

**Portland Public School District 1J, Multnomah County, Oregon
Board of Education's
Finance, Audit and Operations Committee Meeting**

**September 26, 2017
Informal Minutes**

The meeting of the Board's Finance, Audit and Operations Committee convened on the above date at 3:04pm at the call of Chair Rita Moore, in the Wy'east Conference Room at the Blanchard Education Service Center, 501 N. Dixon St., Portland, Oregon, 97227.

There were present:

Board Committee Members

Rita Moore, Chair

Amy Kohnstamm - *absent*

Mike Rosen

Paul Anthony – *via phone*

Staff

Ryan Dutcher, Financial Consultant

Molly Emmons, Security Operations Manager

Brenda Martinek, Director of Student Support, Health and Safety

Dr. Laura Parker, Chief Strategic Officer

Public Comment

None.

State School Fund and Revenue Estimate

Ryan Dutcher, Financial Consultant, reported that enrollment was lower than had been forecasted which will mean \$900,000 less for the District. Next year, it is anticipated that there will be another adjustment with less funds. Chair Moore commented that the District will not have the extra cash they anticipated and if our below estimate for enrollment holds, how big a hit would the District take? Mr. Dutcher responded that the hit would be around \$10 million or maybe less.

Budget Amendment No. 1 to the 2017/18 Budget

Mr. Dutcher reviewed the first budget amendment to the 2017/18 budget. Chair Moore indicated that she would like more information on Title 11A, and also more information on Gear Up as it sounds as though there were issues. Also, she would like to have discussions on the Youth Pass with the City of Portland as the District is picking up the tab; she would like to negotiate with both the City and TriMet. The Committee voted unanimously to send Budget Amendment No. 1 to the full Board.

Resolution No. 5516

Mr. Dutcher reviewed proposed Resolution No. 5516, which would amend Resolution 5467, and explained the need for the amendment. Staff had placed an estimate in Resolution 5467, but now have a final number. The Committee voted unanimously to send Resolution No. 5516 to the full Board.

Leveled Threat Assessment

Director Brenda Martinek and Molly Emmons, Security Operations Manager, provided a PowerPoint presentation, stating that a Leveled Threat Assessment is: a systematic way to investigate targeted threats of violence in a prevention-minded way; a process that looks at the context, meaning and capacity of the threat's credibility; a way to provide interventions, strategies and supports to both the person making the threat as well as the potential victims; and leveled supports for buildings to make informed decisions as a team, with access to community stakeholder as the threat escalates. PPS currently does not have a leveled threat assessment process. Ms. Martinek and Ms. Emmons submitted a budget to develop a leveled threat assessment process that was reflected in Budget Amendment No. 1 to the 2017/18 Budget.

Staffing Update and Discussion

Mr. Dutcher and Laura Parker, Chief Strategic Officer, provided a PowerPoint presentation on a Staffing Model Redesign, which included a Problem Statement and Goals, Staffing Model Overview, Preliminary Cost Analysis, Roll-out and Implementation Considerations, and Next Steps. Chair Moore commented that the Programmatic Model was more realistic in terms of what it would actually take to fully resources what we say we want to do. It would more than likely require an increase in FTE. Chair Moore asked if we would be able to use the new formula in the next budget cycle. Mr. Dutcher responded that possibly parts of it could be used, but more analysis was needed.

Adjourn

Chair Moore adjourned the meeting at 5:00pm.

Submitted by:

Caren Huson-Quiniones, Board Clerk
PPS Board of Education