





# Board of Education Informational Report

## **MEMORANDUM**

**Date:** July 17, 2013  
**To:** Members of the Board of Education  
**From:** Jim Owens, Executive Director, Office of School Modernization  
**Thru:** C.J. Sylvester, Chief Operating Officer  
**Subject:** Bond Program Status – July 2013

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In the November 2012 election, the voters approved a \$482M capital improvement bond for Portland Public Schools. The District's Office of School Modernization Staff have developed a set of performance measures to provide management information for the staff and reporting tools for the Bond Accountability Committee and the Board's oversight role. Performance metrics for the 2012 bond program are based on the Balanced Scorecard (BSC).

Attached is the BSC for the month of July 2013. Staff doesn't plan to present the BSC at the July 17th Board meeting. However, questions or comments from the Board are always welcome.

Staff will provide a brief program update and present the status of the summer 2013 Improvement Project. Following the presentation, the Board is welcome to ask any questions relating to these topics as well.

Additionally, included in the packet is a list of community conversations held as part of the Educational Facility Visioning and Education Specification process. The community conversations intentionally included segments of the community that have been historically under-represented. In total, 16 community conversations were held with more than 360 participants.

Lastly, included in the packet is an 'OSM Board Topics Schedule' outlining upcoming Board agenda items.

Attachment 1: Balanced Scorecard Report – June 2013  
Attachment 2: List of Community Conversations  
Attachment 3: OSM Board Topics Schedule



**Narrative Comments:**

1. OSM & CFO are developing a financial reporting format. Expect staff will present during the August updates to the Board.
2. OSM is currently reviewing options for allocating the \$45m "escalation contingency" to active and upcoming projects.
3. The \$45m line of credit has been paid off.
4. \$1.9m of "additional revenue" has been added to bond projects, bringing the total current bond program amount to approximately \$483.9m.
5. Approximately \$22.8m remain in contingencies not allocated to projects (including the \$20m board reserve).

Color Key	
	Good
	Concerns
	Trouble

**Budget Perspective**

Strategic Obj.	Perform
A	
B	
C	
D	
Average	

**2012 Bond Projects**

Improvements 2013	Roosevelt HS	Faubion K8	Improvements 2014	Franklin HS	Improvements 2015	Grant HS	Improvements 2016	Improvements 2017	Improvements 2018	Improvements 2019	Program Contingency	Program Costs

Strategic Objectives	Performance Measures	Performance Targets
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Objective A Project Budget and Scope Aligned	1	Initial Cost Estimate of Approved Scope	≥ 15% Contingency Available
	2	Master Plan	Within Budgeted Amount

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Objective B Planning & Design Costs within Budget	3	Projected Total P & D Costs	Within Budgeted Amount
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Objective C Construction Costs within Budget	4	Construction Cost Award Price or GMP	< 90% of Construction Budget
	5	Construction Cost Current Estimate	Per Schedule

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Objective D Project within Budget	6	Total Project Costs Within Budgeted Amount	Per Schedule
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## Community Conversations as part of Facilities Visioning Process

1. Immigrant Community (Migrant Parent Advisory Committee)
2. African-American Community (Black Parent Initiative)
3. Native American Community (NAYA)
4. Futurists
5. PPS Administrators of Color
6. PPS Reconnection Center
7. PPS Faubion first Graders
8. PPS Operations staff
9. Parent / Education advocates
10. PPS Office of Schools staff
11. Asian / Asian Island Parent Community
12. PPS high school students
13. Special Interest Groups
  - a. (Special Education Parent Advisory Committee)
  - b. (NW Down Syndrome Association )
14. Latino Community
  - a. (Equippo)
  - b. (Latino Network)

(group in parentheses convened meeting)





## OSM Board Topics Schedule

Agenda Item	Board Action
Wednesday 7/17	
Monthly OSM update	n/a
Wednesday 7/24	
Contract award recommendations for FHS & RHS A/E teams	Contract Award (consent agenda)
Wednesday 8/7	
BAC quarterly update	n/a
Edspec facilities "vision" draft resolution	n/a
Contract award recommendations for IP14 A/E teams	Contract Award (consent agenda)
Wednesday 8/21	
Monthly OSM update	n/a
Faubion Pre-Development Agreement	Adopt Pre-Dev Agreement
Edspec "vision" resolution adoption	Adopt Vision Document
Approval of Procurement Exception to allow use of CM/GC project delivery method	Approval of Procurement Exception
Contract award recommendation for Faubion Master Planning	Contract Award (consent agenda)
Wednesday 9/11	
Education Specifications 'phase 2' document draft Resolution	n/a
Wednesday 9/18	
Education Specifications 'phase 2' document resolution adoption	Adopt Education Specification
Tuesday 9/24	
Monthly OSM update	n/a
Wednesday 10/23	
Monthly OSM update	n/a
Wednesday 11/20	
Monthly OSM update	n/a
FHS & RHS master plans	Approve Master Plans
Wednesday 12/18	
Monthly OSM update	n/a

**Attachment 3**

7/17/2013

**Information Provided**

[REDACTED]  
Board Memo & Balanced Scorecard

[REDACTED]  
Staff Report

[REDACTED]  
BAC Report

Staff Presentation & Draft Resolution

Staff Report (if necessary)

[REDACTED]  
Board Memo & Balanced Scorecard

Staff Report & Resolution

Staff Report & Resolution

Staff Report & Resolution

n/a

[REDACTED]  
Staff Presentation & Draft Resolution

[REDACTED]  
Staff Report & Resolution

[REDACTED]  
Board Memo & Balanced Scorecard

[REDACTED]  
Board Memo & Balanced Scorecard

[REDACTED]  
Board Memo & Balanced Scorecard

Staff Report & Resolution

[REDACTED]  
Board Memo & Balanced Scorecard

BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON

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REGULAR MEETING

July 17, 2013

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Personnel

The Superintendent RECOMMENDS adoption of the following item:

Numbers 4776, 4777, and 4778

**RESOLUTION No. 4776**

Election of First-year Probationary Teachers (Full-time)

**RECITAL**

On the advice of the Chief Human Resources Officer, the Superintendent recommends that the teacher listed below be elected as a First-year Probationary Teacher.

**RESOLUTION**

The Board of Education accepts the Superintendent's recommendation, and by this resolution hereby elects as First-year Probationary Teachers for the school year 2013-14 the following persons, subject to the employment terms and conditions set out in the standard form contract approved by legal counsel for the District and to be placed on the applicable Salary Guide that now exists or is hereafter amended:

*Full-time*

<b>First</b>	<b>Last</b>	<b>ID</b>
Rachel	Kyriss	014966

*S. Murray*

**RESOLUTION No. 4777**

Election of Temporary Administrators

**RECITAL**

The following persons have served or will serve in administrative positions with the District, and the Superintendent recommends them to the Board of Education ("Board") for election as Temporary Administrators.

**RESOLUTION**

The Board accepts the Superintendent's recommendation and by this resolution hereby elects as Temporary Administrators for the school year 2013-14 the following persons, according to the employment terms and conditions set out in the standard District contract, with all to be placed on the applicable Salary Guide that now exists or is hereafter amended:

<b>First</b>	<b>Last</b>	<b>ID</b>
Robert	Stewart	008548

*S. Murray*

**RESOLUTION No. 4778**

Election of Probationary Administrators (Full-time)

**RECITAL**

On the advice of the Chief Human Resources Officer, the Superintendent recommends that the administrator listed below be elected as a Probationary Administrator.

**RESOLUTION**

The Board of Education accepts the Superintendent’s recommendation, and by this resolution hereby elects as Probationary Administrators for the school year 2013-14 the following persons, subject to the employment terms and conditions set out in the standard form contract approved by legal counsel for the District and to be placed on the applicable Salary Guide that now exists or is hereafter amended:

*Full-time*

<b>First</b>	<b>Last</b>	<b>ID</b>
Lisa	Collins	020412
Sabrina	Flamoe	021754
Emily	Glasgow	021744
Jeb	Hubbs	021748
Michelle	Markle	021749
Alicia	McMillen	021745
Ruth	Tucker	014615
David	Lizaola	019564
Katherine	Polizos	007833

*S. Murray*

Purchases, Bids, Contracts

The Superintendent RECOMMENDS adoption of the following items:

Numbers 4779



**RESOLUTION No. 4779**

Expenditure Contracts that Exceed \$150,000 for Delegation of Authority

**RECITAL**

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) enter into contracts and approve payment for products, materials, supplies, capital outlay, equipment, and services whenever the total amount exceeds \$150,000 per contract, excepting settlement or real property agreements. Contracts meeting this criterion are listed below.

**RESOLUTION**

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into agreements in a form approved by General Counsel for the District.

**NEW CONTRACTS**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
Petrocard Systems Inc.	7/3/2013	Purchase Order PO 114187	Transportation Services: Purchase school bus gasoline on an as needed basis for FY 2013/2014.	\$200,000	T. Brady Fund 101 Dept. 5560
Food Services of America	7/2/2013	Purchase Order PO 113849	District Wide: Purchase grocery items on an as needed basis for FY 2013/2014.	\$1,250,000	G. Grether-Sweeney Fund 202 Dept. 5570
Apple Computers Inc.	7/2/2013	Purchase Order PO 114161	Roosevelt: Purchase 40 10-packs 16GB Apple iPad2's with wifi for Roosevelt High School's Phase 2 of the Technology Immersion Plan.	\$151,600	J. Klein Fund 205 Dept. 5581 Grant G1307
AMSAN	7/3/2013	Purchase Order PO 114190	District Wide: Purchase custodial supplies on an as needed basis for FY 2013/2014.	\$800,000	T. Magliano Fund 101 Dept. 5593
Coastwide Laboratories	7/3/2013	Purchase Order PO 114191	District Wide: Purchase custodial supplies on an as needed basis for FY 2013/2014.	\$200,000	T. Magliano Fund 101 Dept. 5593
US Bank National Association	10/1/2013 through 9/30/2015	Personal Services PS 59965	District Wide: Administration of Health Savings Arrangement coupled with high deductible OEGB Health Plan.	\$1,983,860	T. Burton Fund 101 Dept. varies on enrollment
Columbia-Cascade Construction, Inc.	06/21/13 through 11/29/13	Construction C 59901	Faubion: Site work support for placement and setup of portable classroom  ITB #2013-1640	\$170,500	J. Owens Fund 451 Dept. 1248 Project DA004

**NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)**

No New IGAs

**AMENDMENTS TO EXISTING CONTRACTS**

No Amendments to Existing Contracts

N. Sullivan

**RESOLUTION No. 4780**

Revenue Contracts that Exceed \$25,000 Limit for Delegation of Authority

**RECITAL**

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) to enter into and approve all contracts, except as otherwise expressly authorized. Contracts exceeding \$25,000 per contractor are listed below.

**RESOLUTION**

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into agreements in a form approved by General Counsel for the District.

**NEW CONTRACTS**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
Teachers Development Group	07/01/13 through 06/30/15	R 59926	Teachers Development Group will reimburse PPS for all salary and fringe for Cate Boyce for the 2013-14 and 2014-15 school years, during which time Ms. Boyce will participate in a Research and Professional Development Fellowship.	\$294,745	S. Murray

**NEW INTERGOVERNMENTAL AGREEMENTS / REVENUE (“IGA/Rs”)**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
Clackamas Education Service District	07/01/12 through 06/30/14	IGA/R 59937	Columbia Regional Program will provide pre-school classroom services for regionally eligible deaf-hard of hearing students ages 3-5.	\$74,475	R. Weber Fund 299 Dept. 9999 Grant S0163
State of Oregon, Department of Education	07/01/13 through 06/30/15	IGA/R 59939	Columbia Regional Program will provide educational services for children birth to age 21 who have severe low-incidence disabilities and live in Clackamas, Multnomah, Hood River and Wasco counties.	\$18,132,892	R. Weber Fund 205 Dept. 9999 Grant G1341 & G1342

**AMENDMENTS TO EXISTING CONTRACTS**

No Amendments to Existing Contracts

**LIMITED SCOPE REAL PROPERTY AGREEMENTS AND AMENDMENTS**

No Limited Scope Real Property Agreements and Amendments

*N. Sullivan*

Other Matters Requiring Board Approval

The Superintendent RECOMMENDS adoption of the following items:

Numbers 4781 through 4783

**RESOLUTION No. 4781**

Resolution amending Resolution No. 4775 to Clarify Intent to Make FY 2013/14 Appropriations for School District No. 1J, Multnomah County, Oregon

**RECITALS**

- A. On June 17, 2013, by way of Resolution No. 4775, and under the provisions of Oregon Local Budget Law (ORS Ch. 294), the Board of Education for School District No. 1J, Multnomah County, Oregon ("District"), adopted the FY 2013/14 budget, imposed taxes and categorized taxes.
- B. Attachment A to Resolution No. 4775 was adopted to comply with ORS 294.456(4), which requires school districts to appropriate funds in separate amounts in each major fund for each major function, as prescribed by the Oregon Department of Education. Attachment A complies with this requirement.
- C. Although Resolution No. 4775 expressly adopts Attachment A, it failed to use the term "appropriate" when doing so. The Oregon Department of Revenue recommends use of this term to make it clear that the Board of Directors is appropriating the amounts in Attachment A for expenditure in fiscal year 2013/2014 in compliance with ORS 294.456(2).
- D. This resolution amends Resolution No. 4775 to clarify the Board's intent to make appropriations for the fiscal year 2013/14 budget as set forth in Attachment A.
- E. The below resolution does not change the amounts of the appropriations as presented in Attachment "A" to Resolution No. 4775 or make any other modification to the budget, tax levies, or other substantive matters adopted or approved pursuant to Resolution No. 4775.

**RESOLUTION**

- 1. BE IT RESOLVED, that Resolution No. 4775 is amended to add the following provision: The District's Board of Education hereby appropriates for the fiscal year beginning July 1, 2013, the amounts set forth in Attachment "A" to Resolution No. 4775 for the purposes described therein.

*D. Wynde / N. Sullivan*

**RESOLUTION No. 4782**

Election of Board Chairperson

\_\_\_\_\_ is hereby elected Chairperson of the Board for the period July 17, 2013, until the first regular meeting of the Board in January 2014, and until, respectively, his/or her successor is elected.

**RESOLUTION No. 4783**

Election of Board Vice-Chairperson

\_\_\_\_\_ is hereby elected Vice-Chairperson of the Board for the period July 17, 2013, until the first regular meeting of the Board in January 2014, and until, respectively, his/or her successor is elected.