



PORTLAND PUBLIC SCHOOLS
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Date: December 11, 2018

To: Members of the Board of Education

From: Claire Hertz

Subject: The Gunter Group Amendment 4

Subject: Contract # PS 65849

The Gunter Group began initial work with the District in 2017 when Sharon Reese joined the team as the Interim CHRO. Since then, Sharon transitioned into an Interim Senior Director role in Support of Kylie Rogers, CHRO. In February of this year, the District requested additional services from The Gunter Group to assess the Finance Department's organizational structure and high level process, to support the budget process and any necessary reduction in force resulting from closure of the budget gap. The District required immediate assistance and based on familiarity with the District, expertise in organizational assessments, financial process and reduction in force management, The Gunter Group was asked to step in immediately.

Due to unforeseen events Sharon Reese has now returned to the Interim CHRO role full time up to June 30, 2019 as needed, and has added additional support for much needed work in the currently understaffed HR organization. Within HR, The Gunter Group will continue to support management of key hiring efforts, HR project governance and reporting

Within IT, Finance, and HR they will provide a Senior IT Architect part time for 6 months to act as a content expert for Enterprise Resource Planning work streams, develop security function and recruit key IT positions. Provide a Program Manager for 6 months who will work with staff to mature and drive an Enterprise Resource Planning governance stabilization program, coach and train staff for system upgrades, process flow documentation, and lead implementation of incident management and teacher evaluation systems. The Program Manager will also partner with a Business/Process Analyst for 6 months to develop project management, change management, business analysis and train key PPS resources on their use.

The Gunter Group has provided a contract extension through June 30, 2019, which will increase the total contract amount to \$1,391,790.00. This represents an increase of \$658,000.00 in contract value.