

**GRESHAM-BARLOW SCHOOL DISTRICT NO. 10 JT.**  
**Minutes of Special Board Work Session**

**Thursday, February 5, 2026**

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The Gresham-Barlow School District Board of Directors held a special work session on Thursday, February 5, 2026 in the large conference room of the Public Safety and Schools Building, 1331 NW Eastman Parkway, Gresham, OR. A Zoom link was provided for virtual meeting attendance.

**Board Members present:**

Heather Coleman-Cox, Shawn Farrens, Kris Howatt, Blake Petersen, Brenna Puderbaugh, Holly Riegelmann.

**Cabinet Members present:**

Dr. Tracy Klinger, Superintendent

**Opening Items**

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**1. Call to Order (6:00 p.m.)**

The meeting was called to order at 6:00 p.m. by the board chair, Blake Petersen.

**2. Roll Call (6:01 p.m.)**

All members of the board were in attendance at the meeting. Position 7 of the school board is currently vacant.

**3. Approve Meeting Agenda (6:01 p.m.)**

**MOTION 56:** Move to approve the meeting agenda as presented. This motion, made by Holly Riegelmann and seconded by Shawn Farrens, Carried.

Aye: Heather Coleman-Cox, Shawn Farrens, Kris Howatt, Blake Petersen, Brenna Puderbaugh, Holly Riegelmann

Aye: 6, No: 0

**Discussion Items**

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**4. Board Applicant Screening (6:02 p.m.)**

Chair Petersen led the board through the applicant screening process. He shared that following the resignation of Director David Ligatich, they opened the position for applications. By policy, they must appoint a person to the position until the next election, which will take place in May 2027. They received 12 applications, and initially had intended to interview the whole field of applicants, but calendaring was going to be difficult. Board leadership adopted a screening rubric that they presented to the board at the meeting. There were 3 questions on the application for candidates to answer. The goal is to narrow it down to 3-5 applicants to interview next Thursday.

Chair Petersen shared that they would allocate 20-25 minutes for board members to individually use the rubric and score the applicants. Then they would have 20 minutes to discuss. He reviewed the rubric and scoring information and gave the group until 6:30 p.m. to review individually. At that time, some board members were not finished and were given additional time for review.

Chair Petersen noted that they wanted to have a rubric to give context for conversation of the candidates. In looking at the scoring, some board members evaluated candidates within 3 points, and some within the whole 15 available. They discussed how only using the average in this manner would skew the data. He asked board members to review their lists and rank their top 3 candidates.

Director Farrens – Applicants I, E, L, F  
Director Coleman-Cox – Applicants A, I, K  
Vice-Chair Riegelmann – Applicants I, H, F  
Director Howatt – Applicants A, F, C  
Chair Petersen – Applicants F, H, I  
Director Puderbaugh – Applicants F, G, I

After hearing other answers, Director Farrens switched his third choice from L to F since those were tied in his scoring. Chair Petersen reviewed how many times each applicant appeared in the board rankings, then asked board members to share their 4th choice.

Director Farrens – Applicant F, L  
Director Coleman-Cox – Applicant H  
Vice-Chair Riegelmann – Applicant A  
Director Howatt – Applicant K  
Chair Petersen – Applicant A  
Director Puderbaugh – Applicant L

Chair Petersen reviewed the board rankings, noting that the top applicants were F, I, A, and H. He noted that all board members would have at least 2 of their top choices as finalists, and all of their first choices would be in the interview pool. He asked the board to review their scoring rubrics one last time for any additional conversation. Board members were satisfied with moving forward with Applicants F, I, A and H for interviews. The board expressed gratitude for the amazing level of people willing to serve their community.

The board secretary will coordinate with the candidates to schedule interviews for next Thursday from 5:00-8:00p.m. They will have consistent questions for each candidate, and interviews will be 20 minutes. They will communicate the ORS and board policy so the candidates understand the law and know that the interviews are subject to public meeting laws. They are also requesting that candidates do not contact other board members prior to interview. They will give all candidates the same questions 24 hours in advance. Chair Petersen asked board members to submit key items they'd like addressed in the interviews so that board leadership can craft them into appropriate questions. They want to make sure the interviews are as equitable as possible. He noted that for the superintendent hiring they worked through the Delphi Technique where they are comparing one candidate to the next, and proposed using that process again.

**5. Future Board Agenda Topics (7:00 p.m.)**

This item was not discussed during the meeting.

**Closing Items**

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**6. Announcements (7:00)**

Chair Petersen reviewed the announcements included in the board agenda packet. A Zoom link for virtual meeting attendance will be provided for upcoming meetings.

February 5, 2026: Regular Board Business Meeting - 7 p.m.  
Council Chambers  
Public Safety and Schools Building

**7. Adjournment (7:00 p.m.)**

There being no further business, the meeting was adjourned at 7:00 p.m.

Submitted by: \_\_\_\_\_

Sarah Avery  
Executive Assistant to the Superintendent and  
Board of Directors

Note: These minutes were approved by the board on \_\_\_\_\_:sa

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