

School District No. 1J, Multnomah County, Oregon
Board Committee Meeting of April 25, 2019

INFORMAL MINUTES

A meeting of the Board's Policy and Governance Committee meeting came to order at 2:07 pm at the call of Chair Brim-Edwards in the Willamette Conference Room at the Blanchard Education Service Center, 501 N. Dixon Street, Portland, Oregon, 97227.

There were present:

Board

Julia Brim-Edwards-Committee Chair
Rita Moore
Mike Rosen

Staff

Claire Hertz-Deputy Superintendent, Business and Operations
Mary Kane-Senior Legal Council
Jonathan Garcia-Chief Engagement Officer
Stephanie Cameron-Senior Director, Communications
Rosanne Powell-Senior Board Manager
Rachel Lent-Paralegal
Guadalupe Guerrero-Superintendent

Student Representative Policy

Committee Chair Brim-Edwards recommended the Student Representative Policy go to the full board for a first reading, with the changes recommended by Director Bailey to the preamble. Jonathan Garcia will work with the District Student Council to encourage feedback during the public comment period and acknowledged this could be an opportunity to create a consistent student government district wide. He would like the district to host an institute for student leaders so they can learn how to provide input into their school improvement plans.

Capital Asset Renewal Policy

There has not been public comment on this policy. It was recommended for a second reading at the next board meeting.

Community Use of Building Policy

There has been no new public comment received, and it was recommended for a second reading at the next board meeting.

Contingency and Reserves Policy

The committee reviewed a draft of the proposed changes. Claire Hertz explained the rationale for recommending a range in contingency and reserves funds. Director Moore stated that the Community Review Budget Committee (CBRC) came up with the initial language that set a goal to fund and maintain a 10% operating contingency in the general fund. She stated she would support the recommended range, but thinks it is important to state a 10% contingency goal by 2025. Claire Hertz thought that was

attainable, but would like the flexibility in order to prepare for a volatile funding cycle. She noted that the district needs at least 5% to get a favorable rating for selling bonds. Chair Brim-Edwards does not agree with putting dates into policies as a practice. Director Moore agreed with removing a specific target date to have the desired amount in contingency funds. The committee discussed the criteria for using contingency funds. Director Kohnstamm asked staff to bring forward language that defines best practice for using contingency funds. CBRC member, Roger Kirschner, asked that a second reading be postponed until the CBRC has weighed in. Chair Brim-Edwards suggested moving it to a first reading, and have CBRC provide their comments during the public comment period. Director Moore and Director Kohnstamm both preferred to wait to move forward for a first reading until they had heard from the CBRC. Given the CBRC was going to meeting in the next couple of days, Chair Brim-Edwards asked that CBRC be asked for their input and it will be considered at the next Committee meeting. Claire Hertz will add in language to define emergency reserves.

Review the Policy Matrix

Director Moore asked what communication had happened about the changes to the Field Trip Policy. Stephane Cameron said it has gone out in the Pulse, and will go out again once the Administrative Directive is finalized. Staff will work on a solution for tracking policy revisions.

Foundation Policy Discussion

Jonathan Garcia provided an overview of the reason for revising the policy on school foundations. Chair Brim-Edwards thought an initial policy could be drafted based on the information in the staff report, and then have a conversation next fall. Jonathan Garcia said he will have a full engagement plan ready by May. There was discussion on the operational agreement between school foundations and Portland Public Schools. Jonathan Garcia will come back with policy revisions at the next meeting.

Chair Brim-Edward adjourned the committee at 3:53 pm.

Submitted by:

Rosanne Powell, Senior Board Manager
PPS Board of Education