

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

May 24, 2018

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The Gresham-Barlow School District Board of Education held a regular work session on Thursday, May 24, 2018, in the Partnership Room at the Center for Advanced Learning, 1484 NW Civic Drive, Gresham, Oregon.

The meeting was called to order at 6:02 p.m. by the chair, Kris Howatt. Other board members in attendance were Sharon Garner, John Hartsock, Matt O’Connell, Blake Petersen, Carla Piluso, and Kathy Ruthruff.

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

A. Katrise Perera	.....	Superintendent
James Hiu	.....	Deputy Superintendent of Human Resources
Teresa Ketelsen	.....	Deputy Superintendent of Teaching and Learning
Mike Schofield	.....	Chief Financial Officer
Julie Evans	.....	Executive Director of Elementary Education
Sara Hahn-Huston	.....	Executive Director of Secondary Teaching and Learning
John Koch	.....	Executive Director of Student Support Services
Athena Vadnais	.....	Director of Communications and Community Engagement
April Olson	.....	Director of Federal Programs

Michael Schaefer, Gresham High School Principal, was also present.

**EXECUTIVE SESSION** (6:02 p.m.)

The board recessed into executive session at 6:02 p.m. to discuss Litigation as provided by ORS 192.660 (2)(h). The regular work session was reconvened at 6:39 p.m.

**MOTION 129 MEETING AGENDA** (6:39 p.m.)

It was moved by John Hartsock, seconded by Sharon Garner and carried unanimously, 7 to 0, to approve the meeting agenda as presented.

**HIGH SCHOOL ATHLETIC UNIFORM OR EQUIPMENT AGREEMENT**  
(6:39 p.m.)

Teresa Ketelsen and Michael Schaefer reviewed the agreement that Gresham and Sam Barlow High Schools have with Nike for team sales and product supply for athletic programs. The agreement provides a discount to the schools for purchasing Nike products. Students are not required to purchase or wear Nike brand items when they are the ones purchasing.

**POLICY REVIEW** (6:46 p.m.)

Teresa Ketelsen reviewed information provided in the agenda packet, which included deletion of policies and the addition of proposed policies. Two AR’s for

Policy DLC will be brought before the board at a future work session. Additional discussion of the topic followed this review.

**SCHOOL-BASED HEALTH CENTER BUSINESS PLAN** (7:04 p.m.)

April Olson provided an update to the board on the current status of the School-Based Health Center Business Plan draft. The update included information from recent meetings the steering committee has held. A final draft of the business plan is due in June 2018 and must include a board statement of support.

Additional discussion followed Ms. Olson's update. A statement of support will be presented for board action at the June 7, 2018 Business Meeting.

**CHANGES TO COMMUNITY ELIGIBILITY PROVISIONS (CEP)** (7:21 p.m.)

James Hiu and April Olson provided an overview of the changes to the Community Eligibility Provisions (CEP) for next school year. Four elementary schools, Hollydale, West Gresham, Powell Valley and Kelly Creek will go back to requiring parents to complete applications for free or reduced price school lunches. Provision 2 will still provide all students at all schools with free breakfast.

**MOTION 130 MIDDLE SCHOOL SCIENCE CURRICULUM ADOPTION** (7:34 p.m.)

Sara Hahn-Huston provided an overview of the process the Middle School Science Instructional Materials Selection Committee followed to review five science curriculum programs aligned to the Next Generation Science Standards (NGSS). Following her overview, there was additional discussion of the program being recommended for adoption.

It was moved by Blake Petersen and seconded by Kathy Ruthruff to approve the selection and adoption of the middle school science instructional materials, Grades 6 – 8: STEMScopes, with a not-to-exceed amount of \$200,000.

Following the motion there was additional discussion of the topic. The motion carried 6 to 1.

**MOTION 131 SAM BARLOW HIGH SCHOOL MATH STATISTICS CURRICULUM ADOPTION** (7:49 p.m.)

Sara Hahn-Huston provided information on the recommended Sam Barlow High School Math Statistics Adoption. It was moved by Matt and seconded by Carla to approve the selection and adoption of the Math Statistics instructional materials, Statistics: Unlocking the Power of Data, published by Wiley (2017), for use at Sam Barlow High School in an amount not-to-exceed \$12,000.

Following the motion, there was further discussion of the topic. The motion carried unanimously, 7 to 0.

**MOTION 132 BOND: CMGC EAST GRESHAM ELEMENTARY SCHOOL** (7:55 p.m.)

Mike Schofield provided a review of the information provided in the agenda packet. Following the review, there was further discussion. It was moved by

Matt O'Connell, seconded by Blake Petersen and carried unanimously, 7 to 0, to approve the not-to-exceed amount, including alternates and construction contingencies, of \$26,759,665 for the East Gresham Elementary School replacement project with Bremik Construction.

**MOTION 133 AGENT OF RECORD RFP AND APPOINTMENT (7:58 p.m.)**

Mike Schofield provided information on the Agent of Record RFP process including the proposals that were received and the criteria for evaluation and review. It was moved by Matt O'Connell, seconded by John Hartsock and carried unanimously, 7 to 0, to appoint Brown & Brown Northwest as the district agent of record for insurance services for fiscal year 2018-2019.

**RECESS/RECONVENE (8:00 p.m.)**

The meeting was recessed at 8:00 p.m. and reconvened at 8:13 p.m.

**TEACHING AND LEARNING ACTION PLANS (8:13 p.m.)**

Teresa Ketelsen provided a presentation of the action plans the Instructional Leadership Team (ILT) created for items that were prioritized from the academic audit conducted in the fall of 2017. The presentation slides have been added to the board agenda packet. Following the presentation, there was additional information provided regarding the progress update timeline. The superintendent would like to see updates provided on a quarterly basis.

**MOTION 134 RESIGNATION OF BOARD MEMBER (8:26 p.m.)**

Board member Sharon Garner is moving out of the Gresham-Barlow School District. Because of this, Director Garner submitted her resignation from the school board effective June 15, 2018. She read a statement of resignation for the board.

It was moved by John Hartsock, seconded by Matt O'Connell and carried unanimously, 7 to 0, to accept the resignation of Sharon Garner effective June 15, 2018.

**BRANDING AND COMMUNICATIONS PLAN (8:32 p.m.)**

Athena Vadnais provided an overview of the branding and communications plan. The branding plan contains three components, which include a branding 101 session at the Admin Retreat in the fall, telling the district's story through the eyes of staff members, and building the district brand of education as a service industry. Ms. Vadnais showed a demonstration of Let's Talk, a product that will assist the district in tracking customer service communications, questions, and comments.

Following the presentation, there was additional discussion of the topic.

**BOARD GOALS (8:59 p.m.)**

Board members reviewed the preliminary draft of board goals created at the March 22, 2018 board retreat. There was discussion focused on the measurements

and metrics of the goals. This will be a continued focus at the August Board Retreat.

**DATE, TIME, AND PLACE OF 2018-19 BOARD MEETINGS** (9:15 p.m.)

Board members briefly reviewed the two options presented for 2018-19 board meetings. The board meeting schedule will be adopted at the July procedural meeting.

**ADJUSTMENT OF CENTRAL OFFICE POSITIONS** (9:17 p.m.)

James Hiu reviewed the changes of roles and responsibilities for central office positions, which includes the addition of some positions to meet district goals. Positions discussed included the Assistant Superintendent of Curriculum, Instruction and Assessment, Executive Director of Innovation and Partnerships, Coordinator of Career and Technical Education (CTE) Instruction, and Coordinator for District Safety and Security.

**FUTURE BOARD AGENDA TOPICS** (9:22 p.m.)

The board reviewed upcoming agenda topics for future board meetings.

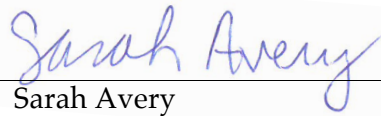
**ANNOUNCEMENTS** (9:26 p.m.)

- Jun. 4, 2018: District Retirement Reception – 4:00 p.m.  
Council Chambers  
Public Safety and Schools Building
- Jun. 6, 2018: Sam Barlow High School Groundbreaking – 9:25 a.m.  
North Side of Campus near Auditorium entry  
Sam Barlow High School
- Jun. 6, 2018: Adult Living Program (ALP) Commencement - 7 p.m.  
Council Chambers  
Public Safety and Schools Building  
Board Members Attending: Kris Howatt, Carla Piluso
- Jun. 7, 2018: Board Work Session - 6 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building
- Jun. 7, 2018: Budget Hearing – 6:45 p.m.  
Council Chambers Conference Room  
Public Safety and Schools Building
- Jun. 7, 2018: Regular Board Meeting - 7 p.m.  
Council Chambers  
Public Safety and Schools Building

**ADJOURNMENT** (9:29 p.m.)

There being no further business, the work session was adjourned at 9:29 p.m.

Submitted by:



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Sarah Avery  
Administrative Assistant to the Superintendent and  
Board of Directors

Note: These minutes were approved by the board on June 7, 2018:sa