



Parkrose School District No. 3

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

Agenda

Board of Education Organizational Board Meeting

Parkrose School District - Boardroom

Monday, July 14, 2014

5:00 PM

1. Executive Session - 4:30 p.m.

Recess into Executive Session under ORS 192.660(2)(d) labor

2. Call to Order - Organizational Board Meeting - 5:00 p.m.

3. Pledge of Allegiance

4. Board Elections

A. Elect the 2014-2015 Chair of the Parkrose Board of Education

B. Elect the 2014-2015 Vice-Chair of the Parkrose Board of Education

5. Presentations/Recognitions

A. Presentations

1. Mount Hood Cable Regulatory Commission Community Access Capital Grant

2. Chartwells Nutrition Service Presentation

6. Consent Agenda

A. Personnel

1. New Hires

a. Christine Blouke, 1.0 FTE, Director of Student Information, Assessment & Technology, District

b. Mary King, 1.0 FTE, Human Resources Manager, District

c. Mary Larson, 1.0 FTE, Executive Director Business Services and Operations, District

d. Karen Lawrence, 1.0 FTE, Probationary ESOL Teacher, Shaver

e. Jessica Lyerla, .50 FTE, Probationary Autism Specialist, District

f. Chandra Padilla, 1.0 FTE, Probationary Social Studies Teacher, High School

g. David Rafajko, 1.0 FTE, Probationary Music Teacher, Sacramento

h. Daniella Sebring, 1.0 FTE, Probationary Advanced Math Teacher, High School

i. Charity Trowbridge, 1.0 FTE, Probationary 4/5th Grade Teacher, Sacramento



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2. Resignations
 - a. Neressa Bennett, 1.0 FTE, 1st Grade Teacher, Shaver
 - b. Stephanie Tyler, .50 FTE, Reading Specialist, Prescott
- B. Free/Reduced Facility Requests
 1. Adventures in Spanish @ Prescott
 2. Adventures in Spanish @ Russell
- C. Board Minutes
- 7. District Business**
 - A. Superintendent Reports
 1. First Reading Policy
 - a. EEACA - School Bus Driver Examination and Training
 - b. GBN/JBA - Sexual Harassment
 - c. GCAA - Standards for Competent and Ethical Performance of Oregon Educators
 - d. GCAB - Personal Electronic Devices and Social Media (Staff)
 - e. IK - Academic Achievement
 - f. JFCEB - Personal Electronic Devices and Social Media (Students)
 1. JFCEB-AR - Personal Electronic Devices and Social Media (Students)
 - g. JGAB - Use of Restraint and Seclusion
 - B. Department Reports
 1. Business and Operations - Mary Larson
 - a. Bond Project Update
 1. Middle School Construction Acceleration & Outcomes
 - b. High School Student Body Report
 8. **OSEA Monthly Report** - Richard Doyle
 9. **PFA Monthly Report** - Beau Iwersen
 10. **Citizen Comments**
 11. **Action Items**
 - A. Designate Director of Business Service Mary Larson as the District's Budget Officer for the 2014-2015 Fiscal Year [ORS 294.331]
 - B. Designate Superintendent/Clerk Dr. Karen Fischer Gray; Director of Business Services Mary Larson/Deputy Clerk and Business Office



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Accountant Scotti Erickson as Custodians of District funds; and; further, to authorize the use of a facsimile signature [check signing machine] by the Superintendent-Clerk, during the 2014-2015 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 person [ORS.332.525]

- C. Designate Myers & Stevens Student Accident Insurance as the Student Insurance Carriers for 2014-2015
- D. Designate American Fidelity 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 2014-2015 [ORS 294.404-416]
- G. Designate The Hungerford Law Firm as the District's General Counsel for 2014-2015 Fiscal Year
- H. Designate Marsh USA, Inc. as the District's Property and Casualty Insurance Agent-of-Record for the 2014-2015 Fiscal Year
- I. Designate Mercer Health and Benefits as the District's Benefit Insurance Agent-of-Record for the 2014-2015 Fiscal Year
- J. Designate Pauly, Rogers and Co, P.C as the District's Auditors for the 2014-2015 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 6:30 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 Working Sessions on the 2nd Monday of Every Month with 6:30 p.m. Designated as the Standard Time to Begin the sessions. 2014-2015 Fiscal Year. (See Published Calendar for Variations)
- L. Designate Board Member Liaison to Bond Oversight Committee 2014-2015
- M. Designate Board Member Liaison to Parkrose Educational Foundation 2014-2015
- N. Designate Board Member Liaison to School Improvement Committee 2014-2015
- O. Designate Board Member Liaison to District Wellness Committee 2014-2015
- P. Designate Board Member Liaison to District Communication Committee



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2014-2015

- Q. Approve - RESOLUTION 1 - Designating State of Oregon Government Investment Pool and Designated Banks as Depositories for Investment of School District Funds for 2014-2015 Fiscal Year [ORS.328-441, ORS.294.805 to ORS.294.895]
- R. Approve - RESOLUTION 2 - Establishing Imprest Funds for 2014-2015 Fiscal Year [ORS.294.465]
- S. Approve - RESOLUTION 3 - Authorizing and Appointing the Superintendent to Apply for Federal, State, Local and Private Funds for the 2014-2015 Fiscal Year [ORS.294.450]
- T. Approve - RESOLUTION 4 - Delegate Contracting and Purchasing Authority for Fiscal Year 2014-2015 [ORS.332.075]
- U. 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 2014-2015 Fiscal Year [ORS.294.460]
- V. Approve - RESOLUTION 6 - Enact Withdrawal from Tax Supervising and Conservation Commission.
- W. Approve and Establish Amounts: Approve Travel Reimbursement Rates (.56 Cents Per Mile/\$66 Per Diem) in accordance with Board Policy DLC "Expense Reimbursement."
- X. Approve Out of District Tuition for 2014-2015 (\$8,700/Grades K-8, \$8,900/Grades 9-12)
- Y. Reaffirm the Status of the School Board as the Local Public Contract Review Board [ORS.279.055(2)]
- Z. Accept/Reject Executive Director Contract
- AA. Accept/Reject Superintendent Compensation 2014-2015

12. Board of Education

13. Discussion Items

14. Correspondence/Announcements/Requests

A. Upcoming Meetings

1. Annual School Board Retreat, Saturday, August 16, 2014, Mary Lu Baetkey's Home, 10506 NE Beech, Portland, 8:00 a.m. - 3:00 p.m.
2. Board Regular Session, Monday, August 25, 2014, District Office Boardroom, 6:30 p.m.

B. Upcoming Bond Meetings



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1. Bond Oversight Committee Meeting, Monday, August 4, 2014 District Office Boardroom, 6:30 p.m.
2. Bond Executive Team meets every other Friday afternoon at 1:00 p.m.

C. Upcoming Events

1. New Teacher Orientation, Monday, August 25, 2014, District Office Boardroom, 8:00 a.m.
2. Parkrose Staff Opening Day Ceremony, Tuesday, August 26, 2014, Parkrose High School, 7:00 a.m. - 10:00 a.m.
3. Parkrose Staff Benefits Fair, Tuesday, August 26, 2014, High School Commons, 3:00 p.m. - 5:00 p.m.
4. High School Back-To-School Carnival, Thursday, August 28, 2014, 5:00 p.m. - 8:00 p.m.
5. First Day of School for 1st-5th, 6th & 9th Grades, Tuesday, September 2, 2014
6. School for Grades 1st-12th, Wednesday, September 3, 2014
7. First Day for Kindergarten, Monday, September 8, 2014
8. Parkrose Annual Bronco Football Tailgate Party, Friday, September 12th, 2014, Parkrose High School, 5:00 p.m.
9. Jim Pepper Native Arts Festival, September 13, 2014, Parkrose High School, 9:00 a.m. - 11:00 p.m.
10. Elementary School Back-To-School Night, Wednesday, September 17, 2014, 6:00 p.m.
11. New Parkrose Middle School Grand Opening - Public Open House - Saturday, September 27th, 11:00 a.m. - 5:00 p.m.
12. Middle School Back-To-School Night - Date to be determined

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



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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.