



# 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, August 26, 2013

6:30 PM

1. **Executive Session** - 6:00 p.m. to 6:30 p.m.  
*Recess into Executive Session under ORS 192.660(2)(d) labor and ORS 192.660(2)(h) litigation*
2. **Call to Order** - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
3. **Presentations/Recognitions**
  - A. Presentations
    1. The Portland Kitchen - Abby Herrera
4. **Consent Agenda**
  - A. Personnel
    1. New Hires
      - a. Jacquelyn Anderson, .50 FTE Temporary, Language Arts Teacher, Parkrose High School
      - b. Tom Cavanaugh, 1.0 FTE Temporary, Drama Teacher, Parkrose High School
      - c. Britt Christiaansen, 1.0 FTE Probationary, 6th Grade Humanities, Parkrose Middle School
      - d. Nicole Curcio, 1.0 FTE Probationary, 4th Grade Teacher, Sacramento Elementary
      - e. Nell Hingley, .60 FTE Probationary, Speech Pathologist, Parkrose School District
      - f. Nesa Levy, .50 FTE Probationary, Kindergarten Teacher, Prescott Elementary
      - g. Jolin Milbery, .50 FTE Temporary, Classroom Teacher, Russell Academy
      - h. Pauline Parrett, .25 FTE, Physical Therapist, Parkrose School District
      - i. Jonathan Snow, 1.0 FTE Probationary, 7th/8th Science Teacher, Parkrose Middle School
      - j. Ashley Verhulst, 1.0 FTE Probationary, 3rd Grade Teacher, Russell Academy
    2. Resignations
      - a. Jerry Landreth, 1.0 FTE, Classroom Teacher, Sacramento Elementary
      - b. Sophia Jackson, 1.0 FTE, Classroom Teacher, Russell Academy
      - c. Zena, 1.0 FTE, Drama Teacher, Parkrose High School



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## B. Extended Travel

1. Travel Request for Michael Lopes to attend AVID Training ADL Cohort 53 Session 1, October 1-4, 2013 in Las Vegas, Nevada
2. Travel Request for Michael Lopes to attend AVID Training ADL Cohort 3 Session 1, October 8-11, 2013 in Las Vegas, Nevada

## C. Board Minutes

### 5. District Business

#### A. Superintendent Reports

1. All Hands Raised Chapter 01 Update  
<http://www.allhandsraised.org/thepartnership/collectiveimpact/chapter01/>
2. Exclusion of East Portland on Proposed Water Bureau Board (board action)
3. Board/Superintendent Retreat
4. First Reading Policy
  - a. CCG – Licensed Evaluation – Administrators
  - b. IK – Academic Achievement
  - c. IKA – Grading System
  - d. JHCCA – Students – HIV, HBV and AIDS
  - e. JHCCB – Student – HIV, AIDS (delete policy-see JHCCA)
  - f. JHFF – Reporting Requirements Regarding Sexual Conduct with Students
  - g. JOB – Personally Identifiable Information

#### 5. Cultural Arts Festival Update

#### B. School Improvement - Michael Lopes

1. AVID Summer Institute
2. School Improvement Strategic Planning
3. District Wide Professional Development

#### C. Human Resources - David McKay

1. Senate Bill 290
2. Staffing Update

#### D. Student Services - Kathy Keim-Robinson

1. English Language Development Plan
2. Summer Programs Update  
<http://goo.gl/ohj1Ax>
3. Restraint and Seclusion
4. Alternative Schools

#### E. Business & Operations - Mary Larson



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1. Emergency Planning
2. Bond Project Update
3. Request For Proposal for Graduation Services
4. Financial Report
6. **PFA Monthly Report** - Jennifer Handsaker
7. **OSEA Monthly Report** - Richard Doyle
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. **Action Items**
  - A. Accept/Reject Resolution to Approve Josten's as Provider of Graduation Services
  - B. Accept/Reject Alternative Education Programs
  - C. Accept/Reject Board Action on the Exclusion of East Portland on Proposed Water Bureau Board
10. **Board of Education**
  - A. Board Retreat - Ed Grassel
  - B. Board Committees - Ed Grassel
    1. School Improvement Committee - Ed Grassel & Dr. Thuy Tran
    2. Finance/Budget Committee - James Trujillo
    3. Bond Oversight Committee - James Trujillo
    4. Parkrose Educational Foundation Committee - Erick Flores
    5. Bargaining Committee - Ed Grassel & TBD
    6. Community Communication Committee - Mary Lu Baetkey
    7. Wellness Committee - Dr. Thuy Tran
    8. Equity Committee - Erick Flores & Mary Lu Baetkey
11. **Discussion Items**
12. **Correspondence/Announcements/Requests**
  - A. Upcoming Meetings
    1. Board Working Meeting, Monday, September 9, 2013, District Office Boardroom, 6:30 p.m.
    2. Board Business Meeting, Monday, September 23, 2013, District Office Boardroom, 6:30 p.m.
  - B. Upcoming Bond Meetings
    1. Bond Oversight Committee Meeting, Monday, September 9\*\*, 2013 District Office Boardroom, 5:30p.m.\*\*  
*\*\*special night and time*



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2. Bond Executive Team meets every other Friday afternoon at 1:00 p.m.

## C. Upcoming Events

1. Opening Day Ceremony, August 27th, 2013, Parkrose High School, 7:30 a.m.
2. Parkrose Annual Bronco Football Tailgate Party, September 6th, 2013, Parkrose High School, 5:00 p.m.  
<https://parkroseedufdn.ejoinme.org/?tabid=465016>
3. Parkrose School District 100 Year Centennial Celebration September 7, 2013, All Day Event!  
<http://do.parkrose.k12.or.us/Parkrose-News/Centennial-Event-Info.php>

## 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 Andrea Stevenson at least two full business days prior to the Board meeting.*

*Contact phone: (503)408-2114 Contact e-mail: [andrea\\_stevenson@parkrose.k12.or.us](mailto:andrea_stevenson@parkrose.k12.or.us)*

*Contact address: 10636 NE Prescott Street, Portland, Oregon 97220-2699*

*It is the policy of the Parkrose Board of Education and Parkrose School District that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment. Parkrose School District provides equal access to the Boy Scouts and other designated youth groups. Persons having questions about equal opportunity and nondiscrimination should contact the Director of Student Services Kathy Keim-Robinson.*

*Contact phone: (503)408-2118 Contact e-mail: [Kathy\\_keimrob@parkrose.k12.or.us](mailto:Kathy_keimrob@parkrose.k12.or.us)*

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# Parkrose School District No. 3

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Code: BDDH-AR

Adopted: 10/23/95

Revised: 1/30/13

## PUBLIC PARTICIPATION IN BOARD MEETINGS

1. Time is set aside on the Board's meeting agenda for Citizen Comments at Regular Board Business 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 group of visitors with a common purpose should designate a spokesperson for the group.
3. 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.
4. 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.
5. 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 citizen comment card prior to the meeting. This will help the chair provide adequate time for each agenda item and remain within the established time frame.
6. 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.
7. 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.
8. 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**