



# 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, August 27, 2012

6:30 PM

1. Executive Session - 5:45 p.m., Superintendent's Office  
Recess into Executive Session under ORS 192.660(2)(d) labor and ORS 192.660(2)(e) real property transactions and ORS 192.660(2)(a) employment
2. Call to Order - Regular Business Board Meeting - 6:30 p.m.
3. Consent Agenda
  - A. Personnel
    1. Resignations
      - a. Stephanie Murdock, 1.0 FTE, Humanities Teacher, Parkrose Middle School
      - b. Magda Flores, .5 FTE, Special Education, Shaver Elementary School
      - c. Erin Vice, .5 FTE, Kindergarten Teacher, Russell Academy
      - d. Kate Shrum, .5 FTE, ELD Teacher, Parkrose High School
      - e. Sheryl Dischner, 1.0 FTE, ELL Teachers, Shaver Elementary School
    2. Retirements
      - a. Renee Raugust, 1.0 FTE, Humanities Teacher, Parkrose Middle School
    3. New Hires
      - a. Meagen Medcalf, .5 FTE, Probationary Classroom Teacher, Sacramento Elementary School
      - b. Heather Bailey, 1.0 FTE, Interim Temporary Principal July 1, 2012-June 30, 2013, Russell Academy
      - c. Laura Pedraza Gooing, 1.0 FTE, Probationary Spanish Teacher, Parkrose High School
      - d. Sophia Jackson, 1.0 FTE, Probationary Teacher Grade 1, Russell Academy
      - e. Brook Mattern, 1.0 FTE, Humanities Teacher, Parkrose Middle School
      - f. Sarah Conklin, .5 FTE, Probationary ELL Teacher at Parkrose Middle School
      - g. Ashley Verhulst, .5 FTE, Temporary Classroom Teacher, Russell Academy
      - h. Allyson Packer, .5 FTE, Temporary ELL Teacher, Parkrose High School
      - i. Tamara Anderson, .5 FTE, Temporary Special Education Teacher, Parkrose Middle School
  - B. Second Reading of Policies
    1. GBNA/JFCFA - Cyberbullying - Staff



# Parkrose School District No. 3

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

2. JFCFA/GBNAA - Cyberbullying - Student
  3. JFCF -  
Hazing/Harassment/Intimidation/Menacing/Bullying/Cyberbullying/Teen Dating Violence - Student
  4. JFCF-AR -  
Hazing/Harassment/Intimidation/Menacing/Bullying/Cyberbullying/Teen Dating Violence Complaint Procedures - Student
  5. LBE - Public Charter Schools
  6. GCBDC/GDBDC - Domestic Violence/Harassment/Sexual Assault/Stalking Leave
- C. Extended Travel
1. Travel for Mary Larson to attend Association of School Business Officials Annual Conference, October 12-15th, 2012, in Phoenix, Arizona
  2. Travel Request for Christine Blouke to attend Edupoint's National Users Conference, November 7-9th, 2012, in Scottsdale, Arizona
- D. Business/Finance
1. Resolution to correct the appropriation amounts for the 2012-2013 budget
  2. Resolution to approve and appropriate funds for Fund 282 Technology Replacement Fund
4. District Business
- A. Superintendent Reports
1. First Reading Board Policy
    - a. Educational Equity Policy (Introduction)
  2. Facility Fees
  3. Report on Property Condemnation (Acquisition)
  4. Opening Days: August 28th, September 4th & September 5th (Mayor Sam Adams) (Board Visits Schools)
  5. Soccer Field Opening  
<http://do.parkrose.k12.or.us/index.php?id=1547>
- B. School Improvement - Michelle Markle (25 minutes)
1. 2011-2012 Professional Development Summary Report
  2. Administrator Professional Development Week, August 6th-10th, 2012
  3. Compelling Interest K-12
  4. Focus Schools
- C. Student Services - Kathy Keim-Robinson (10 minutes)
1. Advancement Via Individual Determination (AVID) Trip
  2. Summer Programs Report



# Parkrose School District No. 3

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

- D. Human Resources - David McKay (10 minutes)
  - 1. Hiring Update
  - 2. Senate Bill 290 Plans
  - 3. Specialist Evaluation Pilot
- E. Business & Operations - Mary Larson (20 minutes)
  - 1. Bond Project Update
    - a. Summer Renovation Projects Report
  - 2. Change Orders
  - 3. Financial Report
- 5. PFA Monthly Report - Jennifer Handsaker
- 6. OSEA Monthly Report - Richard Doyle
- 7. Citizen Comments

If you wish to make a comment before the Board, please fill out a comment card and give it to the secretary.
- 8. Action Items
  - A. Accept/Reject Resolution Amendment to Property Condemnation
  - B. Accept/Reject Resolution to Accept Shaver Change Orders Summer 2012 Renovation Project
  - C. Accept/Reject Resolution to Accept Russell Change Orders Summer 2012 Renovation Project
  - D. Accept/Reject Resolution to Accept Prescott Change Orders Summer 2012 Renovation Project
  - E. Accept/Reject Resolution to Approve Jostens as Provider of Graduation Services
  - F. Accept/Reject Resolution to Increase a Construction Excise Tax
  - G. Accept/Reject Resolution to Approve and Appropriate a Grant Awarded by City of Portland
  - H. Accept/Reject Creative Advocacy Network (CAN), Schools & Arts Together, Arts Education and Access Fund Resolution
  - I. Accept/Reject Parkrose High School Baseball Free/Reduced Facility Use Application for PHS Baseball Clinic Fundraiser at Parkrose High School
  - J. Accept/Reject Blue Crush Aquatic Club Free/Reduced Facility Use Application for Weekday/Evening Practices at Parkrose High School
  - K. Accept/Reject Blue Crush Aquatic Free/Reduced Facility Use Application for Saturday Practices at Parkrose High School
  - L. Accept/Reject Jazz Express Free/Reduced Facility Use Application for Rehearsal Space at Parkrose High School
- 9. Board of Education



# Parkrose School District No. 3

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

- A. Board Reports
  - 1. Board Retreat - James Woods
- B. Committee Reports
  - 1. Bond Oversight Committee - Alesia Reese
  - 2. School Improvement - Ed Grassel
  - 3. Legislative Activity & Parkrose Education Foundation - James Woods
- 10. Discussion Items
- 11. Correspondence/Announcements/Requests
  - A. Upcoming Board Meetings
    - 1. Board Work Session, Monday, September 10, 2012, District Office Boardroom, 5:00p.m.
    - 2. Board Regular Session, Monday, September 24, 2012, District Office Boardroom, 6:30p.m.
  - B. Upcoming Bond Meetings
    - 1. Bond Oversight Committee Meeting, September 10, 2012, District Office Boardroom, 7:00p.m.
    - 2. Bond Executive Team meets every Friday afternoon
  - C. Upcoming Events
    - 1. Opening Day Ceremony, August 28, 2012, Parkrose High School, 8:00 a.m.
    - 2. Parkrose Education Foundation Tailgate Event, September 14, 2012 5:00, p.m.
    - 3. Students Return, September 4th & 5th, 2012!
- 12. 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 by close of business the Thursday prior to the Board meeting, by calling (503) 408-2114 or e-mail [andrea\\_stevenson@parkrose.k12.or.us](mailto:andrea_stevenson@parkrose.k12.or.us).*



# 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  
Reviewed: 03/13/00

## 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.



# Parkrose School District No. 3

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

Code: KL

Adopted: 10/23/95

Reviewed: 03/13/2000

Reviewed: 10/04

## PUBLIC COMPLAINTS AND COMPLAINTS AGAINST EMPLOYEES

Complaints are handled and resolved as close to their origin as possible.

Although no community member will be denied the right to petition the Board of Education for redress of a grievance, complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations.

The Board advises the public that the proper channeling of complaints involving instruction, discipline or learning materials is as follows:

1. Teacher;
2. Building principal;
3. Assistant superintendent;
4. Superintendent;
5. Board.

Any complaint about school personnel shall be submitted in writing to the employee's supervisor and will be investigated by the administration before consideration and action by the Board. The Board will not hear charges against employees in open session unless an employee requests an open session.

While speakers may offer objective criticism of operations and programs, the Board will not hear personal complaints concerning district personnel nor against any person connected with the school system. To do so could expose the Board to a charge of being party to slander and would prejudice any necessity to act as the final review of administrative recommendations regarding the matter. The Board chairman will direct the patron to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. When the complaint involves the superintendent, that complaint will be submitted in writing to the Board Chair and will be investigated by the Board.

END OF POLICY

---

Legal References:

[ORS 192.610 - 192.690](#)    [OAR 581-022-1940](#)

[ORS 332.107](#)

[Anderson v. Central Point School District No. 6](#), 554 F. Supp. 600 (D. Oregon 1982); [aff'd in part](#), 746 F.2d 505 (9th Cir. 1984).

[Connick v. Myers](#), 461 U.S. 138 (1983).

**Board Policy KL**