



**Monday, July 2, 2018**  
**1. Regular Board Work Session**

**Public Session - 6 p.m.**

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

**A. Opening Items**

---

**Subject**                    **1. Call to Order**

Meeting                    Jul 2, 2018 - 1. Regular Board Work Session

Category                    A. Opening Items

Access                      Public

Type                         Procedural

**Subject**                    **2. Roll Call**

Meeting                    Jul 2, 2018 - 1. Regular Board Work Session

Category                    A. Opening Items

Access                      Public

Type                         Procedural

Kris Howatt, Chair  
Sharon Garner, Vice-Chair  
Carla Piluso, Director  
John Hartsock, Director  
Matt O'Connell, Director  
Kathy Ruthruff, Director  
Blake Petersen, Director  
A. Katrise Perera, Superintendent

**Subject**                    **3. Approve Meeting Agenda**

Meeting                    Jul 2, 2018 - 1. Regular Board Work Session

Category                    A. Opening Items

Access                      Public

Type Action

Recommended Action Move to approve the meeting agenda as presented.

### **Motion & Voting**

Move to approve the meeting agenda as presented.

Motion by John Hartsock, second by Kathy Ruthruff.

Final Resolution: Motion Carries

Aye: Blake Petersen, Carla Piluso, John Hartsock, Kathy Ruthruff, Kris Howatt, Matt O'Connell

---

## **B. Action Items**

---

## **C. Information Items**

---

**Subject 1. Superintendent Evaluation Committee - Evaluation Process**

Meeting Jul 2, 2018 - 1. Regular Board Work Session

Category C. Information Items

Access Public

Type Information

**\*\*Note:** Additional information on the Superintendent Evaluation Process was provided by the Superintendent Evaluation Committee and added to the agenda at 9:45 a.m., July 2, 2018. Information was added prior to the work session taking place the evening of July 2, 2018.

**EXPLANATION:** Time has been set aside on this evening's agenda for the Superintendent Evaluation Committee to provide a brief overview of the superintendent evaluation process they are planning.

The Superintendent Evaluation Committee has developed the following process and timeline to complete the August 2018 evaluation of the Superintendent. The committee has recommended continuing with the evaluation standards that were introduced as part of the January 2018 evaluation:

- Mission, Vision, and Goals
- Planning and Assessment
- Instructional Leadership
- Organizational Leadership and Safety
- Communication and Community Relations
- Professionalism
- District wide Student Academic Progress

These standards were developed by the Virginia Department of Education "Guidelines for Uniform Performance Standards and Evaluation Criteria for Superintendents"

[http://www.doe.virginia.gov/teaching/performance\\_evaluation/guidelines\\_ups\\_eval\\_criteria\\_superintendents.pdf](http://www.doe.virginia.gov/teaching/performance_evaluation/guidelines_ups_eval_criteria_superintendents.pdf)

Four of the above standards will be utilized for the August 2018 review:

- Planning and Assessment
- Instructional Leadership
- Organizational Leadership and Safety
- Communication and Community Relations

Process:

- One-on-one sessions (approximately one hour) with each board member, the Superintendent, and a selected consultant, scheduled between July 23 and August 3, 2018.
- The consultant will prepare a summary of each of the meetings.
- Board members will provide their written evaluation of the four selected standards between August 6, 2018 and August 13, 2018, using a survey supplied by the Committee.
- The Committee will meet with the consultant August 15, 2018 to compare consultant's observations, and the Board members' written comments and develop the summary for sharing with the Superintendent and the balance of the Board at the August 24, 2018 Board Planning Retreat.

In concert with the evaluation effort, the Consultant will lead the August retreat with the objective being the review and updating of the District vision and mission, and setting goals.

PRESENTER: John Hartsock

## **D. Discussion Items**

---

**Subject**                    **1. Policy DLC-AR Expense Reimbursement - Guidelines for Using District Funds for Travel, Meals, and Gifts**

Meeting                    Jul 2, 2018 - 1. Regular Board Work Session

Category                    D. Discussion Items

Access                    Public

Type                    Information

EXPLANATION: Board policy DLC: Expense Reimbursements states, "while carrying out authorized duties, certain necessary and reasonable expenditures may be incurred." Guidelines and procedures have been established for the expenditure of district funds for meals, refreshments and gifts (DLC-AR (1)) and for travel expenses (DLC-AR(2)). These are being shared with the board this evening as information only. There is no action required.

PRESENTER: Mike Schofield

File Attachments

[DLC-AR \(1\) Expenditure of District Funds for Meals, Refreshments and Gifts final.pdf \(80 KB\)](#)

[DLC-AR \(2\) Travel Expenses.pdf \(174 KB\)](#)

**Subject**                    **2. West Gresham Elementary and Damascus Middle School Facilities**

Meeting                    Jul 2, 2018 - 1. Regular Board Work Session

Category                    D. Discussion Items

Access                    Public

Type                    Discussion

EXPLANATION: Time has been set-aside on this evening's agenda for the board to discuss the future use of the West Gresham Elementary and Damascus Middle School facilities.

PRESENTER: Board

**Subject**                    **3. Future Board Agenda Topics**

Meeting                    Jul 2, 2018 - 1. Regular Board Work Session

Category                    D. Discussion Items

Access                    Public

Type                    Discussion

EXPLANATION: Time has been set-aside on this evening's agenda for the board to discuss upcoming agenda topics, board operations, and meeting needs.

PRESENTER: Board Chair Kris Howatt

## **E. Closing Items**

---

**Subject**                    **1. Announcements**

Meeting Jul 2, 2018 - 1. Regular Board Work Session  
Category E. Closing Items  
Access Public  
Type Information

July 2, 2018:

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

**Subject 2. Adjournment**

Meeting Jul 2, 2018 - 1. Regular Board Work Session  
Category E. Closing Items  
Access Public  
Type Procedural