



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, September 23, 2013
6:30 PM

1. **Executive Session** - 6:00 p.m.- 6:30 p.m.
Recess into Executive Session under ORS 192.660(2)(d) labor, ORS 192.660(2)(h) litigation and ORS 192.660(2)(e) property
2. **Call to Order** - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
3. **ASB Report** - Max Denning
4. **OSBA Nominations Discussion** - Board of Directors & Legislative Policy Committee (LPC)
Would any Board Members like to serve on the OSBA Board or LPC? Official nomination action is later on the agenda under Action Items.
http://www.osba.org/About%20OSBA/LeftNav/Election_Center.aspx
5. **Consent Agenda**
 - A. Personnel
 1. New Hires
 - a. Jennifer Macarty-Daffron, .50 FTE Probationary Special Education, Prescott Elementary School
 - b. Jessica Paul, 1.0 FTE Temporary Music Teachers, Shaver Elementary School
 - c. Peter Rundquist, 1.0 FTE Temporary Music Teachers, Sacramento Elementary School
 2. Retirements
 - a. Diane Burns, 1.0 FTE Second Grade Teacher, Shaver Elementary School
 - B. Extended Travel
 1. Travel Request for Karen Gray and Ed Grassel to attend AVID National Conference, December 11-14, 2013 in Grapevine, Texas
 2. Travel Request for Karen Justice and Renee Caballero to attend ASCD Conference on Educational Leadership, October 31-November 3, 2013 in Las Vegas Nevada
 3. Travel Request for Heather Bailey and Angie King to attend National Council of Teachers of Mathematics, October 22-25, 2013 in Las Vegas, Nevada
 4. Travel Request for Michael Lopes, Whitney Alfrey, Annette Sweeney and Molly Ouche to attend AVID National Conference December 11-14, 2013 in Grapevine, Texas
 - C. Board Minutes



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D. Business/Finance

1. Disposal of Surplus Property

6. District Business

A. Superintendent Reports

1. First Reading Policy
 - a. BCE - Board Committees
 - b. BCF - Advisory Committees to the Board
 - c. EBCB - Emergency Drills
 - d. GDN - Evaluation of Classified Staff
2. Site Councils 2013-2014 (Required by policy IFCA)
3. Student/Parent & Staff Handbooks Review 2013-2014 (Required by policy JFC & various others)
4. Start of School Year, Enrollment and Inter-District Transfers
5. Draft Board & Superintendent Goals 2013-2014 - Logistic Model Draft
6. Draft Board & Superintendent Agreements 2013-2014

B. School Improvement - Michael Lopes

1. Assessment Scores & Preliminary Report Cards
2. Elementary Reading Opportunity Grants
3. Synergistic Concepts Glossary

C. Business & Operations - Mary Larson

1. Announce Budget Committee Vacancies (Required by policy DBEA)
2. Proposed Budget Calendar for Fiscal Year 2014-2015 (Required by policy DBC)
3. Bond Project Update
 - a. Change Orders
4. Audit 2012-2013
 - a. Board Interview
5. Construction Excise Tax
6. Financial Report

7. PFA Monthly Report - Jennifer Handsaker

8. OSEA Monthly Report - Richard Doyle

9. Citizen Comments

If you wish to make a comment before the Board, please fill out a comment card and give it to the secretary.

10. Action Items



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- A. OSBA Official Nomination(s), Board of Directors & Legislative Policy Committee (LPC)
http://www.osba.org/About%20OSBA/LeftNav/Election_Center.aspx
- B. Accept/Reject Resolution to Increase a Construction Excise Tax
- C. Accept/Reject Proposed Budget Calendar for Fiscal Year 2014-2015
- D. Accept/Reject Budget Committee Vacancies
- E. Accept/Reject Site Councils 2013-2014
- F. Accept/Reject Superintendent's Review of Student/Parent & Staff Handbooks 2013-2014
The Superintendent will review the Student Handbooks from each school in September of each year. Published school handbooks will be considered the administrative rule for this and other appropriate policy.
- G. Accept/Reject Resolution to Approve and Appropriate funds for a grant received by Oregon Department of Education in the amount of \$120,000
Strategic Initiative Early Literacy grant for each of the four elementary schools
- H. Accept/Reject Intergovernmental Agreement - Mutual Aid Omnibus Agreement for Emergency Assistance
- I. Accept/Reject PMS Alpha Dance Team Free/Reduced Facilities Application for Dance at Parkrose Middle School October 2013-April 2014
- J. Accept/Reject Parkrose High School Dance Team Free/Reduced Facilities Application for 15th Annual Dance Competition Fundraiser at Parkrose High School February 14th-15th, 2014
- K. Accept/Reject Parkrose Youth Football Free/Reduced Facilities Application for Parkrose Colts Games at Parkrose High School September 14th & 28th, 2013
- L. Accept/Reject Parkrose Youth Football Free/Reduced Facilities Application for Youth Football Practices at Parkrose High School July 2013-November 2013
- M. Accept/Reject Parkrose SUN Program Free/Reduced Facilities Application for 4th Annual Vietnamese Moon Festival at Parkrose High School September 14, 2013
- N. Accept/Reject Parkrose High School Wrestling Free/Reduced Facilities Application for Youth Wrestling Tourney/Fundraiser at Parkrose High School November 30th, 2013, February 1st & March 1st, 2014
- O. Accept/Reject Parkrose Soccer Club Free/Reduced Facilities Application for Soccer Club Meetings at Parkrose High School September 2013-May 2014
- P. Accept/Reject Resolution to Accept Parkrose High School Change Orders Roof and Security Camera System 2013 Project
- Q. Accept/Reject Resolution to Accept Parkrose Middle School Replacement Project Change Orders
- R. Accept/Reject Resolution to Accept Russell Change Orders Multi Purpose Room 2013 Project



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- S. Accept/Reject Resolution to Accept Sacramento Change Orders Multi Purpose Room & Renovation 2013 Project
- T. Accept/Reject Resolution to Accept Shaver Change Orders Multi Purpose Room 2013 Project
- 11. **Board of Education**
 - A. OSBA's 67th Annual Convention Schedule
<http://ac13.sched.org/>
 - B. Committee Reports
 - 1. Bond Oversight Committee
 - 2. Parkrose Education Foundation
 - 3. School Improvement
- 12. **Discussion Items**
- 13. **Correspondence/Announcements/Requests**
 - A. Upcoming Meetings
 - 1. Board Work Session, Monday, October 14, 2013, District Office Boardroom, 5:00 p.m.
 - 2. Board Regular Session, Monday, October 28, 2013 District Office Boardroom, 6:30 p.m.
 - B. Upcoming Bond Meetings
 - 1. Bond Oversight Committee Meeting, Monday October 7, 2013 District Office Boardroom, 6:30 p.m.
 - 2. Bond Executive Team meets every other Friday afternoon at 1:00 p.m.
 - C. Upcoming Events
 - 1. OSBA Fall Regional Dinner Meeting, Monday, September 30, 2013, Embassy Suites Portland Airport, 7900 NE 82nd Ave, 5:30 p.m.
 - 2. OSBA 67th Annual Convention, November 14-17, 2013, Downtown Portland Marriott
- 14. **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

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.



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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

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



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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.



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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

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