

Gresham-Barlow



School District

BOARD OF EDUCATION

Special Board Meeting

AGENDA

April 16, 2015

BOARD OF EDUCATION
April 16, 2015

Special Board Meeting Agenda – 6:30 p.m.

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

I. CALL TO ORDER

II. ROLL CALL

_____	Matt O’Connell, Chair	_____	Kathy Ruthruff, Director
_____	Carla Piluso, Vice-Chair	_____	Kent Zook, Director
_____	Sharon Garner, Director		
_____	Dan Christenson, Director	_____	Jim Schlachter, Superintendent
_____	Kris Howatt, Director	_____	Mike Schofield, Chief Financial Officer

III. FIRST READING

None

IV. ACTION ITEMS

1. RFP: Bond Planning Consultants.....Mike Schofield

V. ACTION ITEMS

2. Superintendent’s Evaluation Process and Timeline.....Matt O’Connell

VI. ANNOUNCEMENTS

May 7, 2015: Audit Involvement Team – 5:30 p.m.
 Superintendent’s Office
 Public Safety and Schools Building

May 7, 2015: 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: Jim Schlachter
Mike Schofield

DATE: April 16, 2015

RE: No. 1 – RFP: Bond Planning Consultants

EXPLANATION: The business office issued request for proposals (RFPs) to assist the Bond Planning Committee this spring. The scope of work will include reviewing and updating the district's existing Long Range Facility Plan; assisting with costing various facility investment choices; reviewing and updating enrollment and demographic trends; and assisting with community outreach and communication.

Proposals were due March 30, 2015. Subsequently, Matt O'Connell, Kathy Ruthruff, Jim Schlachter, Terry Taylor, Athena Vadnais, and Mike Schofield met to evaluate and score the proposals. Their recommendation will be presented for board consideration this evening.

PRESENTER: Mike Schofield

SUPPLEMENTARY MATERIALS: Additional information will be provided at the April 16, 2015, board meeting.

RECOMMENDATION: The administration will present a recommendation for board consideration at the board meeting.

REQUESTED ACTION: Move to approve the recommended vendor, _____, to provide assistance to the Bond Planning Committee pending successful contract negotiations.

MS:lc

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

TO: Board of Directors
FROM: Matt O'Connell
DATE: April 16, 2015
RE: No. 2 – Superintendent's Evaluation Process and Timeline Review

EXPLANATION: Board Policy CBG, Evaluation of the Superintendent, provides that the superintendent's job performance will be evaluated formally at least annually, based on the administrative job description, any applicable standards of performance, board policy, and progress in attaining any goals for the year established by the superintendent and/or the board.

The timeline for the 2014-15 evaluation process is listed below for review and discussion.

2014-15 Superintendent Evaluation Timeline:

April 16, 2015..... Evaluation process and timeline reviewed at board special meeting
April 20, 2015..... Rating forms emailed to board members
April 27, 2015..... Completed rating forms due to board secretary
April 29, 2015..... Compilation of rating responses compiled by board secretary
May 7, 2015..... Evaluation ratings reviewed by board in executive session
May 20, 2015..... A board representative writes an evaluation summary and returns it to board secretary by May 20
Early June 2015..... Board chair and a board representative meet with superintendent to review evaluation summary and employment agreement
June 4, 2015..... Evaluation summary presented for board discussion and approval
June 4, 2015..... Superintendent's 2015-16 Employment Agreement presented for board action

PRESENTER: Matt O'Connell

SUPPLEMENTARY MATERIALS: Policy CBG, Evaluation of the Superintendent

RECOMMENDATION: Review the evaluation process and timeline

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

:lc

Gresham-Barlow SD 10

Code: **CBG**
Adopted: 6/03/99
Readopted: 5/02/02; 7/11/13

Evaluation of the Superintendent

The superintendent's job performance will be evaluated formally at least annually. The evaluation will be based on the administrative job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and his/her performance will be in executive session, unless the superintendent requests an open session. However, such an executive session will not include a general evaluation of any district goal, objective or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

Any time the superintendent's performance is deemed to be unsatisfactory, the superintendent will be notified in writing of specific areas to be remedied and will be given an opportunity to correct the problem(s). If performance continues to be unsatisfactory, the Board may dismiss the superintendent pursuant to Board policy, the employment contract with the superintendent and state law and rules.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\), \(8\)](#)
[ORS 332.505](#)
[ORS 342.513](#)
[ORS 342.815](#)

[OAR 581-022-1720](#)

Hanson v. Culver Sch. Dist. (FDAB 1975).

Cross Reference(s):

BDC - Executive Sessions
CB - Superintendent
CBA - Qualifications and Duties of the Superintendent