



# Parkrose School District No. 3

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

## Agenda

### Board of Education Regular Business Meeting

Parkrose School District - Boardroom

Monday, December 14, 2015

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 - Parris Le (5 minutes)
4. Presentations/Recognitions
  - A. Presentations
    1. PACE Homeless Project (10 minutes)
    2. AVID National Presentation (5 minutes)
5. Photograph School Board & Superintendent (5 minutes)
6. Consent Agenda (5 minutes)
  - A. Free/Reduced Facility Requests
    1. Chess for Success tournament @ Middle School  
*Waiving facility fees, no custodian on duty so we are charging a custodial fee (the School Board may decide to pay the custodial fee)*
  - B. Board Minutes
  - C. Business/Finance
    1. Disposal of Surplus Property
  - D. 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. Nutrition & Wellness
      - a. EFA - Local Wellness Program
      - b. EFAA-AR - Reimbursable School Meals and Milk Programs
    2. FMLA & OFLA
      - a. GCBDA/GDBDA-AR(1) - Federal Family & Medical Leave/State Family Medical Leave
      - b. GCBDA/GDBDA-AR(2) - Request for Family and Medical Leave
      - c. GCBDA/GDBDA-AR(4) - FMLA/OFLA Eligibility Notice to Employee
    3. Domestic Violence



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- a. JFCF - Hazing/ Harassment/ Intimidation/ Menacing/ Bullying/ Cyberbullying/  
Teen Dating Violence/ Domestic Violence/ - Student
4. School & Student Safety
  - a. EBCB - Emergency Drills & Instruction
5. Complaints
  - a. KL - Public Complaints
7. Non-Agenda Item Citizen Comments (3 minutes each)  
*If you wish to make a comment before the Board please fill out a comment card.*
8. District Business
  - A. Superintendent Reports (15 minutes)
    1. Introduction & First Reading District 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 before the 2nd Reading of Policy/Adoption at the next Business Meeting.*
      - a. IKF - Graduation Requirements
        1. IKF-AR - Graduation Requirements
    2. Equity Team Update
    3. Deputy Superintendent Middle School Visit
    4. Oregon Law Conference
    5. Wellness Action Plan
  - B. School Improvement - Michael Lopes (15 minutes)
    1. SAT Report
    2. SIG Update - Michael Lopes & Sam Maranto
  - C. Student Services - Kathy Keim-Robinson (5 minutes)
    1. Restorative Justice
  - D. Human Resources - Mary King (5 minutes)
    1. Pathways to Employment in Parkrose
  - E. Business & Operations - Sharie Lewis (15 minutes)
    1. Financial Report
    2. Status of QZAB Sale 2015
    3. Parkrose High School Upgrade



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9. PFA Monthly Report - Lisa Robison (5 minutes)
10. OSEA Monthly Report - Richard Doyle (5 minutes)
11. Agenda Item Citizen Comments (3 minutes each)  
*If you wish to make a comment before the Board please fill out a comment card.*
12. Action Items (5 minutes)
  - A. Accept/Reject Resolution to create Fund 430 Capital Fleet Replacement and Approve and Appropriate QZAB proceeds for fiscal year 2015-2016
13. Board of Education (10 minutes)
  - A. Ad Hoc Salaries Committee Discussion
  - B. Committee Reports
    1. Parkrose Educational Foundation Liaison
    2. School Improvement
    3. Wellness Committee
    4. Finance Advisory Committee
    5. Ad Hoc Communications Committee
  - C. Legislative Update
14. Discussion/Future Agenda Items (8 minutes)
15. Correspondence/Announcements (2 minutes)
  - A. Correspondence
  - B. Upcoming Meetings
    1. Board Working Session, Monday, January 11, 2016 District Office Boardroom, 6:30 p.m.
    2. Board Business Meeting, Monday, January 25, 2016 District Office Boardroom, 6:30 p.m.
    3. Special Session, OSBA Strategic Planning\ Appreciative Inquiry Training, Monday, February 29, 2016 District Office Boardroom, 6:30 p.m.
  - C. Upcoming Events
    1. 9-12th Grade Schools CLOSED for Winter Break December 21, 2015-January 1, 2016, returning January 4th
    2. K-8th Grade Schools CLOSED for Winter Break December 21, 2015-January 4, 2016, returning January 5th
16. Adjournment



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*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  
Reviewed: 2.23.15

## Public Complaints\*

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, he/she shall refer the person making the complaint to the Superintendent. A Board member shall not attempt to consider such complaints in any official capacity acting as an individual Board member.

If the person making the complaint does discuss 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 formal, 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 of the written complaint, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled 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 determination shall be made within 20 working days from receipt of the complaint by the Board.

Complaints alleging violation of standards for public elementary and secondary schools shall be made in writing and presented to the superintendent.

In the event that a complaint alleges a violation of state standards and is not resolved at the Board level, then the district will supply the complainant with appropriate information in order to file a direct appeal to the State Superintendent of Public Instruction as outlined in Oregon Administrative Rules.

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).

HR10/23/14 | PH

[OAR 581-022-1940](#)

[OAR 581-022-1941](#)