

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

March 22, 2017

The Gresham-Barlow School District Board of Education held a work session on Thursday, March 22, 2018, 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 8:07 a.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, John Hartsock, Blake Petersen, and Kathy Ruthruff. Matt O'Connell and Carla Piluso were absent. Please note, a quorum of the board was present.

The following members of the superintendent's district leadership team were present:

Katrise Perera Superintendent
James Hiu Deputy Superintendent of Human Resources
Teresa Ketelsen Deputy Superintendent of Teaching and Learning

The following guest presenter was present:

Deborah Keys Write Perkins Consulting Group, LLC

MOTION 94 WELCOME, EXPECTATIONS, MEETING AGENDA APPROVAL (8:06 a.m.)

There were some additional discussion items added to the agenda. These items included the superintendent evaluation process, School-based Health Center, CTE High School Success Plan (Measure 98), and a bond update from Mike Schofield.

It was moved by John Hartsock, seconded by Sharon Garner, and carried unanimously 5 to 0 to approve the meeting agenda as stated.

BOARD WORK SESSION (8:07 a.m.)

Superintendent Evaluation:

There were some board members with questions regarding the superintendent evaluation process, specifically around how other districts complete their process and what is shared with the public. The district's process is very similar to other surrounding districts in the area. An evaluation summary document is created, approved by the board, and shared with the public.

There was additional discussion on evidence-based evaluations and how to provide evidence and data for the superintendent evaluation in the future.

Discussion of The Leader in Me: Rethinking Leadership Symposium:

There was discussion and questions around the scheduling of the Rethinking Leadership Symposium. Audrea Lotman of Franklin Covey's The Leader in Me program, reached out to Director Garner to see about bringing a consultant out to Gresham. Director Garner then reached out to Superintendent Perera, Lynn Snodgrass at the Gresham Area Chamber of Commerce, and Kirk French of the Gresham City Council to see about securing a venue and scheduling a date.

Because they were able to find a date and venue that worked, they are moving forward with advertising the event and working out the remaining details. Franklin Covey is covering the cost of the consultant and the venue that was selected is free.

School-Based Health Center:

There was some confusion around this topic when it was addressed at the March 8, 2018 work session. It will come back to the board for further conversation. There will be a common language and vocabulary developed so that everyone has the same understanding of what is happening with the School-Based Health Center.

CTE High School Success (Measure 98)

Chair Howatt asked for an update on the progress of the High School Success plan and the involvement of the board in the plan. Teresa Ketelsen has been working with a team of high school principals as well as Karina Bruzzese, Sara Hahn-Huston and John Koch, to devise a plan. They have identified the goals and pieces that need to be pulled together and are working on drafting the short-term and long-term outcomes.

Chair Howatt requested a full presentation of the plan at an upcoming board meeting.

RECESS / RECONVENE (9:02 a.m.)

The meeting was recessed at 9:02 a.m. and reconvened at 9:15 a.m.

BOND UPDATE (9:15 a.m.)

Mike Schofield shared that he is having some difficulty getting a contractor to agree on a guaranteed maximum price (GMP) for East Gresham Elementary School. This could require a redesign on the project to get them to agree on a GMP. Another option would be to go with the contractor that was the second choice for the project. If the second contractor is no longer available then the project will have to be rebid.

Mr. Schofield is trying to finalize a GMP with the contractor next week and is hoping to bring a decision to the board in early April.

OPENING REMARKS (9:20 a.m.)

Debroah Keys Write introduced herself and the topic for the day of board directed vision and planning. She shared some of her background and work experience with the group.

SETTING THE STAGE FOR BOARD PLANNING RETREAT (9:23 a.m.)

Ms. Keys Write reviewed the need for engagement during today's retreat and the importance of giving and receiving constructive feedback from colleagues. Everyone's beliefs and values are important in this process. They will be making actionable, SMART goals today.

WARM-UP ACTIVITY (9:26 a.m.)

For the warm-up activity, participants were asked the following questions:

- What is the best experience you have had as a board member/superintendent?
- What was the most challenging experience you have had as a board member/superintendent?

Members then shared their answers to the above questions with the group.

SHARE AND DISCUSS BOARD PRE-ASSESSMENT RESULTS (9:46 a.m.)

Prior to the board planning retreat, board members completed a self-assessment survey as an exercise for them to evaluate themselves and make adjustments. Ms. Keys Write provided an overview of the benefits to completing a board self-assessment. She then reviewed pre-assessment survey results with the group.

RECESS / RECONVENE (10:38 a.m.)

The meeting was recessed at 10:38 a.m. and reconvened at 10:50 a.m.

SHARE AND DISCUSS BOARD PRE-ASSESSMENT RESULTS (cont.) (10:50 a.m.)

Following a brief recess, the board continued to review the pre-assessment results with Ms. Keys Write. There was further discussion on the results shared, specifically focused on the nine lowest rated questions. Results are included with the planning retreat handouts and can be found on the Gresham-Barlow School District website.

ALIGNING GOALS AND PRIORITIES (11:37 p.m.)

Ms. Keys Write reviewed how the district benefits from this process of aligning goals and priorities. There was discussion around the thought process that went into creating the seven themes for the district. The group also discussed the differences between mission, vision, values, themes and goals. Board members defined vision as the state you have achieved (or want to achieve), mission is what you do to get to your vision, and your values and goals are what bind everyone together to achieve the vision. The board noted that they need to create and use a common language so that they can focus on common goals.

RECESS / RECONVENE (12:07 p.m.)

The board recessed for lunch at 12:07 p.m. The meeting was reconvened at 12:45 p.m.

TIERING BOARD GOALS TO SUPERINTENDENT GOALS (12:45 p.m.)

Ms. Keys Write put the group into pairings to begin the goal creation process. Goals did not have to be academic or instructional, but they did need to be something that helps move the district forward. The pairs were asked to follow the goals process listed in their folders and to take notes on their goals discussion

in their notebooks. They were given the task to come up with three goals each (no more than six).

Following the first pairing, each person was paired with a new partner and they continued to discuss their three goals. The group was then brought back together to tabulate how many goals they have. Next, they were divided into two groups of four people to decide on their top 3-4 goals (8 goals total for the entire group). After the two groups decided on their top goals, they wrote each goal down on a sticky note and placed them on the whiteboard.

RECESS / RECONVENE (2:33 p.m.)

The meeting was recessed at 2:33 p.m. and reconvened at 2:45 p.m.

TIERING BOARD GOALS TO SUPERINTENDENT GOALS (cont.) (2:45 p.m.)

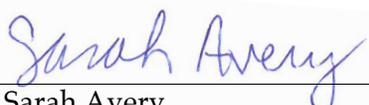
Each person received five stickers to place on their goals of choice. The stickers represented votes for goals. The top goals with the most stickers were selected for the SMART Goals process. The goals selected were:

- Community Partnerships
- Recruit and retain effective educators and staff
- Stewardship of District resources and highest standards of ethical transparency
- Innovative systems of learning
- Promote a safe and secure learning environment

The group spent time discussing the goals and ensuring they were Specific, Measurable, Achievable, Results-focused, and Time-bound (SMART).

REFLECTIONS AND ADJOURNMENT (3:58 p.m.)

The board shared their appreciation for the goals training and the productive conversation. There being no other business, the meeting was adjourned at 4:15 p.m.

Submitted by: 
Sarah Avery
Administrative Assistant to the Superintendent and
Board of Directors

Note: These minutes were approved by the board on April 5, 2018 :sa