

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

January 19, 2017

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The Gresham-Barlow School District Board of Education held a work session on Thursday, January 19, 2017, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 6:10 p.m. by the vice-chair, Kris Howatt. Other board members in attendance were Sharon Garner, Kathy Ruthruff, Kent Zook, and John Hartsock. Chair Carla Piluso arrived at 6:15 p.m. and officiated the balance of the meeting. Matt O'Connell was absent.

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

Jim Schlachter	Superintendent
James Hiu	Deputy Superintendent of Secondary Education and Operations
Teresa Ketelsen	Deputy Superintendent of Teaching and Learning
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 included: Principals Bruce Schmidt (Sam Barlow High School), Elise Catanese (West Orient Middle School), and Nancy Torbert (Kelly Creek Elementary School).

**GRESHAM-BARLOW SCHOOL DISTRICT COMMUNICATIONS SYSTEM**  
(6:11 p.m.)

Athena Vadnais provided an overview of the Gresham-Barlow district-level communications program, which includes internal and external communication vehicles used for a variety of purposes, such as emergencies and major district initiatives, with a breadth of stakeholders. (Refer to the handout titled "Communications Program Summary," which has been uploaded to the agenda packet and filed with these minutes.)

Principals Schmidt, Catanese, and Torbert described building-level communication tools and processes, including what works well and the challenges schools face in providing timely, accurate, and relevant information. (A handout provided by Principal Catanese has been uploaded to the agenda packet and filed with these minutes.)

**RECESS/RECONVENE** (7:21 p.m.)

The meeting was recessed at 7:21 p.m. The principals were excused at this time. The meeting was reconvened at 7:31 p.m.

**POLICY REVIEW** (7:31 p.m.)

Teresa Ketelsen led a review of proposed revisions to the following policies:

<b>Policy</b>	<b>Title</b>
BCB	Board Officers
BDDC	Board Meeting Agenda
BDDH	Public Participation in Board Meetings
EEBB	Use of Private Vehicles for District Business
GB	General Personnel Policies
GBA	Equal Employment Opportunity
IIAD	Special Interest Materials
KJA	Materials Distribution

Following discussion, the board advanced the proposed revisions for second reading and adoption at the February 2, 2017, board meeting.

**MISCELLANEOUS** (8:15 p.m.)

Board members volunteered to serve as board representatives during upcoming collective bargaining meetings as follows:

Oregon School Employee Assn.....Kris Howatt  
Gresham-Barlow Education Assn.....Sharon Garner  
(Kathy Ruthruff as back-up)

Board members volunteered to attend building design/visioning team meetings (related to bond projects) as follows:

East Gresham Elementary School.....John Hartsock  
Gresham High School.....Kris Howatt  
North Gresham Elementary School.....Sharon Garner  
Sam Barlow High School.....Kathy Ruthruff

**SUPERINTENDENT SEARCH PROCESS AND TIMELINE** (8:40 p.m.)

The role of cabinet members in the superintendent search process was discussed. The board will keep cabinet members informed as the search process progresses, and seek their input regarding characteristics/qualities to be included in the search criteria.

Kris Howatt provided a Superintendent Search Committee update, and explained advantages for accelerating the timeline.

It was noted that proposals from search firms are due next week, and the committee may need to hold a special meeting to interview the finalist(s). Also, the Committee is considering the use of ThoughtExchange to gather public input, possibly in mid-February.

**RECESS / RECONVENE** (8:44 p.m.)

The meeting was recessed at 8:44 p.m. Superintendent Schlachter and members of his cabinet left at this time. The board reconvened at 8:51 p.m.

**SUPERINTENDENT SEARCH PROCESS AND TIMELINE** - Continued (8:51 p.m.)

Following the recess, board members continued their discussion regarding the superintendent search process. By consensus, Kathy Ruthruff was appointed to join the selection committee. In addition, the committee was authorized to evaluate the search consultant proposals, conduct interviews if appropriate, and make a recommendation to the board for retaining the search consultant.

It was noted that the Superintendent Search Committee will meet again at 8 a.m. on January 25, 2017, at the school district administration office.

**ANNOUNCEMENTS** (9:10 p.m.)

Feb. 2, 2017: Regular Board Work Session - 6 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building

Feb. 2, 2017: Regular Board Business Meeting - 7 p.m.  
Council Chambers  
Public Safety and Schools Building

**ADJOURNMENT** (9:11 p.m.)

The meeting was adjourned at 9:11 p.m.

Note: These minutes were approved by the board on February 2, 2017:lc

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