

**School District No. 1J, Multnomah County, Oregon  
Board Work Session of December 5, 2017**

**INFORMAL MINUTES**

A Work Session of the Board of Directors came to order at 1:13pm at the call of Chair Julia Brim-Edwards in the Mazama Conference Room at the Blanchard Education Service Center, 501 N. Dixon Street, Portland, Oregon, 97227.

There were present:

Board of Directors:

Julia Brim-Edwards, Chair  
Rita Moore, Vice-Chair  
Julie Esparza Brown, Vice-Chair - *absent*  
Am Kohnstamm  
Paul Anthony  
Scott Bailey  
Mike Rosen  
Moses Tran, Student Representative

Staff:

Guadalupe Guerrero, Superintendent  
Liz Large, Interim General Counsel  
Mary Kane, Senior Legal Counsel  
Kylie Rogers, Chief Human Resources Officer  
Rosanne Powell, Board Office Manager  
Caren Huson-Quiniones, Board Clerk

**Superintendent Draft Goals and Evaluation**

Chair Brim-Edwards asked the Board to review the evaluation template submitted by Kylie Rogers, Chief Human Resources Officer. Ms. Rogers provided a sample Strategy Map and Balanced Scorecard from Atlanta Public Schools. Ms. Rogers explained that all of the indicators included in the draft Superintendent Evaluation Template were boilerplate; adding that the Board would provide an evaluation for the Superintendent by the end of June 2018, and that the Superintendent would also provide a self-assessment. Director Kohnstamm questioned if the Board should create their own metrics for the evaluation. Ms. Rogers responded that the Board could use the performance indicators provided, which was also recommended by OSBA. Director Kohnstamm stated that the Board actually does have strategic priorities as approved by the previous Board and that are still in place and on the Board website.

Chair Brim-Edwards mentioned that the Board had a discussion at their last Work Session that given the capacity of senior leadership and the Board, that it would be a better idea for the Board to develop their strategic plan in the next fiscal year, along with a Board Work Plan. In addition, Superintendent Guerrero would have the opportunity to provide information to the Board in his self-assessment. Ms. Rogers reported that the performance indicators were not a checklist; they were an indicator of the ideal state of a specific standard.

Vice-Chair Moore stated that she was having a hard time with the indicators as they were not really indicators. There are standards, but what was being called indicators were more like illustrations. Director Bailey commented that he did not see the template as a part of an evaluation; the last part is an evaluation. The standards express a judgment on his part that is not part of the negotiations. The last four pages have things to evaluate right now, but he was good with using them. Vice-Chair Moore mentioned that she sees it as a combination of quality and quantity; the Board could not evaluate just by looking at test scores; there is qualitative and quantitative.

Superintendent Guerrero stated that he wants clarity on the performance indicators in the second part of the evaluation. Perhaps you could pull out some of the OSBA indicators and replace them with performance measures.

Chair Brim-Edwards asked the Superintendent to look at the standards and measures. The Board will then provide their input and in the next Work Session, true-up the evaluation form. Superintendent Guerrero commented that he wants to know what a successful eight months would look like for his performance.

### **Board Draft Goals and Evaluation**

Chair Brim-Edwards reviewed the OSBA Board self-evaluation form, noting that the Board will need to look at the standards that were rated “unacceptable” or “needs improvement”. The document was a benchmark for the Board to start with; feedback will also be needed from staff and the Superintendent. The Board could also consider a community survey, as well.

### **Board Operating Protocols**

Chair Brim-Edwards asked the Board to respond to the draft operating protocols that were previously distributed, as they will guide how the Board does their work. Director Kohnstamm stated that the Board needed an honest discussion on the protocols as there were things Board members did not agree with and all need to have their views reflected. She doesn't want to say that members were all on board and then violate the protocols. Director Kohnstamm indicated that she would cross-reference the recommendations of the Harang Long report with the proposed operating protocols. Vice-Chair Moore commented that she still was not clear on how she should interact with staff; she requested a dialogue and examples. Superintendent Guerrero agreed that a discussion was needed on the topic. Chair Brim-Edwards asked Board members to submit a list of questions to use in a conversation. Director Rosen added that it would be good to know if Board members have already responded to an issue. The Board was asked to send all their questions to Vice-Chair Moore.

### **Adjourn**

Chair Brim-Edwards adjourned the meeting at 10:34pm.

Submitted by:

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Caren Huson-Quiniones, Board Clerk  
PPS Board of Education