

Gresham-Barlow



School District

BOARD OF EDUCATION

Regular Board Meeting / Work Session

AGENDA

June 1, 2017

BOARD OF EDUCATION

June 1, 2017

Board Meeting / Work Session – 6 p.m.

Forum Room (Room 220)

**Center for Advanced Learning (CAL)
1484 NW Civic Drive, Gresham, OR**

I. CALL TO ORDER

II. ROLL CALL

_____ Carla Piluso, Chair
_____ Kris Howatt, Vice-Chair
_____ Sharon Garner, Director
_____ John Hartsock, Director
_____ Matt O’Connell, Director

_____ Kathy Ruthruff, Director
_____ Kent Zook, Director
_____ Jim Schlachter, Superintendent
_____ Mike Schofield, Chief Financial Officer

III. APPROVE MEETING AGENDA

IV. CONSENT AGENDA

- 1. Temporary Employment Agreement Between
Dr. A. Katrise Perera and Gresham-Barlow School District.....Piluso

V. ACTION ITEMS

- 2. Bond: Gresham High School Replacement/Renovation Project.....Schofield
- 3. Policy Review.....Ketelsen
- 4. Date, Time and Place of 2017-18 Board Meetings.....Schlachter

VI. ANNOUNCEMENTS

- June 5: District-wide Retirement Reception 4-6 p.m.
Council Chambers
Public Safety and Schools Building
- June 8: Board Work Session - 6 p.m.
Council Chambers Conference Room
Public Safety and Schools Building
- June 8: Budget Hearing – 6:45 p.m.
Council Chambers
Public Safety and Schools Building
- June 8: Regular Board Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

VII. ADJOURN

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: Superintendent Search Committee:
John Hartsock
Kris Howatt
Sharon Garner

DATE: June 1, 2017

RE: No. 1 – Temporary Employment Agreement Between
Dr. A. Katrise Perera and Gresham-Barlow School District

EXPLANATION: A superintendent employment agreement between the district and Dr. A. Katrise Perera was approved by the board on May 4, 2017, effective July 1, 2017.

To compensate Dr. Perera for transition time prior to July 1, 2017, a temporary employment agreement has been negotiated.

SUPPLEMENTARY MATERIALS: Temporary Employment Agreement Between Dr. A. Katrise Perera and Gresham-Barlow School District, dated May 17, 2017

PRESENTER: Superintendent Search Committee

RECOMMENDATION: The Superintendent Search Committee recommends approval of the above-named employment agreement, as presented.

REQUESTED ACTION: Consent agenda approval

:lc

May 17, 2017

Temporary Employment Agreement Between Dr. Katrice Perera and Gresham-Barlow School District

1. **Purpose:** Dr. Perera has been selected by the Board of Directors and has entered a contract with the District to serve as the District's Superintendent effective July 1, 2017. In preparation for performing the duties of Superintendent Dr. Perera needs to meet with various district personnel, tour district facilities, and prepare a transition plan for approval by the School Board. This agreement is to establish compensation for Dr. Perera's efforts prior to her full-time employment with the District.
2. **Term:** The term of this agreement shall be for the period of May 19, 2017 to June 30, 2017.
3. **Compensation:** Dr. Perera shall be paid \$840 per day for days she is in the District performing this preparatory work. The parties will mutually agree on the number of days Dr. Perera will be in the District performing preparatory services. This is calculated by taking the starting salary of \$205,000 and dividing it by 260 days and the monthly health insurance cap of \$1,110 provided to administrative personnel times 12 and dividing it by 260 days for a total of \$839.69 rounded to \$840. There will be no other District paid employment fringe benefits except the District will make the 6% PERS pickup. This compensation shall be paid monthly.
4. **Expense Reimbursement:** Dr. Perera shall be reimbursed for all actual expenses incurred including but not limited to travel to and from the District and living expenses while working in the District to perform this work prior to moving her primary residence to Oregon.
5. **Termination:** This Agreement will automatically terminate on June 30, 2017 or at an earlier date by mutual consent of the parties.

Gresham-Barlow School District

Carla Piluso

Dr. Katrice Perera

A handwritten signature in black ink, appearing to read 'K. Perera', written over a horizontal line.

May 18, 2017

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: Jim Schlachter
Mike Schofield

DATE: June 1, 2017

RE: No. 2 – Bond: Gresham High School Replacement/Renovation Project

EXPLANATION: Based on input from the City of Gresham Design Commission and other community feedback, the administration created a Gresham High Review Team to evaluate options for the design of Gresham High School.

At the work session on June 1, 2017, the administration will share the most recent analysis of options for the Gresham High School Bond Project.

PRESENTER: Mike Schofield

SUPPLEMENTARY Finalized options and analysis will be provided at the meeting.

RECOMMENDATION: A final recommendation will be provided at the meeting.

REQUESTED ACTION: No action required at this time. The administration will request action at the June 8, 2017, board business meeting.

MS:lc

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, OR 97030-3825

TO: Board of Directors

FROM: Jim Schlachter
Teresa Ketelsen

DATE: June 1, 2017

RE: No. 3 – Policy Review

EXPLANATION: At the work session this evening, board members will be asked to provide input regarding the recommended revisions from the Oregon School Board Association, district administration, and the Policy Review Committee for the following policies:

<u>Policy Code</u>	<u>Title</u>
EFA	Local Wellness Program
GCBDA/ GDBDA	Family Medical Leave

These policies will be brought to the June 8, 2017, Board Business Meeting for second reading and adoption.

PRESENTER: Teresa Ketelsen

SUPPLEMENTARY MATERIALS: 1. Current Policy EFA, Local Wellness Program
2. Proposed Policy EFA, Local Wellness Program
3. Revised Policy GCBDA/GDBDA

RECOMMENDATION: The administration recommends that the board review policy revisions as presented for first reading.

REQUESTED ACTION: No formal action is required at the time.

TK:lc

Gresham-Barlow SD 10

Code: **EFA**
Adopted: 6/01/06
Readopted: 5/01/14; 4/07/16

Local Wellness Program

Childhood obesity has become an epidemic in Oregon as well as throughout the nation. Research indicates that obesity and many diseases associated with obesity are largely preventable through diet and regular physical activity. Healthy eating patterns and increased physical activity are essential for students to achieve their academic potential, full physical and mental growth and lifelong health and well-being.

To help ensure students possess the knowledge and skills necessary to make healthy choices for a lifetime, the superintendent or designee shall prepare and implement a comprehensive district nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP). The program shall reflect the commitment to providing adequate time for instruction that promotes healthy eating through nutrition education, serving healthy and appealing foods at district schools, developing food-use guidelines for staff and establishing liaisons with nutrition service providers, as appropriate.

The input of staff (including but not limited to, physical education and school health professionals), students, parents, the public, representatives of the school food authority and public health professionals will be encouraged. The superintendent or designee will develop administrative regulations as necessary to implement the goals of this policy throughout the district.

Nutrition Promotion and Nutrition Education

Nutrition promotion supports the integration of nutrition education throughout the school environment. Nutrition education topics shall be integrated into the sequential, comprehensive health education curriculum as taught in the Pre-K-8 and high school program and other subject areas as appropriate.

Nutrition Guidelines

District schools will be proactive in encouraging students to make nutritious food choices. All food and beverage items sold to students in a K-12 public school as part of the regular or extended school day shall meet the minimum state and federal standards. Exceptions to this requirement include items that are part of the USDA National School Lunch Program or School Breakfast Program. Other exceptions are foods and beverages provided in the following instances:

1. When the school is the site of school-related events or events for which parents and other adults are a significant part of an audience; or
2. The sale of food or beverage items before, during or after a sporting event, interscholastic activity, a play, band or choir concert.

The district's nutrition and food services operation should be financially self-supporting, it recognizes, however, that the nutrition program is an essential educational and support activity. Therefore, budget

neutrality or profit generation must not take precedence over the nutrition needs of its students. In compliance with federal law, the district's NSLP and SBP shall be nonprofit.

The superintendent or designee is directed to develop administrative regulations, to implement this policy, that address all food and beverage items sold and/or served in district schools, including provisions for staff development, family and community involvement and program evaluation. These food and beverage items include competitive foods, snacks and beverages sold from vending machines and school stores, and similar food and beverage items from fund-raising activities and refreshments that are made available at school parties, celebrations and meetings. Only commercially prepared foods will be served or sold at school parties, events or activities. Homemade goods may not be offered in any school setting where students are the predominant recipient (e.g., classroom treats, school fund raisers). Closed group settings (e.g., specific team gatherings, cast parties, committee/parent groups) may include clearly identified non-commercially prepared items and must be labeled with the provider name.

Physical Activity

A quality physical education program is an essential component for all students to learn about and participate in physical activity. Physical activity should be included in a school's daily education program for grades pre-K through 12. Physical activity should include regular instructional physical education as well as co-curricular activities and recess. The district will develop and assess student performance standards in order to meet the Oregon Department of Education's physical education content standards. The district will make school facilities available to the community and student groups outside of school hours to promote and encourage physical activity and good nutrition.

Reimbursable School Meals

The district may enter into an agreement with the Oregon Department of Education (ODE) to operate reimbursable school meal programs. The superintendent or designee will develop administrative regulations as necessary to implement this policy and meet the requirements of state and federal law. These guidelines shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to subsections (a) and (b) of section 10 of the Child Nutrition Act (42 U.S.C. 1779) and section 9(f)(1) and 17(a) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1758(f)(1), 1766(a)(0)).

Other School-Based Activities

The district will promote district and community based activities that foster healthy eating and create environments that promote physical activity. Families and the community will be encouraged to provide healthy food choices in all situations where food is served. Educational workshops, screenings and literature related to healthy food choices and physical activity may be offered to families.

Evaluation of the Local Wellness Policy

The Board will review the development, implementation and effectiveness of practices set forth in this policy annually with input from staff (including but not limited to, physical education and school health professionals), parents, students, representatives of the school food authority, school administrators, and the public. In an effort to measure the implementation of this policy the Board designates the districts' principals as the individuals who will be responsible for ensuring each school meets the goals outlined in this policy. The district will make available to the public, annually, an assessment of the implementation, including the extent to which the schools are in compliance with policy, how the policy compares to model policy and a description of the progress being made in attaining the goals of this policy.

END OF POLICY

Legal Reference(s):

[ORS 329.496](#)
[ORS 332.107](#)
[ORS 336.423](#)

[OAR 581-051-0100](#)
[OAR 581-051-0305](#)
[OAR 581-051-0306](#)

[OAR 581-051-0310](#)
[OAR 581-051-0400](#)

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b.
National School Lunch Program, 7 C.F.R. Part 210.
School Breakfast Program, 7 C.F.R. Part 220.

Cross Reference(s):

EFAA - District Nutrition and Food Services

Local Wellness Program

The district is committed to the optimal development of every student and believes that a positive, safe and health-promoting learning environment is necessary for students to have the opportunity to achieve personal, academic, developmental and social success.

To help ensure students possess the knowledge and skills necessary to make healthy choices for a lifetime, the superintendent shall prepare and implement a comprehensive district nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP). The program shall reflect the Board's commitment to providing adequate time for instruction that fosters healthy eating through nutrition education and promotion, serving healthy and appealing foods at district schools, developing food-use guidelines for staff and establishing liaisons with nutrition service providers, as appropriate.

The input of staff (including, but not limited to, physical education and school health professionals), students, parents, the public, the Board, school administrators, representatives of the school food authority and public health professionals will be encouraged in the development of wellness policy. The superintendent or designee will develop administrative regulations as necessary to implement the goals of the local wellness plan and ensure compliance of such policy.

WELLNESS POLICY IMPLEMENTATION, MONITORING, ACCOUNTABILITY AND COMMUNITY ENGAGEMENT

Implementation Plan

The district shall develop and maintain a plan to manage and coordinate the implementation of this wellness policy.

The plan will:

1. Delineate roles, responsibilities, actions and timelines specific to each school;
2. Include information about who will be responsible to make what change, by how much, where and when;
3. Include specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, and in food and beverage marketing; and
4. Include specific goals and objectives for nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness.

In an effort to measure the implementation of this policy, the Board designates the superintendent as the person who will be responsible for ensuring each school meets the goals outlined in this policy.

Record Keeping

The district will retain the following records to document compliance with the requirements of the wellness policy at the district's administrative offices.

1. The written wellness policy;
2. Documentation demonstrating that the policy has been made available to the public;
3. Documentation of efforts to review and update the local wellness policy, including an indication of who is involved in the update and the methods the district uses to make stakeholders aware of their ability to participate;
4. Documentation to demonstrate compliance with the annual public notification requirements;
5. The most recent assessment on the implementation of the local wellness policy;
6. Documentation demonstrating the most recent assessment on the implementation of the local wellness policy has been made available to the public.

Annual Notification of Policy

The district will make available to the public annually, an assessment of the implementation, including the extent to which the schools are in compliance with policy, how the policy compares to model policy and a description of the progress being made in attaining the goals of the policy. The district will make this information available through the district website and/or districtwide communications. The district will also publicize the name and contact information of the district or school official(s) leading and coordinating the policy, as well as information on how the public can get involved with the local wellness policy.

Triennial Progress Assessments

At least once every three years, the district will evaluate compliance with the local wellness policy, to assess the implementation of the policy and produce a triennial progress report that will include:

1. The extent to which schools under the jurisdiction of the district are in compliance with the policy;
2. The extent to which the district's policy compares to model wellness policy; and
3. A description of the progress made in attaining the goals of the district's policy.

The district will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

The district will update or modify the local wellness policy based on the results of the annual School Health Index¹ and triennial assessments and/or as district priorities change; community needs change; wellness goals are met; new health science, information and technology emerge; and new federal or state guidance or standards are issued. The local wellness policy will be assessed and updated as indicated at least every three years following the triennial assessment.

Community Involvement, Outreach and Communications

The district will actively communicate ways in which the community can participate in the development, implementation and periodic review and update of the local wellness policy through a variety of means appropriate for the district. The district will also ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating important school information with parents.

NUTRITION PROMOTION AND NUTRITION EDUCATION

Nutrition promotion and nutrition education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, by creating food environments that encourage healthy nutrition choices and by encouraging participation in school meal programs. Students and staff will receive consistent nutrition messages throughout the school environment. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by staff, teachers, parents, students and the community.

School Meals

All schools within the district participate in U.S. Department of Agriculture (USDA) child nutrition programs, administered through the Oregon Department of Education (ODE), including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), Summer Food Service Program (SFSP), Supper programs or others. The district also operates additional nutrition-related programs and activities including Farm-to-School programs, Breakfast in the Classroom, Mobile Breakfast carts or Grab 'n' Go Breakfast.

Staff Qualifications and Professional Development

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA Professional Standards for Child Nutrition Professionals.

¹If the district is using a different assessment or additional assessments, add to the list here or replace as needed.

Water

Free, safe, unflavored, drinking water will be available to all students throughout the school day and throughout every school campus. The district will make drinking water available where school meals are served during mealtimes.

Competitive Foods and Beverages

All foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards². These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

Celebrations and Rewards

All foods offered on the school campus are encouraged to meet the nutrition standards set by the USDA and the Oregon Smart Snacks Standards. This includes, but is not limited to, celebrations, parties, classroom snacks brought by parents, rewards and incentives.

Fund Raising

Foods and beverages that meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards may be sold through fund raisers on the school campus during the school day.

Food and Beverage Marketing in Schools

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards.

“Food and beverage marketing” is defined as advertising and other promotion in schools. Food and beverage marketing often includes an oral, written or graphic statement made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.

PHYSICAL ACTIVITY

Physical activity should be included in the school’s daily education program for grades pre-K through 12 and include regular, instructional physical education, as well as co-curricular activities and recess.

The Board realizes that a quality physical education program is an essential component for all students to learn about and participate in physical activity. The district will develop and assess student performance standards in order to meet the ODE’s physical education content standards.

Other Activities that Promote Student Wellness

²[Oregon Department of Education, Oregon Smart Snacks Standards](#)

The district will integrate wellness activities throughout the entire school environment (districtwide), not just in the cafeterias, other food and beverage venues and physical activity facilities. The district will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complimentary, not duplicated and work toward the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

END OF POLICY

Legal Reference(s):

[ORS 329.496](#)

[ORS 332.107](#)

[ORS 336.423](#)

[OAR 581-051-0100](#)

[OAR 581-051-0305](#)

[OAR 581-051-0306](#)

[OAR 581-051-0310](#)

[OAR 581-051-0400](#)

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b.

National School Lunch Program, 7 C.F.R. Part 210.

School Breakfast Program, 7 C.F.R. Part 220.

PROPOSED

Gresham-Barlow SD 10

Code: GCBDA/GDBDA
Adopted: 7/11/94
Revised/Readopted: 1/11/01; 5/02/02; 10/02/14
Orig. Code(s): GCBDA/GDBDA

Family Medical Leave

When applicable, the district will comply with all the provisions of the Family and Medical Leave Act (FMLA) of 1993, the Oregon Family Leave Act (OFLA) of 1995 the Military Family Leave Act as part of the National Defense Authorization Acts of 2008 and for Fiscal Year 2010 (which expanded certain leave to military families and veterans for specific circumstances), the Oregon Military Family Leave Act (OMFLA) of 2009, and other applicable provisions of Board policies and collective bargaining agreements regarding family medical leave.

FMLA applies to districts with 50 or more employees within 75 miles of the employee's worksite, based on employment during each working day during any of the 20 or more work weeks in the calendar year in which the leave is to be taken, or in the calendar year preceding the year in which the leave is to be taken. The 50 employee test does not apply to educational institutions for determining employee eligibility.

OFLA and OMFLA applies to districts that employ 25 or more part-time or full-time employees in Oregon, based on employment during each working day during any of the 20 or more work weeks in the calendar year in which the leave is to be taken, or in the calendar year immediately preceding the year in which the leave is to be taken.

In order for an employee to be eligible for the benefits under federal law FMLA, he/she must have been employed by the district for a total of at least (not necessarily consecutive) 12 months and have worked at least 1,250 hours during the past 12-month period.

In order for an employee to be eligible for the benefit under state law OFLA, an employee he/she must work an average of 25 hours per week and have been employed at least 180 calendar days prior to the first day of the family medical leave of absence. However, for parental leave purposes, an employee becomes eligible upon completing at least 180 calendar days immediately preceding the date on which the parental leave begins. There is no minimum average number of hours worked per week when determining employee eligibility for parental leave.

OMFLA applies to employees who work an average of at least 20 hours per week; there is no minimum number of days worked when determining an employee's eligibility for OMFLA.

Federal and state leave entitlements generally run concurrently.

The superintendent or designee will develop administrative regulations as necessary for the implementation of the provisions of both federal and state law.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)

[ORS 342.545](#)

[ORS 659A.090](#)

[ORS 659A.093](#)

[ORS 659A.096](#)

[ORS 659A.099](#)

[ORS 659A.150 to -659A.186](#)

[OAR 839-009-0200 to -0320](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2006); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2008).

National Defense Authorization Act of 2008, Public Law 110-181, § 585(a).

Americans with Disabilities Act Amendments Act of 2008.

National Defense Authorization Act for Fiscal Year 2010, Public Law 111-84, § 565.

Escriba v. Foster Poultry Farms, Inc. 743 F.3d 1236 (9th Cir. 2014).

GRESHAM-BARLOW SCHOOL DISTRICT
1331 NW Eastman Parkway
Gresham, Oregon 97030-3825

TO: Board of Directors
FROM: Jim Schlachter
DATE: June 1, 2017
RE: No. 4 - Date, Time and Place of 2017-18 Board Meetings

EXPLANATION: Policy BC/BCA requires the board to provide for the date, time and place of its regular meetings for the fiscal year in July of each year.

As part of the calendar development process, a *draft* schedule has been developed for board discussion and feedback.

A *proposed* schedule will be prepared following this evening's work session and input from the board. The proposed schedule will be presented as a first reading on June 8, 2017, and for adoption on July 6, 2017.

PRESENTER: Jim Schlachter

SUPPLEMENTARY MATERIALS:

1. Board Policy BC/BCA, Board Organization/Board Organizational Meeting
2. A draft schedule of dates for regular board meetings, board work sessions, DAC meetings, and budget committee meetings will be provided at the work session.

RECOMMENDATION: The administration recommends review of the board meeting schedule drafted for 2017-18. Board members will be asked to provide input for the development of a proposed schedule to be presented for first reading on June 8, 2017.

REQUESTED ACTION: No action is required at this time. Adoption will be requested at the July meeting.

:lc

Gresham-Barlow SD 10

Code: **BC/BCA**
Adopted: 5/02/94
Readopted: 2/04/99; 5/02/02; 3/07/13
Orig. Code(s): BC/BCA

Board Organization/Board Organizational Meeting

No later than the next regular meeting following July 1, the Board will organize itself for the year. The Board's annual organizational meeting will be held at any time during the month of July deemed appropriate by the Board, and in no circumstance earlier than July 1.

The organizational meeting will consist of, but not be limited to, the following actions:

1. Election of a Board chair;
2. Election of a vice chair;
3. Provision for a time and place for regular meetings;
4. Other organizational actions prescribed by law or by Board practice.

The incumbent Board chair will preside until a successor is elected, whereupon the successor will assume the chair. In the event no incumbent chair or vice chair remains on the Board, or neither is able to continue to serve as an officer, the Board will select a temporary chair to conduct the election.

END OF POLICY

Legal Reference(s):

[ORS 255.335](#)
[ORS 332.040 - 332.045](#)
[ORS 332.057](#)

Cross Reference(s):

BCB - Board Officers