

Gresham-Barlow



School District

A WORLD-CLASS EDUCATION
◦ FOR ALL STUDENTS ◦

BOARD OF EDUCATION

Regular Board Meeting / Work Session

AGENDA

October 18, 2012

BOARD OF EDUCATION
October 18, 2012

Board Meeting / Work Session – 6 p.m.

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

I. CALL TO ORDER

II. ROLL CALL

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| _____ Dale Clark, Chair | _____ Kent Zook, Director |
| _____ Matt O’Connell, Vice-Chair | _____ Kris Howatt, Director |
| _____ Carla Piluso, Director | |
| _____ Dan Christenson, Director | _____ Jim Schlachter, Superintendent |
| _____ Kathy Ruthruff, Director | _____ Jerry Jones, Chief Financial Officer |

III. DISCUSSION TOPICS

1. School Safety and Classroom Discipline Report.....Black and Harris
2. Transition to K-8 in Damascus.....Hiu and Harris
3. Policy Updates: Section A/B, Board Governance.....Jones
4. Audit Findings/ Audit Involvement Process.....O’Connell

IV. ANNOUNCEMENTS

- Oct. 25, 2012: Principal for a Day Breakfast and Briefing – 8:30 a.m.
Oregon Trail Room
Gresham City Hall
- Oct. 25, 2012: Principal for a Day Reception and Debriefing – 3:00 p.m.
Council Chambers
Public Safety and Schools Building
- Oct. 25, 2012: Board Work Session - 6 p.m.
Partnership Room
Center for Advanced Learning
- Oct. 30, 2012: Gresham-Barlow Education Summit – 6 – 8:30 p.m.
Grace Community Church
Gresham, OR
- Nov. 1, 2012: Board Business Meeting - 7 p.m.
Council Chambers
Public Safety and Schools Building

V. ADJOURN (Estimated time for adjournment: No later than 8 p.m.)

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

TO: Board of Directors

FROM: Jim Schlachter
Anita Harris
Janell Black

DATE: October 18, 2012

RE: No. 1 – School Safety and Classroom Discipline Report

EXPLANATION: The School Safety and Classroom Discipline board project is underway. The board will be provided with an update on the progress of this work, a description of data collected to date, a roster of committee membership, a review of potential action steps, and a timeline for these actions to occur at the work session.

PRESENTERS: Janell Black and Anita Harris

SUPPLEMENTARY MATERIALS: A board briefing and supplemental materials will be distributed at the board work session.

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required at this time.

JB:lc

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

TO: Board of Directors

FROM: Jim Schlachter
James Hiu
Anita Harris

DATE: October 18, 2012

RE: No. 2 – Transition to K-8 in Damascus

EXPLANATION: One of the Board/Executive Projects identified for 2012-13 is the exploration of a K-8 model in Damascus. (Specifically, this project is an advisory to the superintendent.) The initial steps of that exploration are underway.

- We have established a committee of stakeholders from Deep Creek and Damascus schools which includes district level staff, the principal, licensed and classified staff, parents, facilitator Dick Withycombe, and Harriet Adair, who implemented the K-8 model at Portland Public Schools.
- This committee has met twice (October 1 and October 15) at Deep Creek Elementary School for a three-hour session at each meeting.
- We are in the process of developing a rubric for the site visits at three K-8 schools. At this time, those schools are Happy Valley (North Clackamas School District), Springville (Beaverton School District), and Laurelhurst (Portland Public Schools).
- The timeline includes the formulation of a recommendation to the superintendent and the board by December 15. It may be necessary to schedule an additional meeting in January to complete the research and recommendation.

If the recommendation is approved, the next steps would be to develop a communication plan, and design a transition plan involving a broader range of stakeholders.

PRESENTER: James Hiu and Anita Harris

SUPPLEMENTARY MATERIALS: Exploration of K-8 in Damascus, 2012-13 Executive Project

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required at this time.

JH:pkh:lc



EXPLORATION OF K-8 IN DAMASCUS

2012-13 EXECUTIVE PROJECT

October 1, 2012

| Group | Sponsor | Team Leader | Facilitator (if different from leader) | Team Kick-Off Date | Proposed Team Sunset Date |
|----------------|---------------------------|---------------------------|---|--------------------|---------------------------|
| Superintendent | James Hiu Anita Harris | James Hiu Anita Harris | Dick Withycombe | October 2012 | December 2012 |

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|--|---|
| Mission Statement | Explore the development and implementation of a K-8 school in Damascus |
| Goals & Objectives | <ul style="list-style-type: none"> Study various K-8 models Review the components of a K-8 school Determine if a K-8 school in Damascus is feasible Make a recommendation to the Board in December 2012 |
| Stakeholders | Students and parents of Deep Creek ES and Damascus MS |
| Success Indicators / Feedback Plan | In-depth notes and findings from numerous meetings of the committee |
| Scope/Priority | Recommendations: <ol style="list-style-type: none"> K-8 instructional model preferred Location of a K-8 school Logistics of transition to a K-8 school Communication plan moving forward |
| Problem Statement | Enrollment at Deep Creek and Damascus is too low to sustain individual operations, staff, and programs |
| Procedures/ Meeting Frequency | Five meetings and K-8 site visitations in 10 weeks |
| Decision Making Process | The process used within the team to make decisions shall be consensus, with the development of a minority report if required |
| Decision Ratifying Body | Superintendent, Board of Directors |
| Boundary Conditions to Decisions Made | Advisory ONLY – Final data and information will be sent to the Superintendent, who will prepare information for the Board consideration. |
| How Decisions Are Communicated | Issue papers and reports with draft recommendations. |



EXPLORATION OF K-8 IN DAMASCUS

2012-13 EXECUTIVE PROJECT

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|------------------------------------|---|
| Team Members | <p>Study Committee:</p> <p><i>James Hiu</i>, Deputy Superintendent <i>Anita Harris</i>, Exec. Director of Elementary Education <i>Lori Walter</i>, Principal of Deep Creek ES and Damascus MS <i>Kathy Ruthruff</i>, GBSD Board Member <i>Angie Kautz</i>, Director of Teaching and Learning <i>Athena Vadnais</i>, Director of District and Community Relations <i>Jerry Jones</i>, CFO <i>Terry Taylor</i>, Facilities Director <i>Mary Ann Narath</i>, 1st grade, Deep Creek ES <i>Nina Secor</i>, 5th grade, Deep Creek ES <i>Kelly Deatherage</i>, 6th grade, Damascus MS <i>Ken Urban</i>, PE, Damascus MS <i>Whitney Roush</i>, Deep Creek and Damascus <i>Kari Hampton</i>, Ed Assistant, Deep Creek MS <i>Shannon Shropshire</i>, Secretary, Damascus MS <i>Teresa Karn</i>, Parent, Deep Creek ES <i>Kristi Cardwell</i>, Parent, Damascus MS <i>Dick Withycombe</i>, <i>Kathrine Scotten</i>, Withycombe Scotten & Associates, Facilitators <i>Harriet Adair</i>, Consultant</p> |
| Planning Committee Schedule | <p>K-8 Planning Committee Meeting Schedule: 10:00-1:00 at Deep Creek</p> <ol style="list-style-type: none"> 1. October 1, 2012 2. October 15, 2012 3. October 31, 2012 4. November 1-15, 2012 – possible K-8 school visitations 5. November 26, 2012 6. December 10, 2012 |
| Sunset Clause | <p>Upon final presentation to Superintendent / Target December 2012</p> |

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

TO: Board of Directors

FROM: Jim Schlachter
Jerry Jones

DATE: October 18, 2012

RE: No. 3 – Policy Updates: Section A/B, Board Governance

EXPLANATION: At the work session this evening, board members will be asked to consider revisions to policies from Section A/B, Board Governance, as part of the board's on-going policy review process.

To streamline adoption procedures for policies where only minor revisions are required, or for those mandated by statute without board discretion, the board will also be asked to identify which policy revisions can be approved at a subsequent meeting via Consent Agenda, or moved to second reading.

PRESENTER: Jerry Jones

SUPPLEMENTARY MATERIALS: Revised policies from Section A/B, Board Governance, were provided at the September 20, 2012, work session.

RECOMMENDATION: The administration recommends that the board review policy revisions and/or additions for Section A/B, Board Governance, as presented for first reading

REQUESTED ACTION: No formal action is required at this time; however, the board will be asked to identify which policies can be approved at a subsequent meeting via Consent Agenda, or moved to second reading.

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

TO: Board of Directors

FROM: Jim Schlachter
Jerry Jones

DATE: October 18, 2012

RE: No. 4 – Audit Findings / Audit Involvement Process

EXPLANATION: This evening's audit findings report will be presented by Matt O'Connell, vice-chair, as part of the Board of Directors Audit Involvement Practice, which was adopted in December 2008.

Following is a brief review of the district audit process for 2012:

- The auditing team from Pauly Rogers & Co., the district's independent audit firm, finished its work on September 21, 2012.
- Subsequently, the lead auditor met with the superintendent and chief financial auditor for an exit interview.
- An exit interview with the board chair and vice-chair took place on October 4, 2012.
- The vice-chair will review the audit findings with the board at the October 18, 2012, board work session.
- The final 2012 Fiscal Year Comprehensive Annual Financial Report will be presented to the board at the November 1, 2012, regular board meeting.

PRESENTER: Matt O'Connell

SUPPLEMENTARY MATERIALS: None

RECOMMENDATION: This report is being provided as information only.

REQUESTED ACTION: No action is required at this time.

JJ:lc