

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

July 7, 2016

The Gresham-Barlow School District Board of Education met in regular session on Thursday, July 7, 2016, in the council chambers of the Public Safety and Schools building, 1331 NW Eastman Parkway, Gresham, Oregon.

The meeting was called to order at 7:01 p.m. by the chair, Carla Piluso. Other board members in attendance were Kris Howatt, Kathy Ruthruff, Kent Zook, and John Hartsock. Matt O’Connell and Sharon Garner were absent; however, a quorum of the board was present.

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

Jim Schlachter..... Superintendent
James Hiu..... Deputy Superintendent of Secondary Education and Operations
Mike Schofield..... Chief Financial Officer
Randy Bryant..... Executive Director of Human Resources
John Koch..... Executive Director of Student Support Services
Athena Vadnais..... Director of Communications and Community Engagement

The following cabinet members were absent:

Teresa Ketelsen..... Deputy Superintendent of Teaching and Learning
Julie Evans..... Executive Director of Elementary Education
Sara Huston..... Executive Director of School Performance

The chair led board members, administrators and all those present in the Pledge of Allegiance.

MOTION 1 MEETING AGENDA (7:01 p.m.)

Kris Howatt made a motion to modify the meeting agenda by moving item 11, Bond Measure Summary and Ballot Title, forward to precede item 10. The motion was seconded by Kent Zook and carried 5 to 0.

MOTION 2 CONSENT AGENDA (7:02 p.m.)

The following items were included on the consent agenda:

1. Minutes from Special Board Meeting..... June 9, 2016
 Minutes from Budget Hearing..... June 9, 2016
 Minutes from Regular Business Meeting..... June 9, 2016
2. Financial Report
3. Personnel Changes

It was moved by Kris Howatt, seconded by Kathy Ruthruff, and carried 5 to 0 to approve the consent agenda as presented.

RECOGNITIONS (7:03 p.m.)

Thomas Serino, Gresham High School Tenor Choir State Championship: The school board recognized Thomas Serino, a Gresham High School student, for being the OSAA Champion Tenor.

Sam Barlow High School Baseball and Softball Athletes: The school board recognized Sam Barlow High School students, Rian Snowadski and Ben Wagner, for being selected for state level accomplishments in baseball and softball. Rian was selected for First Team All State Softball – Designated Hitter. Ben was selected for First Team All State Baseball – Outfielder.

GRESHAM-BARLOW EDUCATION FOUNDATION REPORT (7:10 p.m.)

Athena Vadnais highlighted upcoming Foundation events, which included a summer social, a Scramble for Students golf tournament, “Authors for Education,” and a “Reading Matters” phone-a-thon.

SUPERINTENDENT'S REPORT (7:11 p.m.)

Superintendent Schlachter announced that the Gresham-Barlow School District has qualified for a matching grant from the Oregon School Capital Improvement Matching Program. If voters pass a school bond in the November 2016 election, the Gresham-Barlow School District will receive \$8 million in matching funds from the State. Of the 13 districts selected for State matching funds, Gresham-Barlow was awarded the largest match, which is the maximum match of \$8 million from an available pool of \$23 million. The school board will be asked to consider meeting in a special session on August 4 to finalize information needed to qualify for the matching funds, and decide how the matching grant funds will be applied to the current bond measure proposal.

COMMITTEE MEETING MINUTES AND/OR REPORTS (7:16 p.m.)

District Advisory Council (DAC): Athena Vadnais explained that the last DAC meeting was held on May 19, 2016, and a report was presented at the June 9 board meeting. The first DAC meeting for the 2016-17 school year will be held on September 15, 2016, at North Gresham Elementary School.

Ms. Vadnais noted that a schedule of future DAC meetings was included in the agenda materials. Board members can sign up to be board representatives at those meetings via Google Docs.

BOARD REPORTS (7:19 p.m.)

Board members summarized various meetings and other activities they participated in during the month.

CABINET REPORTS (7:30 p.m.)

There were no cabinet reports this evening.

ASSOCIATIONS REPORTS (7:30 p.m.)

Erika Fuller, a secretary at West Gresham Elementary School, reported on behalf of Oregon School Education Association (OSEA) Chapter 8 employees.

There were no Gresham-Barlow Education Association (GBEA) representatives present.

CITIZENS' REQUESTS OF THE BOARD (7:31 p.m.)

There were no citizens' requests of the board.

MOTION 3 ELECTION OF CHAIR (7:31 p.m.)

Kathy Ruthruff nominated Carla Piluso to continue as board chair for 2016-17. The nomination was seconded by Kent Zook, and Director Piluso accepted the nomination.

Kris Howatt moved to close the nominations. The motion carried 5 to 0.

MOTION 4 ELECTION OF VICE-CHAIR (7:33 p.m.)

Kathy Ruthruff nominated Kris Howatt to continue as board vice-chair for 2016-17. The nomination was seconded by Kent Zook, and Director Howatt accepted the nomination.

Hearing no other nominations, the chair asked members to vote on the nomination to elect Kris Howatt as vice-chair for 2016-17. It carried 5 to 0.

MOTION 5 ANNUAL PROCEDURAL BUSINESS (7:34 p.m.)

Following opening comments by Mike Schofield, John Hartsock moved to approve Resolutions 1617-04, 1617-05, 1617-06, 1617-07 and 1617-08 as proposed. Kris Howatt seconded the motion.

In the discussion that followed, Mr. Schofield responded to questions concerning Resolution 1617-04 and the process for designating the district's auditor and general legal council. He explained that an RFP (Request for Proposal) process is typically conducted every five to seven years.

There being no further discussion, Chair Piluso read the resolutions (listed below) into the record, and then called for the vote. The motion carried 5 to 0.

Resolution 1617-04: Designates the district's Depository of Funds, Auditor, Legal Counsel, Newspaper of Record, and Agent of Record for Insurance, as required annually by Oregon Revised Statutes.

Title	Designee
District Depository of Funds	US Bank Bank of America Clackamas County Bank Key Bank Merchants Bank On Point Credit Union Umpqua Bank Columbia Bank Wells Fargo State of OR Local Govt Invest. Pool UBS Financial Securities, Inc. Piper Jaffray Bank America Merrill Lynch Castle Oak Securities Wells Fargo Securities
Auditor	Pauly, Rogers and Co., P.C.
Legal Counsel	The Hungerford Law Firm, LLP Miller Nash, LLP Ball Janik, LLP Hawkins Delafield & Wood Mersereau & Shannon, LLP Garrett Hemann Robertson
Newspaper of Record	The Gresham Outlook
Insurance Agent of Record - Property/Liability/Casualty	Brown & Brown Northwest – Special Districts of Oregon
Insurance Agent of Record - Workers' Compensation	LaPorte Insurance
Insurance Agent of Record – Medical Benefits/Services	Moloney & O'Neill
Insurance Agent of Record – Voluntary Student Accident Insurance	Myers, Stevens, Toohey and Company
Agent of Record for Tax Sheltered Annuity & Deferred Compensation Compliance	Carruth Compliance Consulting

Resolution 1617-05: Designates the District Clerk, Deputy Clerk, Budget Officer, Authorized Signers, Finance Officer, Custodian of Funds, and Surplus Property Authority, as required annually by Oregon Revised Statutes.

Title	Designee
District Clerk	Jim Schlachter, Superintendent
Deputy Clerk	Mike Schofield, Chief Financial Officer
Budget Officer	Mike Schofield, Chief Financial Officer

Authorized Signers	Mike Schofield, Chief Financial Officer Jim Schlachter, Superintendent Facsimile signatures are authorized
Finance Officer	Mike Schofield, Chief Financial Officer
Custodian of Funds	Mike Schofield, Chief Financial Officer
Surplus Property Authority	Mike Schofield, Chief Financial Officer Terry Taylor, Director of Facilities Jim Schlachter, Superintendent

Resolution 1617-06: Directs the Superintendent and the Chief Financial Officer to designate 2015-16 ending fund balances in accordance with GASB 54 requirements.

Resolution 1617-07: Authorizes the Superintendent and Chief Financial Officer to enter into contracts obligating district funds for products, materials, supplies and other services that are in the current budget appropriations in accordance with District Policy DJA, District Purchasing.

Resolution 1617-08: Designates the Superintendent and Chief Financial Officer as Officials for Federal, State and other grants and/or contracts.

BOND MEASURE SUMMARY AND BALLOT TITLE (7:38 p.m.)

Mike Schofield presented an updated executive summary and the following handouts for board review:

- Results of the Oregon School Capital Improvement Matching (OSCIM) program pre-election commitments;
- The “bones” of the resolution and notice of bond election; and
- The resolution, notice of bond election and explanatory statement approved by the board in 2013.
- OSCIM Program Pre-Election Commitment Results
- Sample resolution (not complete)
- Notice of bond election (not complete)
- 2013 Gresham-Barlow School District bond resolution
- 2013 Notice of Bond Election
- 2013 Explanatory Statement

In the discussion that followed, Mr. Schofield explained the process that school districts must follow in order to qualify for Oregon School Capital Improvement Matching Funds. One of the requirements is the submission of a board-approved resolution authorizing a bond measure to the Oregon Department of Education no later than August 5, 2016.

The documents handed out this evening represent examples of documents the board will be asked to consider for the November 2016 bond election. The 2016 documents are being drafted, and the administration recommends that the board schedule a special meeting to approve the final documents before the August 5 submission deadline. (Refer to the next agenda item regarding the addition of a special school board meeting.)

MOTION 6 AMENDMENT TO THE 2016-17 BOARD MEETING SCHEDULE (7:51 p.m.)

Chair Piluso moved to add a business meeting on August 4, 2016, to the 2016-17 Board Meeting Schedule to discuss the results of the Oregon School Capital Improvement Matching program application. The motion was seconded by Kathy Ruthruff.

In the discussion that followed, Kris Howatt moved to amend the motion to insert that the meeting will begin at 6 p.m. Kathy Ruthruff seconded the amendment, and it carried 5 to 0.

The chair then called for the vote on the main motion, as amended, to add a business meeting on August 4, 2016, at 6 p.m. The amended motion carried 5 to 0.

MOTION 7 DATES FOR AUGUST 2016 BOARD PLANNING SESSION (7:56 p.m.)

It was moved by Kris Howatt and seconded by Kent Zook to retain the current August 2016 planning meeting schedule as adopted for August 19, 2016, from 8 a.m. and possibly going longer, past 4 p.m., but not adding another date.

The motion failed 3 to 2. Directors Ruthruff and Hartsock cast the dissenting votes. (Note: The motion failed because 3 does not constitute the majority of the full board.)

John Hartsock moved to add a half day on Thursday, August 18, 2016. Kris Howatt seconded the motion.

Discussion followed regarding start and end times for the half day, board members' availability, cabinet schedules, and other logistics. It was noted that Director Zook would not be able to attend a meeting on August 18, and Directors O'Connell and Garner were not present to advise of their availability.

Kris Howatt moved to table the motion until August 4 when more information would be available regarding the two absent board members as well as what items would be discussed. Director Hartsock expressed concurrence with the motion to table, knowing that at least one board member would be absent, and expressing the importance for everyone to be present.

Chair Piluso affirmed that the motion was tabled, and introduced the next agenda topic.

MOTION 8 ACCEPTANCE OF A DONATION FROM THE GRESHAM-BARLOW EDUCATION FOUNDATION (8:04 p.m.)

It was moved by Kris Howatt, seconded by Kathy Ruthruff and carried 5 to 0 to accept the \$10,000 donation from the Gresham-Barlow Education Foundation to purchase EBOOKS for the district's K-12 program.

MOTION 9 ACCEPTANCE OF A DONATION FROM THE HOGAN CEDARS PARENT TEACHER STUDENT ORGANIZATION (PTSO) (8:07 p.m.)

It was moved by Kathy Ruthruff, seconded by Kent Zook and carried 5 to 0 to accept the \$13,425 donation from the Hogan Cedars Parent Teacher Student Organization to purchase technology for Hogan Cedars Elementary School.

ANNOUNCEMENTS (8:14 p.m.)

- Aug. 4, 2016 Special Board Meeting - 6:00 p.m.
Council Chambers
Public Safety and Schools Building
- Aug. 10-11, 2016: All District Administrators Retreat – 7:30 a.m. to 4:30 p.m.
Center for Advanced Learning, Room 220
- Aug. 18, 2016: Board Summer Social - 5 p.m. - 7 p.m.
Paesano Club Cedarville Park
Gresham, OR
- Aug. 19, 2016: Board Planning Session - 8 a.m. - 4 p.m.
Center for Advanced Learning (CAL)
- Aug. 31, 2016: Convocation – 7:30 – 10:30 a.m.
Gresham High School
- Sept. 1, 2016: Regular Board Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

ADJOURNMENT

There being no other business, the meeting was adjourned at 8:16 p.m.

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

Note: These minutes were approved by the board on September 1, 2016:lc