

Gresham-Barlow



School District

## BOARD OF EDUCATION

Regular Board Meeting / Business

### AGENDA

May 4, 2017

BOARD OF EDUCATION  
May 4, 2017

Audit Involvement Team – 5 p.m.

Executive Session – 6 p.m.  
*Negotiations ORS 192.660 (2)(d)*

Work Session – 6:30 p.m.  
*Bond Communication Plan*

Regular Board Meeting / Business - 7 p.m.  
*Topics Listed Below*

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

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.....April 6, 2017
- Minutes from Regular Business Meeting.....April 6, 2017
- Minutes from Special Work Session.....April 13, 2017

V. CONSENT AGENDA (Continued)

- 2. Financial Report
- 3. Policy Updates
- 4. Personnel: Superintendent Contract

VI. RECOGNITIONS

- 5. Introduction of Incoming Superintendent ..... Piluso
- 6. State Acting Competition: Gresham High School, First Place ..... Hiu
- 7. Katie Card: OSAA State Speech Champion ..... Hiu
- 8. Tina Roberts: Celebrate Literacy Award Recipient ..... Hiu
- 9. District Earns Energy Star Award ..... Vadnais
- 10. Athena Vadnais Named OSPRA Communicator of the Year ..... Schlachter

VII. GRESHAM-BARLOW EDUCATION FOUNDATION REPORT

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

VIII. SUPERINTENDENT'S REPORT

IX. PRESENTATIONS

- 12. Deep Creek Damascus K-8 Awarded Green School Premier Level ..... Ketelsen
- 13. Collaboration Grant Update ..... Ketelsen
- 14. Bond Update: Elementary School Projects ..... Schofield
- 15. Bond Update: Website ..... Schofield
- 16. District Educational Equity Policy Implementation Update ..... Hahn-Huston

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).

- 17. Superintendent Search Selection Committee Minutes of 04/10/17 ..... Howatt
- 18. Policy Review Committee Minutes of 04/11/17 ..... Ketelsen
- 19. District Advisory Council (DAC) ..... Vadnais

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

20. Alternative Education Programs ..... Koch  
21. Paid Lunch Equity ..... Schofield

Second Reading

22. Elementary School Mathematics Textbook Adoption ..... Ketelsen  
23. High School Mathematics Textbook Adoption ..... Ketelsen  
24. Charter School Renewal: Metro East Web Academy ..... Hiu  
25. Charter School Renewal: Gresham Arthur Academy ..... Hiu  
26. Charter School Renewal: Lewis & Clark Montessori ..... Hiu

XVIII. INFORMATION ITEMS

27. Strategic Planning: Quarter 3 Report ..... Schlachter

XIX. ANNOUNCEMENTS

- May 9: Policy Review Committee – 8 a.m.  
Business Office Conference Room  
Public Safety and Schools Building
- May 11: Budget Committee Meeting 1 of 2 - 7 p.m.  
Forum Room (220)  
Center for Advanced Learning
- May 22: Budget Committee Meeting 2 of 2 - 7 p.m.  
Forum Room (220)  
Center for Advanced Learning
- May 25: DAC End-of-Year BBQ and Meeting – 6:30 p.m.  
Kelly Creek Elementary School  
Board Representatives: All

- May 29: Memorial Day Holiday  
Schools and Offices Closed
- June 1: Board Work Session - 6 p.m.  
Partnership Room  
Center for Advanced Learning (CAL)
- June 5: District-wide Retirement Reception 4-6 p.m.  
Council Chambers  
Public Safety and Schools Building
- June 8: Board Work Session - 6 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building
- June 8: Budget Hearing – 6:45 p.m.  
Council Chambers  
Public Safety and Schools Building
- June 8: 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 Meeting / Work Session

April 6, 2017

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The Gresham-Barlow School District Board of Education held a work session on Thursday, April 6, 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 5:03 p.m. by the vice-chair, Kris Howatt. Other board members in attendance were Sharon Garner, Kent Zook, and John Hartsock. Matt O’Connell arrived at 5:15 p.m. Carla Piluso and Kathy Ruthruff were absent; however, a quorum of the board was present.

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

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

Guests present included the following:

Bruce Schmidt	Principal, Sam Barlow High School
Mike Schaefer	Principal, Gresham High School
Terry Taylor	Director of Facilities
Rick Rainone	President of Cornerstone Management Group
Cheryl Pin	Cornerstone Management Group, Inc.
Randall Heeb	Opsis Architecture, LLP

Note: All handouts provided at this session will be uploaded to the School Board page on the district’s web site: [www.gresham.k12.or.us](http://www.gresham.k12.or.us). Copies are also on file at the district office.

**BOND PROJECTS UPDATE: GRESHAM HIGH SCHOOL** (5:05 p.m.)

Mike Schaefer presented information on the Gresham High School reconstruction and modernization design concept. His report included a summary of community feedback, timelines, etc. (A copy of his slide presentation has been filed with these minutes.)

Principal Schaefer described three design elevations referred to as “New,” “Traditional,” and “Urban.” He explained that community members have liked various features of all three designs; however, the Traditional style was the preferred option by the majority.

Following discussion, board members concurred with submission of the Traditional design to the City of Gresham planning department. It was acknowledged that elements of all three styles are desirable, and modifications to the Traditional style are likely to occur as the design work progresses.

**BOND PROJECTS UPDATE: SAM BARLOW HIGH SCHOOL** (5:30 p.m.)

Bruce Schmidt presented information on the Sam Barlow High School bond projects, including security upgrades, landscaping, bus and car circulation, redesign of entrances, parking improvements, field use, the addition of a second story, community presentations and communication, etc. (A copy of Mr. Schmidt’s slide presentation has been filed with these minutes.)

**RECESS/RECONVENE** (5:59 p.m.)

The meeting was recessed at 5:59 p.m. and reconvened at 6:08 p.m.

**SUPERINTENDENT SEARCH PROCESS UPDATE AND THOUGHT EXCHANGE SURVEY RESULTS** (6:08 p.m.)

Amy Pol, a stakeholder engagement facilitator at ThoughtExchange, summarized results of a survey pertaining to characteristics desired in a new superintendent. (Her presentation was provided remotely by a Zoom video conference via the internet. A copy of her presentation slides and materials has been filed with these minutes.)

John Hartstock handed out a list of suggested superintendent interview questions for board preview prior to the April 13, 2017, board work session.

**BOND BUDGET UPDATE** (6:44 p.m.)

Mike Schofield explained bond premiums and how they impact the district’s bond measure. He also summarized information provided in a handout titled, “Gresham-Barlow School District, 2016 Capital Improvements Projects, Program Contingency Summary.”

Rick Rainone and Mike Schofield answered questions of the board regarding sewer connection costs for Sam Barlow High School, which is outside of the Urban Growth Boundary, the supply and accessibility of fire suppression water for Sam Barlow, and seismic upgrades at Gresham High School.

**ADJOURNMENT**

The work session was adjourned at 6:58 p.m. A regular business meeting followed in the council chambers at 7:03 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 / Business

April 6, 2017

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The Gresham-Barlow School District Board of Education met in regular session on Thursday, April 6, 2017, in the council chambers of the Public Safety and Schools building, 1331 NW Eastman Parkway, Gresham, Oregon.

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

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

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

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

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

**MOTION 69 MEETING AGENDA (7:04 p.m.)**

It was moved by Matt O'Connell, seconded by Kent Zook and carried 5 to 0 to approve the meeting agenda as presented.

**MOTION 70 CONSENT AGENDA (7:05 p.m.)**

The following items were included on the consent agenda:

1. Minutes from Public Hearing Re. Charter School Renewals..... March 9, 2017  
Minutes from Regular Work Session..... March 9, 2017  
Minutes from Regular Business Meeting..... March 9, 2017
2. Financial Report
3. M. J. Murdock Charitable Trust Science Grant - Sam Barlow High School

It was moved by Matt O'Connell, seconded by John Hartsock and carried 5 to 0 to approve the consent agenda as presented.

**GRESHAM-BARLOW EDUCATION FOUNDATION REPORT (7:06 p.m.)**

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



### **SUPERINTENDENT'S REPORT** (7:12 p.m.)

Superintendent Schlachter reported that spring Key Communicator meetings with staff, parents, business leaders, community members, and representatives from the faith-based community will include the following topics:

- Gresham-Barlow's promising practices to increase student success
- 2017-18 budget for schools preview
- Update on the 2016 bond (general overview)
- Update on \$1.3 million technology grant aimed at increasing literacy
- The school bond construction schedule and what to expect
- School bond—working with police/ fire on safety improvements
- School bond—accountability and the role of the bond oversight committee

### **ALL HANDS RAISED** (7:14 p.m.)

Dan Ryan, chief executive officer for All Hands Raised, provided an overview of their work with the Gresham-Barlow School District. All Hands Raised provides in-kind coaching and technical support to help teams identify, measure, and evaluate tangible practices to improve educational outcomes for students.

Danelle Heikkila and Kendra Maddox from Gresham High School, and Bruce Schmidt and Patty Neuenschwander from Sam Barlow High School shared their experiences from partnering with All Hands Raised.

### **COMMITTEE MEETING MINUTES AND/OR REPORTS** (7:40 p.m.)

District Advisory Council (DAC): John Hartsock reported on the March 16, 2017, DAC meeting, which was held at Powell Valley Elementary School.

### **BOARD REPORTS** (7:44 p.m.)

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

### **CABINET REPORTS** (7:50 p.m.)

James Hiu reported on spring sports, and announced that a team of students from the Center for Advanced Learning placed second in the state in a cyber security competition.

Julie Evans reported on a recent Future Chef competition that was sponsored by Sodexo.

### **ASSOCIATIONS REPORTS** (7:53 p.m.)

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

Judy Hardy, an educational assistant at Hogan Cedars Elementary School, reported on behalf of Oregon School Education Association (OSEA) Chapter 8 employees.

**CITIZENS' REQUESTS OF THE BOARD** (7:58 p.m.)

There were no citizens' requests of the board.

**ELEMENTARY SCHOOL MATHEMATICS TEXTBOOK ADOPTION**  
(7:58 p.m.)

Teresa Ketelsen presented a recommendation regarding the adoption of "Ready Common Core" by Curriculum Associates as the elementary math textbook for grades K-5, to begin with the 2017-18 school year.

This recommendation was developed by a committee of teachers, administrators, and instructional coaches who looked at very specific criteria and used tools designed to evaluate the alignment of materials to the rigor and content of current standards.

The recommendation will be presented for second reading and action at a subsequent meeting.

**HIGH SCHOOL MATHEMATICS TEXTBOOK ADOPTION** (8:03 p.m.)

Teresa Ketelsen summarized a committee recommendation to adopt the following textbooks for high school mathematics, beginning with the 2017-18 school year:

- Integrated Math 1, 2, and 3: "Big Ideas" by HMH
- Pre-Calculus: "Pre Calculus with Limits" by Cengage
- Calculus/IB SL: "Baccalaureate Standard Level" by Pearson
- IB Studies: "IB Math Studies SL" by Oxford
- IB HL: "Calculus for AP" by Cengage

This recommendation was developed by a committee of teachers, administrators, and instructional coaches who looked at very specific criteria and used tools designed to evaluate the alignment of materials to the rigor and content of current standards.

The recommendation will be presented for second reading and action at a subsequent meeting.

**MOTION 71 BOND: FURNITURE ACQUISITIONS, PHASE I** (8:08 p.m.)

It was moved by Matt O'Connell, seconded by Kent Zook and carried unanimously to approve furniture purchases for East Orient, Highland, Hogan Cedars, Kelly Creek, Powell Valley, West Gresham, and Springwater Trail High School with a not-to-exceed amount of \$\$1,500,000 using the KCDA contract for targeted delivery August 2017.

**CHARTER SCHOOL RENEWAL: METRO EAST WEB ACADEMY** (8:14 p.m.)

Board members reviewed a preliminary recommendation from the administration to grant conditional approval of the Metro East Web Academy Charter School renewal. The recommendation will be reviewed in more detail at the April 27, 2017, board work session.

**CHARTER SCHOOL RENEWAL: GRESHAM ARTHUR ACADEMY**  
(8:26 p.m.)

Board members reviewed a preliminary recommendation from the administration to grant conditional approval of the Gresham Arthur Academy Charter School renewal. The recommendation will be reviewed in more detail at the April 27, 2017, board work session.

**CHARTER RENEWAL: LEWIS & CLARK MONTESSORI** (8:31 p.m.)

Board members reviewed a preliminary recommendation from the administration to grant conditional approval of the Lewis & Clark Montessori Public Charter School renewal. The recommendation will be reviewed in more detail at the April 27, 2017, board work session.

**MOTION 72 RESOLUTION: VOLUNTEER APPRECIATION WEEK** (8:37 p.m.)

It was moved by John Hartsock, seconded by Matt O'Connell and carried 5 to 0 to adopt the resolution which acknowledges the importance of the efforts made by volunteers in the schools and which declares April 17-21, 2017, as Volunteer Appreciation Week in the Gresham-Barlow School District. Sharon Garner read the resolution into the record.

**MOTION 73 RESOLUTION: TEACHER APPRECIATION WEEK** (8:41 p.m.)

It was moved by Kent Zook, seconded by Sharon Garner and carried 5 to 0 to ratify the resolution recognizing May 8-12, 2017, as Teacher Appreciation Week, and May 9, 2017, as Teacher Appreciation Day in the Gresham-Barlow School District. Director Zook read the resolution into the record.

**MOTION 74 BOARD MEETING SCHEDULE ADDITION** (8:43 p.m.)

It was moved by Matt O'Connell, seconded by Kent Zook, and carried 5 to 0 to add a special work session to the 2016-17 board meeting schedule to be held on Thursday, April 13, 2017, 6 p.m., in the council chambers conference room at the school district administration office.

**MOTION 76 INTERDISTRICT TRANSFERS FOR 2017-2018** (8:47 p.m.)

It was moved by John Hartsock, seconded by Matt O'Connell and carried 5 to 0 to accept the nonresident admissions and releases for the 2017-2018 school year, as presented.

**RECESS / RECONVENE** (8:50 p.m.)

The meeting was recessed at 8:50 p.m. and reconvened at 9:00 p.m.

**MOTION 77 SCHOOL YEAR CALENDARS** (9:00 p.m.)

It was moved by Matt O'Connell, seconded by Kent Zook and carried 5 to 0 to adopt the 2017-18, 2018-19, and 2019-20 school year calendars as presented for second reading.

**BOND OVERSIGHT COMMITTEE** (9:03 p.m.)

Mike Schofield explained that the district is currently seeking applicants for the Capital Construction Bond Citizen Oversight Committee. The committee will monitor and regularly report to the school board on the progress of the school bond program. Committee membership will reflect a combination of experience in development, building design, construction and construction financing, public contracting, budgeting and/or auditing. The deadline to apply for the committee is Friday, May 5, 2017.

**NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) ANNUAL CONVENTION** (9:06 p.m.)

Directors Howatt, Ruthruff, Garner, and Hartsock reported on their attendance at the National School Boards Association's annual convention, which was held in Denver, Colorado, March 24-27, 2017. Sessions they attended included student achievement, marketing and branding, technology in schools, and STEM (Science, Technology, Engineering, and Math).

Superintendent Schlachter also reported on sessions he attended.

**ANNOUNCEMENTS** (9:19 p.m.)

Apr. 10: Executive Session - 5 p.m.  
ORS 192.660 (1)(f) – Superintendent Interviews  
Council Chambers Conference Room  
Public Safety and Schools Building

Apr. 11: Policy Review Committee – 8 a.m.  
Business Office Conference Room  
Public Safety and Schools Building

Apr. 13: Board Work Session – 6 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building

Apr. 20: Executive Session - 5 p.m.  
ORS 192.660 (1)(f) – Superintendent Interviews  
Council Chambers Conference Room  
Public Safety and Schools Building

Apr. 20: DAC Meeting - 7 p.m. CANCELED

Apr. 21: Executive Session 5 p.m.  
ORS 192.660 (1)(f) – Superintendent Interviews  
Council Chambers Conference Room  
Public Safety and Schools Building

Apr. 27: Board Work Session - 6 p.m.  
Partnership Room  
Center for Advanced Learning

May 4: Audit Involvement Team - 5 p.m.  
Superintendent's Office  
Public Safety and Schools Building

May 4: Board Work Session - 6 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building

May 4: Regular Board Meeting - 7 p.m.  
Council Chambers  
Public Safety and Schools Building

**ADJOURNMENT**

There being no other business, the meeting was adjourned at 9:21 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 Special Board Meeting / Work Session

April 13, 2017

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The Gresham-Barlow School District Board of Education held a work session on Thursday, April 13, 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 6:03 p.m. by the vice-chair, Kris Howatt. Other board members in attendance were Sharon Garner, Kent Zook, John Hartsock, Matt O’Connell, and Kathy Ruthruff. Carla Piluso arrived at 6:07 p.m. and presided 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
Mike Schofield	Chief Financial Officer

The following cabinet members were absent:

James Hiu	Deputy Superintendent of Secondary Education and Operations
Randy Bryant	Executive Director of Human Resources
Julie Evans	Executive Director of Elementary Education
Sara Huston	Executive Director of School Performance
John Koch	Executive Director of Student Support Services
Athena Vadnais	Director of Communications and Community Engagement

Guests present included the following:

Rick Rainone	Cornerstone Management Group, Inc.
Renée Alexander	BBT Architects, Inc.

Note: All handouts provided at this session will be uploaded to the School Board page on the district’s web site: [www.gresham.k12.or.us](http://www.gresham.k12.or.us). Copies are also on file at the district office.

**BOND PROJECTS UPDATE** (6:04 p.m.)

Renée Alexander and Rick Rainone provided an overview and responded to questions concerning the following topics: Optimize Site Potential; Energy Efficiency; Protect and Conserve Water; Optimize Building Space and Material; Enhance Indoor Environmental Quality; Optimize Operational and Maintenance Practices, Utilize District Standards; and, Return on Investment Goals.

Ms. Alexander also summarized a handout titled, “BBT Sustainable & Healthy Building Vision,” which described her firm’s core value and mission.

Mr. Rainone reported on a list of district standards being developed to identify systems, materials, fixtures, and finishes to be used consistently throughout the district’s bond projects by all architects and engineers. Exceptions can be considered if there is a substantiated reason to deviate from the list.

Mr. Rainone talked about energy efficiency, and asked for direction regarding the board's desired number of payback years (or return on investments) when evaluating the purchase of energy systems. During the discussion, board members identified five to seven years as a guideline, but recognized the need to be flexible with this range when justified.

**MOTION 78 ARCHITECT SELECTIONS/CONTRACT APPROVALS (7:05 p.m.)**

Mike Schofield and Rick Rainone provided an update regarding the architect selection process.

It was moved by Kris Howatt and seconded by Matt O'Connell to approve contracts with BLRB Architects, BBT Architects, and DLR Group pending successful contract negotiations with the following not-to-exceed amounts: DLR Group, \$2,175,000; BBT Architects, \$2,175,000, and BLRB Architects, \$5,190,000.

Following discussion, the motion carried unanimously.

**MOTION 79 BOND: TRACK REPLACEMENTS FOR DEXTER MCCARTY MIDDLE SCHOOL AND GORDON RUSSELL MIDDLE SCHOOL (7:13 p.m.)**

It was moved by Kris Howatt and seconded by Kathy Ruthruff to approve track resurfacing purchases for the two middle schools, Dexter McCarty and Gordon Russell, with a not-to-exceed amount of \$600,000 [for both schools] using the I-MESD contract for targeted construction June-August 2017.

Following discussion, the motion carried unanimously.

**PROJECT SCHEDULES (7:23 p.m.)**

Board members received and discussed draft schedules for small and large bond projects.

**CABINET REORGANIZATION (7:34 p.m.)**

Superintendent Schlachter informed the board of a change in his cabinet organization, and explained that an email will be sent after the board meeting to inform district staff of the following:

“Earlier this year Randy Bryant, our executive director of human resources, announced he would retire at the end of this school year. Mr. Bryant has been an important part of my administrative team and accomplished much during his tenure as the head of human resources. He will be missed!

As you know, the school district is in the process of putting together a budget for the 2017-18 school year, and reductions are being identified. Mr. Bryant's decision to retire provided an opportunity for adjustments to be made to central office staffing that allow the school district to realize some cost savings.

Instead of hiring for the position held by Mr. Bryant, Deputy Superintendent James Hiu will assume leadership of our Human

Resources Department. Deputy Superintendent Teresa Ketelsen's responsibilities will also be adjusted as a part of this reorganization. Beginning next school year, Ms. Ketelsen will oversee all principals at the secondary level along with many of the programmatic and operational responsibilities currently assigned to Mr. Hiu. This change will result in the reduction of FTE at the administrative level. This reduction is part of our draft budget reduction plan that also includes reductions in licensed and classified positions.

I have complete confidence that Mr. Hiu and Ms. Ketelsen will continue to meet the expectations currently in place and provide excellent central leadership in their new roles.

Other adjustments in responsibilities at the central office are in process and will be communicated once finalized. I believe the changes announced today and in the future will allow the school district to continue to provide much needed support to our schools while also achieving greater efficiencies during these lean budget times."

**RECESS/RECONVENE** (7:47 p.m.)

The meeting was recessed at 7:47 p.m. and reconvened at 7:52 p.m.

**SUPERINTENDENT INTERVIEW QUESTIONS** (7:52 p.m.)

Board members reviewed a list of proposed superintendent interview questions, and Director Hartsock summarized the interview process. He explained that three candidates will be interviewed in an executive session on April 20, and two will be interviewed in an executive session on April 21. He recommended that the list of questions be narrowed to 14, and each board member would ask 2 questions.

**ANNOUNCEMENTS** (8:08 p.m.)

Apr. 20: Executive Session - 5 p.m.  
ORS 192.660 (1)(f) – Superintendent Interviews  
Council Chambers Conference Room  
Public Safety and Schools Building

Apr. 20: DAC Meeting - 7 p.m. CANCELED

Apr. 21: Executive Session 5 p.m.  
ORS 192.660 (1)(f) – Superintendent Interviews  
Council Chambers Conference Room  
Public Safety and Schools Building

April 27: Board Work Session - 6 p.m.  
Partnership Room  
Center for Advanced Learning

May 4: Audit Involvement Team - 5 p.m.  
Superintendent's Office  
Public Safety and Schools Building



May 4: Board Work Session - 6 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building

May 4: Regular Board Meeting - 7 p.m.  
Council Chambers  
Public Safety and Schools Building

**ADJOURNMENT**

The work session was adjourned at 8:09 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: May 4, 2017

RE: No. 2 – Financial Report

EXPLANATION: Budget: The business office is working hard to prepare the 2017-2018 budget. The process included meetings with all building principals and cabinet members to review 2016-2017 and discuss 2017-2018. Budget priorities will be in accordance with the strategic plan adopted by the board.

The next State of Oregon revenue forecast will be publicized on May 16, 2017.

The proposed budget will be presented on May 11, 2017.

PRESENTER: Mike Schofield

SUPPLEMENTARY MATERIALS: 1. Financial Report as of March 31, 2017  
2. Quarterly Investment Report Ending March 31, 2017

RECOMMENDATION: None

REQUESTED ACTION: Consent agenda approval

MS:lc

GRESHAM-BARLOW SCHOOL DISTRICT  
Financial Report

GENERAL FUND

	Actual QTR 1	Actual QTR 2	Actual Mar	Actual QTR 3	Projected QTR 4	Projected Annual	Actual YTD	Adopted Budget	Variance To Budget
<b>Revenue</b>									
Current Taxes	-	24,380,647	699,185	1,125,154	900,000	26,405,801	25,505,801	26,204,668	201,133
Prior Year Taxes	151,303	147,979	26,059	79,516	140,000	518,798	378,798	570,000	-51,202
Other Taxes / Interest	154	1,071	158	5,447	550	7,222	5,601	15,000	-7,778
<b>Total Taxes</b>	<b>151,457</b>	<b>24,529,697</b>	<b>725,402</b>	<b>1,210,117</b>	<b>1,040,550</b>	<b>26,931,821</b>	<b>25,890,200</b>	<b>26,789,668</b>	<b>142,153</b>
Common School Fund	-	-	-	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	6,664,627	20,054,306	13,405,236	80,347,595	66,942,359	80,420,000	-72,405
Other SSF Revenue	26,797,192	20,090,861	6,664,627	20,829,810	14,194,236	81,912,099	67,717,863	81,604,000	308,099
<b>Total Formula Revenue</b>	<b>26,948,649</b>	<b>44,620,558</b>	<b>7,390,029</b>	<b>22,039,927</b>	<b>15,234,786</b>	<b>108,843,920</b>	<b>93,608,063</b>	<b>108,393,668</b>	<b>450,252</b>
High Cost Disability	-	-	-	-	800,000	800,000	-	550,000	250,000
Prior Year SSF	-	-	-	-	475,000	475,000	-	-	475,000
State Restricted	-	-	-	-	-	-	-	-	0
Other State Revenue	-	-	-	-	1,275,000	1,275,000	-	550,000	725,000
Tuition / Transportation	7,880	17,227	14,779	28,930	50,000	104,037	54,037	115,000	-10,963
Earning on Investment	47,739	75,477	39,306	116,943	85,000	325,159	240,159	160,000	165,159
Student Fees / Admissions	28,509	77,341	30,960	66,166	180,500	352,516	172,016	360,000	-7,484
Rentals	66,238	71,365	34,969	71,974	70,000	279,577	209,577	225,000	54,577
Donations	21,000	112,889	-	-	205,000	338,889	133,889	275,000	63,889
Services to other Funds	26,574	11,419	419	49,885	405,000	492,878	87,878	390,000	102,878
Misc.	75,201	169,359	78,797	144,201	160,000	548,761	388,761	400,000	148,761
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	9,135	19,775	10,000	56,244	46,244	30,000	26,244
Sale of Fixed Assets	10,350	-	-	-	-	10,350	10,350	5,000	5,350
Bond Proceeds	-	-	-	-	-	-	-	-	0
TRANSFERS	-	-	-	-	-	-	-	-	0
<b>Total Other Revenue</b>	<b>283,491</b>	<b>2,386,546</b>	<b>208,365</b>	<b>497,874</b>	<b>1,165,500</b>	<b>4,333,411</b>	<b>3,167,911</b>	<b>4,010,000</b>	<b>323,411</b>
<b>TOTAL REVENUE</b>	<b>\$27,232,140</b>	<b>\$47,007,104</b>	<b>\$7,598,394</b>	<b>\$22,537,801</b>	<b>\$17,675,286</b>	<b>\$114,452,331</b>	<b>\$96,775,974</b>	<b>\$112,953,668</b>	<b>1,498,663</b>
								9,103,818	BFB Budget
<b>Expenditures</b>									
Licensed Salaries	3,032,795	8,987,958	2,994,790	9,010,802	15,020,000	36,051,555	21,031,555	37,123,010	1,071,455
Support Staff Salaries	1,544,332	2,736,065	919,976	2,770,231	3,960,000	11,010,628	7,050,628	11,581,529	570,901
Admin Salaries	1,382,723	1,435,251	451,847	1,378,596	1,421,000	5,617,570	4,196,570	5,484,637	-132,933
Confidential Salaries	111,419	104,846	34,865	104,513	120,000	440,778	320,778	556,088	115,310
Subs' / Temp Salaries	327,953	996,032	347,098	831,963	1,425,000	3,580,948	2,155,948	3,742,812	161,864
<b>Total Salaries</b>	<b>6,399,222</b>	<b>14,260,152</b>	<b>4,748,576</b>	<b>14,096,105</b>	<b>21,946,000</b>	<b>56,701,479</b>	<b>34,755,479</b>	<b>58,488,076</b>	<b>1,786,597</b>
PERS	1,189,247	2,690,607	887,403	2,648,935	4,080,000	10,608,789	6,528,789	11,685,827	1,077,038
FICA	484,640	1,078,198	361,562	1,072,600	1,670,000	4,305,438	2,635,438	4,463,814	158,376
Insurance	1,543,265	3,375,283	1,147,939	3,440,993	5,465,000	13,824,541	8,359,541	13,680,969	-143,572
Other Benefits	271,614	306,410	106,393	354,990	425,000	1,358,014	933,014	1,423,231	65,217
<b>Total Benefits</b>	<b>3,488,766</b>	<b>7,450,498</b>	<b>2,503,297</b>	<b>7,517,518</b>	<b>11,640,000</b>	<b>30,096,782</b>	<b>18,456,782</b>	<b>31,253,841</b>	<b>1,157,059</b>
Purchased Services	1,759,548	3,265,835	1,182,272	3,590,004	4,650,000	13,265,387	8,615,387	13,933,070	667,683
Charter School Payments	2,257,512	1,753,175	574,814	1,763,799	1,265,000	7,039,486	5,774,486	6,741,087	-298,399
Supplies & Materials	697,763	414,575	120,694	339,552	1,790,000	3,241,890	1,451,890	2,739,936	-501,954
Capital Outlay	223,153	90,698	-	31,625	15,000	360,476	345,476	308,000	-52,476
Other Objects	602,758	74,446	6,114	14,727	145,000	836,931	691,931	790,308	-46,623
Transfers	840,000	-	-	-	-	840,000	840,000	840,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$16,268,722</b>	<b>\$27,309,379</b>	<b>\$9,135,767</b>	<b>\$27,353,330</b>	<b>\$41,451,000</b>	<b>\$112,382,431</b>	<b>\$70,931,431</b>	<b>\$115,094,318</b>	<b>\$2,711,887</b>
Reserves - Contingency/Unappropriated Ending Balance								6,963,168	
Beginning Cash Balance							\$10,278,093	\$0	
							\$2,069,900	\$122,057,486	Budget
							\$12,347,993		
							11.0% (Percentage of Projected Expenditures)		

Expenditure Summary		
Salaries	34,755,479	49.0%
Benefits	18,456,782	26.0%
Purchased Serv	14,389,873	20.3%
Supplies	1,451,890	2.0%
Capital Outlay	345,476	0.5%
Other Objects	691,931	1.0%
Transfers	840,000	1.2%
<b>Total</b>	<b>\$ 70,931,431</b>	<b>100.0%</b>

GRESHAM-BARLOW SCHOOL DISTRICT  
**Quarterly Investment Report**

Investment Description	Date Purchased	Maturity Date	Yield To Maturity (A)	Cost (B)	Percent of Portfolio
Local Government Investment Pool	n/a	n/a	1.03	44,045,130.83	91.95%
Local Government Investment Pool (PERS Bond)	n/a	n/a	1.03	3,846,271.08	8.03%
US Bank Money Market Account	n/a	n/a	0	-	0.00%
Umpqua Bank Money Market Account	n/a	n/a	0.15	7,566.75	0.02%
<b>General Fund</b>				<b>47,898,968.66</b>	<b>100%</b>

Investment Description	Date Purchased	Maturity Date	Yield To Maturity (A)	Cost (B)	Percent of Portfolio
Local Government Investment Pool - 2017 Bond	n/a	n/a	1.03	1,182,173.59	0.44%
Federal Home Loan Mtg Corp Disc Note	3/9/17	7/6/17	0.671	24,945,458.33	9.34%
Federal Home Loan Mtg Corp Discount Note	3/9/17	7/13/17	0.681	24,941,375.00	9.33%
United States Treasury Bill Re-Issue 1/9/17	3/9/17	7/20/17	0.681	24,938,118.06	9.33%
United States Treasury Bill	3/9/17	7/27/17	0.681	24,934,861.11	9.33%
Federal Home Loan Bank Disc Note	3/9/17	8/3/17	0.702	24,929,562.50	9.33%
Federal Home Loan Mtg Corp Disc Note	3/10/17	8/10/17	0.702	24,926,687.50	9.33%
Federal Home Loan Mtg Corp Disc Note	3/10/17	8/17/17	0.712	24,922,222.22	9.33%
United States Treasury Bill	3/10/17	8/24/17	0.712	24,918,819.44	9.33%
United States Treasury Bill	3/10/17	8/31/17	0.722	24,914,208.33	9.32%
Federal Home Loan Bank Disc Note	3/10/17	9/6/17	0.722	24,911,250.00	9.32%
Federal Home Loan Bank Disc Note	3/10/17	9/14/17	0.733	16,716,907.20	6.26%
<b>2017 Bond</b>				<b>267,181,643.28</b>	<b>100%</b>

- (A) Rates on Local Government Pool and Money Market Accounts change daily.  
 The rate is an average daily rate for the month
- (B) Cost includes accrued interest at the date of purchase  
 PERS - Public Employee Retirement System

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

TO: Board of Directors

FROM: Jim Schlachter  
Teresa Ketelsen

DATE: May 4, 2017

RE: No. 3 – Policy Updates

EXPLANATION: The board reviewed and provided input regarding proposed updates to the following policies at the April 27, 2017, board work session:

<u>Policy Code</u>	<u>Title</u>
BHD	Board Member Compensation and Expense Reimbursement
EFAA	District Nutrition and Food Services
EFAA-AR	Reimbursable Meals and Milk Programs
GCL/GDL	Staff Development and Professional Growth
ING	Animals in the Schools
JECBD	Homeless Students

These policies are now being submitted for second reading and adoption.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY MATERIALS: Revised policies and an administrative regulation with recommended changes, as listed above

RECOMMENDATION: The administration recommends board approval of the policies and administrative regulation changes as presented.

REQUESTED ACTION: Consent agenda approval

TK:lc

Gresham-Barlow School District  
Board Policies  
Second Reading  
May 4, 2017

<b>Policy</b>	<b>Title</b>
BHD	Board Member Compensation and Expense Reimbursement
EFAA	District Nutrition and Food Services
EFAA-AR	Reimbursable Meals and Milk Programs
GCL/GDL	Staff Development and Professional Growth
ING	Animals in the Schools
JECBD	Homeless Students

# Gresham-Barlow SD 10

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

## Board Member Compensation and Expense Reimbursement

No Board member will receive any compensation for services. **Board members shall be** other than reimbursed ~~ment~~ for approved expenses actually incurred on district business. Such expenses may include the cost of attendance at meetings, conferences or visitations when such attendance has been approved by the Board chair.

Reimbursement includes, but is not limited to, transportation, meals, lodging and miscellaneous expenses. Expenses for entertainment, **alcohol**, or spouses are not reimbursable.

Board members may be reimbursed, when paid admission is required of the general public, for attending district athletic events and other activities as part of their responsibilities of being informed about district operations. The district will establish accounting procedures consistent with this policy.

~~The Board will annually review the budget for Board expenses and establish expenditure guidelines.~~

END OF POLICY

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### Legal Reference(s):

[ORS 244.020\(15\)](#)  
[ORS 244.040\(1\)\(a\)](#)

[ORS 244.040\(2\)\(c\)](#)  
[ORS 332.018\(3\)](#)

OR. GOV'T STANDARDS AND PRACTICES COMM'N, ADVISORY OPINION 93A-1007 (Nov. 18, 1993).  
OR. GOV'T STANDARDS AND PRACTICES COMM'N, ADVISORY OPINION 97A-1004 (Apr. 21, 1997).  
OR. GOV'T STANDARDS AND PRACTICES COMM'N, STAFF OPINION 02S-015 (May 20, 2002).  
OR. GOV'T STANDARDS AND PRACTICES COMM'N, STAFF OPINION 03S-015 (Sept. 11, 2003).

### Cross Reference(s):

BBAA - Individual Board Member's Authority and Responsibilities

# Gresham-Barlow SD 10

Code: **EFAA**  
Adopted: 5/02/02  
Readopted: 11/03/11; 5/01/14; 10/01/15

## District Nutrition and Food Services

The district may enter into an agreement with the Oregon Department of Education (ODE) to operate the National School Lunch Program (NSLP) and the Commodity Food Distribution Program (CFDP) by signing a permanent Sponsor-ODE Agreement entitling the district to receive reimbursement for all meals that meet program requirements and to earn USDA Food entitlement based on the number of lunches served.

The permanent agreement shall be signed by the superintendent or other school official with authority to obligate the district to legally binding contracts, subject to annual ODE renewal and will include, at the district's option, an agreement to operate the School Breakfast Program (SBP), Summer Food Service Program (SFSP), the Child and Adult Care Food Program (CACFP) and the Special Milk Program (SMP). The district recognizes that meals and snacks served by the district will not be eligible for reimbursement until the annual program update is received and approved by ODE.

The permanent Sponsor-ODE Agreement shall include assurances by the district that it will follow all NSLP regulations regarding Child Nutrition Program regulations for which the district is approved to operate:

1. Free and reduced price process (updated annually);
2. Financial management of the nonprofit school food service;
3. Civil rights and confidentiality procedures;
4. Meal pattern and nutrition content of meals served;
5. Use and control of commodity foods;
6. Accuracy of reimbursement claims;
7. Food safety and sanitation inspections;
8. Nutrition standards for foods and beverages sold to students.

The superintendent will develop an administrative regulations as necessary to implement this policy and meet the requirements of state and federal law. The administrative regulation(s) will be reviewed and adopted by the Board as required by law.

END OF POLICY



**Legal Reference(s):**

[ORS 327.520 to -327.535](#)  
[ORS 336.423](#)

[OAR 581-022-1530\(2\)](#)  
[OAR 581-051-0100](#)  
[OAR 581-051-0305](#)

[OAR 581-051-0310](#)  
[OAR 581-051-0400](#)

Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, 7 C.F.R. Part 15b (2001).

U.S.D.A., ELIGIBILITY GUIDANCE FOR SCHOOL MEALS MANUAL.

U.S.D.A., FNS INSTRUCTION 765-7 REV. 2: HANDLING LOST, STOLEN AND MISUSED MEAL TICKETS.

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C.§§ 1758, 1760.

National School Lunch Program 7 C.F.R. Part 210

U.S.D.A. Instruction 113-1 Civil Rights

Donation of Foods for Use in the United States, Its Territories and Possessions and Areas Under its Jurisdiction, 7 C.F.R. Part 250

Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. 200.

**Cross Reference(s):**

EFA - Local Wellness Program

### Reimbursable School Meals and Milk Programs

(National School Lunch Program, School Breakfast Program, Special Milk Program and other meal programs)

The district's nutrition and food services will be operated in accordance with the following requirements:

#### Meal Pricing Procedures

1. Reimbursable meals and afterschool snacks will be priced as a unit.
2. Reimbursable meals and afterschool snacks will be served free or at a reduced price to all children who are determined by the district to be eligible for free or reduced price meals.
3. Annually, the district will establish prices for reimbursable student meals and afterschool snacks. The price charged to students who do not qualify for free or reduced price meals will be established annually by the district in compliance with state and federal laws.<sup>†</sup>
4. The price charged to students who qualify for reduced price meals will be established annually by the district in compliance with state and federal laws.<sup>†</sup>
5. The district will implement claiming alternative Provision at the schools as established annually.

#### Application Procedures

1. Households receiving Supplemental Nutrition Assistance Programs (SNAP) or Temporary Assistance to Needy Families (TANF) benefits, as identified by Oregon Department of Education (ODE), will be automatically eligible for free meals and afterschool snacks, for the students listed on the official document. Districts must access this document at least three times per year.
2. Students receiving support through the migrant education program, Runaway and Homeless Youth Act, McKinney-Vento Homeless Assistance Act, federal Head Start and state-funded prekindergarten programs, with income eligibility criteria identical or more stringent than federal Head Start, or are in state or court placement foster care, will be automatically eligible for free meals and afterschool snacks, for the students listed on the official documents.
3. Households that submit a confidential application will be notified of their student's eligibility for free or reduced price meals. Households that are denied free or reduced price benefits will be notified in writing using the ODE template letter distributed to the district annually.
4. On a case-by-case basis, when a student is known to be eligible for free or reduced price meal benefits and the household fails to submit a confidential application, the superintendent or designee

<sup>†</sup> The new requirement under Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. 1751 §§ 205 establishes new criteria for equity in school lunch pricing.

may complete an application for the student documenting how he/she knows the household income qualifies the student for free or reduced price meal benefits. Parents of a student approved for free or reduced price benefits, when application is made for the student by a school official, will be notified of the decision and given the opportunity to decline benefits.

5. Students who do not qualify for free or reduced price meals are eligible to participate in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and will be charged “paid” prices set by the district. “Paid” category students will be treated equally to students receiving free or reduced price benefits in every aspect of the district’s NSLP, and SBP, Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP).
6. The district has established a fair hearing process under which a household can appeal a decision with respect to the household’s application for benefits or any subsequent reduction or termination of benefits.
7. In the event of major employers contemplating large layoffs in the attendance area of the district, the district will provide confidential applications and eligibility criteria for free and reduced price meals to the employer for distribution to affected employees.

### **Financial Management of the Nonprofit School Food Service**

1. The district will maintain a nonprofit school nutrition and food service operation.
2. Revenues earned by the school nutrition and food services will be used only for the operation or improvement of NSLP, and SBP, CACFP and SFSP.
3. Lunch and breakfast meals served to teachers, administrators, custodians and other adults not directly involved with the operation of the district’s nutrition and food services will be priced to cover all direct and indirect cost of preparing and serving the meal.<sup>2</sup>
4. District nutrition and food services revenues will not be used to purchase land or buildings.
5. The district will limit its nutrition and food services net cash resources to an amount that does not exceed three months average expenditures.
6. The district will maintain effective control and accountability for, and adequately safeguard, all nutrition and food services’ cash, real and personal property, equipment and other assets, and ensure they are used solely for nutrition and food services purposes.
7. The district will meet the requirements for allowable NSLP, and SBP, CACFP and SFSP costs as described in 2 C.F.R. 200.

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<sup>2</sup> For meals with portion sizes equivalent to student meals, the adult meal price will be no less than the amount of reimbursement for a free-eligible meal, plus the value of commodity foods used in the meal preparation.

8. In purchasing nutrition and food services goods or services, the district will not accept proposals or bids from any party that has developed or drafted specifications, requirements, statements of work, invitations for bids, requests for proposals, contract terms and conditions or other documents for proposals used to conduct the procurement.
9. All procurement transactions for nutrition and food services goods and services will be conducted according to state, federal and district procurement standards using the applicable cost thresholds.
10. In the operation of its nutrition and food services program, the district will purchase food products ~~that~~ where at least 50 percent of the ingredients are produced or processed in the United States, whenever possible.

### **Civil Rights and Confidentiality Procedures**

1. The district will not discriminate against any student because of his/her eligibility for free or reduced price meals.
2. The district will not discriminate against any student or any nutrition and food services employee because of race, color, national origin, marital status, sex, sexual orientation, parental status, religion, age or disability.
3. The district will assure that all students and nutrition and food services employees are not subject to different treatment, disparate impact or a hostile environment.
4. Established district procedures will be followed for receiving and processing civil rights complaints related to applications for NSLP, ~~and~~ SBP, CACFP and SFSP benefits and services, and employment practices with regard to the operation of its NSLP, ~~and~~ SBP, CACFP and SFSP. The district will forward any civil rights complaint regarding the district's nutrition and food services to ODE's director of Child Nutrition Programs within three days of receiving the complaint.
5. The district will make written or oral translations of all nutrition and food services materials available to all households who do not read or speak English.
6. The district will maintain strict confidentiality of all information ~~on the~~ obtained through a confidential application for free and reduced price meals or direct certification, including students' eligibility for free or reduced price meals and all household information. The district's NSLP, ~~and~~ SBP, CACFP and SFSP operators are not required to release any information from a student's confidential application for free or reduced price meals. No information may be released from a student's ~~confidential application for free or reduced price meals~~ eligibility information without first obtaining written permission from the student's parent or legal guardian/adult household member signing the application, except as follows:
  - a. An individual student's name and eligibility status may be released without written consent only to persons who operate or administer federal education programs; persons who operate or administer state education or state health programs at the state level; persons evaluating state, education assessment; or persons who operate or administer any other NSLP, SBP, Special Milk Program, Summer Food Service Program (SFSP), Child and Adult Care Food Program (CACFP) or the Food Stamp Program SNAP;

- b. Any other confidential information contained in the confidential application for free and reduced price meals or free milk (e.g., family income, address, etc.) may be released without written consent only to persons who operate or administer the NSLP, SBP, Special Milk Program, CACFP, SFSP and the Special Supplemental Nutrition Program for Women, Infants and Children (WIC); the Comptroller General of the United States for audit purposes; and federal, state or local law enforcement officials investigating alleged violation of any of the programs listed above.

## **Nutrition and Menu Planning**

1. Meals and afterschool snacks served for reimbursement will meet the ~~recommendations of the most current *Dietary Guidelines for Americans*~~ nutrition standards established by the U.S. Department of Agriculture (USDA) and Oregon Smart Snacks Standards.
2. Meals and afterschool snacks served for reimbursement will meet at least the minimum NSLP, and SBP, CACFP and SFSP requirements for food items and quantities.
3. Meals served for reimbursement will:
  - a. Meet all calorie range requirements by grade level;
  - b. Meet the maximum standards set for saturated fat;
  - c. Meet the maximum standards set for sodium by grade level; and
  - d. Meet the requirement for zero grams of trans fats.
4. The district will use the offer versus serve option when serving NSLP lunches to senior high school students. High school students must take at least three of five different food items including one-half cup of fruit or vegetable offered in program lunches.
5. The district will use the offer versus serve option when serving program breakfasts to senior high school students. High school students must take at least three of four items including one-half cup of fruit or vegetable offered in program breakfasts.
6. The district will use the offer versus serve option when serving program lunches to students below senior high school grades. Students below high school grades will be required to take three of the five food items including one-half cup of fruit offered in program lunches.
7. The district will use the offer versus serve option when serving program breakfasts to students below senior high school grades. Students below high school grades will be required to take three of the four food items including one-half cup of fruit offered in program breakfasts.
8. A copy of the Board minutes adopting the offer versus serve policy for students below high school grades for program lunches and/or for all students in the district for program breakfasts, as applicable, will be made available upon request.<sup>3</sup>

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<sup>3</sup>Modify the language of this item to be reflective of the options the district has selected for offer versus serve.

### **Use and Control of Commodity Foods**

1. The district will accept and use commodity foods in as large a quantity as may be efficiently utilized in the ~~reimbursable lunch and breakfast program~~ NSLP, SBP, CACFP and SFSP.
2. The district will maintain necessary safeguards to prevent theft or spoilage of commodity foods.
3. The value of commodity foods used for any food production other than NSLP, SBP, SFSP or afterschool snacks shall be replaced in the food service inventory.

### **Accuracy of Reimbursement Claims**

1. The district will claim reimbursement only for reimbursable meals and afterschool snacks served to eligible children.
2. All meals and afterschool snacks claimed for reimbursement will be counted at each dining site at a “point of service” where it can be accurately determined that the meal and afterschool snack meets NSLP, ~~and SBP~~, CACFP and SFSP requirements for reimbursement.
3. The person responsible for determining reimbursability of meals and afterschool snacks will be trained to recognize a reimbursable meal.
4. The district official signing the claim for reimbursement will review and analyze monthly meal and afterschool snack counts to ensure accuracy of the claim, before submitting the claim to ODE.
5. Annually, by November 15, the district will verify a random sample of applications according to NSLP verification requirements. Instructions for completing the verification process will be sent by ODE to the district in October each year.

### **Food Safety and Sanitation Inspections**

1. The district will maintain necessary facilities for storing, preparing and serving food and milk.
2. Semiannually, the district will schedule food safety inspections with the county Environmental Health Department ~~or Oregon Department of Human Resources~~ for each school or dining site under its jurisdiction.
3. The district will maintain health standards in compliance with all applicable state food safety regulations at each school or dining site under its jurisdiction.

### **General USDA NSLP/SBP Requirements**

1. The district will ensure that no student is denied a meal as a disciplinary action.
2. Breakfast will be served in the morning hours, at or near the beginning of the student’s school day.
3. Lunch will be served between the hours of 10 a.m. and 2 p.m.

4. The district will provide substitute foods for students ~~who are determined by a licensed physician to be legally disabled and whose disability restricts their diet~~ with a disability<sup>4</sup> that restricts their diet when supported by a written statement from a state-licensed health care professional, who is authorized to write medical prescriptions. Substitutions will be provided only when a medical statement from the licensed ~~physician~~ health care professional is on file at the school. The medical statement must state the nature of the child's ~~disability and how the disability affects the child's nutrition needs, and it must provide a medical prescription for substitute foods or texture modification~~ impairment so its effect of the student's diet is understood and what must be done to accommodate the impairment. The district will not charge more than the price of the school meal, as determined by the child's eligibility status, for ~~substitute meals or foods~~ meals with the accommodation.
5. The district will control the sale competitive foods.
6. The district will ensure that potable water will be available to students, free of charge for consumption in the place where meals are served during meal service.<sup>5</sup>
7. The district will notify all households of its meal charge requirements early in the school year. The district's meal charging requirements will follow Board policy EFAB - School Food Service Meal Charge Policy.
8. The sale of foods in competition with the district's lunch (NSLP) or breakfast (SBP) programs will be allowed in dining sites during lunch and breakfast periods with Board approval only when all income from the food sales accrues to the benefit of the district's nutrition and food services or accrues to a school or student organization approved by the Board. A copy of the Board minutes approving and defining competitive food sales will be made available upon request.
9. Students will be charged for second servings for meals or portions of meals served.

## Record Keeping

The following document will be maintained by the district for three years after the current school year or longer, in the event of an unresolved audit(s), until the audits has been completed:

1. All currently approved and denied confidential applications for free and reduced price meals, ~~and all current direct certification documents, eligibility verification documents and school membership or enrollment lists;~~
2. Financial records that account for all revenues and expenditures of the district's nonprofit nutrition and food services programs, including procurement documents;
3. Records (i.e., recipes, ingredient lists and nutrition fact labels or product specifications) that document the compliance with nutrition standards for all program and competitive foods available for sale to students at a school campus;

<sup>4</sup>To comply with Section 504 as it relates to a student's severe food allergy, such as milk, gluten, nut or soy, and including but not limited to diabetes, colitis, etc.

<sup>5</sup>New requirement under Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. 1751 §§ 203.

4. Documents of participation data (i.e., meal counts) from each school in the district to support claims for reimbursement;
5. Production and menu records;
6. Records to document compliance with Paid Lunch Equity; ~~and~~
7. Records to document compliance with Revenue from Nonprogram Foods; ~~and~~
8. Internal program monitoring documents for NSLP, SBP, afterschool snacks, CACFP and SFSP.



### Staff Development and Professional Growth

Recognizing that student learning and employee performance is enhanced when staff members become a community of learners, the district will provide on a continuing basis, a comprehensive staff development program. The primary goal of the staff development program is improved student learning by improving professional skills of educators. A meaningful and effective staff development program, ~~therefore, should then both raise and reflect the aspirations of staff,~~ shall support district priorities and goals and provide a collaborative learning environment which leads to the professional growth of all employees. The district staff development program assists employees:

1. To extend vision of how ~~he/she~~ staff can better meet the needs of a diverse student population;
2. To improve initiative and capability to assist with changes expected in school services by ~~his/her~~ the school, the district, state and federal government;
3. To motivate ~~to contribute fully~~ to achieving or exceeding job performance expectations;
4. To encourage a rich sharing of ideas and collaboration leading to the use of more effective practices and improved student performance;
5. To promote a safer and more productive learning environment for students, staff and community;
6. To support continuing professional development (~~CPD~~) requirements as defined by Teacher Standards and Practices Commission (TSPC) for license renewal.

All staff in the district are expected to continually engage in staff development through professional study, reading and discussions. The district's staff development program supplements these activities by encouraging participation in workshops, collegiate coursework, conferences, collegial sharing, visitations and participation on school leadership teams and/or improvement committees providing opportunities for staff to meet ~~CPD~~ Professional Development Unit (PDU) requirements. Staff who participate in professional growth opportunities are encouraged to share and reflect on their learning with their colleagues. Staff development programs, whether provided directly by the district or through district contracts with third parties, will provide appropriate reasonable accommodations to ensure such programs are available to employees with disabilities.

Completion of CPD PDU requirements, as set forth in OAR Chapter 584, Division 090 255 by the TSPC for license renewal, are the sole responsibility of the employee. ~~The selection of the employee's CPD advisor shall be subject to approval by the individual's supervisor.~~

END OF POLICY

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**Legal Reference(s):**

[ORS 329.095](#)  
[ORS 329.125](#)  
[ORS 329.704](#)

[OAR 581-022-0606](#)  
[OAR 581-022-1720](#)  
[OAR 584-018-0105](#)  
[OAR 584-018-0205](#)

[OAR 584-090-0100 to-0120](#)

Clackamas IED Assn. v. Clackamas IED, No. C-141-77, 3 PUB. EMPL. COLL. BARG. REP. 1848 (ERB 1978).  
Eugene Educ. Ass'n v. Eugene Sch. Dist. 4J, No. C-93-79, 5 PUB. EMPL. COLL. BARG. REP. 3004 (ERB 1980).  
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
Americans with Disabilities Act Amendments Act of 2008.

# Gresham-Barlow SD 10

Code: **ING**  
Adopted: 6/03/10  
Readopted: 11/06/14

## Animals in the School

~~The Board recognizes the benefit and importance of animals in the education environment. At the same time, the health, safety and well-being of all persons involved with animals, and the safety, adequate care and appropriate environment for animals are important. Only service animals<sup>1</sup> serving persons with a disability and animals approved by the superintendent or designee that are part of an approved district curriculum or cocurricular activity are allowed in district facilities.~~

~~Animals, except those service animals serving persons with a disability, may not be transported on a school bus.~~

The Board directs the superintendent to establish administrative rules on the management of animals in or on district property.

END OF POLICY

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### Legal Reference(s):

[ORS 332.107](#)  
[ORS 659A.400](#)

[OAR 581-053-0010](#)  
[OAR 581-053-0230\(9\)\(j\)](#)  
[OAR 581-053-0330\(1\)\(q\)](#)

[OAR 581-053-0430\(16\)](#)  
[OAR 581-053-0531\(15\)](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2006); 28 CFR §§ 35.104, 35.136 (2006).  
Americans with Disabilities Act Amendments Act of 2008.

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<sup>1</sup>The American with Disabilities Act definition of “service animal” means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Companion and comfort animals are not considered service animals. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual’s disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal’s presence and the provision of emotional support, well-being, comfort or companionship do not constitute work or tasks for the purposes of this definition. The law and its regulations also make an allowance for miniature horses.

# Gresham-Barlow SD 10

Code: **JECBD**  
Adopted: 9/06/12  
Readopted: 12/04/14

## Homeless Students

Homeless students in the district will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held.

A liaison for students in homeless situations will be designated by the district to carry out duties as required by law.

The district will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted, in accordance with the student's best interest, to the district school in the attendance area in which the student is actually living or to the student's school of origin as requested by the parent and in accordance with the student's best interest or enroll the student in a district school in the attendance area in which the homeless student is actually living, unless contrary to the request of the parent or unaccompanied student. Transportation will<sup>1</sup> be provided to and from the student's school of origin at the request of the parent, or in the case of an unaccompanied student, the district's liaison for homeless students in accordance with law.

The superintendent will develop administrative regulations to implement this policy to remove barriers to access and participation by homeless students.

END OF POLICY

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### Legal Reference(s):

[ORS 109.056](#)  
[ORS 327.006](#)

[ORS 339.115\(7\)](#)  
[ORS 339.133](#)

[ORS 433.267](#)

McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX-A of the Every Student Succeeds Act, 42 U.S.C. §§ 11431-11435 (2015).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2011); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2011).

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<sup>1</sup>McKinney-Vento Homeless Assistance Act (see 42 U.S.C. 11432(g)(1)(J)(iii)).

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

TO: Board of Directors  
FROM: Carla Piluso  
DATE: May 4, 2017  
RE: No. 4 – Personnel: Superintendent Contract

EXPLANATION: Details of an employment agreement with the superintendent finalist are being finalized, and legal counsel is preparing the document for board approval.

The completed employment agreement will be presented for board approval at the board meeting this evening.

PRESENTERS: Members of the Superintendent Search Committee: Kris Howatt, John Hartsock, Sharon Garner, and Kathy Ruthruff

SUPPLEMENTARY MATERIALS: An employment agreement between the Gresham-Barlow School District and the superintendent finalist will be presented at the board meeting.

RECOMMENDATION: The superintendent search committee recommends approval of the employment agreement as negotiated by legal counsel.

REQUESTED ACTION: Consent agenda approval

:lc

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

TO: Board of Directors  
FROM: Carla Piluso  
DATE: May 4, 2017  
RE: No. 5 – Introduction of Incoming Superintendent

EXPLANATION: The board of directors met in executive sessions on April 10, 20, and 21 to interview a slate of superintendent candidates to fill the vacancy that will be created when Superintendent Schlachter retires on June 30, 2017.

The process was facilitated by Ray and Associates, a search firm selected by the board's Superintendent Search Committee to conduct surveys and meet with stakeholders to define characteristics desired in a new superintendent.

Several highly-qualified applicants were considered, and one finalist emerged as the board's top candidate.

The finalist will be introduced at this evening's school board meeting.

PRESENTERS: Members of the Superintendent Search Committee: Kris Howatt, John Hartsock, Sharon Garner, and Kathy Ruthruff

SUPPLEMENTARY MATERIALS: None

RECOMMENDATION: Welcome the incoming superintendent to the Gresham-Barlow School District

REQUESTED ACTION: No formal action is required.

:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
James Hiu

DATE: May 4, 2017

RE: No. 6 – State Acting Competition: Gresham High School, First Place

EXPLANATION: In our effort to recognize students who achieve state champion status in school activities and academic programs, tonight we have the opportunity to recognize first place winners of the State Acting Competition, for the sixth year in a row. These performers were among a field of 1600 students with 63 schools.

**Large Group Musical – “Biggest Blame Fool” from *Seussical the Musical***

Robert Harris, 11	Austin Paquette, 12
Mat Cornett, 11	Irene Jaime, 12
Steven Turnquist, 12	Courtney Mayangitan, 12
Andrew Diedrich, 11	Hannah Ren
Adam Carsner, 10	Gabby Bosso, 12
Brice Jackson, 12	Chloe Hallberg, 10
Jacob Livermore, 12	Margaret Carlson, 11
Abraham Baltazar, 12	Tess Wix, 10

Finalist Monologues - Steven Turnquist, 12  
Finalist in Make Up Design - Cheyenne Howatt, 12, and Ani Moss, 12  
Melba Day Oregon Thespian Scholarship - Gabrielle Bosso, 12

PRESENTER: James Hiu

SUPPLEMENTARY  
MATERIALS: Certificates of Recognition

RECOMMENDATION: The administration recommends that the board recognizes these Gresham High School students for their state champion performance.

REQUESTED ACTION: No formal action is required.

JH:pkh:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
James Hiu

DATE: May 4, 2017

RE: No. 7 – Katie Card: OSAA State Speech Champion

EXPLANATION: In our effort to recognize students who achieve state champion status in school activities and academic programs, tonight we have the opportunity to recognize a first place winner from Sam Barlow High School.

Katie Card, Sam Barlow sophomore, is the OSAA State Speech Champion for her Expository Speech entitled "Salt."

It is noteworthy that Katie Card's twin sister, Liz Card, qualified for the NSDA national competition for her expository/informative speech and will represent Sam Barlow High School this summer at the national event.

Congratulations to Katie for being the Oregon state speech champion for expository speaking.

PRESENTER: James Hiu

SUPPLEMENTARY  
MATERIALS: Certificate of Recognition

RECOMMENDATION: The administration recommends that the board recognizes Sam Barlow High School sophomore, Katie Card.

REQUESTED ACTION: No formal 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  
James Hiu

DATE: May 4, 2017

RE: No. 8 – Tina Roberts: Celebrate Literacy Award Recipient

EXPLANATION: We wish to recognize Gresham High School teacher, Tina Roberts, recipient of the Celebrate Literacy Award for 2017.

The International Literacy Association's Celebrate Literacy Award recognizes individual that have made significant literacy contributions at the local level. The considerations include:

- Professional practice
- Advocacy for literacy education and community involvement
- Leadership in professional development
- Attention to diversity

Congratulations to Tina Roberts for receiving this honor. She will be recognized by the Portland Reading Council at a celebration in May.

PRESENTER: James Hiu

SUPPLEMENTARY  
MATERIALS: Certificate of Recognition

RECOMMENDATION: The administration recommends the board recognize Gresham High School teacher, Tina Roberts.

REQUESTED ACTION: No formal 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: May 4, 2017

RE: No. 9 – District Earns ENERGY STAR Award

EXPLANATION: The U.S. Environmental Protection Agency (EPA) has awarded the Gresham-Barlow School District a 2017 ENERGY STAR Partner of the Year Award for Sustained Excellence in recognition of its continued leadership in protecting our environment through energy efficiency. This is the 10th time the school district has received this award.

The EPA's ENERGY STAR Partner of the Year Award for Sustained Excellence recognizes select organizations for their contributions to reducing harmful carbon pollution through superior energy efficiency efforts.

The Gresham-Barlow School District's accomplishments were recognized at an awards ceremony in Washington, D.C., on April 26, 2017.

SUPPLEMENTARY  
MATERIALS: None

RECOMMENDATION: The administration recommends that the board present a certificate of recognition to Facilities Director Terry Taylor.

REQUESTED ACTION: No formal action required.

AV:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
Athena Vadnais

DATE: May 4, 2017

RE: No. 10 – Athena Vadnais Named OSPRA Communicator of the Year

EXPLANATION: Athena Vadnais, the district’s director of communications and community engagement, was recently named “Communicator of the Year” by the Oregon School Public Relations Association (OSPRA) during its spring conference in Lincoln City, Oregon.

OSPRA is a professional association representing schools, school districts, educational associations, consulting agencies and organizations. OSPRA is a state affiliate of the National School Public Relations Association. Membership is comprised of numerous talented and dedicated school communications professionals.

OSPRA designed the Communicator of the Year award to honor individuals who go above and beyond to serve their organizations, assist peers, serve as a resource for other school communicators, and innovate new ideas and projects; the award aims to honor the best of the profession. This was the first year of the Communicator of the Year program, and Ms. Vadnais was honored as the first ever award recipient!

Following are excerpts provided in OSPRA’s announcement of the award:

- “Athena is a more than worthy recipient for OSPRA’s Communicator of the Year because of her skill, her experience, and her constant willingness to support colleagues in times of crisis. Not to mention she’s kind, smart and brightens every room she enters with her energy and compassion. In short, OSPRA would not be OSPRA without Athena Vadnais.”
- In reference to passage of the 2017 Gresham-Barlow School District bond measure . . . “Athena [demonstrated] professionalism, strategic approach, and countless hours of hard work to build community trust through communications, public

Board of Directors

Re: No. 10 – Athena Vadnais Named OSPRA Communicator of the Year

May 4, 2017

Page 2

involvement, and district teamwork. At the same time she accomplished this, Athena served as the Northwest Regional Vice President to NSPRA, representing the national organization while making sure our state chapters are at the table in Maryland.”

- “She has long given back to our profession through service in numerous NSPRA committee roles, and has shared her district's innovative approaches with her OSPRA colleagues.”

SUPPLEMENTARY

MATERIALS:

None

RECOMMENDATION:

The administration recommends board presentation of a certificate of recognition to Athena Vadnais for her accomplishments.

REQUESTED ACTION:

No formal action is required.

:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
Athena Vadnais

DATE: May 4, 2017

RE: No. 11 – 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 June 8, 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  
Teresa Ketelsen

DATE: May 4, 2017

RE: No. 12 – Deep Creek - Damascus K-8 School Awarded Oregon Green School Premier Level

EXPLANATION: Deep Creek - Damascus K-8 School has been awarded the Oregon Green School Premier Level 2017 by the Oregon Green Schools Association. Deep Creek Elementary and Damascus Middle School have been highly involved with Oregon Green Schools for years, with the first Premier level in 1997.

Lori Walter and students from Deep Creek - Damascus will share the school's recycling history and practices, as well as the process for obtaining the Premier status.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY None

RECOMMENDATION: None

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

TK:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
Teresa Ketelsen

DATE: May 4, 2017

RE: No. 13 – Collaboration Grant Update

EXPLANATION: The Gresham-Barlow School District was awarded a \$1,025,000 School District Collaboration Grant from the Oregon Department of Education for the 2016-17 school year.

In September, grant managers Mark Kim and Regina Norris shared the Collaboration Grant's focus of the work with the board.

This evening they will be sharing highlights of the work completed so far this school year.

PRESENTERS: Teresa Ketelsen, Mark Kim, and Regina Norris

SUPPLEMENTARY MATERIALS: None

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

TK:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
Mike Schofield

DATE: May 4, 2017

RE: No. 14 – Bond Update: Elementary School Projects

EXPLANATION: The elementary school replacement teams have been hard at work and are nearly finished with schematic design for North Gresham Elementary and East Gresham Elementary.

Kimberly Miles and representatives from DLR Group will provide an update on plans for East Gresham Elementary School at the board meeting. Tracy Klinger and representatives from BBT Architects will provide an update on plans for North Gresham Elementary School.

PRESENTER: Mike Schofield

SUPPLEMENTARY None

RECOMMENDATION: This report is being presented 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  
Mike Schofield  
DATE: May 4, 2017  
RE: No. 15 – Bond Update: Website

EXPLANATION: An essential part of the bond communications plan is a robust website that clearly communicates and provides information for our students, staff, parents and community.

A brief tour of the new website will be presented as the board meeting.

PRESENTER: Mike Schofield

SUPPLEMENTARY 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  
Sara Hahn-Huston

DATE: May 4, 2017

RE: No. 16 – District Educational Equity Policy Implementation Update

EXPLANATION: The board adopted Policy JBB, Educational Equity, in June of 2016. This evening, the board will hear a report about the actions taken by the Superintendent’s Advisory Committee and District Equity Team in the first year of policy implementation. The update will include, but is not limited to, the district equity professional learning focus and integration of equity throughout our work in the district.

PRESENTERS: Dr. Sara Hahn-Huston, Executive Director of School Performance, and Karina Bruzzese, Director of ESL Programs

SUPPLEMENTARY  
MATERIALS: Policy JBB, Educational Equity

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

SH:lc

## **Educational Equity**

The Gresham-Barlow School District is committed to ensuring the right of each student to have equitable opportunities to achieve their dreams and academic goals by minimizing barriers and limitations. Student success will not be predicted nor predetermined by national origin, race, culture, ethnicity, sex, language, socio-economic status, mobility, sexual orientation, disability, and/or religion.

The Gresham-Barlow School District recognizes that:

1. Responsibility rests on all Gresham-Barlow School District employees to foster each student's individual determination to access high quality education and perform at heightened levels of academic proficiency.
2. All district staff must partner with families for shared decision making.
3. Allocating resources equitably rather than equally will support the narrowing of the achievement and other student opportunity gaps.
4. An inclusive and welcoming environment allows students and families to feel safe, respected, and valued, thus supporting students in achieving their educational objectives.

To this end the District will:

1. Actively eliminate practices as they are identified that prevent students from achieving academic success, including barriers of institutional racism. The District will apply the principle of equity to policies, programs, practices, operations and resource allocation to enable all students to access a high quality education.
2. Recruit, employ, support and retain a culturally competent workforce that reflects the racial, ethnic, sex, and linguistic diversity of the student body. The district shall consider workforce equity when recruiting, employing, supporting and retaining staff.
3. Involve students, families, staff, and community members that reflect student demographics to inform school and district level decisions, particularly those involving the narrowing of the achievement and other opportunity gaps.
4. Recognize and remove institutional barriers that hinder students from achieving academic success.
5. Provide support for all students through equitable resource allocation to schools.

6. Plan and engage administrators, instructional and support personnel in ongoing professional development in culturally competent and culturally responsive practices.
7. Support and provide ongoing equity training to staff for the goal of eliminating institutional racism.
8. Use data disaggregated by race, ethnicity, sex, language, socioeconomic status, and disability to inform district decisions in order to narrow the achievement and other student opportunity gaps.

Definitions of key terms are included in (JBB-AR).

END OF POLICY

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**Legal Reference(s):**

<a href="#"><u>ORS 174.100</u></a>	<a href="#"><u>ORS 336.086</u></a>	<a href="#"><u>ORS 659A.030</u></a>
<a href="#"><u>ORS 192.630</u></a>	<a href="#"><u>ORS 342.123</u></a>	
<a href="#"><u>ORS 326.051</u></a>	<a href="#"><u>ORS 659.850</u></a>	<a href="#"><u>OAR 581-021-0045</u></a>
<a href="#"><u>ORS 329.025</u></a>	<a href="#"><u>ORS Chapter 659</u></a>	<a href="#"><u>OAR 581-021-0046</u></a>
<a href="#"><u>ORS 329.035</u></a>	<a href="#"><u>ORS Chapter 659A</u></a>	<a href="#"><u>OAR 581-022-1140</u></a>
<a href="#"><u>ORS 336.067</u></a>	<a href="#"><u>ORS 659A.003</u></a>	<a href="#"><u>OAR 839-003-0000</u></a>
<a href="#"><u>ORS 336.082</u></a>	<a href="#"><u>ORS 659A.006</u></a>	

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2006).  
 Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2006).  
 Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2006).  
 Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2006); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2006).  
 Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
 Americans with Disabilities Act Amendments Act of 2008.

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

TO: Board of Directors  
FROM: Superintendent Search Committee  
DATE: May 4, 2017  
RE: No. 17 – Superintendent Search Committee Minutes of April 10, 2017

EXPLANATION: The Superintendent Search Committee held a meeting on April 10, 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 April 10, 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**

### **April 10, 2017**

Present: Kris Howatt, Sharon Garner, Kathy Ruthruff, John Hartsock, Board Members; Paul Dakopolos Attorney to the Board; Michele Fulcher (GBEA at 4:25p)  
Location: Gresham-Barlow School District administration office

The meeting was convened on April 10, 2017, at 4:00 pm.

The following items were discussed:

1. Mr. Dakopolos reviewed the requirements that had to be met prior to holding an executive session to interview superintendent candidates. He advised that we must do three things before we hold an executive session to discuss employment issues:

- 1) Give the public an opportunity for input into the process.
- 2) Establish hiring procedures in advance.
- 3) Advertise the position vacancy.

Kris advised Mr. Dakopolos that the Board had completed these items at previous public Board meetings.

2. Kris outlined the superintendent hiring schedule:

- 1) The Board would be meeting the evening of April 10, 2017 in executive session to hold an initial screening of approximately 12 candidates. This meeting will be moderated by Ryan Ray the District's executive search consultant. The process will be review of application materials and a short video from each applicant. The goal is reduce the pool of candidates to 5 or 6.
- 2) The Board will then hold in person interviews on April 20<sup>th</sup> and 21<sup>st</sup> in executive session. With a goal of rating those candidates.

Mr. Dakopolos reminded the committee not to make a choice in those meetings but to rank the applicants in order of choice.

3. Mr. Dakopolos and the committee then discussed the process of developing the contract form and salary. Those items must be done in an open session of the Board. It was determined that the Board would review the contract form and establish a salary range at the April 27<sup>th</sup> public Board work session. Mr. Dakopolos was provided with a copy of the existing superintendent's contract some suggested revisions.

4. Mr. Dakopolos also advised the he would also perform some due diligence review of the first-choice candidate on behalf of the Board.

Submitted by: John Hartsock

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

TO: Board of Directors

FROM: Jim Schlachter  
Teresa Ketelsen

DATE: May 4, 2017

RE: No. 18 – Policy Review Committee Minutes of April 11, 2017

EXPLANATION: The most recent Policy Review Committee meeting was held on April 11, 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 April 11, 2017, Policy Review Committee meeting

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required.

TK:lc

## **Policy Review Committee Meeting Minutes**

April 11, 2017

The meeting began at 8:00 a.m. on April 13, 2017 at the Gresham-Barlow School District administration office, 1331 NW Eastman Parkway, Gresham, Oregon.

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

Revisions to the following policies were discussed.

<b>Policy</b>	<b>Title</b>
BHD	Board Member Compensation and Expense Reimbursement
EFAA	District Nutrition and Food Services
GCL/GDL	Staff Development and Professional Growth
ING	Animals in the Schools
JECBD	Homeless Students

The policies listed above will be presented to the Board as a first reading during the April 27, 2017 Work Session.

The next Policy Review Committee meeting will be held on Tuesday, May 9, 2017, at 8 a.m. in the same location.

The meeting ended at 9:30 am.

Submitted by: Teresa Ketelsen



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

TO: Board of Directors

FROM: Jim Schlachter  
Athena Vadnais

DATE: May 4, 2017

RE: No. 19 – District Advisory Council (DAC) Report

EXPLANATION: The April 20, 2017, DAC meeting was canceled so that board members could meet in an executive session to interview superintendent candidates. For this reason, there will not be a DAC report this evening.

The end-of-year barbeque and last DAC meeting of the school year will be held on May 25, 2017, at Kelly Creek Elementary School.

The barbeque will begin at 6:30 p.m., followed by a 7 p.m. meeting.

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  
John Koch

DATE: May 4, 2017

RE: No. 20 - Alternative Education Programs 2017-18

EXPLANATION: In compliance with Board Policy, IGBHA, and state law, ORS 581-022-1350, the board annually approves private and public alternative education programs contracted by the district.

This spring, a multi-district team evaluated the alternative programs in Multnomah County to determine whether they should be included as an alternative program for district approval. The evaluation process covers requirements set forth by the Oregon Department of Education (ODE). Any alternative program under consideration must already have met ODE approval criteria.

The attached list of alternative programs is being recommended for continuation into 2017-18. These programs have met the evaluation criteria described above.

PRESENTER: John Koch

SUPPLEMENTARY MATERIALS: 1. Policy IGBHA, Alternative Education Programs  
2. Alternative Programs, 2017-2018 School Year

RECOMMENDATION: This list of alternative programs is being provided for first reading only.

REQUESTED ACTION: No action requested at this time. Approval will be recommended at a subsequent meeting.

JK:lc

# Gresham-Barlow SD 10

Code: **IGBHA**  
Adopted: 5/02/02  
Readopted: 11/06/14

## Alternative Education Programs\*\*

The Board is dedicated to providing educational options for all students. It is recognized there will be students in the district whose needs and interests are best served by participation in an alternative education program.

A list of alternative programs will be approved by the Board annually. The superintendent may provide for the involvement of staff, parents and the community in recommending alternative programs for Board approval. Annual evaluation of alternative programs will be made in accordance with ORS 336.655 and OAR 581-022-1350. The superintendent will develop administrative regulations as necessary to implement this requirement.

Alternative programs will consist of instruction or instruction combined with counseling. These programs may be public or private. Private alternative programs shall be registered with the Oregon Department of Education. Alternative programs must meet all the requirements set forth in ORS 336.625, 336.631 and 336.637.

Students, upon parent request, may be placed in an alternative program if the district determines that the placement serves the student's educational needs and interests and assists the student in achieving district and state academic content standards. Such placement must have the approval of the student's resident district, and as appropriate, the attending district. The district will also consider and propose alternative education programs for students prior to expulsion or leaving school as required by law.

The district will enter into a written contract with district-approved private alternative programs.

END OF POLICY

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### Legal Reference(s):

[ORS 329.485](#)  
[ORS 332.072](#)  
[ORS 336.014](#)  
[ORS 336.145](#)  
[ORS 336.175](#)  
[ORS 336.179](#)

[ORS 336.615 to-336.665](#)  
[ORS 339.030](#)  
[ORS 339.250](#)  
  
[OAR 581-021-0045](#)  
[OAR 581-021-0065](#)

[OAR 581-021-0070](#)  
[OAR 581-021-0071](#)  
[OAR 581-022-1350](#)  
[OAR 581-022-1620](#)  
[OAR 581-023-0006](#)  
[OAR 581-023-0008](#)

### Cross Reference(s):

IGBHB - Establishment of Alternative Education Programs  
IGBHC - Alternative Education Notification  
JGEA - Alternative Education Programs Following Expulsion

**Alternative Education Programs  
2017-2018 School Year**

Program	Grade/Age Level	Cost for Next Year	Student Profile
<b>Columbia Regional Deaf/ Hearing Impaired Classrooms</b> 833 NE 74 <sup>th</sup> Portland, OR 97213 503-916-5570	Grades Pre K-12	\$28,950.00 annually Interpreter Costs: Elem: \$8275 MS: \$23,100	Serves elementary, middle and high school levels with a focus on intense language and communication instruction. Students eligible for regional services have significant language communication needs.
<b>Four Corners-Reynolds S.D.</b> 14513 SE Stark Street Portland, OR 97233 503-328-0420	Grades K-8	\$39,475.28 annually	Four Corners is a therapeutic public school serving students with disabilities who have had significant barriers to accessing their education based on emotional and behavioral challenges.
<b>Mt. Hood Community College Alternative Education Program GED Program</b> 26000 SE Stark Street Gresham, OR 97030 503-491-7019	Ages 16-21	80% of ADM	Non-disabled young adults in need of help to prepare for the GED examination, establish course goals, find employment and transition to college classes.
<b>Mt. Hood Community College Alternative Education Program YESS Program</b> 26000 SE Stark Street Gresham, OR 97030 503-491-7641	Ages 16-21	80% of ADM	Program serves 16-21 yr. old students living in Mult. Co. The average academic performance level is 6 <sup>th</sup> -7 <sup>th</sup> grade. Seventy percent of these students live under the federal poverty line. The program is income based. All students must be self-motivated.
<b>Multnomah Education Service District Arata Creek School</b> 2470 SW Halsey Troutdale, OR 97060 503-262-4850	Grades K-12	\$40,627.00 Beh Health \$51,077.00 Social Emotional annually	Disabled students with persistent behavioral challenges who benefit from a leveled management system with clear behavioral and academic expectations for each level.
<b>Multnomah Education Service District Functional Living Skills Alternative Behavior Program Wheatley/Local school settings</b> 14030 NE Sacramento Portland, OR 97230	Grades K-12 and Ages 18-21	\$97,500.00 annually	Students with moderate to profound disabilities in need of a functional living skills curriculum with emphasis on behavioral services that include intensive individual daily monitoring.
<b>Multnomah Education Service District Functional Living Skills Program/ Local school settings</b> 11611 NE Ainsworth Portland, OR 97294	Grades K-12 and Ages 18-21	\$81,000.00 annually	Students with moderate to profound disabilities in need of a functional living skills curriculum.

**Alternative Education Programs  
2017-2018 School Year**

Program	Grade/Age Level	Cost for Next Year	Student Profile
<b>Multnomah Education service District Helensview School – Phoenix 8673 NE Sumner Portland, OR 97220 503-262-4150</b>	Ages 12-21	Gen- \$8,829.00 SpEd \$15,015.00 Phoenix \$17,659.00 annually	Both disabled and non disabled pregnant and/or parenting at risk teens with gang, drug and alcohol issues and/or criminal histories who benefit from comprehensive wrap-around social, behavioral, academic and mental health support.
<b>NAYA Early College Academy 5135 NE Columbia Blvd. Portland, OR 97218 503-972-2461</b>	Grades 9-12	\$8,042.00 annually	Native American/Alaskan Native non-disabled youth who are credit deficient and have difficulty fitting into a larger school. Students may generally be introverted and /or gang effected but have a degree of engagement. Is a culturally specific high school.
<b>Oregon Outreach Hinton/DAP 1400 SE 135<sup>th</sup> Portland, OR 97233 503-261-8470</b>	Grades 9-12	\$9,540.00 annually	Both disabled and non-disabled at-risk students with a history of being unsuccessful in public school due to attendance, school behaviors or academic concerns who are in need of small group instruction, individualized, contract-based learning, job skills.
<b>Portland Youth Builders 4816 SE 92<sup>nd</sup> Ave Portland, OR 97266 503-286-9350</b>	Ages 17-24	\$8,722.00 Annually	Non-disabled students who have dropped out of high school or are at risk of dropping out and experience one or more barriers to successful employment. Only students who are eligible for free and reduced lunch are eligible to attend. (SWD and ELL not serv)
<b>Rosemary Anderson High School East 2208 SE 182<sup>nd</sup> Ave Portland, OR 503-797-7226</b>	Ages 14-21	Through 6/18 for 175 days \$40/day Reg Ed \$60/day ELL \$80/day pregnant & parenting Minimum 70 slots	General education placement with resource.
<b>Serendipity School 14815 SE Division Portland, OR 97292 503-761-7139</b>	Grades K-12	Elem K-6 \$6,000 MS \$5850 HS \$5150 Spec Case + trainer \$7711 Communication placement \$7711	Students with disabilities with extreme behaviors, internalized and externalized behaviors, processing disorders, struggling from traumatic life events. Serves students K-12, integrating mental health treatment with an individualized education plan to meet special needs.

**Alternative Education Programs  
2017-2018 School Year**

Program	Grade/Age Level	Cost for Next Year	Student Profile
<b>The Open School</b> <b>16570 SE Oak St.</b> <b>Portland, OR 97233</b> <b>503-488-5200</b>	Grade 7-10,	\$16,500 annually	Private, non-profit for students who've not typically been successful in mainstream schools-often they've struggled academically, behaviorally and with attendance.
<b>Youth Progress - Learning Center</b> <b>(No East County Students at this time)</b> <b>2020 SE Powell Blvd.</b> <b>Portland, OR</b> <b>503-233-6121</b>	Ages 15-24	N/A	The majority of the clients have either been involved in the juvenile justice system or have no appropriate home resource with whom to live. Youth Progress clients are often labeled as "difficult to treat" and have typically been rejected from other placements due to behaviors or background. Youth Progress specializes in working with these youth by providing them with individualized opportunities to succeed.
JK:lal 4/14/17			

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

TO: Board of Directors

FROM: Jim Schlachter  
Mike Schofield

DATE: May 4, 2017

RE: No. 21 – Paid Lunch Equity for 2017-2018

EXPLANATION: As required by the United States Department of Agriculture, all local education agencies (LEAs), regardless of current lunch prices, must annually review paid lunch prices to ensure compliance. The USDA provides a tool to determine compliance called the Paid Lunch Equity Tool. This requirement is in effect to ensure USDA funds are not subsidizing paid lunch amounts.

The LEA is considered noncompliant when the average paid lunch price is less than the difference between the free and paid federal reimbursement rates, currently \$2.86. If the weighted average paid lunch price is less than that amount, LEAs must take action. The district has three options:

1. Increase paid lunch prices, or
2. Contribute non-Federal funds to the food service account, or
3. Increase the paid lunch by a smaller amount and contribute the remaining amount using non-Federal funds.

PRESENTER: Mike Schofield

SUPPLEMENTARY MATERIALS: Cafeteria Pricing Comparison (2013-2014 – 2016-2017, and proposed 2017-2018)

RECOMMENDATION: The administration will recommend board action to increase lunch prices by \$0.10 effective July 1, 2017, at the June board business meeting.

REQUESTED ACTION: This information is being provided as a first reading. At the June board business meeting, the administration will recommend board approval of a \$0.10 increase for elementary, middle, and high school paid lunch prices for the 2017-2018 school year effective July 1, 2017.

MS:lc

## Cafeteria Pricing Comparison

Proposed 2017-2018	Breakfast			Lunch		
School District	Elementary	Middle	High	Elementary	Middle	High
Gresham Barlow	\$1.00	\$1.25	\$1.25	\$2.40	\$2.65	\$2.80

2016-2017	Breakfast			Lunch		
School District	Elementary	Middle	High	Elementary	Middle	High
Centennial	\$1.00	\$1.00	\$1.00	\$2.20	\$2.40	\$2.40
Park Rose	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gresham Barlow	\$1.00	\$1.25	\$1.25	\$2.30	\$2.55	\$2.70
David Douglas	\$0.00	\$0.00	\$0.00	\$2.60	\$2.90	\$2.90
Reynolds	\$1.15	\$1.40	\$1.40	\$2.60	\$2.80	\$2.95
Portland	\$1.35	\$1.35	\$1.35	\$2.70	\$2.95	\$3.20
North Clackamas	\$1.95	\$2.00	\$2.15	\$2.90	\$3.20	\$3.50
Oregon Trail	\$1.50	\$1.50	\$1.50	\$2.65	\$2.75	\$2.95

2015-2016	Breakfast			Lunch		
School District	Elementary	Middle	High	Elementary	Middle	High
Centennial	\$1.00	\$1.00	\$1.00	\$2.15	\$2.30	\$2.30
Park Rose	\$0.00	\$0.00	\$1.60	\$0.00	\$0.00	\$2.60
Gresham Barlow	\$1.00	\$1.25	\$1.25	\$2.20	\$2.45	\$2.60
David Douglas	\$0.00	\$0.00	\$0.00	\$2.45	\$2.75	\$2.75
Reynolds	\$1.05	\$1.30	\$1.30	\$2.45	\$2.65	\$2.90
Portland	\$1.35	\$1.35	\$1.35	\$2.70	\$2.95	\$3.20
North Clackamas	\$1.95	\$2.00	\$2.15	\$2.90	\$3.20	\$3.50
Oregon Trail	\$1.50	\$1.50	\$1.50	\$2.55	\$2.75	\$2.95

2014-2015	Breakfast			Lunch		
School District	Elementary	Middle	High	Elementary	Middle	High
Centennial	\$1.00	\$1.00	\$1.00	\$2.10	\$2.25	\$2.25
Park Rose	\$0.00	\$0.00	\$1.50	\$0.00	\$2.25	\$2.40
Gresham Barlow	\$1.00	\$1.25	\$1.25	\$2.10	\$2.35	\$2.50
David Douglas	\$0.00	\$0.00	\$1.00	\$2.35	\$2.65	\$2.65
Reynolds	\$1.05	\$1.30	\$1.30	\$2.38	\$2.60	\$2.85
Portland	\$1.35	\$1.35	\$1.35	\$2.70	\$2.95	\$3.20
North Clackamas	\$1.80	\$1.85	\$2.00	\$2.75	\$3.05	\$3.35
Oregon Trail	\$1.50	\$1.50	\$1.50	\$2.45	\$2.65	\$2.90

2013-2014	Breakfast			Lunch		
School District	Elementary	Middle	High	Elementary	Middle	High
Centennial	\$1.00	\$1.00	\$1.00	\$2.00	\$2.20	\$2.20
Park Rose	\$0.00	\$0.00	\$1.50	\$2.00	\$2.25	\$2.40
Gresham Barlow	\$1.00	\$1.25	\$1.25	\$2.00	\$2.25	\$2.40
David Douglas	\$0.00	\$0.00	\$1.00	\$2.25	\$2.55	\$2.55
Reynolds	\$1.05	\$1.30	\$1.30	\$2.28	\$2.50	\$2.75
Portland	\$1.25	\$1.25	\$1.25	\$2.60	\$2.85	\$3.10
North Clackamas	\$1.65	\$1.70	\$1.85	\$2.60	\$2.90	\$3.20
Oregon Trail	\$1.50	\$1.50	\$1.50	\$2.35	\$2.55	\$2.80



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

TO: Board of Directors

FROM: Jim Schlachter  
Teresa Ketelsen

DATE: May 4, 2017

RE: No. 22 – Elementary School Mathematics Textbook Adoption

EXPLANATION: During last month’s business meeting, the Board received an overview of *Ready Common Core* and *iReady* by Curriculum Associates as the recommended math adoption for kindergarten through fifth grades. *Ready Common Core* consists of a blended learning model of instruction, practice and assessment components. *iReady* is an adaptive online diagnostic and monitoring assessment system that also includes instruction. The combination of these two programs provides the ability to differentiate math instruction, providing whole group instruction as well as specific interventions for all of our elementary schools.

A committee of K-5 classroom teachers, ELD teachers, special education teachers, building administrators and instructional coaches looked used a tool designed to evaluate alignment of materials to the rigor and content of current standards. As a result of those efforts, the committee recommended purchasing *Ready Common Core* and *iReady* by Curriculum Associates as the district K-5 math resource. This adoption would create a consistent mathematics curriculum resource K-8 for GBSD as this product was previously adopted for grades 6-8.

These resources will be used as a blended learning model, incorporating both technology and print materials. The cost for this adoption is \$812,000.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY MATERIALS: None

RECOMMENDATION: The administration recommends the board approve *Ready Common Core* and *iReady* by Curriculum Associates as the elementary math adoption, kindergarten through fifth grades, to begin with the 2017-18 school year.

Board of Directors

Re: No. 22 – Elementary School Mathematics Textbook Adoption

May 4, 2017

Page 2

REQUESTED ACTION:        Move to approve *Ready Common Core* and *iReady* by Curriculum Associates as the elementary math adoption, kindergarten through fifth grades, to begin with the 2017-18 school year, in the amount of \$812,000.

TK:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
Teresa Ketelsen

DATE: May 4, 2017

RE: No. 23 – High School Mathematics Textbook Adoption

EXPLANATION: Last month, during the business meeting, the board received a synopsis of the high school math adoption recommendations from a committee made up of math teachers, administrators, a high school special education coach, a high school English language development coach, and the district secondary math specialist. After considering specific criteria and using a tool designed to evaluate alignment of materials to the rigor and content of current standards, their recommendations are:

Integrated Math 1,2, and 3: *Big Ideas* by HMH  
Pre-Calculus: *Pre Calculus with Limits* by Cengage  
Calculus/IB SL: *Baccalaureate Standard Level* by Pearson  
IB Studies: *IB Math Studies SL* by Oxford  
IB HL: *Calculus for AP* by Cengage

The combined price for purchasing resources for of the high school math classes is just under \$400,000.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY MATERIALS: High School Mathematics, Transition to the Integrated Pathway

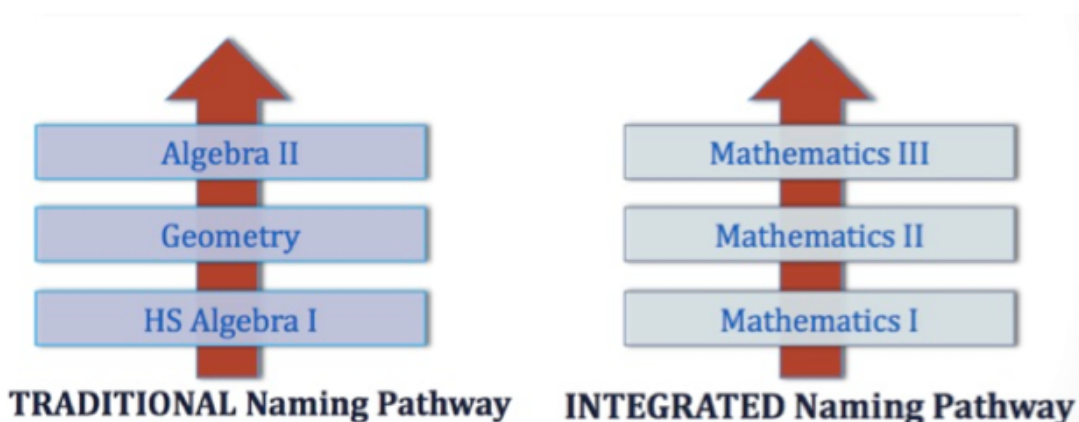
RECOMMENDATION: The administration recommends the board approve *Big Ideas* by HMH, *Pre Calculus with Limits* by Cengage, *Baccalaureatae Standard Level* by Pearson, *IB Math Studies SL* by Oxford, and *Calculus for AP* by Cengage as the high school math adoptions, to begin with the 2017-18 school year.

REQUESTED ACTION: Move to approve *Big Ideas* by HMH, *Pre Calculus with Limits* by Cengage, *Baccalaureatae Standard Level* by Pearson, *IB Math Studies SL* by Oxford, and *Calculus for AP* by Cengage as the high school math textbook adoptions, to begin with the 2017-18 school year, in an amount not to exceed \$400,000.

TK:lc

## High School Mathematics Transition to the Integrated Pathway

During the fall of 2017, Gresham-Barlow high school math programs will begin a transition from the traditional pathway to an integrated pathway of courses. The integrated pathway will provide all students with grade-appropriate curriculum and instruction and all students will complete the required math sequence by 11<sup>th</sup> grade. **The transition has been planned carefully so that current high school math students will not have gaps or repetitions in their instruction.** There will continue to be variations to provide students with acceleration and extra support as necessary.



The Integrated Pathway is made up of three courses (Mathematics I, II, and III). The integrated mathematics courses follow the structure began in the K-8 standards of presenting mathematics as a multifaceted, coherent subject, and is the way most other high performing countries present higher mathematics. Each course is comprised of standards selected from the six high school conceptual categories, which were written to encompass the scope of content and skills to be addressed throughout grades rather than through any single course.

A curriculum selection committee made up of teachers from the three GBSD high schools has made the recommendation that the Big Ideas series published by Houghton Mifflin Harcourt be adopted as the new curriculum resource for the integrated courses. This resource was selected because it is well aligned to the standards, provides student centered and relevant lessons and includes digital resources. If approved by the school board, these materials will be in classrooms next fall.

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

TO: Board of Directors

FROM: Jim Schlachter  
James Hiu

DATE: May 4, 2017

RE: No. 24 – Charter School Renewal: Metro East Web Academy

EXPLANATION: The Metro East Web Academy (MEWA) public hearing regarding renewal of the charter was held March 9, 2017. The details of their requested changes were reviewed at the board work session on April 27, 2017. The next step required in the renewal process is for the Gresham-Barlow School District board of directors to approve or deny the proposed charter school renewal.

Pursuant to ORS 338.065, the board must base the charter renewal decision on the following four items. These were reviewed in the annual evaluation report conducted by PSU Center for School Success and shared with the Board.

- is in compliance with the terms of the charter, and with all applicable state and federal laws;
- is meeting or working toward meeting the student performance goals and agreements specified in the charter or any other written agreements between the sponsor and the Metro East Web Academy (MEWA) governing body;
- is fiscally stable; and
- is in compliance with any renewal criteria specified in the charter of the public charter school.

The existing charter agreement specifies that renewal will be governed by ORS 338.065. If the board denies the renewal request, it must state in writing the reasons for denying the request. Also, if the renewal request is denied, MEWA may submit a revised request for renewal to the district as provided in ORS 338.065(3)(g). If the board agrees to renew the charter agreement, the parties shall negotiate and execute a new agreement no later than 90 days after the date of approval, unless the district and the charter school governing body agree to an extension of the time period.

Board of Directors  
Re: No. 24 – Charter School Renewal: Metro East Web Academy  
May 4, 2017  
Page 2

PRESENTER: James Hiu

SUPPLEMENTARY  
MATERIALS None

RECOMMENDATION: The administration recommends renewal of the Metro East Web Academy charter school agreement subject to a successful contract negotiation and provisions reviewed with the Gresham-Barlow school board on April 27, 2017, as outlined below.

REQUESTED ACTION: Move to approve the Metro East Web Academy charter renewal for six years (2017-18 to 2022-23), subject to the negotiation of a contract to address the following recommendations:

- Conduct PSU (Portland State University) evaluations in even-numbered years, and the National Association of Charter School Authorizers evaluation in odd-numbered years
- Expand the range from grades 6-12 to kindergarten-12
- Increase total enrolment cap of 500 incrementally by adding 100 in 2017-18; 100 in 2018-19, and reassess for subsequent years
- Negotiate indirect costs
- Allow MEWA to establish its school year, school day, and hours of operation in accordance with state law

JH:pkh:lc

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

TO: Board of Directors

FROM: Jim Schlachter  
James Hiu

DATE: May 4, 2017

RE: No. 25 – Charter School Renewal: Gresham Arthur Academy Public Charter School

EXPLANATION: The Gresham Arthur Academy Public Charter School (GAAPCS) public hearing regarding renewal of the charter was held March 9, 2017. The details of their requested changes were reviewed at the board work session on April 27, 2017. The next step required in the renewal process is for the Gresham-Barlow School District board of directors to approve or deny the proposed charter school renewal.

Pursuant to ORS 338.065, the board must base the charter renewal decision on the following four items. These were reviewed in the annual evaluation report conducted by PSU Center for School Success and shared with the Board.

- is in compliance with the terms of the charter, and with all applicable state and federal laws;
- is meeting or working toward meeting the student performance goals and agreements specified in the charter or any other written agreements between the sponsor and the Gresham Arthur Academy Public Charter School governing body;
- is fiscally stable; and
- is in compliance with any renewal criteria specified in the charter of the public charter school.

The existing charter agreement specifies that renewal will be governed by ORS 338.065. If the board denies the renewal request, it must state in writing the reasons for denying the request. Also, if the renewal request is denied, GAAPCS may submit a revised request for renewal to the district as provided in ORS 338.065(3)(g). If the board agrees to renew the charter agreement, the parties shall negotiate and execute a new agreement no later than 90 days after the date of approval, unless the district and the charter school governing body agree to an extension of the time period.

Board of Directors

Re: No. 25 – Charter School Renewal: Gresham Arthur Academy Public Charter School

May 4, 2017

Page 2

PRESENTER: James Hiu

SUPPLEMENTARY MATERIALS:

1. List of Gresham Arthur Academy board members with description of board responsibilities
2. Letter from Shannon Chisom Consulting and member of Gresham Arthur Academy board

RECOMMENDATION: The administration recommends renewal of the Gresham Arthur Academy Public Charter School agreement subject to a successful contract negotiation and provisions reviewed with the Gresham-Barlow school board on April 27, 2017, as outlined below.

REQUESTED ACTION: Move to approve the Gresham Arthur Academy Public Charter School renewal for six years (2017-18 to 2022-23), subject to the negotiation of a contract to address the following recommendations:

- Conduct PSU (Portland State University) evaluations every odd-numbered year
- Maintain a local governing board as stated in the contract
- Waive ORS 338.025(s) that requires the public charter school to select students through an equitable lottery selection process; the waived students would not exceed 5% of the school's annual student enrollment
- Replace references to highly-qualified (NCLBA) status with a requirement to provide a list of all licensed (teaching) staff, and their licensure status with the Teachers Standards and Practices Commission per Every Student Succeeds Act (ESSA)
- Maintain current language that states: "Oregon Statewide Assessments – of all students in each grade, regardless of time in attendance, the total percentage in that grade who meet or exceed state standards in tested content areas will be at least as high as the total percentage of the district's students in the same grades who meet or exceed state standards."
- Approve the use of Easy DBM, summative nationally normed standardized test, as the method of measuring student achievement in grades K, 1 and 2, and testing in the spring for all students in grades K, 1 and 2, and in the fall for new students in those grades
- Eliminate the requirement for a \$5,000 corporate savings to be on deposit with the Gresham-Barlow School District.

JH:pkh:lc





## **Gresham Arthur Academy**

### **Board of Directors**

Resident Position: Shannon Chisom, term expires June 30, 2017

Resident Position: Angie Obrist, term expires June 30, 2018

Resident Position: Sandra Forquer, term expires June 30, 2019

Resident Position: Sam Lider, term expires June 30, 2019

Resident Position: Crystal Zech, term expires June 30, 2019

Resident Position: Spencer Lund, term expires June 30, 2019

Non-Resident Position: April Curtis, term expires June 30, 2017

\*Annual meeting is set for June 7th to introduce new board members.

### **Officers**

April Curtis, President

Angie Obrist, Secretary

### **Responsibilities**

Act as a steward of the school to the Gresham community.

Review annual budget and financial audits.

Regularly review financial statements to ensure fiscal responsibility.

Periodically evaluate mission, vision, goals and direction.

Ensure that corporate and non-profit status are maintained.

Verify that enrollment and lottery process are conducted in accordance with ORS 338.125.

Act in Advisory role to Principal with reporting to Executive Director.

Advise Principal on issues related to GAA such as: staffing, facility, curriculum changes, school calendar, diversity, fundraising capital improvement and construction projects.

Evaluate and suggest safety and security related systems and implementation.

Evaluate and give feedback on contracts. For instance:

Lease & Facility Maintenance,

Legal, Financial, Banking, Audit

Student Safety, IT Services, Food Services

Ensure all applicable employment laws are followed.

Ensure appropriate insurance coverage (liability, directors and officers, workers comp.) is maintained.

Ensure all obligations to TSPC are met.

Comply with all applicable public meeting and public records laws.

Recruit and elect new board members.

Maintain all records of agenda, minutes and board actions.

Ensure that a majority of members are legal residents within the boundaries of Gresham-Barlow School District.

Assist in completion of Annual Report.

## **Shannon Chisom Consulting**

Received 05/03/17:Lyn

2575 SE Orient Drive  
Gresham, OR 97080  
503.750.3785  
SSN: 538.92.4044

[Shannon.Chisom@gmail.com](mailto:Shannon.Chisom@gmail.com)

Gresham Barlow School Board  
1333 NW Eastman Parkway  
Gresham, OR 97030

Chair Piluso and Board:

I am an active member of the Gresham Arthur Academy Advisory Board and have taken on the task of expanding community support and membership.

As a consultant I regularly work with non-profits to increase board membership and build their strategic plan. This board is currently active and following by-laws, but could be more involved in the overall strategic plan, connecting to the community and fundraising. Gresham Arthur Academy is also overseen by the Mastery Learning Institute (MLI) board, which oversees all 6 Arthur Academies in Oregon. I am a voting member of the MLI board and represent Gresham at all meetings.

Gresham Arthur Academy has strong financials, strong test scores, stable personnel, and a waiting list of students. They are well respected in the Gresham community and plan to remain at this size for many years.

In my opinion, where they can improve is to engage a stronger community board. The hesitation has been that the waiting list is already long and there doesn't seem to be a need to advertise, but that does not mean that a stronger community based board should not be helpful in fundraising, improving facilities for students, supporting the staff and teachers locally, and understanding the overall educational model of the state and how that affects the Gresham community.

My initial calls to community members were answered with a unanimous "yes". Not one person asked to join the board hesitated. They are all ready to join the existing board members to increase visibility in the community, oversee operations and financial management, and support students and staff.

Every one of these new board members is extremely active in the Gresham community. They have specific skills recruited to support Gresham Arthur Academy and have immediately increased the connection between the school and the local community.

Incoming Board:

**Sandra Forquer**

**Home (in-district):**

**Term: 6/17-6/19**

3030 SW Mawrcrest Ave.

Gresham, OR 97080

*Education, Fundraising, Community*

*25 year small business owner*

*2 prior GBSD students and now grandchildren in district*

**Sam Linder**

**Home (in-district):**

**Term: 6/17-6/19**

2909 SE Liberty Place

Gresham, OR 97080-6272

**Work:**

2332 E. Powell Blvd

Gresham, OR 97080

*Focus, Community, Small Business Leader*

*Long-term business owner and community advocate*

**Spencer Lund**

**Home (in-district):**

1160 NW Bella Vista Place

Gresham, OR 97030

**Work:**

Farmer's Insurance-Agency Owner

21901 NE Halsey Street, #203

Fairview, OR 97024

*Insurance, risk-management, legal*

*5 years agent experience*

*Father to two girls entering kinder in the 2017-2018 school year*

**Crystal Zech**

**Home (in-district):**

1565 NE Hale Place

Gresham, OR 97030

**Work (in-district):**

Brainjar Media, Social Media Director

109 N Main Suite #202

Gresham, OR 97030

*Education, Parenting, Community*

*Parent of 2 GBSD students*

**Kayla Viramontes**

**Home:**

911 SE 193rd Ave  
Portland, OR 97233

**Work:**

The Bold Orange, Owner  
PO Box 1371  
Fairview, OR 97024  
*Marketing, Graphic Design, Small business*  
*10 year small business owner*  
*Parent of future local student*

**Guy Edwards**

**Home:**

520 NE 92nd Ave  
Portland, OR 97220

**Work (in-district):**

Brainjar Media, Owner  
109 N Main Suite #202  
Gresham, OR 97030  
*Social Media, Technology, Content marketing*  
*2 decades experience*  
*Guardian of a Teenage student*

This is the perfect time to build this board, and I'm confident that this group will take a strong organization and make it stronger. If you have any questions, please don't hesitate to let me know. I love the experience we have had at Gresham Arthur Academy and look forward to many more years of an amazing education for my daughter.

Thank you,

Shannon Chisom

*25+ years local business ownership*  
*and community involvement*

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

TO: Board of Directors

FROM: Jim Schlachter  
James Hiu

DATE: May 4, 2017

RE: No. 26 – Charter School Renewal: Lewis and Clark Montessori Charter School

EXPLANATION: The Lewis and Clark Montessori Charter School (LCMCS) public hearing regarding renewal of the charter was held March 9, 2017. The details of their requested changes were reviewed at the board work session on April 27, 2017. The next step required in the renewal process is for the Gresham-Barlow School District board of directors to approve or deny the proposed charter school renewal.

Pursuant to ORS 338.065, the board must base the charter renewal decision on the following four items. These were reviewed in the annual evaluation report conducted by PSU Center for School Success and shared with the Board.

- is in compliance with the terms of the charter, and with all applicable state and federal laws;
- is meeting or working toward meeting the student performance goals and agreements specified in the charter or any other written agreements between the sponsor and the Lewis and Clark Montessori Charter School governing body;
- is fiscally stable; and
- is in compliance with any renewal criteria specified in the charter of the public charter school.

The existing charter agreement specifies that renewal will be governed by ORS 338.065. If the board denies the renewal request, it must state in writing the reasons for denying the request. Also, if the renewal request is denied, LCMCS may submit a revised request for renewal to the district as provided in ORS 338.065(3)(g). If the board agrees to renew the charter agreement, the parties shall negotiate and execute a new agreement no later than 90 days after the date of approval, unless the district and the charter school governing body agree to an extension of the time period.

Board of Directors

Re: No. 26 – Charter School Renewal: Lewis and Clark Montessori Charter School

May 4, 2017

Page 2

PRESENTER: James Hiu

SUPPLEMENTARY  
MATERIALS None

RECOMMENDATION: The administration recommends renewal of the Lewis and Clark Montessori Charter School agreement subject to a successful contract negotiation and provisions reviewed with the Gresham-Barlow school board on April 27, 2017, as outlined below.

REQUESTED ACTION: Move to approve the Lewis and Clark Montessori charter renewal for five years (2017-18 to 2021-22), subject to the negotiation of a contract to address the following recommendations:

- Maintain the funding rate at 80% ADMw
- Increase the enrollment cap to 375
- Review the services necessary for currently-enrolled students and assess staffing needs / provisions of special education services
- Provide monthly financial statements to the chief financial officer
- Replace references to highly-qualified (NCLBA) status with a requirement to provide a list of all licensed (teaching) staff, and their licensure status with the Teachers Standards and Practices Commission per Every Student Succeeds Act (ESSA).

JH:pkh:lc

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

TO: Board of Directors  
FROM: Jim Schlachter  
DATE: May 4, 2017  
RE: No. 27 – Strategic Planning – Quarter 3 Report / Introduction

EXPLANATION: Regular reporting on progress toward targets identified in the 2020 Strategic Plan began in 2016. Quarterly reports cover the volume of the work completed, characteristics of the work, and the extent to which it is making a difference for selected projects and programs. Quarterly reports are scheduled for February, May, August and October of each year.

Tonight, the May progress report will be shared in hardcopy and via access to a Google document. The Google document, which may be transitioned to a web-based program in 2017, is designed to provide board members with digital access and ease of negotiating the documents.

PRESENTER: Jim Schlachter

SUPPLEMENTARY  
MATERIALS: Quarterly Report Overview

RECOMMENDATION: The topic is being provided as information only.

REQUESTED ACTION: No formal action is required.

JS:lc