

**School District No. 1J, Multnomah County, Oregon
Board Work Session of June 26, 2017**

INFORMAL MINUTES

A Work Session of the Board of Directors came to order at 6:02pm at the call of Vice-Chair Amy Kohnstamm in the Wy'east Conference Room at the Blanchard Education Service Center, 501 N. Dixon Street, Portland, Oregon, 97227.

There were present:

Board of Directors:

Tom Koehler, Chair - *absent*

Amy Kohnstamm, Vice-Chair

Pam Knowles - *absent*

Paul Anthony

Steve Buel - *absent*

Julie Esparza Brown (via phone)

Ms. Brim-Edwards announced that the District has received 40-50 recommendations for the Superintendent position, adding that she and Vice-Chair Kohnstamm had talked with several candidates in-depth. Hank Harris, representing the search firm HYA, stated that he had spent vetting candidates, and that conversations had been happening throughout the process.

Mr. Harris asked the Board what the Superintendent Search process should be. Confidentiality is an issue and candidates have been asking how confidential the process should be. Ms. Brim-Edwards commented that she was not comfortable with the Board interviewing a candidate once and maybe something other than a panel interview could occur. She discussed the following outline of the process: 1) first interview with seven candidates by the Board only; 2) narrow down to 3 to 4 candidates for second round interviews; 3) an interview with the Community Panel and informal interviews with Board members; 4) Board would receive feedback from the Community Panel background check would be performed; and, 4) Board would interview the top 2-3 candidates and make a selection.

Mr. Harris commented that he usually works with one liaison with the Board, which has been Ms. Brim-Edwards.

Regarding Superintendent compensation. Director Anthony and Mr. Bailey had done research on compensation. A market-based compensation range was needed. Ms. Brim-Edwards stated that the Search Committee had looked at the top six districts in Oregon and the entire state of Washington (narrowed down to 20 districts). The compensation packages were reviewed. Ms. Brim-Edwards added that the candidate would be requiring a straight-forward contract with PPS and very

negotiated. Director Anthony stated that he would want to look at the cost of housing from where the candidate would be coming from.

Vice-Chair Kohnstamm mentioned that the goal was for the new Superintendent to live within the PPS District; Ms. Brim-Edwards concurred, adding that she had seen residency clauses in other Superintendent contracts.

The Board reviewed their calendars for dates when they were available for interviews.

Ms. Brim-Edwards reported that the contract with HYA expires on June 30th, so legal counsel has been asked to prepare an addendum to extend the date to September 30, 2017.

ADJOURN