



# 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, April 23, 2012  
6:30 PM

1. Executive Session - 5:30 p.m., Superintendent's Office  
Recess into Executive Session under ORS 192.660(2)(a) employment, ORS 192.660(2)(d) labor and ORS 192.660(2)(e) real property transactions
2. Call to Order - Regular Business Board Meeting - 6:30 p.m.
3. PFA Monthly Report - Jennifer Handsaker
4. OSEA Monthly Report - Rebecca Smillie
5. Board of Education
  - A. Board Reports
    1. Teacher Appreciation Week (May 7th-11th)- Ed Grassel/Alesia Reese
    2. Budget Committee Update - Alesia Reese
    3. Superintendent Evaluation - Guy Crawford
  - B. Committee Reports
    1. Bond Oversight Committee - Alesia Reese
    2. School Improvement - Ed Grassel
    3. Legislative Activity - James Woods
    4. Parkrose Educational Foundation - Saturday, April 28, 2012, Holiday Inn, Portland Airport, 5:30p.m. - 9:00p.m.
    5. Negotiations - Guy Crawford
6. Consent Agenda
  - A. Personnel
    1. Resignations
      - a. Yuki Monteith, Director of School Improvement, District Office
    2. Retirements
      - a. Joe Over, 1 FTE Elementary Teacher, Prescott Elementary
      - b. Karen Morjig, 1 FTE Elementary Teacher, Sacramento Elementary
  - B. Extended Travel
    1. Travel Request for Stacey Figgins, Annette Sweeney, Chris Gifford, Stephanie Tyler and Chris McMurray to attend 2012 AVID Summer Institute, July 8-11th, 2012, in Sacramento, California.
7. District Business
  - A. Superintendent Reports



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1. First Reading Board Policies
  - a. Policy JEBA - Early Entrance
  - b. Policy EEA - Student Transportation Services
  - c. Policy EEAC - School Bus Safety Program
  - d. Policy EEAE - Student Transportation in Private Vehicle
  - e. Policy EEBA - District Vehicles/Seat Belts/Child Safety System
  - f. Policy EFA - Local Wellness Program
  - g. Policy EFAA-AR - Reimbursable School Meals and Milk Programs
  - h. Policy IGBA - Students with Disabilities - Child Identification Procedures
  - i. Policy IGBA-AR - Students with Disabilities - Child Identification Procedures
  - j. Policy IGBAF - Special Education - Individualized Education Program (IEP)
  - k. Policy IGBAH - Special Education - Evaluation Procedures
  - l. Policy IGBAJ-AR - Special Education - Free Appropriate Public Education (FAPE)
2. The China Exchange Initiative
3. Board book review date
4. Breakfast in the Classroom Update
5. Budget survey results
6. Superintendent Statement
7. Sacramento Principal Hiring Update
- B. Department Reports
  1. Business & Operations - Mary Larson
    - a. Bond Project Update
    - b. Financial Report
  2. School Improvement - Yuki Monteith
    - a. Achievement Compacts
  3. Human Resources - David McKay
    - a. Specialist Evaluation Update
  4. Student Services - Kathy Keim-Robinson
    - a. Special Education Report Card
    - b. Out of District Update
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.



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## 9. Action Items

- A. Accept/Reject Modified 2011-2012 Calendar
- B. Accept/Reject Resolution to Approve Lile Moving & Storage for Moving Services for Summer 2012 Renovation Project
- C. Accept/Reject Resolution to Approve Skanska Construction for Shaver Summer 2012 Renovation Project
- D. Accept/Reject Resolution to Approve Prescott Summer 2012 Renovation Project
- E. Accept/Reject Parkrose Little League Free/Reduced Facility Use Application for rainy day gym use at Parkrose Middle School.
- F. Accept/Reject Jal Ministries Free/Reduced Facility Use Application for church services at Parkrose Middle School.
- G. Accept/Reject NW Blue Crush Free/Reduced Facility Use Application for polo-thon at Parkrose High School.

## 10. Discussion Items

## 11. Correspondence/Announcements/Requests

### A. Upcoming Board Meetings

1. Board Work Session, Monday, May 14, 2012, District Office Boardroom, 5:00p.m.
2. Board Regular Session, Tuesday, May 29, 2012, District Office Boardroom, 6:30 p.m.

### B. Upcoming Bond Meetings

1. Bond Oversight Committee Meeting, Monday, May 7, 2012 District Office Boardroom, 6:30p.m.
2. Bond Executive Team meets every Friday afternoon

### C. Upcoming Budget Committee Meetings

1. RESCHEDULED: Budget Committee Meeting, April 25, 2012, District Office Boardroom, 7:00p.m.
2. RESCHEDULED: Budget Committee Meeting, May 2, 2012, District Office Boardroom, 7:00p.m.
3. Budget Committee Meeting, May 9, 2012, District Office Boardroom, 7:00p.m.
4. Budget Committee Meeting, May 16, 2012, District Office Boardroom, 7:00p.m.
5. Optional: Budget Committee Meeting, May 23, 2012, District Office Boardroom, 7:00p.m.

### D. Parkrose Education Foundation Annual Dinner & Auction

1. Saturday, April 28, 2012, Holiday Inn, Portland Airport, 5:30p.m. - 9:00p.m.



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## 12. 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 Andrea Stevenson by close of business the Thursday prior to the Board meeting, by calling (503) 408-2114 or e-mail [andrea\\_stevenson@parkrose.k12.or.us](mailto:andrea_stevenson@parkrose.k12.or.us).*



# Parkrose School District No. 3

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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**