



Parkrose School District No. 3

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

Agenda

Organizational Board Meeting

Tuesday, July 13, 2010

5:00 PM

Parkrose School District - Boardroom

1. Call to Order
2. Board Elections
 - A. Elect the 2010-11 Chair of the Parkrose Board of Education
 - B. Elect the 2010-11 Vice-Chair of the Parkrose Board of Education
3. Consent Agenda
 - A. Personnel
 1. Retirements
 - a. Kathy Scott: Assistant Principal, Parkrose High School
 2. Resignations
 - a. Jean Wassel: Sacramento Elementary
 - B. Board Minutes
 1. June 14, 2010 Executive and Work Session Minutes
 - C. Business/Finance
 1. Disposal of Surplus Property
4. Citizen Comments
5. District Business
 - A. Superintendent Reports
 1. Review ACE Contract Changes / Contracted Services Agreement
 - B. Department Reports
 1. Business and Operations - Mary Larson
 - a. Student Body Fund Accounting Handbook
6. Action Items
 - A. Designate Director of Business Service Mary Larson as the District's Budget Officer for the 2010-11 Fiscal Year. [ORS 294.331]
 - B. Designate Superintendent/Clerk Dr. Karen Fischer Gray; Director of Business Services Mary Larson/Deputy Clerk and Business Office Accountant Chris Gibb as Custodians of District funds; and; further, to authorize the use of a facsimile signature [check signing machine] by the Superintendent-Clerk, during the 2010-11 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



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person. [ORS.332.525]

- C. Designate Myers & Stevens Student Accident Insurance as the Student Insurance Carriers for 2010-11.
- D. Designate Allegiance 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 2010-11. [ORS 294.404-416]
- G. Designate The Hungerford Law Firm as the District's General Counsel for 2010-11 Fiscal Year.
- H. Designate Marsh USA, Inc. as the District's Property and Casualty Insurance Agent-of-Record for the 2010-11 Fiscal Year.
- I. Designate Mercer Health and Benefits as the District's Benefit Insurance Agent-of-Record for the 2010-11 Fiscal Year.
- J. Designate Pauly, Rogers and Co, P.C as the District's Auditors for the 2010-11 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 7:00 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 Work Sessions on the 2nd Monday of Every Month with 5:00 p.m. Designated as the Standard Time to Begin the sessions. (2010-11 Fiscal Year. (See Published Calendar for Variations)
- L. Designate Board Member Liaison to Parkrose Educational Foundation.
- M. Designate Board Member to District Wellness Committee
- N. Approve - RESOLUTION 1 - Designating State of Oregon Government Investment Pool and Designated Banks as Depositories for Investment of School District Funds for 2010-11 Fiscal Year. [ORS.328-441, ORS.294.805 to ORS.294.895]
- O. Approve - RESOLUTION 2 - Establishing Imprest Funds for 2010-11 Fiscal Year [ORS.294.465]
- P. Approve - RESOLUTION 3 - Authorizing and Appointing the Superintendent to Apply for Federal, State, Local and Private Funds for the 2010-11 Fiscal Year. [ORS.294.450]
- Q. Approve - RESOLUTION 4 - Delegate Contracting and Purchasing Authority for Fiscal Year 2010-11. [ORS.332.075]
- R. 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 2010-11 Fiscal Year. [ORS.294.460]
- S. Approve - RESOLUTION 6 - Enact Withdrawal from Tax Supervising and Conservation Commission.



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- T. Approve and Establish Amounts: Approve Travel Reimbursement Rates (50.0 Cents Per Mile/\$66.00 Per Diem) in accordance with Board Policy DLC "Expense Reimbursement."
 - U. Approve Out of District Tuition for 2010-11 (\$8,380/Grades K-8, \$9,450/Grades 9-12)
 - V. Reaffirm the Status of the School Board as the Local Public Contract Review Board [ORS.279.055(2)]
 - W. Accept/Reject Crossroads Church Free/Reduced Facility Use Application for Community Event
 - X. Accept/Reject Parkrose Youth Soccer Club Free/Reduced Facility Use Application for Meetings, Camps, Clinics, Games and the Jamboree
 - Y. Accept/Reject Parkrose Girls Varsity Basketball Free/Reduced Facility Use Application for Girls Basketball Tournament
 - Z. Accept/Reject PHS Class of 1960 Free/Reduced Facility Use Application for Alumni Tour
- 7. Discussion Items
 - 8. Correspondence/Announcements/Request
 - A. Board Retreat, August 14, 2010, Guy Crawford's Residence: 2614 NE 131st Ave Portland, OR. 97230, 8:00 a.m.
 - 1. Bring Scored Self-Evaluation
 - B. Regular Business Meeting, August 23, 2010, District Office, 7 p.m.
 - C. Opening Day, August 31, 2010, Parkrose High School
 - 9. 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 Trista Lorenz by close of business the Thursday prior to the Board meeting, by calling (503) 408-2114 or e-mail trista_lorenz @parkrose.k12.or.us.



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Adopted: 10/23/95
Reviewed: 03-13-2000

PUBLIC PARTICIPATION IN BOARD MEETINGS

1. Twenty minutes on the Board's meeting agenda is established for public participation at Board 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 visitor may be recognized by the chair by rising, identifying himself/herself with his/her full name and address and stating his/her purpose for appearing.
3. A group of visitors with a common purpose should designate a spokesperson for the group.
4. 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.
5. 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.
6. 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 sign-in sheet prior to the meeting. This will help the chair provide adequate time for each agenda item and remain within the established time frame.
7. 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.
8. 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.
9. These procedures will be published on the back of every Board meeting agenda.