#### **BOARD OF EDUCATION**

Portland Public Schools REGULAR MEETING July 17, 2013

#### **Board Auditorium**

Blanchard Education Service Center 501 N. Dixon Street Portland, Oregon 97227

**Note:** Those wishing to speak before the School Board should sign the public comment sheet prior to the start of the meeting. No additional speakers will be accepted after the sign-in sheet is removed, but testifiers are welcome to sign up for the next meeting. While the School Board wants to hear from the public, comments must be limited to three minutes. All those testifying must abide by the Board's Rules of Conduct for Board meetings.

Public comment related to an action item on the agenda will be heard immediately following staff presentation on that issue. Public comment on all other matters will be heard during the "Public Comment" time.

This meeting may be taped and televised by the media.

#### **AGENDA**

1.	PUBLIC COMMENT	5:00 pm
2.	LEGISLATIVE UPDATE	5:20 pm
2.	MONTHLY CAPITAL IMPROVEMENT BOND UPDATE	5:40 pm
3.	BOARD LEADERSHIP VOTE	6:00 pm
4.	BUSINESS AGENDA	6:10 pm
5.	<u>ADJOURN</u>	6:15 pm

The next meeting of the Board will be held on <u>Wednesday</u>, <u>July 24</u>, <u>2013</u>, at <u>12:00 pm</u> in the Board Auditorium at the Blanchard Education Service Center.

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Portland Public Schools recognizes the diversity and worth of all individuals and groups and their roles in society. All individuals and groups shall be treated with fairness in all activities, programs and operations, without regard to age, color, creed, disability, marital status, national origin, race, religion, sex, or sexual orientation.



# **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

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. Work continues at the five schools with Improvement Project 2013.  2. Design teams for FHS, RHS and Improvement Project 2014 are being evaluated.	Color Key Good Concems Trouble	Overall Perspective	Perspective Perform  Budget Schedule Stakeholders Equity Average						
An RFP for design service for Faubion master planning is being development.		2012 Bond Projects							
4. Design Advisory Groups (DAGs) have been established for RHS and FHS. The Faubion DAG invitations are being sent.  5. Solar roof feasibility studies have commenced for 10 sites. Staff is coordinating with several potential funding partners.	Improvements 2013 Rooseveit HS Faubion K8	Franklin HS Improvements 2015 Grant HS Improvements 2016 Improvements 2017	Improvements 2019 Program Contingency Program Costs						
Overall Project Performance									
Perspective Budget									
Perspective Schedule									
Perspective Stakeholders									
Perspective Equity	Red I burney								

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.			r Key	Good Concerns Trouble		Bi	udget F	<sup>2</sup> erspec	tive				egic Obj. A B C D Derage	Perform
4. \$1.9m of "additional revenue" has been added to bond projects, bringi	g						2012	Bond l	Project	s				
the total current bond program amount to approximately \$483.9m.  5. Approximately \$22.8m remain in contingencies not allocated to projec (including the \$20m board reserve).	•	mprovements 2013 Roosevelt HS Faubion K8			Franklin HS Improvements 2015 Grant HS Improvements 2016 Improvements 2017			Improvements 2018	Improvements 2019	Program Contingency	Program Costs			
Strategic Performance Measures Performance Targe		1 2 mm m		18.										
Objective A Project Budget and Scope Aligned  1 Initial Cost Estimate of Approved Scope ≥ 15% Contingency Avail Within Budgeted Amount	le									J		J [		
Objective B 3 Projected Total P & D Costs Within Budgeted Amount Planning & Design Costs within Budget								]	]	1			] [	
Objective C Construction Costs within Budget  4	get													
Objective D Project within Budgeted Amount Per Schedule Budget  Total Project Costs Within Budgeted Amount Per Schedule	ed a communication of the second													

Narrative Comments:  1. Improvement Project 2013 construction phase has begun. All four general contractors have mobilized and commenced work.  2. Improvements 2014 proposals for design services have been received and are being reviewed. Recommendation for contract award is expected at the August 7 Board Meeting.				Color		Good Concerns Frouble	20 (18 (a) 10 (20 (a) 10 (20 (a)	Sch	edule F	erspec	tive			Strateg	
3. Design services proposal for FHS, RHS and Improvement Project 2014 have been received and are currently being reviewed. Recommendation for contract awards are expected at the July 24 Board Meeting (FHS and RHS) and the August 7 Board Meeting (IP 2014).  4. Site construction for the modular classroom building at Faubion has begun. The 2-classroom building will be placed in mid-July.  5. The program schedule has moved from 'draft baseline' to 'baseline'.			Improvements 2013	Roosevelt HS	Faubion K8	Improvements 2014	Franklin HS	Improvements 2015	Bond F	Improvements 2016 John Standard	Improvements 2017	Improvements 2018	Improvements 2019		
Strategic Objectives	Performance Measures	Performance Targets													
Objective A Establish Schedule Target & Strategy	Occupancy Date Goal Established     Project Execution Strategy Developed     Overall Project Schedule Established														
Objective B Planning, Permitting & Design Phases on Schedule	4 Design Contract Award 5 Schematic Design Completed 6 Design Development Completed 7 Land Use Permit Approved 8 Construction Contract Documents 9 Building Permit Approved	Green = < 0 weeks impact on scheduled design completion date. Yellow = 0 - 4 weeks; Red > 4 weeks													
Objective C Construction on Schedule	10 Prime Contract Notice to Proceed 11 Construction Started 12 Substantial Completion Date	Green = < 0 weeks impact on scheduled construction completion date. Yellow = 0 - 4 weeks; Red > 4 weeks													
Objective D Meet Occupancy / Completion	13 FF&E Ordered 14 FF&E Delivered and Installed	Same as Objective C	ÎŒ												
Schedule Target	15 Projected Occupancy Date	Green = < 0 weeks impact on scheduled date. Yellow = 0 - 4 weeks; Red > 4 weeks		09/13	09/17	09/17	09/14	09/17	Project 09/15	cted Occup	oancy Date	09/17	09/18		

#### **Narrative Comments:** Strategic Obj. erformani Color Key Design Advisory Groups (DAG) for RHS & FHS have begun meeting. Stakeholder surveys will be provided to DAG members for their input. В Stakeholder Perspective Concerns C Trouble Average 2. Feedback from the Principals at all six 'Improvement 2013' schools has been received for design phase. 2012 Bond Projects Improvements 2018 mprovements Roosevelt HS anklin HS 2015 Strategic Performance Targets Performance Measures Objectives Objective A Meets Educational Needs Project Scope Meets Educational Needs Design Meets Educational Needs Construction Meets Educational Needs Project Scope Meets Educational Needs Green: Rating of ≥ 4.0 (1 - 5 scale) Yellow; 3.0 - 4.0; Red: < 3.0 Objective B Meets 4 Project Scope Meets Maint. / Facility Needs Green: Rating of ≥ 4.0 (1 - 5 5 Design Meets Maint. / Facility Needs scale) Yellow: 3.0 - 4.0, Red: < Maintenance / 6 Construction Meets Maint. / Facility Needs 3.0 Facility Needs 7 Project Scope Meets DAG Needs Objective C Green: Rating of ≥ 4.0 (1 - 5 Design Advisory Group (DAG) Needs 8 Design Meets DAG Needs scale) Yellow: 3.0 - 4.0; Red: < 9 Construction Meets DAG Needs

Narrative Comments:	Strategic Obj. Perform
Overall bond program MWESB participation at 14%.     All contractors are registering on BizConnect to engage students.	Color Key Good Concerns Trouble  Color Key A B C A Average
	2012 Bond Projects
	Improvements 2013 Roosevelt HS Improvements 2014 Grant HS Improvements 2016 Improvements 2016 Improvements 2016 Improvements 2016 Improvements 2017 Improvements 2017 Improvements 2017
Strategic Performance Measures Performance Targets Objectives	
Objective A Meets Aspirational MWESB  1 Project objectives established Consultants - % of payments made to MWESB owned Contractors - % of payments made to MWESB Contractors - % of payments made to MWESB  Contractors - % of payments made to MWESB Contractors - % of payments made to	
Objective B apprenticable trade participation 4 Project objectives established >\$200k contracts (Green: participation >20% (Yellow: participation >10%; participation = 10%)  5 Contractors % of labor hours/apprenticable trade (Red: participation <10%)	
Objective C Meets student participation  6 Project objectives established >\$100k contracts BizConnect Yellow: >80% firms registered in BizConnect; Red: <80% firms registered in BizConnect in BizConnect; Red: <80% firms registered in BizConnect in BizConnect; Red: <80% firms registered in BizConnect in BizConn	



#### **PORTLAND PUBLIC SCHOOLS**

#### Office of School Modernization

501 North Dixon Street • Portland, OR 97227 ADD YOUR PHONE NUMBER HERE Fax: (503) 916-3253

# **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 team	ns 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
Board Memo & Balanced Scorecard
Staff Report
BAC Report
Staff Presentation & Draft Resolution
Staff Report (if necessary)
Board Memo & Balanced Scorecard
Staff Report & Resolution
Staff Report & Resolution
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Staff Report & Resolution
n/a
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Staff Presentation & Draft Resolution
Staff Report & Resolution
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Board Memo & Balanced Scorecard
Staff Report & Resolution
Board Memo & Balanced Scorecard

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

# INDEX TO THE AGENDA REGULAR MEETING

# July 17, 2013

Board Action Numbe	r Page
	<u>Personnel</u>
4776 4777 4778	Election of First-year Probationary Teachers (Full-time)
	Purchases, Bids, Contracts
4779 4780	Expenditure Contracts that Exceed \$150,000 for Delegation of Authority
	Other Matters Requiring Board Approval
4781 4782 4783	Resolution amending Resolution No. 4775 to Clarify Intent to Make FY 2013/14 Appropriations for School District No. 1J,Multnomah County, Oregon

# Personnel

The Superintendent <u>RECOMMENDS</u> adoption of the following item:

Numbers 4776, 4777, and 4778

## 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

First	Last	ID
Rachel	Kyriss	014966

S. Murray

#### **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:

First	Last	ID
Robert	Stewart	008548

S. Murray

## 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

First	Last	ID
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 <u>RECOMMENDS</u> adoption of the following items:

Numbers 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**

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
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 OEBB 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**

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
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")

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
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 <u>RECOMMENDS</u> 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. Wvnde / N. Sullivan

# **Election of Board Chairperson**

<u> </u>
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.