



# Parkrose School District No. 3

10636 NE Prescott St.  
Portland, OR 97220-2699  
www.parkrose.k12.or.us

## Agenda

### Board of Education Regular Business Meeting

Parkrose School District - Boardroom  
Monday, December 12, 2011  
6:30 PM

1. Executive Session - 6:00 p.m.  
    Recess into Executive Session Under ORS 192.660(2)(a) employment.
2. Call to Order - Regular Board Meeting - 6:30 p.m.
3. Presentations/Recognitions
  - A. Presentations
    1. ASB Report - Emma Brent
    2. PACE Homeless Project - Evan McFadden
    3. 2010-11 Audit Report - Pauly Rogers, Roy Rogers
4. OSEA Monthly Report - Rebecca Smillie
5. PFA Monthly Report - Jennifer Handsaker
6. Board of Education
  - A. Board Reports
    1. Superintendent Evaluation and Contract Renewal - Ed Grassel
  - B. Committee Reports
    1. Bond Oversight Committee - Alesia Reese
    2. School Improvement - Ed Grassel
    3. Legislative Activity - James Woods
    4. Parkrose Educational Foundation - Adair Fernee
    5. Negotiations - Guy Crawford
7. Consent Agenda
  - A. Personnel
    1. New Hires
      - a. Andrea Stevenson - .5 FTE Administrative Assistant Board/Superintendent,  
    .5 FTE Bond Communications Specialist, District Office
  - B. Board Minutes
    1. November 28, 2011, Regular Session Minutes
  - C. Second Reading Board Policy
    1. Policy IK - Academic Achievement
    2. Policy IKF - Graduation Requirements
    3. Policy IGBHE - Expanded Options Program



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4. Policy IGBHE-AR1 - Expanded Options Program Notification
5. Policy IGBAB/JO - Education Records/Records for Students with Disabilities
6. Policy JO/IGBAB - Education Records/Records of Students with Disabilities
8. Citizen Comments  
If you wish to make a comment before the Board, please fill out a comment card and give it to the secretary.
9. District Business
  - A. Superintendent Reports
    1. Proclamation: Richard English 2011-12 Civics Educator of the Year
    2. Oregon School Boards Association 2011 Elections
    3. Law Conference Update
    4. Introduction & First Reading Board Policy
      - a. Policy EBB - Integrated Pest Management
      - b. Policy JGAB - Use of Restraint and Seclusion
      - c. Policy JHFE - Reporting of Suspected Child Abuse
      - d. Policy KBA - Public Records
      - e. Policy LBE-AR - Public Charter Schools
  - B. Department Reports
    1. School Improvement - Yuki Monteith
      - a. New 5 Point Graphic
    2. Business & Operations - Mary Larson
      - a. Bond Project Update
        1. Draft Bond Project Timelines
        2. Request for Proposals - Traffic Management Consulting Services for Bond Projects
        3. Request for Proposals - Site Surveyor Consulting Services for Bond Projects
      - b. 2010-11 Audit
      - c. Financial Report
10. Action Items
  - A. Accept/Reject Lancaster Engineering for 2011 Bond Projects - Traffic Management Consulting Services
  - B. Accept/Reject Westlake Consultants, Inc. for 2011 Bond Projects - Site Surveyor Consulting Services
  - C. Accept/Reject Leave Request for Daleen McElhaney.
  - D. Accept/Reject Parkrose Little League Free/Reduced Facility Use Application for



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practices and games at Parkrose Middle School.

E. Accept/Reject Parkrose Little League Basketball Free/Reduced Facility Use Application for practices at Parkrose Middle School.

F. Accept/Reject Parkrose High School Dance Team Free/Reduced Facility Use Application for Elite Dance Team Reunion.

## 11. Discussion Items

## 12. Correspondence/Announcements/Requests

### A. Upcoming Meetings

1. Board Working Session, **January 12, 2012**, District Office Boardroom, 5:00 p.m.
2. Bond Oversight Committee Meeting, January 17, 2012, District Office Boardroom, 6:30 p.m.
3. Board Regular Session, January 23, 2012, District Office Boardroom, 6:30 p.m.

### B. Upcoming Events

1. Holiday Open House, December 14, 2011, District Office Boardroom, 2:00 p.m.

## 13. Adjournment

*Parkrose School District Board meetings are held in accordance with open meeting laws and with accessibility requirements. If accommodations for individuals with disabilities or for groups exceed boardroom capacity are required, please contact Board Secretary Becky Nino by close of business the Thursday prior to the Board meeting, by calling (503) 408-2123 or e-mail becky\_nino@parkrose.k12.or.us.*



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Code: BDDH-AR  
Adopted: 10/23/95  
Reviewed: 03/13/00

## PUBLIC PARTICIPATION IN BOARD MEETINGS

1. Twenty minutes on the Board's meeting agenda is established for public participation at Board meetings. The purpose of this specified time frame is to encourage public involvement in its school district and at the same time allow enough time for the Board to conduct the necessary business for which it is legally responsible.
2. A visitor may be recognized by the chair by rising, identifying himself/herself with his/her full name and address and stating his/her purpose for appearing.
3. A group of visitors with a common purpose should designate a spokesperson for the group.
4. Discussion or presentation concerning a published agenda item, other than announced items, is limited to its designated place on the agenda, unless otherwise authorized by the chair.
5. A visitor may introduce a topic not on the published agenda. However, the Board of Education, at its discretion, may require that a proposal, inquiry, or request be submitted in writing and reserves the right to refer the matter to the administration for action or for study and to report at a subsequent meeting. The Board shall make a decision at the meeting where information is presented only if the issue is considered an emergency by the Board.
6. At the discretion of the Board chair, when meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing information to the board secretary on a sign-in sheet prior to the meeting. This will help the chair provide adequate time for each agenda item and remain within the established time frame.
7. Statements by members of the public should be brief and concise. The chair may, at his/her discretion, establish a time limit on discussion or oral presentation by a visitor on any topic to ensure compliance with the established time frame.
8. Speakers may offer objective criticism of school operations and programs but the Board will not hear complaints concerning specific school personnel. The chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals.
9. These procedures will be published on the back of every Board meeting agenda.



# Parkrose School District No. 3

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Code: KL

Adopted: 10/23/95

Reviewed: 03/13/2000

Reviewed: 10/04

## PUBLIC COMPLAINTS AND COMPLAINTS AGAINST EMPLOYEES

Complaints are handled and resolved as close to their origin as possible.

Although no community member will be denied the right to petition the Board of Education for redress of a grievance, complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations.

The Board advises the public that the proper channeling of complaints involving instruction, discipline or learning materials is as follows:

1. Teacher;
2. Building principal;
3. Assistant superintendent;
4. Superintendent;
5. Board.

Any complaint about school personnel shall be submitted in writing to the employee's supervisor and will be investigated by the administration before consideration and action by the Board. The Board will not hear charges against employees in open session unless an employee requests an open session.

While speakers may offer objective criticism of operations and programs, the Board will not hear personal complaints concerning district personnel nor against any person connected with the school system. To do so could expose the Board to a charge of being party to slander and would prejudice any necessity to act as the final review of administrative recommendations regarding the matter. The Board chairman will direct the patron to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. When the complaint involves the superintendent, that complaint will be submitted in writing to the Board Chair and will be investigated by the Board.

END OF POLICY

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Legal References:

[ORS 192.610 - 192.690](#)    [OAR 581-022-1940](#)  
[ORS 332.107](#)

[Anderson v. Central Point School District No. 6, 554 F. Supp. 600 \(D. Oregon 1982\); aff'd in part, 746 F.2d 505 \(9th Cir. 1984\).](#)

[Connick v. Myers, 461 U.S. 138 \(1983\).](#)

**Board Policy KL**