

**School District No. 1J, Multnomah County, Oregon
Board Work Session of December 13, 2016**

INFORMAL MINUTES

A Work Session of the Board of Directors came to order at 8:30pm at the call of Chair Tom Koehler in the Mazama Conference Room of the Blanchard Education Service Center, 501 N. Dixon Street, Portland, Oregon, 97227.

There were present:

Board of Directors:

Tom Koehler, Chair
Amy Kohnstamm, Vice-Chair
Paul Anthony
Steve Buel
Julie Esparza Brown
Pam Knowles
Mike Rosen
Aliemah Bradley, Student Representative

HYA Associates:

Hank Gmitro
Carolyn McKennan
Lori Garcy

Staff:

Bob McKean, Interim Superintendent
Amanda Whalen, Chief of Staff
Caren Huson-Quiniones, Board Clerk
Rosanne Powell, Board Office Manager

Hank Gmitro of HYA Associates stated that after seeking input from staff, parents, faculty, students and community members, the following skills and characteristics were determined for the next Superintendent: an effective and systems-thinking manager, a capable communicator and team builder, and a knowledgeable and experienced instruction leader. The Board word-smithed the draft Desired Characteristics document, agreeing that their suggested changes would be emailed to Mr. Gmitro by the end of the week. Mr. Gmitro mentioned that once the document is finalized, that candidates would be vetted against the desired characteristics.

Mr. Gmitro asked the Board how they would like to handle the process in selecting the next Superintendent: an entire confidential process, a community group Interview Committee, an entirely public process, or a combination. Mr. Gmitro added that if a community group is chosen as an Interview Committee, that it was very important that they keep all information confidential and actually sign a Confidentiality Agreement. Carolyn McKennan reviewed the process that Beaverton had used (fully confidential), and also the process that Eugene had used (fully public). The following Board members preferred that the process be confidential at the end: Bradley, Kohnstamm, Esparza Brown, Rosen. Director Anthony and Chair Koehler preferred confidential in the beginning and public at the end. Director Buel preferred an entirely public process. Director Knowles preferred a completely confidential process.

Chair Koehler stated that the Board would continue their discussion of the Superintendent selection process at their next Work Session on December 19, 2016.

ADJOURN

Chair Koehler adjourned the Work Session at 10:40pm.

Submitted by:

Caren Huson-Quiniones, Board Clerk
PPS Board of Education