



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, October 24, 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 (5 minutes)
 - A. Recognitions
 1. Nutrition Services Recognition of Charlene Frymark
5. Consent Agenda (5 minutes)
 - A. Personnel
 1. Retirements
 - a. Peri Bogh, 1.0 FTE, 2nd Grade Teacher, Shaver
 - B. Free/Reduced Facility Requests
 1. PHS Dance Team Competition @ HS
 2. Jazz Express Big Band @ HS
 3. Maritime Commerce Club @ HS
 - C. Extended Travel
 1. Request for Donna Thran to attend Time Clock Summit, March 8-10th in Dallas Texas
 - D. Business/Finance
 1. Monthly Financial Report
 - E. 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. KL - Public Complaints
 - a. KL-AR - Public Complaint Procedure
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 (30 minutes)
 1. First Reading Board Policy

This is a First Reading of board policy, sample policies from OSBA. You had an



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Introduction of these policies at the Board Retreat. 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. JHCDA - Prescription Medication
 1. JHCD/JHCDA-AR - Prescription/Nonprescription Medication
2. Equity Team Update
 - a. Code of Dress as Seen Through Equity Lens
3. Joint Report on Preliminary Implementation of the New ESSA
4. Restorative Justice Night for Parents November 17th
5. Parkrose Legislative Tour Date in Town November 29th
 - a. District Statistics Side by Side Handout for Legislators
6. Board & Superintendent Goals 2016-2017
 - a. Measurements
- B. School Improvement - Assistant Superintendent Michael Lopes (10 minutes)
 1. Professional Development Update
- C. Technology, Student Information & Assessment - Christine Blouke (5 minutes)
 1. New Web Site Live
- D. Student Services - Kathy Keim-Robinson (5 minutes)
 1. After School Partner Programs Update
 2. Parkrose School Based Health Center 2015-16
- E. Business & Operations - Sharie Lewis (10 minutes)
 1. Newly Required ODE Reports
 - a. Health & Safety Report
 2. Radon Plan
 3. Announce Budget Committee Vacancies (Required by policy DBEA)
 4. Proposed Budget Calendar for Fiscal Year 2017-2018 (Required by policy DBC)
 5. Extended Travel Report, Association of School Business Officials
8. OSEA Monthly Report - Richard Doyle (5 minutes)
9. PFA Monthly Report - Angie King (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. OSBA Election Discussion (5 minutes)
http://www.osba.org/About%20OSBA/Article/OSBA_Elections-Board.aspx



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12. Action Items (5 minutes)

- A. Accept/Reject Board & Superintendent Goals 2016-2017
- B. Accept/Reject Budget Committee Vacancies
- C. Accept/Reject Proposed Budget Calendar for Fiscal Year 2017-2018
- D. OSBA Board of Directors Position 17
- E. OSBA Board of Directors Position 19
- F. Accept/Reject Resolution to adopt the OSBA 2017-18 Legislative Priorities and Policies as recommended by the Legislative Policy Committee

13. Board of Education (30 minutes)

- A. Appreciative Inquiry
- B. Committee Reports
- C. Legislative Update
- D. OSBA Regional Dinner
- E. Meeting with the Auditor
November 1st, District Office, 6:00 p.m.-7:00 p.m.
- F. Labor & Employment Regional Workshop
February 16, 2017, Northwest Regional ESD, 1:00 p.m.-7:00 p.m.
- G. Board Forum

14. Discussion/Future Agenda Items (8 minutes)

15. Correspondence/Announcements (2 minutes)

A. Correspondence

1. Letter from Former High School Principal Bill McGovern
2. Oregonian Article
http://www.oregonlive.com/education/index.ssf/2016/10/post_34.html

B. Upcoming Meetings

1. Special Session, Meeting with the External Auditor, November 1st, District Office, 6:00 p.m.-7:00 p.m.
2. Board Working Session, Monday, November 14, 2016 District Office Boardroom, 6:30 p.m.
3. Board Business Meeting, Monday, November 28, 2016 District Office Boardroom, 6:30 p.m.

C. Upcoming Events

1. Parkrose Middle School Community Open House, November 3rd
 - a. Appreciative Inquiry Public Interviews at Parkrose Middle School, November 3rd, 9 a.m.-3 p.m.



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2. 70th Annual OSBA Convention, Portland Marriott Downtown Waterfront, November 10-13, 2016
3. Veteran's Day, No School, November 11, 2016
4. Thanksgiving Break, No School, November 24th-25th
5. Labor & Employment Regional Workshop, February 16, 2017, Northwest Regional ESD, 1:00 p.m.-7:00 p.m.

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 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



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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
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](#)

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

House Bill (HB) 3371 (2015)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).

HR10/08/15 | PH