



# Parkrose School District No. 3

10636 NE Prescott St.  
Portland, OR 97220-2699  
[www.parkrose.k12.or.us](http://www.parkrose.k12.or.us)

## Agenda

### Board of Education Regular Business Meeting

Parkrose School District - Boardroom

Monday, September 28, 2015

6:30 PM

1. Executive Session - 5:30 p.m.  
*Recess into Executive Session under ORS 192.660(2)(d) labor*
2. Call to Order - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
3. Pledge of Allegiance
4. ASB Report - Parris Le (5 minutes)
5. Presentations/Recognitions (5 minutes)
  - A. Recognitions
    1. Superintendent Gray Received GABA Citizen Of The Year Award
6. OSBA Nominations Discussion (5 minutes)
7. Consent Agenda (5 minutes)
  - A. Personnel
    1. New Hires
      - a. Patricia Blain, 1.0 FTE, Temporary Kindergarten Teacher, Prescott
      - b. Grace Cappleman, 1.0 FTE, Temporary 4th Grade Teacher, Shaver
      - c. Elisabeth Connelly, 1.0 FTE, Temporary Spanish Teacher, High School
      - d. Stefanie Gould, 1.0 FTE, Probationary Assistant Elementary Principal, Prescott
      - e. Renee Laroche, 1.0 FTE, Temporary 3rd Grade Teacher, Prescott
      - f. Jessica Lussier, 1.0 FTE, Temporary 2nd Grade Teacher, Prescott
      - g. Marilyn Mathews, 1.0 FTE, Temporary Special Education Teacher, High School
    2. Resignations
      - a. Penelope Wynns, 1.0 FTE Special Education Teacher, High School
      - b. Sherman Floyd, 1.0 FTE, Spanish Teacher, High School
  - B. Free/Reduced Facility Requests
    1. Team Hard Work @ Middle School  
*Zero fees, custodian already on duty. Participating kids will get a scholarship.*
    2. Jazz Express Big Band @ High School



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*Zero fees, custodian already on duty. Long Partnership with PHS band & choir.*

3. Community Outreach City of Portland @ High School  
*District must collect facility & equipment fees. Waiving custodial fees, custodian already on duty.*
4. Gateway Church @ Russell  
*Renter must set-up, break-down and clean up after each event. District only collecting half the custodial fees.*
5. Oregon Food Bank with SUN @ High School  
*Waiving custodial and facility fees, only charging equipment fees.*

## C. Extended Travel

1. Request for Prescott Teacher to attend RTI Innovations National Conference, October 21-23rd, 2015 in Salt Lake, Utah  
*Using Prescott Focus funds.*
2. Request for Sharie Lewis to attend Association of School Business Official Conference, October 22-26th, 2015 in Grapevine, Texas  
*General Fund dollars were budgeted for this Professional Development.*
3. Request for Secondary Team & Michael Lopes to attend AVID National, December 9-12th, 2015 in San Diego, California  
*Using Title IIA funds.*
4. Request for Karen Gray & Dave Carter to attend AVID National, December 9-12th, 2015 in San Diego, California  
*Using Superintendent and Board General funds.*
5. Request for Sharie Lewis to attend AVID National, December 9-12th, 2015 in San Diego, California  
*Using Administrator Professional Development funds.*
6. Request for Karen Justice to attend AVID National, December 9-12th, 2015 in San Diego, California  
*Using Title IIA funds.*
7. Request for Two Sacramento Teachers to attend AVID National, December 9-12th, 2015 in San Diego, California  
*Using Sacramento Focus funds.*

## D. Board Minutes

## E. Business/Finance

1. Disposal of Surplus Property

## F. Second Reading Board Policy



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1. Discrimination
  - a. AC - Nondiscrimination
  - b. AC-AR - Discrimination Complaint/Procedure
2. Suspensions/Expulsions
  - a. JFC - Student Conduct and Discipline
  - b. JG - Student Discipline
  - c. JGD - Suspension
  - d. JGE - Expulsion
  - e. JEDA - Truancy
  - f. JEA-AR - Compulsory Attendance Notices and Citations
3. Public Conduct
  - a. KGB - Public Conduct on District Property
4. Tobacco Products/Inhalants
  - a. GBK/JFCG/KGC - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
  - b. JFCG/KGC/GBK - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
  - c. KGC/GBK/JFCG - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
  - d. JFCG/JFCH/JFCI - Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery System
  - e. JFCG-AR - Discipline for Use, Possession, Distribution or Sale of Tobacco Products or Inhalant Delivery Systems
8. District Business
  - A. Superintendent Reports (30 minutes)
    1. First Reading Board Policy
      - a. FMLA/OFLA
        1. GCBDA/GDBDA-AR(1) - Federal Family and Medical Leave/State Family Medical Leave
        2. GCBDA/GDBDA-AR(2) - Request for Family and Medical Leave
      - b. Medication
        1. JHCDA - Prescription Medication



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2. JHCD/JHCDA-AR - Prescription/Nonprescription Medication
2. Equity Team Update
3. Site Councils 2015-2016 (Required by policy IFCA)
4. Student/Parent & Staff Handbooks Review 2015-2016 (Required by policy JFC & various others)
5. Opening Day Review, Enrollment and Inter-District Transfers
6. SB 709 - 2015 Legislative Session Key Facts: Changes to Interdistrict Transfers
7. Draft Board & Superintendent Goals - New Metrics
8. Draft Board & Superintendent Working Agreements Update
9. Qualified Zone Academy Bonds and Bus Replacement Discussion
- B. School Improvement - Michael Lopes & Technology, Student Information & Assessment - Christine Blouke (10 minutes)
  1. Smarter Balanced Assessment Scores
  2. Report Cards Update
- C. Student Services - Kathy Keim-Robinson (5 minutes)
  1. Restraint & Seclusion Annual Report (Required by policy JGAB)
- D. Business & Operations - Sharie Lewis (5 minutes)
  1. Increase Construction Excise Tax
  2. Financial Report - July & August
9. OSEA Monthly Report - Richard Doyle (5 minutes)
10. PFA Monthly Report - Lisa Robison (5 minutes)
11. 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.*
12. Action Items (10 minutes)
  - A. Accept/Reject the remainder of the 2015-2017 Administrative Team Agreement  
(9/14/15 Board voted on insurance portion of the agreement)
  - B. Accept/Reject OSEA 2015-2016 Re-opener Agreement
  - C. Accept/Reject Salary Increase for Superintendent 2015-2016
  - D. Accept/Reject OSBA Nomination (if applicable)
  - E. Accept/Reject Site Councils 2015-2016
  - F. Accept/Reject Superintendent's Review of Student/Parent & Staff Handbooks 2015-



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2016

*The Superintendent will review the Handbooks from each school in September of each year. Published school handbooks will be considered the administrative rule.*

- G. Accept/Reject 2015-2016 Core Values
  - H. Accept/Reject 2015-2016 Board and Superintendent Goals
  - I. Accept/Reject 2015-2016 Board & Superintendent Working Agreement
  - J. Accept/Reject Qualified Zone Academy Bonds and Bus Replacement Resolutions
  - K. Accept/Reject Increase Construction Excise Tax
13. Board of Education (10 minutes)
- A. Book Reminder  
*Read pages 1-124 in Speed of Trust Book for October debrief*
  - B. Committee Reports
    - 1. Parkrose Educational Foundation Liaison
    - 2. School Improvement
    - 3. Wellness Committee
    - 4. New - Finance Advisory Committee
  - C. 69th Annual OSBA Convention Registration  
*Register through your Board Secretary -*  
*[http://www.osba.org/Calendar/Events/Annual\\_Convention-2015.aspx](http://www.osba.org/Calendar/Events/Annual_Convention-2015.aspx)*
14. Discussion Items (8 minutes)
15. Correspondence/Announcements
- A. Upcoming Meetings
    - 1. **Board Working Session & OSBA Training**, Monday, October 12, 2015, District Office Boardroom, 6:30 p.m.-**9:00 p.m.**  
*Training facilitated by OSBA on public meeting law and strategic planning*
    - 2. Board Regular Session, Monday, October 26, 2015, District Office Boardroom, 6:30 p.m.
  - B. Upcoming Events
    - 1. OSBA Fall Regional Dinner, Tuesday, September 29, 2015, Embassy Suites Portland Airport, 7900 NE 82nd Avenue, 5:15 p.m.-9:00 p.m.
    - 2. 6th Annual Teaching With Purpose Conference, October 9th & 10th, 2015, Parkrose Middle School  
*<http://www.teachingwithpurposeconference.com/>*
    - 3. Principal for Almost a Day, Thursday, October 15, 2015



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4. 69th Annual OSBA Convention, November 12-15, 2015, Portland Marriott Downtown Waterfront, 1401 SW Naito Parkway

### 16. 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) 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: 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

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**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](#)