



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 26, 2016

6:30 PM

1. Call to Order - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
2. Pledge of Allegiance
3. ASB Report - Kylie Storm (5 minutes)
4. Presentations/Recognitions
 - A. Presentations
 1. Elevate Oregon - Marcy Bradley (10 minutes)
 2. Dual Language International School - Lon & Adele Dailey (10 minutes)
 3. Scotland Trip - Tom Cavanaugh (10 minutes)
5. Consent Agenda (5 minutes)
 - A. Personnel
 1. New Hires
 - a. Angela Schroeder, .80 FTE, Temporary Language Arts Teacher, High School
 2. Resignations
 - a. Jessica Lyerla, .50 FTE, Autism Specialist, District
 - B. Free/Reduced Facility Requests
 1. Blue Crush Aquatic Club practices @ High School
Long history and supports H.S. pool programs. Renter responsible for their own clean up.
 2. Parkrose Youth Soccer practices @ Middle School
Field and goal use only, team of all PMS students, renter will clean up after every practice
 - C. Extended Travel
 1. Request for Gray, a Board Member, Lopes, Barrett and fourteen K-12 Teachers/Administrators to attend AVID National Conference, December 7-10, 2016 in Dallas Texas
Using various funds: Title IIA, General Fund, School Improvement Grant and Focus Funds
 - D. Board Minutes
 - E. Business/Finance
 1. Disposal of Surplus Property



Parkrose School District No. 3

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

2. Financial Report

F. Second Reading Board Policy

This is the Second and Final Reading of Policy on Consent. Upon Board Approval these will become Official District Policy.

1. Summary of Changes
2. EFAA-AR - Reimbursable School Meals and Milk Programs
3. GBM - Staff Complaints
4. GBMA - Whistleblower
5. GCDA/GDDA - Criminal Records Checks/Fingerprinting
 - a. GCDA/GDDA-AR - Criminal Records Checks/Fingerprinting
6. IGBBA - Identification - Talented and Gifted Students
 - a. IGBBA - AR - Appeal Procedure for TAG
7. IGDF - Student Fund-Raising Activities
 - a. IGDF-AR - Student Fund-Raising Activity Request and Verification
8. IKF - Graduation Requirements
9. JED - Student Absences and Excuses
10. JFC - Student Conduct
11. JG - Student Discipline

G. Second Reading Board and Superintendent Working Agreement 2016-2017

6. Non-Agenda Item Citizen Comments (3 minutes each)

If you wish to make a comment before the Board please fill out a comment card.

7. District Business

A. Superintendent Reports (45 minutes)

1. First Reading Board Policy

This is a First Reading of board policy, sample policies from OSBA. You had an Introduction of these policies at a Working Session. The additions are highlighted in grey, deletions are stricken through. Please review and email your questions or concerns to the Superintendent before the 2nd Reading of Policy/Adoption at the next Business Meeting.

a. KL - Complaint Procedure

1. KL-AR Public Complaint Procedure

2. Equity Team Update
3. Board & Superintendent Goals (1st draft with measures)
4. Core Values (draft)
5. U of O Critical Issues Based Leadership Program



Parkrose School District No. 3

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

6. Personal Finance Report
7. High School to College Report
8. Patron Complaints & Requests For Information
9. Opening Day Review, New Teachers, Enrollment and Inter-District Transfers
 - a. District Promo Video 2016
10. Site Councils 2016-2017 (Required by policy IFCA)
11. Student/Parent & Staff Handbooks Review 2016-2017 (Required by policy JFC & various others)
12. National AVID
- B. School Improvement - Assistant Superintendent Michael Lopes (10 minutes)
 1. Report Cards
Data embargoed until 10/6/16
- C. Student Services - Kathy Keim-Robinson (5 minutes)
 1. Restraint & Seclusion Annual Report (Required by policy JGAB)
- D. Business & Operations - Sharie Lewis (3 minutes)
Sharie Lewis is flying home this evening after attending Association of School Business Officials Conference
 1. Emergency Kits
Christine Blouke presenting for Sharie Lewis
8. PFA Monthly Report - Angie King (5 minutes)
9. OSEA Monthly Report - Richard Doyle (5 minutes)
10. Agenda Item Citizen Comments (3 minutes each)
If you wish to make a comment before the Board please fill out a comment card.
11. Action Items (5 minutes)
 - A. Accept/Reject Superintendent's Review of Student/Parent & Staff Handbooks 2016-2017
The Superintendent will review the Handbooks from each school in September of each year. Published school handbooks will be considered the administrative rule.
 - B. Accept/Reject Site Councils 2016-2017
12. Board of Education (20 minutes)
 - A. Appreciative Inquiry
 - B. Committee Reports
 - C. Legislative Update
 - D. 70th Annual OSBA Convention Registration
 - E. Board Member Visit with Auditors
November 1st 6pm



Parkrose School District No. 3

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

13. Discussion/Future Agenda Items (8 minutes)
14. Correspondence/Announcements (2 minutes)
 - A. Correspondence
 1. Jim Pepper Week in the City of Portland - Mayor Hales Proclamation
 2. Multnomah County Library
 3. College Possible
 - B. Upcoming Meetings
 1. Board Working Session, Monday, October 10, 2016 District Office Boardroom, 6:30 p.m.
 2. Board Business Meeting, Monday, October 24, 2016 District Office Boardroom, 6:30 p.m.
 - C. Upcoming Events
 1. OSBA Fall Regional Dinner, Embassy Suites by Portland Airport, Monday, October 3, 2016, 5:30 p.m.
 2. 70th Annual OSBA Convention, Portland Marriott Downtown Waterfront, November 10-13, 2016
15. 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
Revised: 12.14.15

Public Complaints* (Version 4)

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, the Board member shall refer the person making the complaint to the superintendent or designee. A Board member shall not attempt to respond, review, handle or resolve such complaints as the individual board member has no authority to do so.

A complaint of *retaliation* against a student or a student's parent who in good faith reported information that the student believes is evidence of a violation of state and federal law, rule or regulation, should be made to the superintendent. After exhausting the local complaint process, the complainant may file an appeal with the State Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-022-1940.

If the person making the complaint discusses 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 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, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled or special 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 decision shall be made by the Board within 20 working days from receipt of the complaint. The written decision of the Board will include the legal basis for the decision, findings of facts and conclusions of law.

Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or individual Board members should be made to the Board chair and may be referred to district counsel. Complaints against the Board chair may be made directly to the Board vice chair.

Complaints alleging violation of state standards for public elementary and secondary schools shall be made in writing and presented to the superintendent. If a complaint alleging a violation of state standards or a violation of other statutory or administrative rule that the State Superintendent has appeal responsibilities, and is not resolved at the Board level, the district will supply the complainant with appropriate information in order to file a direct appeal to the State Superintendent as outlined in Oregon Administrative Rules (OAR 581-022-1940).

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).

[OAR 581-022-1940](#)
[OAR 581-022-1941](#)

House Bill (HB) 3371 (2015)

HR10/08/15 | PH