

**School District No. 1J, Multnomah County, Oregon
Board Retreat of July 15, 2014**

INFORMAL MINUTES

A Retreat of the Board of Directors came to order at 1:04pm at the call of Co-Chair Pam Knowles in the Parsons Room of the Kennedy School, 5736 NE 33rd Ave, Portland, OR 97211.

There were present:

Board of Directors:

Pam Knowles, Co-Chair
Ruth Adkins
Bobbie Regan
Matt Morton
Tom Koehler
Greg Belisle, Co-Chair
Steve Buel

Student Representative:

Minna Jayaswal - *absent*

Staff:

Carole Smith, Superintendent
Julie Harrelson, Facilitator
Caren Huson-Quiniones, Board Office

Director Belisle reviewed the Board protocols and asked for any changes or additions. Director Morton stated that we needed to build on student voice. Director Regan commented that the Board needed to hire a performance auditor this year. Director Adkins stated that she would like to figure out the committee/study session/liaison piece of the Board with an approach that works better than the previous year. Director Buel stated that during his first six months on the Board, that Co-Chair Belisle tried to prevent him from making motions. The Board did not follow number six in the protocols as the Co-Chairs did what they wanted to. Director Koehler commented that public comment has not worked for him as the Board is not allowed to respond to them or ask clarifying questions. Director Adkins stated that the Board needed a better communication loop with staff following-up with public concerns. Co-Chair Knowles responded that that would be the responsibility of the Board Office Manager once that position is filled. The Board Manager will also provide reports to Board members after each Agenda Setting meeting. Director Regan commented that she would like to see more formal Board self-evaluations and a climate survey, and that she would like to receive agendas at least ten days in advance of the meeting so that Board members can provide more input to the agenda. In addition, Director Regan thought the Board was not spending enough time on budget prioritization prior to the Superintendent presenting her budget. Staff was needed who knows what is going on with local agencies to see how we can partnership. Director Adkins added that that should also be the responsibility of a Board Manager.

Co-Chair Belisle questioned if the Board protocols were approved with one dissenting vote, would that person still have to follow the protocols. Director Buel stated that the Board protocols are not policy and he decides on whether or not to follow them. Director Morton stated that it was important for the Board to have agreed upon protocols. The Board needs to improve in how we affectively demonstrate those protocols. What makes it hard for him are the "surprises" that come at a Board meeting and the request to vote on something immediately; he needs a chance to thoughtfully consider his vote. Director Adkins thought that the wording of "no surprises" at a Board meeting should be added back into the protocols document. She sees it as professional

courtesy and respect for each other. Director Buel stated that the Board was an elected body and that he was not obligated to be respectful of another Board member. The Board conducts public meetings. All decisions are supposed to be made in public. Amendments on the spot are part of the public process. Too much is done in back rooms. We do not meet the intent of the Open Meeting laws. For six months he was told he could not add items to an agenda. Director Adkins suggested a Board check-in on their Work Plan and hold each other accountable. We also need clarification that allows Board members to bring agenda items forward.

Board Leadership

Co-Chair Belisle stated that he was not interested in continuing as a Co-Chair and reminded the Board that at one time they discussed characteristics for Board leaders. We have had a history of overlapping so that we do not have new leadership all at one time. Director Regan commented that there was a value in the past in sharing leadership opportunities and suggested maybe one Co-Chair should be from the minority board group and another Co-Chair from the majority group. If a Board member was not running for re-election, one should sit as Chair. We should allow new leadership all the time. Director Adkins mentioned that rotation was a good thing and stated her interest in serving as Co-Chair; Director Buel also stated that he would be interested. Director Buel added that we need to have people in leadership who understands how a public body works; to protect the minority viewpoints as well as majority viewpoints. It was oppressive to not be allowed to say something at a meeting without any justification. Co-Chair Knowles stated that one leadership characteristic was time and she was interested in continuing as Co-Chair of the Board. Director Koehler mentioned that another characteristic was the ability to bring people together on the same page, and that is an intangible quality. There needs to be an even-handedness approach. Director Koehler stated that he was also interested in serving as Co-Chair. Director Morton commented that we need to focus efforts more on protocols and actions of the Board and making sure all Board members have the right to voice their opinion and share their interest. He would like to research how there could be more leadership opportunities for those who do not have the time to serve as Co-Chair. Director Regan noted that there were four Board members who have not sat in leadership for the last five years; she was not interested in it right now, but might be interested in serving as Co-Chair in January 2015. She would like the Co-Chairs to complement each other's strengths and weaknesses and have a sense of urgency and the respect of the entire Board.

At 2:30pm, the Board took a 15 minute break.

Superintendent Smith explained the work exercise the Board would be performing by prioritizing next year's topics. She asked the Board to tell staff what the Board wants to focus on.

At 3:06pm, the Board began working on the exercise and completed their work at 4:00pm.

The Board agreed that the following topics could be deleted from next year's work: stop policy work and send to OSBA, stop the specific Enrollment and Transfer update as enrollment was being considered district-wide, stop monitoring HR wellness but continue student wellness. Jollee Patterson, General Counsel, stated that she had additional resources for the coming year and would be bringing amended policies to the Board periodically.

The Board agreed to focus on the following topics: 3rd grade reading, disproportionate discipline, high school grad rate, college/career readiness, ESL, PAT contract implementation, CTE, climate survey, effective senior directors of schools/effective principals, legislative, racial equity policy, testing practices, bond/levy, principal evaluations, and the budget.

The Board stated that missing topics included: instructional hours (informational update in fall), relationship with PCC (needs more information), athletics, community engagement event for Board Manager, student safety (partial work session; annual update to parents), maker space (what is our strategy), link to college and career preparedness/graduation rates), data collection (are we following the practices we should be following), mentor teachers, high school redesign, elementary curriculum, middle schools (what is our plan, K-8 or middle schools), mentor teachers/advance scholars/implementation matrix, and, the Superintendent's Big 3 goals.

Director Regan questioned why we call it the Superintendent's Budget as it is the District's budget to be adopted by the Board. Board members should attend the Superintendent's budget listening sessions. Director Adkins suggested that the Board create a list of items for their deep dives in the budget discussions.

The Board agreed to hold another retreat on September 2, 2014, and not have a Board meeting that evening.

ADJOURN

Co-Chair Knowles adjourned the meeting at 5:40pm.

Submitted by:

Caren Huson-Quiniones, Senior Specialist
PPS Board of Education