



Parkrose School District No. 3

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

Agenda

Board of Education Organizational Board Meeting

Parkrose School District - Boardroom

Tuesday, July 14, 2015

5:00 PM

1. Call to Order - Regular Board Meeting - **5:00 p.m.** to 6:30 p.m.
2. Swearing in of New Board Member - Dave Carter
3. Pledge of Allegiance
4. Board Elections
 - A. Elect the 2015-2016 Chair of the Parkrose Board of Education
 - B. Elect the 2015-2016 Vice-Chair of the Parkrose Board of Education
5. Consent Agenda (5 minutes)
 - A. Personnel
 1. New Hires
 - a. Salvatore "Sam" Maranto, 1.0 FTE, Principal, Prescott
 2. Resignations
 - a. Brad Francis, 1.0 FTE, Spanish & ELL Teacher, Middle School
 - b. Shelley Lavalley, 1.0 FTE, Music Teacher, Sacramento
 - c. Deanna Quindt de Recinos, 1.0 FTE, Kindergarten Teacher, Sacramento
 - B. Extended Travel
 1. Request for Molly Ouche to attend 2015 National Principal of the Year Principal Institute, September 14-18, 2015 in Virginia.
 - C. Board Minutes
6. District Business
 - A. Business & Operations - Sharie Lewis (10 minutes)
 1. Updates
7. OSEA Monthly Report - Richard Doyle (5 minutes)
8. PFA Monthly Report - Beau Iwersen (5 minutes)
9. Citizen Comments (3 minutes each)

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



Parkrose School District No. 3

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

- A. Designate Director of Business Service Sharie Lewis as the District's Budget Officer for the 2015-2016 Fiscal Year [ORS 294.331]
- B. Designate Superintendent/Clerk Dr. Karen Fischer Gray; Director of Business Services Sharie Lewis/Deputy Clerk and Business Office Accountant Scotti Erickson as Custodians of District funds; and; further, to authorize the use of a facsimile signature [check signing machine] by the Superintendent-Clerk, during the 2015-2016 Fiscal Year [ORS. 332.515, ORS. 328.441 (1), ORS. 328.445] Amount of Fidelity Bond to be issued should be not less than \$100,000 per person [ORS.332.525]
- C. Designate Myers & Stevens Student Accident Insurance as the Student Insurance Carriers for 2015-2016
- D. Designate American Fidelity to Provide Banking Services for IRS Section 125
- E. Designate US Bank as Depository for District Funds [ORS.328.441, ORS.294.805 to ORS.294.895]
- F. Designate The Oregonian as the District Newspaper of Record for 2015-2016 [ORS 294.404-416]
- G. Designate The Hungerford Law Firm as the District's General Counsel for 2015-2016 Fiscal Year
- H. Designate Marsh USA, Inc. as the District's Property and Casualty Insurance Agent-of-Record for the 2015-2016 Fiscal Year
- I. Designate Mercer Health and Benefits as the District's Benefit Insurance Agent-of-Record for the 2015-2016 Fiscal Year
- J. Designate Pauly, Rogers and Co, P.C as the District's Auditors for the 2015-2016 Fiscal Year [ORS.297.405, ORS.327.137, ORS.328.465]
- K. Designate the District Office as the Standard Board Meeting Place for Regularly Scheduled Business Meetings on the 4th Monday of Every Month with 6:30 p.m. Designated as the Standard Time to Begin the Meetings and Designate the Administration Office as the Standard Board Meeting Place for Regularly Scheduled Working Sessions on the 2nd Monday of Every Month with 6:30 p.m. Designated as the Standard Time to Begin the sessions. 2015-2016 Fiscal Year. (See Published Calendar for Variations)
- L. Designate Board Member Liaison to Parkrose Educational Foundation 2015-2016
- M. Designate Board Member Liaison to School Improvement Committee 2015-2016
- N. Designate Board Member Liaison to District Wellness Committee 2015-2016
- O. Designate Board Member Liaison to District Communication Committee 2015-2016
- P. Approve - RESOLUTION 1 - Designating State of Oregon Government Investment Pool and Designated Banks as Depositories for Investment of School District Funds



Parkrose School District No. 3

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

for 2015-2016 Fiscal Year [ORS.328-441, ORS.294.805 to ORS.294.895]

- Q. Approve - RESOLUTION 2 - Establishing Imprest Funds for 2015-2016 Fiscal Year [ORS.294.465]
- R. Approve - RESOLUTION 3 - Authorizing and Appointing the Superintendent to Apply for Federal, State, Local and Private Funds for the 2015-2016 Fiscal Year [ORS.294.450]
- S. Approve - RESOLUTION 4 - Delegate Contracting and Purchasing Authority for Fiscal Year 2015-2016 [ORS.332.075]
- T. Approve - RESOLUTION 5 - Authorizing the Lending of General Fund Monies to Federal, State, and other Grant Funded Programs Pending Receipt of Funds from the Donor for the 2015-2016 Fiscal Year [ORS.294.460]
- U. Approve - RESOLUTION 6 - Enact Withdrawal from Tax Supervising and Conservation Commission.
- V. Approve and Establish Amounts: Approve Travel Reimbursement Rates (.575 Cents Per Mile/\$66 Per Diem) in accordance with Board Policy DLC "Expense Reimbursement."
- W. Approve Out of District Tuition for 2015-2016 (\$8,950/Grades K-8, \$9,000/Grades 9-12)
- X. Reaffirm the Status of the School Board as the Local Public Contract Review Board [ORS.279.055(2)]

11. Discussion Items (8 minutes)

12. Correspondence/Announcements (2 minutes)

A. Correspondence

B. Upcoming Meetings

1. Board Development Training with OSBA, Thursday, July 23, 2015, District Office Boardroom, 6:00 p.m.
2. Board Retreat, Friday, August 21, 2015, location To-be-determined, 8:00 a.m. - 3:00 p.m.*
**Board Retreat in lieu of August Working Session. No August Working Session.*
3. Board Business Meeting, Monday, August 24, 2015, District Office Boardroom, 6:30 p.m.*
**pending approval of action item K*

C. Upcoming Events

1. Oregon School Boards Association Summer School Board Training, July 17-19, 2015, Bend, Oregon



Parkrose School District No. 3

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

2. New Teacher Orientation, Monday, August 31, 2015 location & time To-be-determined*
**School Board Members are invited to attend the introductory portion of this event.*
3. Opening Day, Tuesday, September 1, 2015, Parkrose Middle School Commons, 7:30 a.m.*
**School Board Members are invited to attend*
4. Staff Benefits Fair, Tuesday, September 1, 2015, Parkrose Middle School Commons, 3:00-5:00 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 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. 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



Parkrose School District No. 3

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

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

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

Code: **KL**
Adopted: 10/23/95
Reviewed: 2.23.15

Public Complaints*

Board members recognize that complaints about schools will be voiced by employees, students and patrons from time-to-time. When such complaints are made to a Board member, he/she shall refer the person making the complaint to the Superintendent. A Board member shall not attempt to consider such complaints in any official capacity acting as an individual Board member.

If the person making the complaint does discuss the matter with the appropriate administrator, that administrator shall attempt to resolve the complaint or identify the reasons for not resolving the issue.

In the event a complaint is not resolved within 10 working days at the building level, the complainant may file a formal, written complaint with the superintendent. The superintendent will attempt to resolve the complaint. If the complaint remains unresolved within 10 working days of receipt by the superintendent of the written complaint, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled Board meeting. Any written complaint bearing the signature of a district patron, which is presented to the Board, may be considered by the entire Board. A final determination shall be made within 20 working days from receipt of the complaint by the Board.

Complaints alleging violation of standards for public elementary and secondary schools shall be made in writing and presented to the superintendent.

In the event that a complaint alleges a violation of state standards and is not resolved at the Board level, then the district will supply the complainant with appropriate information in order to file a direct appeal to the State Superintendent of Public Instruction as outlined in Oregon Administrative Rules.

END OF POLICY

Legal Reference(s):

[ORS 192.610 to -192.690](#)

[ORS 332.107](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).

Connick v. Myers, 461 U.S. 138 (1983).

HR10/23/14 | PH

[OAR 581-022-1940](#)

[OAR 581-022-1941](#)