

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

**September 12, 2017
Informal Minutes**

The meeting of the Board's Finance, Audit and Operation Committee convened on the above date at 3:05 pm at the call of Chair Rita Moore in Room B-63 of Madison High School, 2735 NE 82nd Ave., Portland, OR, 97220.

There were present:

Board

Rita Moore-Chair
Scott Bailey
Amy Kohnstamm
Paul Anthony

Staff

Brenda Fox-Middle Grades, Planning Principal
Shawn Helm- Principal Analytics and Evaluation Analyst
Dunya Minoo-Director, Educational Partnerships
Ryan Dutcher-Office of Finance
Rudy Rudolph-Administrator on Special Projects
Antonio Lopez-Assistant Superintendent, Office of School Performance
Petra Callin-Principal, Madison High School
Mei Lee-Chief Financial Officer
Daniel Cogan-Teaching on Special Assignment, Office of School Performance
Cameron Vaughn Tyler-Office of Community Involvement and Public Affairs
Pradeep Raju- Principal Business and Finance Operations Analyst
Megan Salvador-Confidential Executive Assistant to the Chief Financial Officer
Jerry Vincent-Chief Operating Officer
Harry Esteve- Director of Strategic Communications and Outreach
Rosanne Powell-Senior Board Manager

PUBLIC COMMENT

There was no public comment.

MIDDLE SCHOOL BUDGET

Laura Parker walked the committee through the budget to implement the proposed middle schools. Chair Moore asked if there were any special education related construction costs in the budget. Jerry Vincent stated they are ready to accommodate all students needs. Director Kohnstamm asked if special education was addressed within the EdSpecs. Jerry Vincent responded they can do what is needed if they have the budget and shared that it would cost \$350 to \$450 per square foot to develop a life skills center like the one at Roosevelt. Director Anthony shared he had some concerns about Americans with Disabilities Act (ADA) accommodations at Roseway Heights. Jerry Vincent responded there is a transition plan and will meet with stakeholders in October. Director Bailey asked if there were plans to make a Special Education hub. Jerry Vincent said there were not. Laura Parker stated they still need to finalize rooms in each school. Director Bailey said there was still work to be done to figure out boundaries and requested that as part of the budget, there be a person dedicated to run data for the Enrollment and Forecasting Committee and thinks there should be a decision about whether the District outsource the

work to re-define boundaries. There was committee discussion on what the cost would be to outsource the work to re-define boundaries including how much it would cost to define the requirements needed for the project. Laura Parker thinks if it was outsourced it should take about three to four months. Director Bailey thinks they have to define the purpose of school. There was discussion on the preparation to scope the work for outsourcing the boundary design. Director Bailey asked if there was current staff capacity to begin the work of re-districting southeast boundaries and feeder patterns. Laura Parker replied no. There was a discussion on the need to create a budget model that can be replicated for other middle schools. Ryan Dutcher said they are looking to approve the first amendment for the 2017-18 budget on October 3rd.

STAFFING

Ryan Dutcher presented the proposed staffing redesign. Director Kohnstamm stated she wanted to make sure there was alignment in continuity across all grades. Chair Moore wants to make sure this addresses the needs for support staff in buildings. Director Kohnstamm believes the lack of uniform core programming needs to be addressed. Chair Moore believes that budget is only part of the issue. Mei Lee asked if this would be a phased implementation. Ryan Dutcher said that Yousef Awwad would prefer to implement all at once, but in reality it could be phased and that the district could implement this for K-5 staffing today. There was committee discussion on how fluctuation in building enrollment causes instability in staffing certain key positions in school wide support staff like assistant principals and counselors.

Laura Parker then gave an overview of the two staffing models under consideration: Section Model and Programmatic Model. There was discussion on how the Section Model would work for schools with Dual Language programs using Martin Luther King as a scenario. Director Bailey does not think that courses like art and technology should be considered “extras”. Chair Moore would like the committee to examine the criteria for schools having specials programs.

BOND SEQUENCING RESOLUTION

Chair Moore shared some changes she is proposing to the draft resolution that was sent to the committee for review. Director Kohnstamm moved and Director Anthony seconded to vote on the resolution. Director Kohnstamm stated she was concerned about the timelines presented and that she hoped the work could be accelerated. Jerry Vincent said that these are more complicated projects and if the work can be sped up it, they will do so. The committee unanimously agreed to move the resolution on bond construction sequencing forward to the full Board for approval.

Chair Moore adjourned the committee at 5:03 p.m.

Submitted by:

Rosanne Powell, Board Manager