

2012-2013 Agenda

Regular Meeting September 24, 2012

BOARD OF EDUCATION

Portland Public Schools
Regular Meeting
September 24, 2012

Board Auditorium

Blanchard Education Service Center
501 North Dixon Street
Portland, Oregon 97227

Note: Those wishing to speak before the School Board should sign the citizen comment sheet prior to the start of the regular meeting. No additional speakers will be accepted after the sign-in sheet is removed, but citizens 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 citizens must abide by the Board's Rules of Conduct for Board meetings.

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

This meeting may be taped and televised by the media.

AGENDA

1. **PARTNERSHIP RECOGNITION** 6:00 pm
2. **SUPERINTENDENT'S REPORT** 6:15 pm
3. **STUDENT TESTIMONY** 6:35 pm
4. **CITIZEN COMMENT** 6:45 pm
5. **MEMORANDUM OF UNDERSTANDING WITH CONCORDIA UNIVERSITY - (action item)** 7:00 pm
6. **CITIZEN ACCOUNTABILITY COMMITTEE: MEMBER APPOINTMENT AND CHARTER – (action item)** 7:20 pm
7. **APPOINTMENT OF ACHIEVEMENT COMPACT ADVISORY COMMITTEE – (action item)** 7:30 pm
8. **BUSINESS AGENDA** 7:40 pm
9. **REMAINING CITIZEN COMMENT** 7:45 pm
10. **ADJOURN** 8:00 pm

Portland Public Schools Nondiscrimination Statement

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 Policy 1.80.020-P



PORTLAND PUBLIC SCHOOLS

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SUPERINTENDENT'S RECOMMENDATION TO THE BOARD AND STAFF REPORT

MOU WITH CONCORDIA UNIVERSITY FOR JOINT DEVELOPMENT AND USE OF FAUBION K8 SCHOOL

Board Meeting Date: September 24, 2012

Executive Committee Lead: C. J. Sylvester, COO.

Department: Planning and Asset Management

Staff Lead: Bob Alexander, Program Director
(through Tony Magliano, Interim Deputy COO)

I. ISSUE STATEMENT

Concordia University ("Concordia") and Portland Public Schools ("District") are interested in entering into a Memorandum of Understanding (MOU) for the joint development of a new Faubion Pre-K8 School as part of the District proposed capital building program. A new Faubion School could provide wrap-around services including a health clinic, family resource center, and early childhood education opportunities in support of students and their families fostering greater student success. The potential for this collaborative effort is the creation of a model modern learning environment that is the center of the community and an example for other public schools across the state and nation.

II. BACKGROUND

Concordia and the District have long worked in partnership to provide the resources of Concordia's Student Service Corps to Faubion students. This partnership has enhanced the academic success of Faubion students and allowed Concordia student volunteers an opportunity for in-classroom experience. Up to 100 Concordia students each semester assist in areas from art curriculum to health and safety, physical education activities, SUN School and SMART reading program.

The benefits of this partnership have extended to the shared use of facilities between the two institutions. For many years Concordia has used, enhanced and maintained Faubion School's athletic field and Faubion School has used Concordia's new library and athletic facility.

The 1950 Faubion School building has a poorly organized layout and does not provide classroom, gym, or cafeteria spaces adequate to meet the District's program requirements for a K8 school. Nor does the school have room to house needed student or community services and neighborhood uses.

The growth in Concordia's enrollment and success of its program offerings has spurred significant expansion of Concordia's campus in recent years. Concordia has identified the need to house its College of Education including faculty offices, conference rooms and classrooms in a single facility.

While Faubion and Concordia campuses are adjacent, they are not currently connected in a way to provide synergistic use of both sites.

III. RELATED POLICIES/BEST PRACTICES

Similar to the agreement adopted for the development of Rosa Parks, this MOU highlights another potential way the District is leveraging scarce resources to build a quality school environment. The recommendations and guiding principles of the District's recently adopted Long Range Facility Plan (LRFP) encourages developing partnerships to leverage public resources to maximize efficiency, economies of scale and innovation. The LRFP also encourages the development of school facilities that support enhanced community uses and can accommodate a greater degree of wrap-around social services.

IV. FISCAL IMPACT

The partnership implemented through this MOU allows for collaborative planning, design and development of an educational facility that enhances the educational environment for students at both institutions and optimizes savings through the use of shared resources.

The MOU anticipates the District's contribution for a new Faubion School facility to be \$27.5 million. Concordia's projected contribution to the project is anticipated to be \$7.5 to \$15 million.

V. COMMUNITY ENGAGEMENT

The attached MOU builds upon the existing partnership between the two institutions as well as the strengths of each institution to propose a transformative Pre-K8 model for education. The master planning process described in the MOU will involve Concordia and District stakeholders as well as the surrounding neighborhood and business communities. This partnership has been discussed in testimony before the Board during adoption of the Long Range Facility Plan process as well as the Bond Development Committee. This MOU was also discussed at the August 20, 2012 Board meeting

VI. BOARD OPTIONS

The Board of Education has the option to accept or reject the MOU. If accepted, it would leverage potential bond dollars to construct the proposed, expanded Faubion School facility. In the alternative, if the bond is successful but the Board

chose not to enter into the MOU it could still proceed with construction of a school but of a smaller size and fewer community or auxiliary uses.

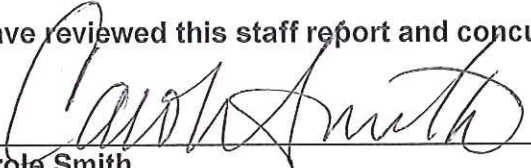
VII. STAFF RECOMMENDATION

Staff recommends authorizing the Superintendent to enter into the MOU with Concordia.

VIII. TIMELINE FOR IMPLEMENTATION/EVALUATION

Assuming Board approval in September, Concordia and the District will begin the scope of work identified in the MOU as soon as possible after voter approval of a District capital building program. Master planning is anticipated to be a 12 month effort. Capital partnership development would be completed within three to five years. Construction of a fully modernized Faubion School site that implements the programming of the master plan would begin two to four years after completion of the master plan process.

I have reviewed this staff report and concur with the recommendation to the Board.



Carole Smith
Superintendent
Portland Public Schools

Sept. 19, 2012
Date

ATTACHMENTS

- A. Draft Memorandum of Understanding between Portland Public Schools and Concordia University
- B. Aerial Map showing the existing Concordia/Faubion Site
- C. Resolution

MEMORANDUM OF UNDERSTANDING
BETWEEN PORTLAND PUBLIC SCHOOLS
AND
CONCORDIA UNIVERSITY

This Memorandum of Understanding (MOU) is made and entered into on September __, 2012 by and between Portland Public School District No. 1J, Multnomah County, Oregon ("District"), and Concordia University ("Concordia") for joint development and use of Faubion K8 School and its site ("Faubion").

Recitals

The District's goal is that by the end of elementary, middle and high school, every student by name will meet or exceed academic standards and will be fully prepared to make productive life decisions. The goal of the District's Strategic Framework is every student succeeds regardless of race or class. This Framework is supported through the essential elements of effective educators, equitable access to rigorous, relevant programs, support for individual student needs and collaboration with families and communities. One foundation of this support includes modernized infrastructure.

Concordia is a Christian University preparing leaders for the transformation of society. Concordia is a provider of quality higher education and offers a teacher training program that leads to certification. The University's College of Education offers undergraduate and graduate degrees in Education. The University's College of Health and Human Services offers degrees in nursing, health care administration, exercise and sport science, and social work.

Concordia owns property located at 2811 NE Holman Street in Portland, Oregon, commonly known as the Concordia University main campus. There is a need for expanded facilities to accommodate growth, specifically in Education, as well as opportunities to provide a unique experience for a contiguous Pre-K8 school and its families and both university and Pre-K8 students.

The District owns adjacent property located at 3039 NE Rosa Parks Way in Portland, Oregon, commonly known as Faubion K8 School. The District has provided elementary and K8 education at Faubion since the school was constructed in 1950. There is a need to remedy the physical condition of the school, with inadequate classroom, gym and cafeteria space. It is poorly laid out, has difficult public access and does not have room to house needed student or community services. Faubion is a Title I school with nearly 80% of Faubion students qualifying for "free or reduced lunch". It's among the most ethnically diverse schools in the District and academic performance, while improving, does not meet benchmarks in several key areas.

Concordia and Faubion collaborate on a variety of educational programs at Faubion that benefit students from both institutions. These programs enhance the educational offerings of Faubion, and provide valuable training to Concordia's students and prospective teachers. Up to 100 Concordia students are involved with Faubion each semester. Some of these key programs include:

- Concordia's Student Service Corps, particularly the Teacher Corps and Athlete Corps programs, encourage the academic success of Faubion students through positive relationship building, tutoring and development of life skills to enable young students to succeed in the classroom and beyond. Concordia student volunteers support areas of student learning from art curriculum to health and safety education, including critical one-on-one literacy coaching in the early grades;
- Nursing students in Concordia's Health Corps work to support the services provided by the school nurse and by teaching hygiene classes;
- "Concordia in the classroom" in which students pursuing an education degree assist with physical education activities and lead art classwork at Faubion and with Faubion students on the campus of Concordia;
- "SUN School" in which students from Concordia work with Faubion students during the after school program;
- Involvement of Concordia's Athlete Corps in the development of structured recess that encourages responsibility, teamwork and respect which has dramatically reduced recess referral for inattentive and disruptive behavior; and
- "SMART reading program" in which volunteers read with primary students.

There is consensus between the District and Concordia that wrap-around services including health clinic, family resource center and early childhood education opportunities support students and their families and thereby support student success. In addition there is need for services in the Cully-Concordia neighborhood where these properties are located. The District and Concordia played a role in the development of the Cully-Concordia Early Childhood Needs Assessment and Cully-Concordia Action Plan that identified these community needs.

The adjacency of the Faubion and Concordia campuses and the proven benefits of the existing relationship have fostered the desire for an education facility that would link the two campuses ("Project"). Co-located facilities, such as improved science labs, and expanded community resources would enrich the learning environment and success for Faubion students and enhance the professional development and community engagement opportunities for Concordia students. The potential for this collaborative effort is the

creation of a model modern learning environment that is the center of the community and an example for other public schools across our state and nation.

Concordia has been in a campus expansion mode in recent years, responding to its increasing enrollment and expanded course offerings. Recent campus development at Concordia has resulted in a new 74,000 square foot library and learning center, and a 1,750 seat sports facility called Hilken Community Stadium. Both facilities are routinely used by Faubion students. (Previous to the opening of Hilken Stadium, Concordia sports teams used, and helped maintain, Faubion's athletic field for practice.)

The District adopted a Long Range Facility Plan that identifies the development of partnerships as a guiding principle including the pursuit of partnerships with private entities that leverage public resources to maximize efficiency, provide economies of scale and drive innovation.

The District recently-approved a capital bond proposal for referral to District voters which explicitly identified the strong potential capital partnership between the District and Concordia and highlights this partnership to leverage public money (District) with private funds (Concordia).

Concordia voiced enthusiastic support for the District's decision to put forth a bond measure in November for voter approval to begin the well-planned and much needed facilities improvements for District schools. The Concordia University President noted the Faubion-Concordia partnership aims to ensure student success, create a national model for collaboration, modern learning environments, and an 'education corridor' for Northeast Portland.

Therefore, Concordia and the District agree to the following:

- I. The scope of this MOU includes:
 - A. Master planning and programming of the Faubion site and future building(s);
 - B. Partnership development (capital and operations for joint use of a fully modernized Faubion with attendant wrap-around services);
 - C. Identification and outline of any agreement(s) permitting the use of facilities by each other's institutions;
 - D. An initial development agreement will be executed prior to the commencement of schematic design for the Faubion site including an outline of subsequent disposition and development agreement ("DDA") terms for the completion of capital projects identified in phase one of the Faubion master plan.

- II. Master planning and programming the Faubion campus will envision a physical layout of the site and school building to house a robust District Pre-K8 program in a modernized facility that will include current and future joint programs between Faubion, Concordia, and other potential community partners.

Aspirations for the master plan and program of the Faubion site include:

- A. A District Pre-K8 school facility large enough to accommodate a robust Pre-K8 program for the future that includes:
1. Instructional space for student teaching:
 - a) Science labs to accommodate a STEM curriculum;
 - b) Consideration of educationally appropriate observational rooms for student teachers;
 - c) Space to accommodate specialized programming from partner organizations that provides program coordinators to support student needs.
 2. Space to provide wrap-around services for District students and parents including, but not limited to:
 - a) Health clinic services to be provided by partner organizations or institutions;
 - b) Space for an early learning and development center;
 - c) Family resource center – space to provide parents community building opportunities and resources.

- III. Space for Concordia’s College of Education, including faculty offices, conference rooms and classroom(s) and athletic fields

- A. Interior and exterior space to accommodate school community building and neighborhood events;
- B. Auditorium with 500 seat capacity (auditorium will likely be on Concordia’s site);
- C. Play facilities and joint use athletic field with the potential to host National Association of Intercollegiate Athletics (NAIA) level women’s softball as well as school and community uses.

The master plan and program will identify specific projects and phases of development to be completed as part of a voter-approved District capital bond program and Concordia fund raising efforts which are currently in the feasibility study phase. This would allow capital contributions for the development of a school facility and grounds with joint use potential.

- IV. Capital partnership development is crucial to the success of a fully modernized Faubion campus. Partnership development will ideally identify partners who can provide vital support to Faubion students' well-being, academic success and behavior skills. Partnership development will emphasize the need to provide operational as well as capital support to implement successful programs.
- V. Concordia and the District will develop an agreement for the use of each other's facilities to include current uses.
- VI. District and Concordia shall develop and execute an initial development agreement prior to the start of schematic design that outlines anticipated terms and conditions of any final DDA.
- VII. Timing of MOU work scope:
 - A. Master planning of the Faubion campus will begin as soon as possible after voter approval of a District capital building program. The master planning and programming effort should be completed within a year and should consider to the extent possible any master planning efforts for joint use facilities that may include the Concordia campus;
 - B. Capital partnership development should be substantially completed within 36-48 months after the commencement of a voter-approved District capital building program;
 - C. The first phase of the Faubion master plan, particularly the replacement of the Pre-K Faubion building, should begin construction within 24 months and no more than 48 months after completion of the master plan.

Summary of Understandings:

Agreement on the items above is built upon the following.

- A. The existing strong partnership between Faubion and Concordia and the desire to accommodate and expand continued joint programming provides the impetus to jointly master plan the future of the Faubion site and building.
- B. The master planning and programming of the Faubion site and building including a determination of the layout and physical programming of the whole site will be conducted jointly by the District and Concordia and will include input from District and Concordia staff, students, faculty and parents, St. Michael's Church, local neighborhood, local and national funders (individual and institutional), local business communities and City of Portland regulatory bureaus who will ultimately review projects identified in the master plan for Faubion.

- C. The District's anticipated contribution to the Project is \$27.5 million.
- D. Concordia's anticipated contribution to the Project is \$7.5 to \$15 million.
- E. Phase I of the master planning and programming for the Faubion site will include project(s) to be funded by the District's capital bond program and by Concordia's fundraising efforts, as will be determined by Concordia's fund raising feasibility study.
- F. An initial development agreement between the District and Concordia establishing roles and responsibilities for phase I implementation of the master plan will be developed and executed prior to the commencement of the schematic design process.
- G. The full scope of work and estimated costs of the master planning process will require the approval of the Concordia Council of Trustee at their January 24/25th 2013 meeting. The development agreement and ultimate DDA will also require Concordia Council of Trustees approval after they are drafted.
- H. The capital partnership between the District and Concordia allows the modernization of Faubion that will also provide opportunity for wrap-around services to support students, families and the community. A fully modernized Faubion will also provide greater opportunities for Concordia students to teach and inspire Faubion PreK-8 students.
- I. Operation of programs by potential partner organizations providing wrap-around services requires ongoing funding and budget for operations which will need to be identified.
- J. Concordia and the District agree to work out an agreement for the operation of a potential Early Childhood Learning and Development Center on the Faubion Site. Issues to be determined include but are not limited to:
 - 1. The anticipated enrollment and capacity of the early childhood learning and development center and the operating budget including sources of funding;
 - 2. The educational programming, staffing, outreach and performance of the early childhood learning and development center and the roles of each party in accomplishing its successful operation.
- K. Concordia and the District agree to work out an agreement for the operation of a potential Health Clinic on the Faubion Site. Issues to be determined include but are not limited to:

1. Administration and operation of the Health Clinic, including development of an operating budget and sources of funding;
 2. The educational programming, staffing, outreach and performance of the Health Clinic and the roles of each party in accomplishing its successful operation.
- L. Concordia will continue its current campus master planning effort that includes the area adjacent to NE 30th Ave and NE Rosa Parks Way. This effort may inform master planning of the Faubion Campus.
- M. Real estate transactions required to execute any phase of an agreed upon master plan for the Faubion site will be identified by subsequent development agreements and will be reviewed and approved by both parties.
- N. The Faubion K8 School site is 7.8 acres. The school building is 51,881 square feet and includes 19 classrooms, a gymnasium, multi-purpose room and kitchen. Zoning for the site is Residential 5,000 with design, height and alternative design density overlay zones (R5dha). The use of the property is currently permitted under the City of Portland's non-conforming use regulations. Assessments of the building have identified significant building system deficiencies needing attention.
- O. The costs of collaboratively master planning the Faubion site will be borne by the District.
- P. Concordia and the District will ensure transparency and accountability for each partner's contributions to this partnership along with the results of joint efforts.
- Q. The District and Concordia recognize that this partnership is of mutual benefit to each party and the students each institution serves. The provisions of this memorandum become effective upon execution by both parties.

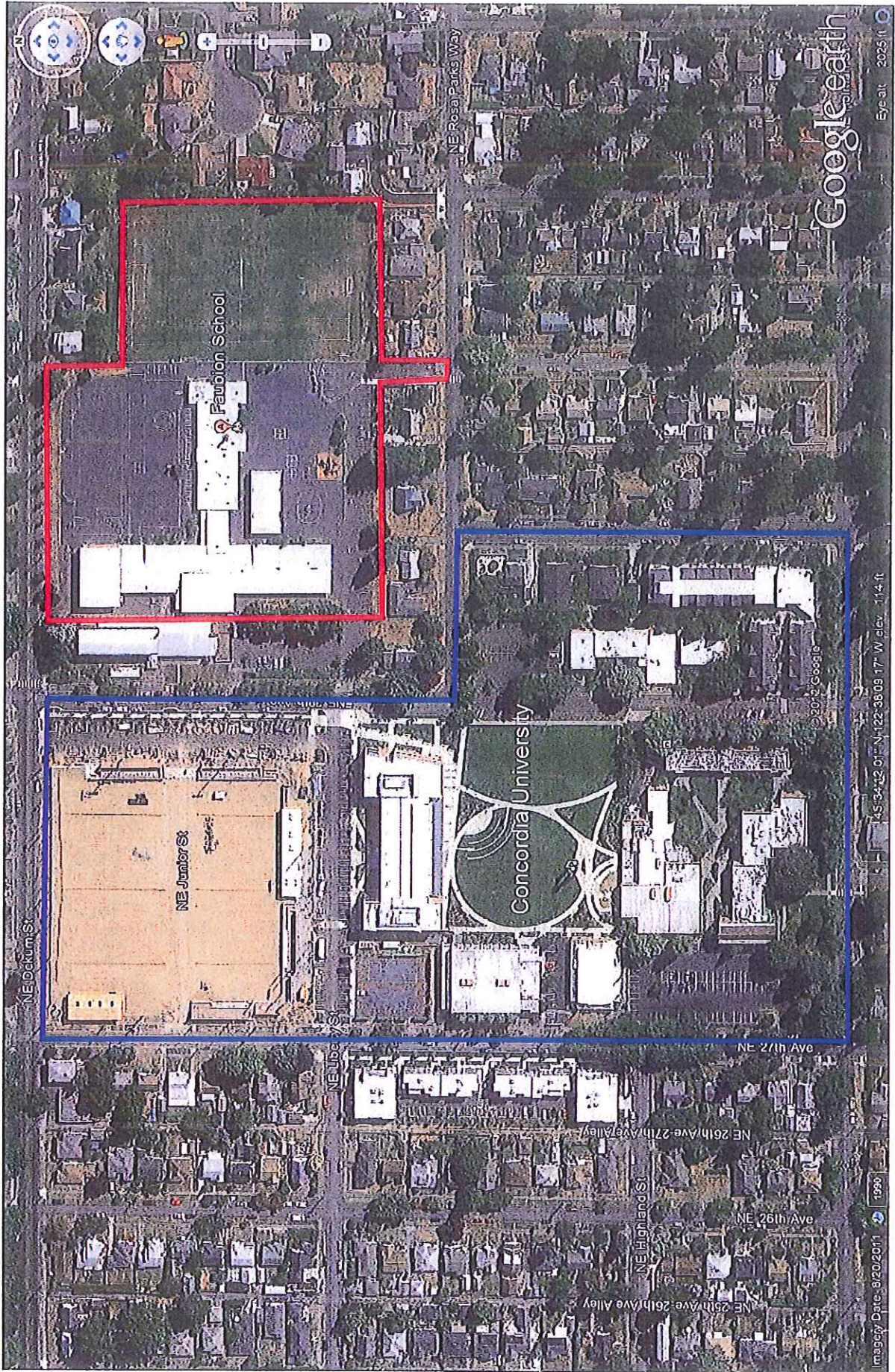
BY:



Carole Smith
Superintendent
Portland Public Schools

Charles Schlimpert
President
Concordia University

PPS Faubion Pre-K-K School and Concordia University campuses





PORTLAND PUBLIC SCHOOLS

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SUPERINTENDENT'S RECOMMENDATION TO THE BOARD AND STAFF REPORT

CAPITAL CONSTRUCTION BOND CITIZEN ACCOUNTABILITY COMMITTEE

Board Meeting Date: September 24, 2012 **Executive Committee Lead:** C.J. Sylvester, COO

Department: Office of School Modernization **Staff Lead:** Jim Owens, Director Capital Operations

I. ISSUE STATEMENT

This staff report is complementary to the report for September 10th, 2012 where the Board reviewed the purpose of the Capital Construction Bond Citizen Accountability Committee and considered the draft Charter.

The attached authorizing resolution calls for creation of the Capital Construction Bond Citizen Accountability Committee using a Charter that includes designation of the membership. The proposed resolution will allow staff to inform the committee members and continue planning as we await the results of the bond measure 26-144 election on Nov 6th 2012.

II. BACKGROUND

The proposed ballot measure (Notice of Bond Election) and explanatory statement language was referred to the Multnomah Elections Division on August 21, 2012. The measure's summary statement identifies the requirement for PPS to provide citizen accountability and oversight, and annual audits of bond projects and expenditures. Staff has developed a draft committee charter, which incorporates Board input from the September 10th work session, to address this requirement. Membership of the committee is proposed to include six committee members and a chairperson comprising a mix of individuals with a good reputation in the community for fairness and transparency and people with a combination of experience in building design; construction; construction financing; public contracting, budgeting and/or auditing.

III. RELATED POLICIES/BEST PRACTICES

- Board Resolution No. 4640 (August 20, 2012) calling a Measure Election to Submit to the Electors of the District the Question of Authorizing \$482,000,000 of General Obligation Bonds and Providing for Related Matters.
- Long Range Facility Plan Guiding Principle C: Demonstrate Fiscal Responsibility identifies best fiscal practices as including credible forecasts,

rigorous cost-benefit analysis, transparent budgets, responsible expenditures and audited financial statements.

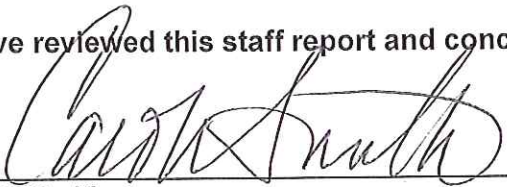
IV. FISCAL ISSUES
None

V. BOARD OPTIONS
The Board can review the proposed Charter and membership and decide to adopt or direct staff to amend as desired.

VI. STAFF RECOMMENDATION
Staff recommends the Board approve the attached resolution, Charter and membership.

VII. TIMELINE FOR IMPLEMENTATION/EVALUATION
The Board will review the staff prepared CAC Charter so that staff can officially inform members.

I have reviewed this staff report and concur with the recommendation to the Board.



Carole Smith
Superintendent
Portland Public Schools

Sept. 19, 2012
Date

Attachments:

- A. Portland Public Schools Capital Construction Bond Citizen Accountability Committee Charter.
- B. Portland Public Schools Capital Construction Bond Citizen Accountability Committee Membership.
- C. Resolution calling for adoption of a Capital Construction Bond Citizen Accountability Committee.



Portland Public Schools Capital Construction Bond

Citizen Accountability Committee

Charter

Background:

Portland Public Schools (PPS) has referred a Capital Construction Bond Measure for voter approval on the November 6, 2012, ballot. The Superintendent and School Board desire to establish a citizen accountability committee to assist in monitoring the planning and progress of the bond program.

Committee Charge:

In response to the need for accountability regarding the District's effective use of capital construction bond funds, the PPS School Board will appoint a Citizen Accountability Committee ("Committee") whose charge will be to monitor the planning and progress of the bond program relative to voter-approved work scope, schedule and budget objectives. The Superintendent has overall responsibility for performance of staff engaged in the implementation of the bond program.

The Committee will actively review the bond program, and provide advice to the Board on:

- Whether the school district bond revenues are expended only for the purposes for which the bond was approved, and that bond revenues are not used for any purpose prohibited by law;
- Alignment with the goals and principles of the Long Range Plan;
- Alignment with the goals of the Business Equity Policy;
- District standards and innovative practices for achieving lower maintenance and construction costs while improving operating efficiency and increasing building longevity;
- Historic preservation and school renovation opportunities compatible with the architecture of surrounding Portland neighborhoods;
- Potential capital partnerships for joint and shared use of PPS facilities;
- Implementation of appropriate ways to address seismic issues;
- Compliance with ADA; and
- Communicating key information related to the bond to the School Board, public groups, organizations and stakeholders.

Exhibit A

The Committee will receive and review copies of Bond Program performance audits and financial audits, and has the option to inspect school facilities and grounds to ensure Bond revenues are expended in compliance with state law and the ballot measure language.

The Committee will review quarterly reports produced by the District each year the bond proceeds are being spent in order to verify general compliance with the purposes set forth in the capital improvement program as approved by the voters

The Committee will perform other reasonable duties requested by the School Board or Superintendent.

Committee Membership:

The Committee shall consist of seven members. The Superintendent will make recommendations to the School Board for six committee members and a chairperson to the Board for appointment.

The Committee shall be comprised of a mix of individuals with a good reputation in the community for fairness and transparency and a majority of the committee will be people with a combination of experience in building design; construction; construction financing; public contracting, budgeting, and/or auditing.

- a) The Committee members shall receive no direct or indirect compensation from the District for their services as members of the Committee.
- b) The Committee members may not have an active or pending contract with the District, nor enter into a contract during their term on the Committee.
- c) The Committee may not include any employee or official of the District, or any vendor, contractor or consultant of the District.
- d) A Committee member serves to advise the Superintendent and School Board. If a Committee member resigns, violates the Ethics Policy contained herein (see attachment), fails to attend two consecutive Committee meetings without reasonable excuse, or otherwise becomes unable to serve on the Committee, the Superintendent may declare the position on the Committee to be vacant and appoint another qualified person to the Committee with the approval by the Board.
- e) Members are appointed to staggered 2, 3 and 4-year terms and may reapply for consideration to serve additional terms. A member may not serve more than eight consecutive years.

Committee Operations:

The charge to the Committee does not include:

Exhibit A

- a. Approval of construction contracts;
- b. Approval of construction change orders;
- c. Appropriation of construction funds;
- d. Handling of legal matters;
- e. Approval of construction plans and schedules;
- f. Approval of the sale of bonds;
- g. Priorities and order of construction for the bond projects;
- h. Selection of architects, engineers, construction managers, project managers, and such other professional service firms;
- i. The approval of the design for any project;
- j. The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the performance of the Bond Program;
- k. Setting or approving schedules of design and construction activities; or
- l. Activities, roles or responsibilities that have been designated by the Superintendent or her designee to staff or consultants, or any policy-making responsibilities.

Committee Meetings:

- a) The Committee will meet quarterly or as requested by the School Board, District staff or the Committee chair.
- b) Committee meetings are advisory and not related to formal decision-making by the PPS School Board. Committee meetings may, at the discretion of the committee, include opportunity for public comments.
- c) The Chief Operating Officer, Chief Financial Officer, and Director of the Office of School Modernization will provide support and staffing to the Committee.
- d) PPS staff will provide necessary technical and administrative assistance as follows:
 - (1) A meeting room, including any necessary audio/visual equipment;

Exhibit A

- (2) Preparation and copies of any documentary meeting materials, such as agendas and reports; and distribution of those materials to the committee in a timely manner.
- (3) Provision of quarterly reports covering the School Bond Program.
- (4) Preparation of Committee meeting minutes and posting for public viewing and use on the PPS web site.
- (5) PPS staff will attend Committee meetings in order to report on the status of capital improvement projects, to respond to questions, and to receive advice and counsel on the overall bond program or any of its component parts. PPS project consultants may attend Committee meetings at the discretion of PPS staff.

Exhibit A
Attachment

**Portland Public Schools Capital Construction Bond Citizen Accountability Committee:
Ethics Considerations**

An ethics policy provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Policy. However, this Policy captures some of the critical areas that help define ethical and professional conduct for Committee members. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

Policy:

CONFLICT OF INTEREST. A Committee member shall not make or influence a District decision related to:

1. any contract funded by bond proceeds; or
2. any construction project which will benefit the Committee member's outside employment, business, or provide a financial benefit to a family member, such as a spouse, child, parent or sibling.

OUTSIDE EMPLOYMENT. A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to:

1. any contract funded by bond proceeds; or
2. any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind.

For a period of one (1) year after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of one (1) year after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to:

1. bidding or proposing to provide services on projects funded by the bond proceeds; and/or
2. any construction project funded by the District.

COMMITMENT TO UPHOLD LAW. A Committee member shall uphold the federal and Oregon Constitutions, the laws and regulations of the United States and the State of Oregon, and the policies, procedures, rules and regulations of the Portland Public School District.

COMMITMENT TO THE PUBLIC. A Committee member shall place the interests of the public above any personal or business interest of the member.

Exhibit B

Portland Public Schools Capital Construction Bond Citizen Accountability Committee Membership

Kevin Spellman, Retired Construction Contractor

Kevin Spellman is a management consultant and trainer for construction owners, contractors and industry professionals. He retired after a 30-year career with Portland-based building construction contractor Emerick Construction, including 18 years as president. His construction experience includes working with federal, state and local government agencies, school districts and major private sector clients. His consulting practice includes training in contract management tools and techniques, training in risk assessment and mitigation, and development of effective operational and procedures. He has been an adjunct instructor in the Civil Engineering Department at Oregon State University, and at Portland Community College. Kevin has a Masters in Construction Management from Reading University in the U.K., and a BA in Business Finance from City of London College. He serves on the board of Multnomah Education Service District, and served on the PPS Long Range Facilities Planning Committee as representative of Associated General Contractors. He is married to Carol, a retired teacher, and has two grown children who both graduated from the PPS system.

Kevin will serve as chair of the Bond Accountability Committee. He will serve for an initial four-year term.

Anita Decker, COO, Bonneville Power Administration

Anita Decker has served as Chief Operating Officer for the Bonneville Power Administration since 2007. Prior to this, she spent 27 years with PacifiCorp, rising to the role of vice president. She worked in various positions of increasing responsibility in Oregon, Wyoming and Utah related to customer service; transmission/distribution construction and maintenance; sales and marketing; human resources; energy conservation; procurement; real estate management; and SAP support functions. As Chief Operating Officer of BPA she has responsibility for BPA's Power Services, Transmission Services, Environment, Fish & Wildlife, Energy Efficiency, Customer Service, and Internal Business Services. She serves as Chair and executive board member of the Northwest Energy Efficiency Alliance and previously served as BPA's representative for the Bonneville Environmental Foundation. She also serves on the Portland State University School of Business' Business Advisory Council and the School of Engineering Advisory Council and is a senior fellow of the American Leadership Forum of Oregon. Decker earned a bachelor's degree in business management from Utah Valley University and completed a senior business leadership program through the Wharton School of Business. She is also a graduate of the INSEAD advanced management program in Fontainebleau, France.

Exhibit B

Anita will serve for an initial three-year term on the Bond Accountability Committee.

Louis Fontenot, Development Manager, Trammell Crow Company

Louis Fontenot is responsible for all aspects of development and construction of industrial and mixed use developments throughout the Portland metropolitan area for Trammell Crow. He manages the design process including coordination of architects, engineers, consultants and sustainable practices and administers projects from initial concept planning stages to procurement and completion of construction. He also maintains interface with clients ensuring total contract compliance with all criteria and reaching all performance specifications. He has worked for the Portland Development Commission and the Northeast Community Development Corporation. Fontenot has a Masters in City Planning from Texas Southern University and a BA in Business Administration with a concentration in Real Estate from Morehouse College. He served on the Bond Development Committee and currently serves on the board of the Portland Schools Real Estate Trust.

Louis will serve for an initial three-year term on the Bond Accountability Committee.

Steve March, Multnomah County Auditor

Steve March is Multnomah County's elected Auditor, first taking the oath of office June of 2009 and starting a new four-year term in January of 2011. Steve is a Certified Internal Auditor and has a PhD and Masters in Urban Studies, as well as a Graduate Certificate in Gerontology from Portland State University, and a BA in Social Sciences from CSU-Sacramento. He was a Senior Management Auditor for Multnomah County from 1991- 96 and has worked as staff to the Board of County Commissioners. He was elected to the Oregon House of Representatives in 2000 and serving three terms. While in the legislature he served on the Way & Means and the Joint Legislative Audit Committees, among others. Prior to being elected County Auditor Steve worked as the fiscal officer and Chief Accounting and Budgetary Officer for the College of Liberal Arts & Sciences at Portland State University.

Steve will serve for an initial four-year term on the Bond Accountability Committee.

John Mohlis, Executive Secretary, Oregon State Building Trades Council

John Mohlis is the Executive Secretary of the Oregon State Building Trades Council and serves on the Portland Development Commission since 2007. The Building Trades Council is an umbrella organization for approximately 30,000 union construction workers in Oregon. John is a member of the Portland-

Exhibit B

Vancouver Regional Economic Development District and a member of the multi-agency Blue Ribbon Committee overseeing the Harbor Redevelopment Initiative that is an effort to reclaim industrial brownfield sites along Portland's harbor.

John will serve for an initial four-year term on the Bond Accountability Committee.

Willy Paul, Executive Director, Kaiser National Facilities Services

Willy Paul is responsible for the Real Estate and Capital Projects operations in Kaiser Permanente's Northwest Region. Kaiser Permanente owns and operates approximately 3.6 million square feet of medical and administrative space in the Northwest Region and executes an approximately \$150 million capital plan each year. Willy's team is responsible for the real estate, design and construction activities, including the recently completed construction of the new \$359 million Westside Medical Center Campus in Hillsboro. Willy's career began to focus on healthcare in the mid 1980's as a licensed architect for a leading healthcare architectural firm in California. In 2000, Willy joined Kaiser Permanente in Southern California, leading the development of capital projects in Los Angeles and the Inland Empire. He then transitioned to a national role, leading the implementation of the infrastructure for the internationally recognized electronic medical records system known as KP HealthConnect. His responsibilities then broadened nationally to also lead the development and expansion of Kaiser Permanente's data centers. Willy was an instructor at University of California Los Angeles for 12 years in the Interior Design Department where his instructional focus was on healthcare facility design. Willy received both a bachelor's degree in architecture and a business degree from California State Polytechnic University at Pomona. He is a licensed architect, and a member of the American Institute of Architects. Willy served on the PPS Long Range Facilities Planning Committee.

Willy will serve for an initial two-year term on the Bond Accountability Committee.

Tom Peterson, Chief Engineer, Port of Portland

Tom Peterson has been with the Port of Portland for more than 26 years. During his tenure at the Port he has been involved in a wide variety of projects, ranging from airfield runway and taxiway construction projects, complex electrical and control systems, major terminal building expansion and renovations, to procuring new container handling cranes. As a project manager, Tom managed the \$380 million Terminal Expansion South project. This complex airport project replaced Concourse C, expanded the Terminal building, rerouted the aircraft fueling system, expanded the central utility plant, constructed the airport light rail station, and new taxiway and aircraft parking aprons to facilitate the new concourse, while maintaining airport operations and the safe movement of passengers through the construction site. Prior to his current position, as the Engineering Project Development Manager he managed the Airport's

Exhibit B

construction program, overseeing the engineering project managers that support the Port's Aviation construction program. In his current role as Chief Engineer, Tom is responsible for the Engineering department that includes a multi-disciplined engineering staff of 75, and overall responsibility for management of the Port's capital construction program. During Tom's role as Chief Engineer the Port Engineering department has managed over \$800 million in capital construction projects.

Tom will serve for an initial two-year term on the Bond Accountability Committee.



PORTLAND PUBLIC SCHOOLS

P.O. Box 3107 / Portland, Oregon 97208-3107

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INFORMATION REPORT ON THE BUSINESS AGENDA

ALAMEDA SCHOOL SEISMIC REHABILITATION AND OTHER DISTRICT FACILITY IMPROVEMENTS

Board Meeting Date: 9/24/2012

Executive Committee Lead: C.J. Sylvester, COO

Department: Office of School Modernization

Staff Lead: Jim Owens, Director Capital Operations

I. ISSUE STATEMENT

This report provides a recommendation to award an Architectural and Engineering Consultant Services Contract on the business agenda to fully design seismic strengthening public improvements at Alameda K5 and partially design (schematic level) roof and related seismic public improvements at Bridlemile K5, Laurelhurst K8, Lewis K5 and Wilson HS.

II. BACKGROUND

In July 2012, PPS was awarded a \$1.5 million grant by the State of Oregon under their Seismic Rehabilitation Grant Program (SRGP) to complete the Alameda School seismic rehabilitation. This work requires a design professional firm to plan, design and prepare construction documents to construct the public improvements.

On August 21st, 2012, PPS issued a Request for Proposals (RFP) for Architectural and Engineering Consultant Services for Alameda School Seismic Rehabilitation and Other District Facility Improvements.

Other District Facility Improvements are those included in the proposed capital construction bond measure (26-144) and include schematic-level design for four high-priority roofs and known seismic improvements, identified in comprehensive seismic reports. These District Facility Improvements projects are located at Bridlemile School, Laurelhurst School, Lewis School, and Wilson High School. Laurelhurst School's two 6-8 science classrooms would receive sink and electrical upgrades. Wilson High School would receive accessibility improvements to improve access to educational programs.

On September 10, 2012, PPS received eight proposals, all from qualified consultants including:

- Ankrom Moisan Architects
- Axis Design Group
- BBL Architects
- BLRB Architects
- FFA Architecture + Interiors
- McBride Architecture
- Opsis Architecture
- The Rommel Architectural Partnership

PPS staff reviewed, scored and ranked the proposals according to the criteria in the RFP. BBL Architects was determined to be the top ranked firm and staff negotiated an award amount of \$253,760.

BBL Architects is prepared to commence work immediately upon execution of a contract and is committed to meeting the project's schedule. All construction work must commence and be completed within the 10 weeks of summer break 2013.

III. **RELATED POLICIES/BEST PRACTICES**

8.80.015-P Capital Improvements – Process for the completion of capital projects.

IV. **FISCAL IMPACT**

The SRGP bonds are sold and managed by the State. PPS will not incur debt; however because the SRPG is a reimbursement grant, PPS will need to cover eligible project costs then request reimbursement from the State.

Schematic-level design for Other District Facility Improvements will be funded through Fund 405. If voters approve the proposed capital construction bond measure (26-144) on 9/6/2012, staff would amend the contract to fully design the public improvements at Bridlemile, Laurelhurst, Lewis & Wilson and the improvements would be fully funded by the approved bond measure. If the measure fails, staff would not proceed with design work at these four schools, beyond schematic design.

V. **STAFF RECOMMENDATION**

Staff recommends contract award as part of the business agenda of the Alameda Seismic Rehabilitation and Other District Facility Improvement Architectural and Engineering in the amount of \$253,760.

VI. **TIMELINE FOR IMPLEMENTATION/EVALUATION**

Upon Board authorized contract execution, project work will proceed immediately.



PORTLAND PUBLIC SCHOOLS

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Superintendent's Recommendation to the Board and Staff Report

Title: Citizen Budget Review Committee Membership

District Priority: Stable Operating Model

**Board Meeting Date (if action item):
September 24, 2012**

**Executive Committee Lead: Neil Sullivan,
Chief Financial Officer**

Department: Finance

**Staff Lead: David Wynde,
Deputy CFO & Budget Director**

Issue Statement

Each year the Board of Education (Board) appoints community members to the Citizen Budget Review Committee (CBRC). A resolution that will officially appoint the members for the FY 2013-14 budget cycle has been prepared.

Background

The mission of the CBRC is to review, evaluate, and make recommendations to the Board regarding the Superintendent's Proposed Budget and other budgetary issues identified by the CBRC or the Board.

The CBRC is composed of eight to twelve volunteer members. The Board appoints members to two-year terms with a student member appointed each year to a one-year term.

The District engaged in membership outreach through posting the availability of these volunteer positions on the District web site and via publication of three public notices in The Oregonian newspaper. As we did last year, we also reached out directly to organizations representing communities of color for potential members.

Eight existing members will return to serve the second year of their two year term.

The District received applications from two previous members (whose terms had just expired) indicating interest in serving an additional term, one application from a Portland Public School student, but did not receive any applications from community members not previously engaged with the CBRC.

District staff reviewed the applications and made recommendations for membership as detailed in the attached board resolution. While it slightly disappointing that no new members stepped forward, the proposed committee has an outstanding collection of people with a great combination of important characteristics including prior experience with CBRC,

prior engagement with PPS, professional background and expertise, geographic diversity within PPS, and racial diversity. Five of the continuing members were newly appointed last year so there has been no shortage of fresh perspective on the committee. We do not anticipate a significant disadvantage to having eleven members as opposed to the maximum of twelve.

In its report last year, the CBRC asked to have appointments confirmed earlier in the school year so as to have more time to do its work. Last year the board appointed members on December 12th.

Related Policies/Fiscal Impact

There is no direct fiscal impact to the District from the Board policy to engage a Citizen Budget Review Committee. As an advisory committee to the Board, the CBRC may, through its deliberations and recommendations, affect decisions of the District regarding its finances and operations. Working with the committee involves significant staff time, which represents an indirect cost to PPS. This cost is reasonable in relation to the benefits of accountability and transparency, improved fiscal decisions, community engagement, and equity that are derived through the work of the committee.

Board Options

The Board may choose not to appoint new members. A decision to not appoint additional members would result in a membership of eight persons, the minimum under policy.

Staff Recommendation

It is recommended that the Board appoint additional members as reviewed and recommended by the Chief Financial Officer & Budget Director.

I have reviewed this staff report and concur with the recommendation to the Board.



Carole Smith
Superintendent
Portland Public Schools

Sept. 19, 2012
Date

ATTACHMENT

1. Resolution – Appointment of Citizen Budget Review Committee Members

REPORT – September 10, 2012

Expenditure Contracts Exceeding \$25,000 and through \$150,000

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200(6) (Authority to Approve District Contracts; Delegation of Authority to Superintendent) requires the Superintendent to submit to the Board of Education (“Board”) at the “Board's monthly business meeting a list of all contracts in amounts exceeding \$25,000 and through \$150,000 approved by the Superintendent or designees within the preceding 30-day period under the Superintendent's delegated authority.” Contracts meeting this criterion are listed below.

NEW CONTRACTS

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|---------------------------------------|---------------------------|-------------------------------|---|-----------------|---|
| Bridgetown Printing Company | 08/15/12 | Purchase Order PO 109356 | District-wide: Purchase of 160 2nd grade <i>Bridges in Mathematics</i> copy sets. | \$41,981 | M. Goff Fund 191 Dept. 5555 Project B1801 |
| Bridgetown Printing Company | 08/28/12 | Purchase Order PO 109566 | District-wide: Purchase of 540 3rd-5th grade <i>Bridges in Mathematics</i> copy sets. | \$142,312 | M. Goff Fund 191 Dept. 5555 Projects B1801 & B5355 |
| Harry's Fresh Foods | 08/14/12 | Purchase Order PO 109364 | District-wide: Purchase of fresh sauces and gravies for student lunches. | \$60,000 | G. Grether-Sweeney Fund 202 Dept. 5570 |
| Echo Lake Foods, Inc. | 08/14/12 | Purchase Order PO 109383 | District-wide: Purchase of whole grain mini-pancakes for student breakfasts. | \$45,000 | G. Grether-Sweeney Fund 202 Dept. 5570 |
| Apex Learning Inc. | 08/23/12 | Purchase Order PO 109342 | District-wide: Purchase of 240 license agreements for online general studies and AP course digital assessment tools. | \$36,600 | S. Higgins Fund 101 Dept. 5485 |
| In Line Commercial Construction, Inc. | 07/30/12 through 12/31/12 | Construction C 59250 | Boise-Eliot PK-8: Construction services for classroom finish upgrades and library improvements; part of Boise-Eliot/Humboldt consolidation. | \$80,839 | T. Magliano Fund 191 Dept. 5597 Project F0003 |
| Anderson Roofing Company, Inc. | 08/06/12 through 12/31/12 | Construction C 59265 | Alameda PK-5, Astor K-8, Beverly Cleary 2-8 @ Fernwood , Faubion PK-8, Grant HS, Harrison Park K-8, James John K-5 & Tubman Site: Construction services for roof repairs; Package 1 of Roof Repairs Project 2012. | \$37,371 | T. Magliano Fund 191 Dept. 5597 Project F0270 |
| Snyder Roofing of Oregon, LLC | 08/06/12 through 12/31/12 | Construction C 59266 | Abernethy K-5, Cleveland HS, Lewis K-5, Maplewood K-5, Smith Site & West Sylvan 6-8: Construction services for roof repairs; Package 2 of Roof Repairs Project 2012. | \$63,027 | T. Magliano Fund 191 Dept. 5597 Project F0270 |
| Global Rental Company | 08/23/12 | Purchase Order PO 109503 | District-wide: Purchase of 2007 GMC C5500 “boom” truck with 6,400-pound capacity hydraulic crane. | \$46,800 | T. Magliano Fund 101 Dept. 5592 |
| Performance Abatement Services, Inc. | 08/20/12 through 09/30/12 | Personal Services PS 59271 | Marysville K-8: Asbestos abatement services in crawlspace area. | \$33,056 | J. Owens Fund 481 Dept. 5511 Project C0103 |

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|-----------------------|---------------------------|-------------------------------|--|------------------------|--|
| Self Enhancement Inc. | 07/01/12 through 06/30/15 | Personal Services PS 59267 | Jefferson HS Cluster: <i>Six Types of Involvement</i> -based family engagement services in partnership with Black Parent Initiative. | \$150,000 | L. Poe Fund 101 Dept. 5431 |
| MetroPresort | 08/14/12 | Purchase Order PO 109365 | District-wide: Bar coding, ZIP coding, and mail delivery services. | \$40,000 | N. Sullivan Fund 101 Dept. 5553 |

NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|-------------------------------|---------------------------|----------------------|---|------------------------|---|
| Canby School District | 07/01/12 through 06/30/13 | IGA 59268 | Columbia Regional Program: Canby SD will provide autism services to regionally eligible students. | \$58,800 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| Lake Oswego School District | 07/01/12 through 06/30/13 | IGA 59279 | Columbia Regional Program: Lake Oswego SD will provide autism services to regionally eligible students. | \$128,400 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| David Douglas School District | 07/01/12 through 06/30/13 | IGA 59280 | Columbia Regional Program: David Douglas SD will provide autism services to regionally eligible students. | \$84,000 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| Oregon City School District | 07/01/12 through 06/30/13 | IGA 59290 | Columbia Regional Program: Oregon City SD will provide autism services to regionally eligible students. | \$136,800 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| Oregon Trail School District | 07/01/12 through 06/30/13 | IGA 59291 | Columbia Regional Program: Oregon Trail SD will provide autism services to regionally eligible students. | \$72,000 | H. Adair Fund 205 Dept. 5433 Grant G1203 |

AMENDMENTS TO EXISTING CONTRACTS

| Contractor | Contract Term | Contract Type | Description of Services | Amendment Amount, Contract Total | Responsible Administrator, Funding Source |
|------------------------------------|---|---|--|---|---|
| Portland Habilitation Center, Inc. | 06/15/12 through 07/30/13 Year 2 of Contract | Services GS 58511 Amendment 1 | District-wide: One-year extension of contract for continued laundry pick-up, cleaning, sanitizing, and delivery of aprons, rags, and pot holders. | \$37,000 \$74,000 | G. Grether-Sweeney Fund 202 Dept. 5570 |
| School Improvement Project | 04/01/12 through 04/01/13 Year 2 of Contract | Personal Services PS 58757 Amendment 1 | Roosevelt HS: One-year extension of contract for continued infrastructure development services for Youth Engagement Center for Writing and Publishing. | \$50,000 \$95,000 | S. Higgins Fund 205 Depts. 3124 & 3330-3332 Grants G1271 & G1108-G1110 |
| NCM Contracting Group, LP | 08/20/12 through 11/19/12 Year 5 of Contract | Service Requirements SR 55620 Amendment 5 | District-wide: Additional funds for continued hazmat abatement services. | \$50,000 \$100,000 | T. Magliano Fund 191 Dept. 5597 Project F1006 |

| Contractor | Contract Term | Contract Type | Description of Services | Amendment Amount, Contract Total | Responsible Administrator, Funding Source |
|-----------------------------|---|---|--|---|---|
| Rose City Contracting, Inc. | 08/01/12 through 11/19/12 Year 6 of Contract | Service Requirements SR 55623 Amendment 8 | District-wide: Additional funds for continued hazmat abatement services. | \$100,000 \$399,500 | T. Magliano Fund 191 Dept. 5597 Project F1006 |
| Coastwide Laboratories | 07/01/12 through 06/30/13 Year 5 of Contract | Services GS 55783 Amendment 8 | District-wide: One-year extension of contract for continued maintenance of custodial equipment; RFP 07-1096. | \$100,000 \$391,452 | T. Magliano Fund 101 Dept. 5593 |
| U-Store Self Storage | 09/01/12 through 08/31/13 Year 5 of Contract | Lease Agreement LA 56679 Amendment 4 | BESC: One-year extension of contract for parking spaces for District employees. | \$47,712 \$223,872 | T. Magliano Fund 101 Dept. 5591 |
| Gartner Inc. | 07/01/12 through 06/30/13 Year 2 of Contract | Personal Services PS 58420 Amendment 1 | District-wide: One-year extension of contract for continued IT research and related services. | \$78,000 \$178,350 | D. Milberg Fund 101 Dept. 5581 |
| Naviance Inc. | 07/01/12 through 06/30/13 Year 2 of Contract | Information Technology IT 58513 Amendment 1 | District-wide: One-year extension of contract for "Software as a Service" for planning and tracking goals/classes/results software. | \$62,233 \$87,237 | T. Magliano Funds 101, 191 Depts. 5424, 5555 & 5445 |
| Corp Inc. Construction | 05/31/12 through 02/15/13 Year 1 of Contract | Construction C 59129 Change Order 2 | Marysville K-8: Additional construction services, including plumbing, insulation, wall, floor, acoustical, and related work. | \$91,749 \$3,945,846 | J. Owens Fund 481 Dept. 5511 Project C0103 |
| Robin Mack | 07/01/12 through 06/30/12 Year 2 of Contract | Personal Services PS 58478 Amendment 1 | District-wide: One-year extension of contract for continued targeted and culturally specific Healthy Kids Program outreach services; funded by an Oregon Health Authority grant. | \$94,000 \$196,860 | L. Poe Fund 205 Dept. 5431 Grant G1174 |

N. Sullivan

REPORT – September 24, 2012

Expenditure Contracts Exceeding \$25,000 and through \$150,000

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200(6) (Authority to Approve District Contracts; Delegation of Authority to Superintendent) requires the Superintendent to submit to the Board of Education (“Board”) at the “Board's monthly business meeting a list of all contracts in amounts exceeding \$25,000 and through \$150,000 approved by the Superintendent or designees within the preceding 30-day period under the Superintendent's delegated authority.” Contracts meeting this criterion are listed below.

NEW CONTRACTS

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|---|---------------------------|-------------------------------|--|-----------------|--|
| Native American Youth and Family Center | 07/01/12 through 06/30/13 | Personal Services PS 59311 | District-wide: Recruitment of Native American Head Start children for enrollment in District schools. | \$46,440 | H. Adair Fund 101 Dept. 5453 |
| Deirdre McPheeters | 09/05/12 through 06/21/13 | Personal Services PS 59346 | Holy Redeemer School: Title I tutoring services in math; RFQ 2012-1497. | \$33,661 | W. Campbell Fund 205 Dept. 6938 Grant G1248 |
| Benjamin Maurer | 09/05/12 through 06/21/13 | Personal Services PS 59354 | De la Salle North Catholic HS: Title I tutoring services in math; RFQ 2012-1497. | \$32,904 | W. Campbell Fund 205 Dept. 6938 Grant G1248 |
| Advantage Education Inc. dba Sylvan Learning Center | 09/05/12 through 06/21/13 | Personal Services PS 59363 | Portland Opportunities Industrialization Center / Rosemary Anderson HS: Title I tutoring services in math and reading; RFQ 2012-1497. | \$46,656 | W. Campbell Fund 205 Dept. 6938 Grant G1248 |
| Andrew Poundstone | 08/29/12 through 06/21/13 | Personal Services PS 59367 | Open Meadow HS: Title I tutoring services in math; RFQ 2012-1497. | \$42,409 | W. Campbell Fund 205 Dept. 6938 Grant G1248 |
| Leslie Chester | 09/05/12 through 06/14/13 | Personal Services PS 59369 | De la Salle North Catholic HS: Title I tutoring services in literacy and reading; RFQ 2012-1497. | \$32,904 | W. Campbell Fund 205 Dept. 6938 Grant G1248 |
| Emerick Construction Co. | 06/22/12 through 09/30/12 | Construction C 59249 | Richmond PK-5: Construction services for converting a multi-purpose room into a new library and converting two rooms from library use to classroom use | \$65,347 | T. Magliano Fund 438 Dept. 5597 Project J0263 |
| Strategic Partnership Schools Group, Inc. | 06/30/12 through 12/31/12 | Personal Services PS 59299 | District-wide: Emergency management training and organization development services for teachers and administrators. | \$36,000 | T. Magliano Fund 205 Dept. 5595 Grant G1111 |
| Silke Communications | 09/07/12 | Purchase Order PO 109785 | District-wide: Purchase of two-way radios, licensing, and related peripherals. | \$40,000 | C. Sylvester Fund 101 Dept. 5530 |
| Silke Communications | 09/01/12 through 09/01/13 | Personal Services PS 59341 | District-wide: Maintenance services on 450 District-owned two-way radios. | \$38,400 | G. Weatheroy Fund 101 Dept. 5530 |

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|-------------------|---------------------------|-------------------------------|---|------------------------|--|
| Yvonne Deckard | 07/30/12 through 01/31/13 | Personal Services PS 59313 | District-wide: Strategy development for upcoming PAT contract negotiations; on-boarding support for incoming Executive Director of Human Resources; and political strategizing services for Superintendent. | \$90,000 | A. Whalen Fund 101 Dept. 5440 |

NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|---|---------------------------|----------------------|--|------------------------|---|
| Columbia Gorge Education Service District | 07/01/12 through 06/30/13 | IGA 59304 | Columbia Gorge ESD will provide autism services to regionally eligible students enrolled in Columbia Regional Program. | \$27,600 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| North Wasco School District | 07/01/12 through 06/30/13 | IGA 59315 | North Wasco SD will provide autism services to regionally eligible students enrolled in Columbia Regional Program. | \$52,800 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| Centennial School District | 07/01/12 through 06/30/13 | IGA 59316 | Centennial SD will provide autism services to regionally eligible students enrolled in Columbia Regional Program. | \$114,000 | H. Adair Fund 205 Dept. 5433 Grant G1203 |
| West Linn-Wilsonville School District | 07/01/12 through 06/30/13 | IGA 59330 | West Linn-Wilsonville SD will provide autism services to regionally eligible students enrolled in Columbia Regional Program. | \$109,200 | H. Adair Fund 205 Dept. 5433 Grant G1203 |

AMENDMENTS TO EXISTING CONTRACTS

| Contractor | Contract Term | Contract Type | Description of Services | Amendment Amount, Contract Total | Responsible Administrator, Funding Source |
|---------------------------|---|---|--|---|--|
| Portland State University | 07/01/12 through 06/30/13 Year 2 of Contract | Intergovernmental Agreement IGA 58818 Amendment 1 | Jefferson HS: One-year extension of contract for PSU-created senior, college-level course entitled, “Race and Social Justice.” | \$63,744 \$127,518 | S. Higgins Fund 101 Dept. 5404 |
| Gartner Inc. | 07/01/12 through 06/30/13 Year 2 of Contract | Personal Services PS 58420 Amendment 1 | District-wide: One-year extension of contract for continued IT research and related services. | \$78,000 \$178,350 | D. Milberg Fund 101 Dept. 5581 |
| Corp Inc. Construction | 09/10/12 through 02/15/13 Year 1 of Contract | Construction C 59129 Change Order 4 | Marysville K-8: Numerous minor construction services including electrical, HVAC, utility, roofing, plumbing, and related work. | \$62,037 \$4,015,377 | J. Owens Fund 481 Dept. 5511 Projects C0103 & C0104 |

N. Sullivan

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

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Purchases, Bids, Contracts

The Superintendent RECOMMENDS adoption of the following items:

Numbers 4648 and 4649

RESOLUTION No. 4648

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 |
|-------------------|---------------------------|----------------------|--|------------------------|--|
| RAND Corporation | 07/24/12 through 06/30/13 | R 59352 | District-wide: Research services on the effect of dual-language immersion on student achievement. | \$40,000 | M. Goff Fund 205 Dept. 9999 Grant G1281 |
| OEA Choice Trust | 09/01/12 through 06/01/13 | R 59378 | District-wide: Funds to support new Wellness Works Collaborative, seeking to improve District employee wellness through community partnerships that work to improve nutrition, physical activity, and lifestyle wellness at no cost to District. | \$25,000 | L. Poe Fund 299 Dept. 9999 Grant S0262 |

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

| Contractor | Contract Term | Contract Type | Description of Services | Contract Amount | Responsible Administrator, Funding Source |
|--------------------------------|---------------------------|----------------------|--|------------------------|---|
| Gresham-Barlow School District | 07/01/12 through 06/30/13 | IGA/R 59360 | Columbia Regional Program will provide classroom services for regionally eligible deaf/hard of hearing students. | \$161,900 | H. Adair Fund 299 Dept. 9999 Grant S0031 |
| Oregon City School District | 07/01/12 through 06/30/13 | IGA/R 59377 | Columbia Regional Program will provide classroom services for regionally eligible deaf/hard of hearing students. | \$33,750 | H. Adair Fund 299 Dept. 9999 Grant S0031 |

AMENDMENTS TO EXISTING CONTRACTS

| Contractor | Contract Term | Contract Type | Description of Services | Amendment Amount, Contract Total | Responsible Administrator, Funding Source |
|---------------------------|---|----------------------------|--|---|--|
| Portland State University | 09/05/12 through 06/14/13 Year 5 of Contract | IGA/R 56562 Amendment 4 | PSU will pay for 0.25 FTE of Nancy Lapotin’s annual salary while she works to design and establish a professional development program for K-12 science teachers. | \$25,108 \$126,026 | M. Goff Fund 205 Dept. 5447 Grant G1153 |

LIMITED SCOPE REAL PROPERTY AGREEMENTS and AMENDMENTS

No Limited Scope Real Property Agreements and Amendments

N. Sullivan

RESOLUTION No. 4649

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 |
|---------------------------|---------------------------|--------------------------------------|---|------------------------|---|
| Pacific Educational Group | 07/01/12 through 06/30/13 | Personal Services PS 59362 | District-wide: Professional development, support, and coaching focused on building an infrastructure for systemic equity transformation. | \$189,800 | S. Higgins Fund 101 Dept. 5490 |
| BBL Architects | 09/28/12 through 11/29/13 | Architectural Services ARCH 59xxx | Alameda PK-5, Bridlemile, K-5, Laurelhurst K-8, Lewis K-5 & Wilson HS: Architectural schematic design services necessary for Alameda’s seismic rehabilitation and for roofing repairs and upgrades at all five schools. | \$253,760 | J. Owens Funds 405 & 438 Depts. 5511 & 5597 Projects C0600 & J0740 |

NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)

No New IGAs

AMENDMENTS TO EXISTING CONTRACTS

No Amendments to Existing Contracts

N. Sullivan

Other Matters Requiring Board Action

The Superintendent RECOMMENDS adoption of the following items:

Number 4650 through 4653

RESOLUTION No. 4650

Authorizing the Superintendent to enter into an Memorandum of Understanding with Concordia University for master planning and replacement of Faubion K-8 School

RECITALS

- A. Concordia University and Portland Public Schools have a long-standing relationship which has mutually benefited students of each institution, with ongoing tutoring and mentoring at several schools and specifically at Faubion K-8 school.
- B. Portland Public Schools and Concordia University have jointly used each other's facilities to expand and enrich the program offerings of each institution including PPS' play fields as well as Concordia's new library and sports complex.
- C. Concordia University students, particularly through their Student Service Corps, have donated hours of assistance to Faubion students to improve their academic success, while allowing Concordia education majors to receive valuable hands-on teaching experience.
- D. Concordia University's campus and Faubion K-8 school are adjacent but not currently constructed to take advantage of potential synergy between them.
- E. There are significant needs within the Cully-Concordia neighborhoods which a replaced Faubion K-8 school could help address including a health clinic, early learner center, family resource center, and other wrap-around services.

RESOLUTION

The Board hereby authorizes the Superintendent to enter into a Memorandum of Understanding with Concordia University for the master planning and joint development of a new Faubion K-8 school.

T. Magliano / B. Alexander

RESOLUTION No. 4651

A Resolution of Multnomah County School District No. 1J, Multnomah County, Oregon, Calling for Creating a Portland Public Schools Capital Construction Bond Citizen Accountability Committee

RECITALS

- A. After an extensive public process, and significant discussion during a series of Board of Education ("Board") meetings from June through August 2012, the Board resolved to refer a bond ballot measure for the November 6, 2012, general election.
- B. The Superintendent filed the proposed ballot measure (Measure 26-144) and explanatory statement to the Multnomah County Elections Office on August 21, 2012.
- C. Measure 26-144 requires citizen accountability, oversight, and annual audits of bond projects and expenditures. As such, the Board authorized the Superintendent to
 - 1. Develop a charter ("Charter") for a Capital Construction Bond Citizen Accountability Committee ("Committee") to assist the Board in monitoring the planning and progress of the bond program, and
 - 2. Recommend six committee members and a chairperson for appointment to the Committee.

RESOLUTION

- 1. The Board hereby adopts the Charter to establish the Committee and its charge.
- 2. The Committee is comprised of six members and a chairperson as described in the Charter.
- 3. The Board directs the Superintendent, staff, and designated project consultants to provide support to the Committee as described in its Charter.

C. Sylvester / J. Owens

RESOLUTION No. 4652

Appointment of Citizen Budget Review Committee Members

I.

RECITALS

- A. The mission of the Citizen Budget Review Committee (CBRC) is to review, evaluate, and make recommendations to the Board of Education (Board) regarding the Superintendent's Proposed Budget and other budgetary issues identified by the CBRC or the Board. The CBRC receives its charge from the Board.
- B. In May 2011, the voters of the Portland Public School (PPS) District passed a Local Option Levy, Measure 26-122 which mandates independent citizen oversight to ensure tax dollars are used for purposes approved by local voters - funding for teaching positions. Measure 26-122 further mandates that no Local Option Levy funds will be used for district administration.
- C. The CBRC is composed of eight to twelve volunteer members. The Board appoints members to two-year terms with a student member appointed to a one-year term.
- D. PPS wants to be intentional and conscientious about the role that stakeholders play in important district decisions. The CBRC is an important element in PPS' stakeholder engagement. The membership of the committee has been developed with the Racial Educational Equity Policy in mind so as to increase the representation of families of color as essential partners in District decision-making.
- E. The Board recognizes that District employees and community members bring specialized knowledge and expertise to the CBRC and budgetary review process. The Board instructs all CBRC members to employ discretion, avoid conflicts of interest or any appearance of impropriety, and exercise care in performing their duties and making recommendations from which they may personally benefit.
- F. The District engaged in membership outreach through posting the availability of these volunteer positions on the District web site and via publication of three public notices in "The Oregonian" newspaper, as well as direct outreach to community organizations representing communities of color.
- G. The District received applications from two previous members indicating interest in serving an additional term but did not receive any applications from citizens who had not served previously. The District received one application from a Portland Public Schools student.
- H. Eight existing members will complete the second year of their terms, serving through June 30, 2013:

Adrienne Enriquez
Toya Fick
Roger Kirchner
Scott McClain
Julia Meier
Rita Moore
Betsy Salter
Kathleen Taylor

- I. Applications have been reviewed and the Chief Financial Officer has provided a Staff Report to the Superintendent on the proposed membership list. The recommendations outlined below are submitted for approval.

RESOLUTION

1. Dick Cherry and Tom Fuller are hereby appointed members of the Citizen Budget Review Committee serving through June 30, 2014.
2. Hallie Blashfield is hereby appointed as the student member of the Citizen Budget Review Committee serving through June 30, 2013.
3. The Board hereby identifies the CBRC as the independent citizen oversight body to ensure tax dollars are used for purposes approved by local voters when they passed a Local Option Levy, Measure 26-122, in May 2011, and requests the CBRC to provide a report in this regard in addition to its report on the superintendent's proposed budget for 2013/14.

N. Sullivan / D. Wynde

RESOLUTION No. 4653

Minutes

The following minutes are offered for adoption:
August 20 and September 10, 2012



PORTLAND PUBLIC SCHOOLS

P.O. Box 3107 / Portland, Oregon 97208-3107
Telephone: (503) 916-3741 • FAX: (503) 916-2724

SUPERINTENDENT'S RECOMMENDATION TO THE BOARD AND STAFF REPORT

TITLE: APPOINTMENT OF ACHIEVEMENT COMPACT ADVISORY COMMITTEE

Board Meeting Date: September 24, 2012

Executive Committee Lead: Sue Ann Higgins, CAO

Department:

Staff Lead: Amanda Whalen

I. ISSUE STATEMENT

As part of the achievement compact with the Oregon Education Investment Board, every district is required to form an achievement compact advisory committee by September 30, 2012 to be approved by the Board of Education.

II. BACKGROUND

The statute requires that the achievement committee be comprised of district employees recommended by the Superintendent in collaboration with the unions.

The advisory committee is charged by statute with:

- "Develop(ing) plans for achieving the district's outcomes, measures of progress, goals and targets expressed in an achievement compact, including methods of assessing and reporting progress toward the achievement of goals and targets"; and
- "Recommend(ing) outcomes, measures of progress, goals and targets to be contained in the district's achievement compact for the next fiscal year."

The advisory committee is required to present a report of its recommendations to the board no later than February 1, 2013 and will be included with the 2013-14 achievement compact.

The achievement compact committee is subject to public meeting laws.

III. RELATED POLICIES/BEST PRACTICES

This is a statutory requirement- including the composition of the committee.

IV. FISCAL IMPACT

There will be the following costs associated with the committee:

- Meeting costs (e.g. printing, interpretation)

- Extended hours for meeting participation as needed

There are also indirect staff cost to staff this committee.

Additionally, the committee's report to the Board will include recommendations on budget prioritization in order to meet the achievement compact targets.

V. COMMUNITY ENGAGEMENT

While the statute requires that the committee is comprised of only of district employees, staff is recommending that we include community members from the following organizations to be ex-officos on the committee:

- PTA
- Coalition of Communities of Color
- Portland Business Alliance

Additionally, staff recommends that a student also serve as an ex-officio.

All of the committee meetings will be publically noticed and open to the community to attend and provide public comment and input in to the development of recommendations.

The committee may also determine that a stakeholder engagement process is advisable in the development and/or roll out of the recommendations.

VI. BOARD OPTIONS

The Board may change the composition of the committee.

VII. STAFF RECOMMENDATION

Staff recommends that the Board approve the recommended achievement compact advisory committee.

VIII. TIMELINE FOR IMPLEMENTATION/EVALUATION

- September 24: achievement compact advisory committee is appointed
- October 15: Board work session to discuss revised 2012-13 achievement compact targets
- October 29: Board votes on revised achievement compact targets for 2012-13 and resubmits to OEIB
- October- January: At least monthly meetings of achievement compact advisory committee
- January 28, 2013: achievement compact advisory committee presents report and recommendations to the Board
- June 30, 2013: 2013-14 achievement compact due to the OEIB

I have reviewed this staff report and concur with the recommendation to the Board.



Carole Smith
Superintendent
Portland Public Schools

9.21.2012

Date

RESOLUTION No. 4654

Appointment of Achievement Compact Committee

RECITALS

- A. During the 2012 Legislative Session, Senate Bill 1581 created Achievement Compacts for K-12 districts, education services districts and Oregon's community colleges and universities. Beginning with the 2012-13 school year, each school district and education service district is required to form an "achievement compact advisory committee".
- B. The charge of this achievement compact advisory committee is:
- To develop plans for achieving the district's outcomes, measures of progress, goals and targets expressed in an achievement compact, including methods of assessing and reporting progress toward the achievement of goals and targets; and
 - Recommend outcomes, measures of progress, goals and targets to be contained in the district's achievement compact for the next fiscal year.
- C. The achievement compact advisory committee is responsible for presenting a report of its recommendations to the Board of Education no later than February 1, 2013. The Board shall include this report with its achievement compact to the Oregon Education Investment Board.
- D. The Superintendent and union leadership have recommended employees to serve on the achievement compact advisory committee.

RESOLUTION

1. The Board of Education appoints the following members to the achievement compact advisory committee:
- Melissa Goff, Executive Director of Teaching and Learning
 - Van Truong, Director, ESL
 - Karl Logan, Regional Administrator
 - Peyton Chapman, Principal Lincoln High School
 - Elizabeth Casson-Taylor, Principal Beaumont Middle School
 - Molly Chun, Principal Boise Eliot Humboldt
 - Tim Taylor, Site Technology Specialist from Grant High School
 - TBD, (1) High School Teacher
 - TBD, (1) Middle Grades Teacher
 - TBD, (1) Elementary Grades Teacher
 - TBD, (1) ESL Teacher
 - TBD, (1) Special Education Teacher

The Board delegates to the Superintendent the authority to appoint the teacher members once they are identified by the Portland Association of Teachers.

2. In addition to the above mentioned members, the Board directs staff to identify an ex-officio member from each of the following organizations:
- (1) SuperSAC: Superintendent's Student Advisory Committee
 - (1) Coalition of Communities of Color
 - (1) PTA
 - (1) Portland Business Alliance

S. Higgs