



# 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, March 13, 2017

5:00 PM

1. Call to Order - Special Session/Budget Training - 5:00 p.m. to 6:00 p.m.
2. Adjournment
3. Call to Order - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
4. Pledge of Allegiance
5. ASB Report - Kylie Storm (5 minutes)
6. Presentations/Recognitions (10 minutes)
  - A. Recognitions
    1. Kathleen Copeland
  - B. Presentations
    1. Mary Bradbury Jones
    2. Katie Barrett
7. Consent Agenda (5 minutes)
  - A. Personnel
    1. New Hires
      - a. Kathleen "Katie" Barrett, 1.0 FTE Probationary Principal, Sacramento
      - b. Mary Bradbury Jones, 1.0 FTE Probationary Director of Human Resources, District
    2. Resignations
      - a. Chelsea Eftekhari, 1.0 FTE Counselor, Russell
      - b. Ann Stinson, 1.0 FTE Media, High School
      - c. Ryan Stuewe, 1.0 FTE Special Education Teacher, Russell
      - d. Erin Voelker, 1.0 FTE Assistant Principal, Middle School
      - e. Patti Wyman, 1.0 FTE Title I Teacher, Shaver
    3. Retirements
      - a. Alonzo White, 1.0 FTE Security, Middle School
  - B. Free/Reduced Facility Requests
    1. Rugby Oregon Parkrose Club @ High School
  - C. Extended Travel
    1. Request for 22 Parkrose Educators to attend AVID Summer Institute, July 24-27,



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2017 in Denver, Colorado  
*Using Nike, Title IIA, SIG and Focus funds*

## D. Business/Finance

1. Monthly Financial Report
2. Disposal of Surplus Property

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

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

## 9. District Business

### A. Superintendent Reports (30 minutes)

#### 1. Introduction & First Reading Board Policy

*This is an introduction & first reading of board policy, sample policies from OSBA. The additions are highlighted in grey, deletions are stricken through. Please review and email your questions or concerns to the Superintendent. We will have a 2nd reading of these policies at the business meeting.*

- a. EFAA - District Nutrition and Food Services
  1. EFAA-AR Reimbursable Meals and Milk Programs
- b. GCL - Staff Development - Licensed
- c. GCL/GDL - Staff Development
- d. IHB - Class Size
- e. ING - Animals in District Facilities
  1. ING-AR Animals in District Facilities
- f. JECBD - Homeless Students
  1. JECBD-AR Homeless Students
- g. Delete: JHCCF - Pediculosis (Head Lice) & JHCCF-AR
- h. JOC - Legal Names of Students

#### 2. Equity Team Update

#### 3. ESSA Update

#### 4. Review Board & Superintendent Working Agreement (Quarterly)

### B. School Improvement - Assistant Superintendent Michael Lopes (5 minutes)

#### 1. Mid Point DIBELS Data

### C. Technology, Student Information & Assessment - Christine Blouke (1 minute)

#### 1. Next Month's Working Session is School Improvement/Technology

### D. Human Resources - Mary King (5 minutes)

#### 1. Extensions & Renewals



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2. Job Fair Strategy
3. Director Transition Update (Human Resources)
- E. Student Services - Kathy Keim-Robinson (5 minutes)
  1. SUN Update
  2. Director Transition Update (Student Services)
- F. Business & Operations - Sharie Lewis (10 minutes)
  1. Supplemental Budget including PERS
  2. Student Body Accounts
10. PFA Monthly Report (5 minutes)
11. OSEA Monthly Report - Richard Doyle (5 minutes)
12. Agenda Item Citizen Comments (3 minutes each)  
*If you wish to make a comment before the Board please fill out a comment card.*
13. Action Items (5 minutes)
  - A. Accept/Reject Extensions & Renewals 2017-2018
  - B. Accept/Reject Supplemental Budget 2016-2017
14. Board of Education (30 minutes)
  - A. Appreciative Inquiry
  - B. Committee Reports  
*Certified Bargaining, Classified Bargaining, Equity, School Improvement, Educational Foundation*
  - C. Legislative Update
    1. Debrief OSBA/COSA Legislative Lobby Day March 13th, 2017 7:00am-3:00pm  
Salem, Oregon
  - D. Finalize Superintendent Evaluation
  - E. Board Self Evaluation
15. Discussion/Future Agenda Items (8 minutes)
16. Correspondence/Announcements (2 minutes)
  - A. Correspondence
  - B. Upcoming Meetings
    1. Board Working Session, Monday, April 10, 2017 District Office Boardroom, 6:30 p.m.  
*Annual School Improvement/Technology Working Session*
    2. Board Business Meeting, Monday, April 24, 2017 District Office Boardroom, 6:30 p.m.



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## C. Upcoming Budget Meetings

1. Organizational Budget Committee Meeting, Wednesday, April 19, 2017, **Middle School Media Center**, 6:30 p.m.
2. Second Budget Committee Meeting, Wednesday, May 3, 2017, District Office Boardroom, 6:30 p.m.
3. Third Budget Committee Meeting (if needed), Wednesday, May 17, 2017, District Office Boardroom, 6:30 p.m.

## D. Upcoming Events

1. Spring Break, No School, March 27th-31st, 2017
2. PBOT Safe Routes to School, Open House: Fixing Our Streets in Parkrose, Tuesday, April 18, 2017, Parkrose Middle School, 6:00 p.m. - 8:00 p.m.
3. Parkrose Educational Foundation 14th Annual Dinner & Auction, Saturday, April 22, 2017, Sheraton Airport Hotel, 5:30 p.m.-9:00 p.m.  
*Tickets can be purchased at <http://www.parkroseedfdn.org/>*

## 17. 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  
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

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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).

[OAR 581-022-1940](#)

[OAR 581-022-1941](#)

House Bill (HB) 3371 (2015)

HR10/08/15 | PH