|-----------------------|
| 1. Michael Ash | 6. Raymond Love |
| 2. Darrell Buell | 7. Michael Patin |
| 3. Patricia Crouse | 8. Eric Thomas |
| 4. Amanda Gayken | 9. Justin Weatherford |
| 5. Emily Klepper | |

RECOMMENDATION: The administration recommends appointment to fill three budget committee vacancies.

REQUESTED ACTION: Move to appoint Darrell Buell to budget committee Position 2, for a three-year term expiring June 30, 2019.

Move to appoint Amanda Gayken to budget committee Position 4, for a one-year term expiring June 30, 2017.

Move to appoint Justin Weatherford to budget committee position 5, for a three-year term expiring June 30, 2019

MS:mkh:lc



Mike Schofield, Chief Financial Officer

Gresham-Barlow School District No. 10Jt

1331 NW Eastman Parkway, Gresham, OR 97030-3825
www.gresham.k12.or.us

Phone: (503) 261-4567
Fax: (503) 661-1589

Application for Appointment to the Budget Committee

The 14-member Budget Committee is composed of the District's seven-member elected School Board and seven members appointed by the Board. Appointed members serve for three years.

Most Budget Committee meetings are held in early spring, usually in the evenings, at the Center for Advanced Learning. The number and length of the meetings vary.

Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Michael Charles Ash
First, Middle, Last

Day Phone (503) 927-5502 Evening Phone (503) 618-8900

Address 2850 SE Cleveland Dr, Gresham, Oregon 97080
City, State, Zip

I have lived in the District for 20 years years.

Do you have children attending public schools? ☐ Yes ☒ No

If so, what grades _____

Occupation Retired as Deputy Regional Forester US Forest Service (42 year career)

Employed _____
Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.


Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Michael Charles Ash

Why do you want to serve on the Budget Committee?

I have had a long standing passion for quality public education. Both of my parents were teachers and both were active in support of local schools their entire life. Upon my professional retirement, I wanted to "give back" to the community and volunteered for 8 years as a tutor for North Gresham Elementary school. This experience inside classrooms has given me the opportunity to witness first hand results of the overall management of our local public education system.

As I follow my grandchildren (actually enrolled in the North Clackamas school district) in school functions throughout the local area and throughout the state, I have been able to see comparisons amongst schools in Oregon. I am not satisfied with where I see the Gresham-Barlow school district ranking in terms of infrastructure condition and serviceability.

The condition and effectiveness of our school systems are important to growing and maintaining a vibrant community. I was active in the recruiting and hiring of many employees, and families most always place a high priority on quality education as they select the community and neighborhoods in which they choose to locate. I would like to be a part of insuring that the Gresham-Barlow School District is recognized comparatively as providing a high quality and effective education to our youth, and is viewed as one of the cornerstones of our community

What strengths would you bring to the Budget Committee?

I have extensive experience in working with large groups in developing priorities, setting goals and objectives, monitoring and reporting results. My last assignment was as Deputy Regional Forester for the US Forest Service (Pacific Northwest), overseeing the overall management of 25 million acres, with in excess of 4000 employees and a \$500+ Million annual budget. I was recognized as a leader in Civil Rights and diversity issues within for the Forest Service.

My technical background is as a Civil Engineer, with first-hand knowledge of large infrastructures including planning, design, construction and maintenance. I served for 4 years as the National Deputy Director of Engineering for the US Forest Service in Washington DC, responsible for managing all aspects of the largest Agency infrastructure within the US Department of Agriculture.

Strong background in large organizational multi year budgets (up to \$3.6 Billion/year)

- # Developed & Managed budgets from local to National budgets for the US Forest Service

- + Regional Engineering Budget Coordinator for Oregon and Washington (\$150 - 200 Million/year)

- + Served on Agency budget development team in overall prep of a \$3.6 Billion National level budget

- + Special assistant to Agency Chief in development and presentation of the USFS portion of the President's budget.

- Coordination and prioritization with multiple Agencies

- Presentation and testimony to Congressional Committees and special interest groups

- # Responsible for Allocation of funds to field units

- # Monitored and reported accomplishments (per budget directions) to Agency Chief and Congress

What is your educational philosophy?

- # Quality education demands an involved and supportive community

- + Parents

- + Teachers

- + Community

- + Business leaders

- # School Districts need an active outreach program for the above

- # All students should be engaged in active learning

- # A Strategic Plan (5 Year) for facilities, personnel and curriculum is key

- # The condition and effectiveness our school systems are vital to growing and maintaining a vibrant community.



Mike Schofield, Chief Financial Officer

Gresham-Barlow School District No. 10Jt

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Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Darrell Stuart Buell
First, Middle, Last

Day Phone 503.310.4875 Evening Phone Same

Address 24601 SE Three Cedars St. Damascus, OR 97089
City, State, Zip

I have lived in the District for 10 years.

Do you have children attending public schools? ☒ Yes ☐ No

If so, what grades 6th & 11th

Occupation Firearms Instructor

Employed Self Employed, Damascus
Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.

Darrell Buell

Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Darrell Buell

Why do you want to serve on the Budget Committee?

I would like to assist in any way possible to give the kids in the district absolutely the most bang for the taxpayer dollar. If in some small way, I could help make life easier for the teachers in the classroom, and therefore create a better learning environment for the kids, I will happily donate the time.

What strengths would you bring to the Budget Committee?

I would bring a *very* diverse background to the committee. I am a US Navy Veteran and spent 8+ years on nuclear submarines. In the course of my job as Captain of the United States Rifle Team, I have traveled all over the world, from South Africa, Europe, Canada, etc. and seen a fairly diverse group of cultures. In addition, growing up, I spent a few years living in Mexico, and attending the Mexican public school system, which was eye opening.

What is your educational philosophy?

My philosophy would be to simply give children a broad foundation of the basics first; reading, writing, and especially math. With a solid foundation, they can then shoot for the stars. Without it, they will struggle their entire school career.

The classroom should always be the top priority; give the teachers the tools they need, and the children the environment to maximize learning. Children come in all shapes, sizes, and learning abilities. The classroom environment should be flexible enough to help *both* the kids that struggle, as well as the kids with exceptional gifts.



Mike Schofield, Chief Financial Officer

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Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Patricia Lynn Crouse

First, Middle, Last

Day Phone 971-888-3763

Evening Phone 971-888-3763

Address 3604 SE Powell Valley Road #325; Gresham OR 97080

City, State, Zip

I have lived in the District for 4 years.

Do you have children attending public schools? ☒ Yes ☐ No

If so, what grades Freshman and Senior as of 2016-2017 School Year

Occupation Accounting

Employed Pacific Fishery Management Council; Portland

Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.

Patricia Lynn Crouse
Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Patricia Lynn Crouse

Why do you want to serve on the Budget Committee?

My children have have attended four schools within the district, and I have seen the needs of the community to be involved in the school process. I have been interested in serving the community for the last few years, but feel like the option with the Budget Committee with the Gresham Barlow School District would be a great start to become involved. With all of the upcoming changes in the district, I would like to become involved to have a greater understanding of the budgeting for the district and to address the challenges that are presented in the Gresham/Barlow community. The recent bond proposal and surveys that have been brought to the parents and community show the relationships that need to be made to better serve all involved.

What strengths would you bring to the Budget Committee?

I have been working in accounting for about 20 years, mostly in the non-profit public sector. I have budget experience inside the non-profit and government sectors. I have the ability to look at both sides of the budget (as a public citizen and with fiscal analysis) to negotiate the differences between the needs of the Budget Committee. I enjoy looking at the relationships between the fiscal numbers to see how it would influence the future of the district. I have experience seeing how different districts and schools work across the country and understand the differences between sectors of the community.

What is your educational philosophy?

I believe in lifetime learning, but this needs to start at the beginning of a child's education. I feel that children should have the ability to achieve in public schools, just as they could do in a private school. Those involved in the daily teaching of children need to be given the challenge to teach all kids according to their ability. When a child graduates from high school, those same lessons of determination to finish and achieve their goal will continue into the workforce and higher education if they desire to attend college. Children should have the opportunity to learn a trade as well as be well prepared to enter whatever they choose to continue in the future.



Mike Schofield, Chief Financial Officer

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Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Amanda Jean Gayken

First, Middle, Last

Day Phone 503-860-9773

Evening Phone Same

Address 5036 Se Welch RD Gresham Or 97080

City, State, Zip

I have lived in the District for 17 years.

Do you have children attending public schools? ☒ Yes ☐ No

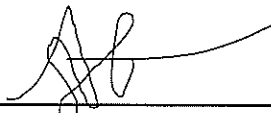
If so, what grades 11, 6, 1

Occupation Team Development Consultant Six Sigma Improvement Advisor

Employed Kaiser Permanente

Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.


Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Amanda Jean Gayken

Why do you want to serve on the Budget Committee?

It would provide an opportunity to serve my community, as well as broaden my knowledge of the current financial situations facing our school district.

What strengths would you bring to the Budget Committee?

MBA
Lean Six Sigma certification
Project Management

Facilitation, Coaching, Mental fortitude and capacity

What is your educational philosophy?

Never stop learning.



Mike Schofield, Chief Financial Officer

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Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Emily Dianne Klepper

First, Middle, Last

Day Phone 503-784-9332

Evening Phone 503-492-9745

Address 1644 SW Battaglia Ave Gresham, OR 97080

City, State, Zip

I have lived in the District for 10 years.

Do you have children attending public schools? ☒ Yes ☐ No

If so, what grades 3rd grade and 7th grade

Occupation Commission Policy Coordinator, Senior

Employed Clackamas County Oregon City, OR

Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.


Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Emily Dianne Klepper

Why do you want to serve on the Budget Committee?

I am very interested in serving as a member of the GBSD budget committee. I am interested in learning as much as possible about the process, the current state of school resources and the goals of the district. This next budget year will be very interesting; either the school bond will pass and the allocation of the new resources will need a critical eye as the promised projects are begun or the bond will fail and the school board will be asked to consider new policies that address the maintenance and capital needs of its facilities. Either way the next couple years will most definitely be integral to the success of the district, I bring certain strengths that can be useful to this committee and its work. (see the below section)

What strengths would you bring to the Budget Committee?

I have several strengths that, if appointed, I could bring to the the GBSD budget committee. First, I am familiar with a public budget process. I currently work with Clackamas County and support the Board of County Commissioners as they have developed and approved the county budget for the last seven years. I understand the duty to be fiscally responsible with taxpayer dollars and compliant with state and public budget laws. Secondly, I am an engaged learner and a critical thinker. I have the ability to represent my thoughts in a clear, concise manner. Lastly, I believe a collaborative approach in most things is the way to get the greatest result. It allows for the expression of different points of view, incorporates creative solutions and demonstrates "buy in" of the final product.

What is your educational philosophy?

I believe in the opportunity for every child to receive educational services that meet them where they are and challenge them to their fullest potential in order to become an engaged, contributing member of their community. The most effective teachers are those that can operate within the confines of the available resources, have the full support of their administration and achieve the curriculum targets with their students. These thoughts are simply based on my education experiences, what I desire for my own school-aged children and personal relationships and experiences with teachers and administrators.



Mike Schofield, Chief Financial Officer

Gresham-Barlow School District No. 10Jt

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Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Love, Raymond E

First, Middle, Last

Day Phone 503-666-5683

Evening Phone 503-432-3206

Address 755 NW Battaglia Ave Gresham, OR 97030

City, State, Zip

I have lived in the District for 12 years.

Do you have children attending public schools? ☒ Yes ☐ No

If so, what grades 2nd and 5th

Occupation Insurance Agent w/American Family Insurance, Army Reserves (27 Years) and Landlord of rental propo

Employed Raymond Love Agency LLC (Self Employed)

Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.


Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Love, Raymond E

Why do you want to serve on the Budget Committee?

Desire the opportunity to contribute to the process of determining how money is spent, so we can maximize the way our budget dollars are spent, in order to educate our kids and deliver results. We have an obligation to participate in the process if we expect to have standards and hold ourselves accountable. Its an opportunity to be engaged and hopefully make a positive impact that will help my friends kids and my kids.

What strengths would you bring to the Budget Committee?

Worked on budget with USACE for three years. I have experience with labor costs, forecasting, and meeting requirements. I run my own budget as a self employed insurance agent running my own small business. I also used to run a mortgage company in Gresham. as a landlord, I appreciate the impact of taxes on small businesses to meet requirements. I believe a lot of budgeting comes down to forecasting requirements and shaping conditions so changes can be made long term that will benefit everyone. Typically, change is slow and understanding change management and fiscal responsibility requires leveraging small changes now that will shape the budget and/or conditions to make more substantive impacts 5-10 years out in the budget cycle.

What is your educational philosophy?

As a community, we have a responsibility to provide resources so our children have the opportunity to complete a K-12 education. We are constrained by requirements by federal government, city, county, and state regulations, as well as teachers unions, but from a budgetary perspective we take the money that is allocated and do our best to graduate as many children as possible through the system. I believe schools should provide an educational environment that facilitates learning so that if you want to just graduate from 12th grade and work at Home Depot or join the army you can, or if you want to go all the way and be a Doctor, you have the tools and mentors to help you do that. If you want to drop out and/or be a problem, we should have a place for those too.



Mike Schofield, Chief Financial Officer

Gresham-Barlow School District No. 10Jt

1331 NW Eastman Parkway, Gresham, OR 97030-3825
www.gresham.k12.or.us

Phone: (503) 261-4567
Fax: (503) 661-1589

Application for Appointment to the Budget Committee

The 14-member Budget Committee is composed of the District's seven-member elected School Board and seven members appointed by the Board. Appointed members serve for three years.

Most Budget Committee meetings are held in early spring, usually in the evenings, at the Center for Advanced Learning. The number and length of the meetings vary.

Eligibility for the Budget Committee:

1. Live in the Gresham-Barlow School District
2. Be a registered voter
3. Not an officer, agent, or employee of the District

Please Print:

Name Michael, John Patin

First, Middle, Last

Day Phone 541-662-0110

Evening Phone _____

Address 344 SE Roberts AV, Gresham, OR, 97080

City, State, Zip

I have lived in the District for 0.9 years.

Do you have children attending public schools? ☒ Yes ☐ No

If so, what grades 7th grade Sophomore

Occupation personal chef

Employed the patin family

Firm or Individual; City

If appointed, I will fulfill my duties as Budget Committee member to the best of my ability.


Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Michael, John Patin

Why do you want to serve on the Budget Committee?

I would like to serve because I think it will be interesting, it will have an impact, and I want to contribute to the schools in some way.

I have always been involved in the schools, usually volunteering in the classroom. As the kids have gotten older it's harder to do that. We moved here last August, and at the schools we left on the coast I was well known, and found all sorts of way to work in the class. It has been harder to find something to do in the schools. And age has something to do with it, I know.

What strengths would you bring to the Budget Committee?

I am a 55 yr. old stay at home dad. We lived in Reedsport where my wife worked as a doctor at the clinic and hospital. Prior to that I worked as a HVAC engineer, I have a mechanical engineering degree, and have worked a variety of jobs, prior to having kids. I'll be pragmatic and try to work to consensus and do what is best.

What is your educational philosophy?

My educational philosophy is it takes a village, and offering a variety of activities to as many children as possible. I know the schools have a lot to do, a lot more than what they were asked to do when I went to school, but beyond those demands we should offer the arts, sports or just quality physical activities for those who can't or just don't want to do a 'sport', classes on some trades, for lack of a better word. Overall to expose the student to as many ideas and activities, as well for the classic book learning as possible. The school can't do everything, I know, but I hope you can capture my philosophy in these words.



Mike Schofield, Chief Financial Officer

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Please Print:

Name Eric Wilson Thomas

First, Middle, Last

Day Phone 503-627-7272

Evening Phone 503-312-6783

Address 560 SE Juniper Ct. E, Gresham, OR 97080

City, State, Zip

I have lived in the District for 11 years.

Do you have children attending public schools? ☒ Yes ☐ No

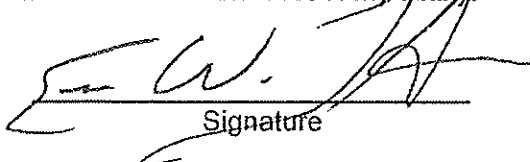
If so, what grades 4th and 6th

Occupation Engineering Manager

Employed Tektronix

Firm or Individual; City

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Signature

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Name Eric Wilson Thomas

Why do you want to serve on the Budget Committee?

District success relies partly on active participation by members of its community, and I have been considering ways that I can contribute for some time. I am interested and have experience in budgetary matters, and feel that this is an area where I can offer skill and effective decision-making to the district process.

What strengths would you bring to the Budget Committee?

Based upon my professional experience, I would bring the following skills to the Budget Committee:

- BS/MS in Electrical Engineering.
- MBA in General Business.
- Data driven decision making.
- 2 years experience managing a \$4M department budget in the private sector.
- 2 years experience managing people.
- 15 years experience executing to schedules and deadlines.
- Collaborative spirit and deep experience working in a professional team environment.
- Experience navigating conflicting goals and trade-offs while bringing together an often diverse set of stakeholders.

What is your educational philosophy?

- The district and its policies should reflect the needs of the community it serves.
- Proactive involvement from parents is crucial to student success.
- Open communication and transparency between teachers and parents is crucial to student success.
- In teaching of fundamental skills (math, science, reading, writing), a centrally controlled, consistent approach is more effective than a disaggregated one. From personal experience, the proliferation of charter schools at the elementary level has been less effective than a more traditional, centralized approach would be for teaching basic skills/tools needed for higher level learning.
- In teaching higher level skills (critical thinking, problem solving, etc.), flexibility in approach is critical. This differs significantly from the approach most effective for teaching basic skills/tools.
- Holistic learning and the intangible benefits of some classes to the overall learning experience should be encouraged. Classes like band/music, art and PE, along with after school programs can provide significant indirect benefit to the learning process.



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Please Print:

Name Justin Thomas Weatherford

First, Middle, Last

Day Phone 503-679-5229

Evening Phone 503-679-5229

Address 9148 SE Hideaway Ct, Damascus, OR, 97089

City, State, Zip

I have lived in the District for 10 years.

Do you have children attending public schools? ☒ Yes ☐ No

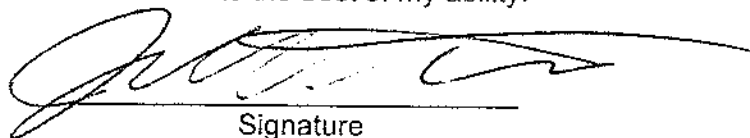
If so, what grades going into 1st, 3rd, and 5th at Hogan Cedars

Occupation Physical Therapist

Employed Providence Health & Services

Firm or Individual; City

If appointed I will fulfill my duties as Budget Committee member to the best of my ability.



Signature

Please complete the 3 questions on the attached form and return both pages to Michelle Hobbs by mail at the above address, or email at hobbs11@gresham.k12.or.us.

Name Justin Thomas Weatherford

Why do you want to serve on the Budget Committee?

I enjoy the budgeting process and diving into the variants. I complete many of our hospital budget reviews and recommendations for the PT department in Oregon which comprises 35 off site clinics and 8 hospital based departments. In the last 2 years I have completed my Lean Six Sigma Black Belt certification which has given me a deeper perspective of variations and enhanced my views of how best to set up budgets for operational success'. I have also enjoyed getting to know the current board members and budget committee members, whom are a great group of people working towards a common vision. I am highly vested in the success of the district, being a long term resident of Gresham, graduate of the district, and now having 3 children in the district and another on the way!

What strengths would you bring to the Budget Committee?

- Different perspectives and creative solutions
- Knowledge and experience of how to achieve and sustain operational improvements to give budgets back some breathing room.
- Analogous hospital budgeting experience ongoing.
- 3 years of knowledge of the School budgeting process.

What is your educational philosophy?

I dont entirely recall what i wrote last application, but philosophies are a journey and are refined as you are enlightened.

Teach people in order that they can teach other people and as a whole that society is able to transcend experiential learning to continue to accelerate knowledge and focus on higher thought development. Education happens everywhere it is everyones responsibility, not just teachers in the walls of the schools.