



# 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, April 25, 2016

6:30 PM

1. Executive Session - 5:45 p.m.  
*Recess into Executive Session under ORS 192.660(2)(d) Labor and ORS 192.660(2)(h) Litigation*
2. Call to Order - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
3. Pledge of Allegiance
4. ASB Report - Parris Le (5 minutes)
5. Presentations/Recognitions
  - A. Recognitions (10 minutes)
    1. Teacher Appreciation Week - May 2nd-6th, 2016
    2. National School Nurse Day - May 11, 2016
    3. Music Appreciation
6. Consent Agenda (5 minutes)
  - A. Personnel
    1. Contract Kathy Keim-Robinson
    2. New Position Michael Lopes
    3. New Hires
      - a. Chelsea Eftekhari, 1.0 FTE, Probationary Counselor, Russell
      - b. Daunte Gouge, 1.0 FTE, Probationary TOSA Athletic/Facility Manager, High School
      - c. Christopher Jackson, 1.0 FTE, Probationary 9th Grade Support Teacher, High School
      - d. Jeanne Morgan, 1.0 FTE, Accountant, District
      - e. Kieffer Tarbell, 1.0 FTE, Probationary Science Teacher, High School
      - f. Rickie Woolley, 1.0 FTE, Probationary Title I Teacher, Sacramento
    4. Resignations
      - a. Eve Durand, 1.0 FTE, Special Education Teacher, Prescott
      - b. Nicholle Ryan, 1.0 FTE, Speech Pathologist (.60 MS/.40 PR)
      - c. Christy Strange, .80 FTE, Occupational Therapist, District
      - d. Ashley Verhulst, 1.0 FTE, 2/3 Grade Teacher, Russell
      - e. Mike Verhulst, 1.0 FTE, Business/Marketing Teacher, High School
  5. Retirements



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- a. Karen Black, 1.0 FTE, Science Teacher, High School
- b. Cheryl Brown, 1.0 FTE, 5th Grade Teacher, Sacramento
- c. Judi Soloway, 1.0 FTE, Title 1 Teacher, Sacramento
- d. Regina Mosen, 1.0 FTE, 1st Grade Teacher, Shaver
- e. Jane O'Brien, 1.0 FTE, 5th Grade Teacher, Russell

## B. Free/Reduced Facility Requests

1. Allegiance Athletic Club, practices/meet space @ PHS  
*Track access only. Reduced fees by 50%.*
2. Argay Terrace Neighborhood Association, neighborhood clean up @ Shaver  
*No building access. Zero fees.*
3. Team Hard Work, practices & game space @ PMS  
*Feeder program for H.S. Basketball, currently providing 5 scholarships for Parkrose Boys on his AAU team. Zero fees.*

## C. Extended Travel

1. Request for Bailey and Bentley to attend AVID Summer Institute, July 31st-August 3rd, 2016 in San Diego, California  
*Using Russell's Focus funds to pay for Bentley, and Superintendent's General funds to pay for Bailey.*
2. Request for 4 Students and 1 Advisor to attend 2016 FBLA National Leadership Conference, June 26-July 3, 2016 in Atlanta, Georgia  
*Parkrose High School won Chapter of the Year for Oregon! ASB Funds will pay for this trip.*

## D. Board Minutes

## E. Business/Finance

1. Financial Report
2. Disposal of Surplus Property

## 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 (30 minutes)

1. Board Advocacy Regarding Promise Neighborhoods
2. 2nd District Goals Data Report
3. 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. The board may add this policy to action*



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*should they decide to pass it with one read.*

a. IL - Assessment Program

4. Equity Team Update

5. Educator Equity Summit

6. Early Entrance Update

B. School Improvement - Michael Lopes (15 minutes)

1. Tech Demo

*Charging toward our future*

C. Human Resources - Mary King (5 minutes)

1. Job Fair

2. Hiring Guide

D. Student Services - Kathy Keim-Robinson (5 minutes)

1. PBIS K-12 Update

2. Restorative Justice Update

E. Business & Operations - Sharie Lewis (5 minutes)

1. Property & Casualty Coverage for Education (PACE)

2. Minimum Wage Law Update

9. OSEA Monthly Report - Richard Doyle (5 minutes)

10. PFA Monthly Report - Lisa Robison (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 Teacher Appreciation Resolution

B. Accept/Reject National School Nurse Day Resolution, May 11, 2016

C. Accept/Reject District Calendar 2016-2017

D. Accept/Reject PACE Joinder to Trust Agreement Resolution

E. Accept/Reject Outdoor School Funding

13. Board of Education (30 minutes)

A. Committee Reports

1. Parkrose Educational Foundation Liaison

2. School Improvement

3. Ad Hoc Communications Committee

B. Legislative Update



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- C. Promise Oregon Scholarship Discussion  
[http://www.osba.org/Resources/Article/Board\\_Operations/Promise\\_Scholarship\\_Program.aspx](http://www.osba.org/Resources/Article/Board_Operations/Promise_Scholarship_Program.aspx)
- D. Political Initiatives  
(i.e. Outdoor School, A Better Oregon, CTE/STEM)
- E. Parkrose High School Graduation - Thursday, June 16, 2016
- 14. Discussion/Future Agenda Items (8 minutes)
  - A. RFP for Before/After School Non-Profit program in Parkrose
  - B. Playground Repair & Replace Protocol Created
- 15. Correspondence/Announcements (5 minutes)
  - A. Correspondence
    - 1. Loowit View Park Groundbreaking  
<http://www.portlandoregon.gov/parks/65392>
    - 2. ODE Workgroups
    - 3. Thank You from Congressman Earl Blumenauer
    - 4. Science, Technology, Engineering & Math Education
  - B. Upcoming Meetings
    - 1. Board Working Session, Monday, May 9, 2016 District Office Boardroom, 6:30 p.m.  
*Including 90 minute discussion on Appreciative Inquiry with Steve Kelley from OSBA*
    - 2. Retiree Recognition & Board Business Meeting, Monday, May 23, 2016 District Office Boardroom  
*5:30-6:30pm Retiree Recognition/Social, 6:30pm Regular Business Meeting begins*
  - C. Upcoming Budget Meetings
    - 1. Second Budget Committee Meeting, Wednesday, May 4, 2016 District Office Boardroom, 6:30 p.m.
    - 2. Third Budget Committee Meeting, Wednesday, **May 18, 2016** District Office Boardroom, 6:30 p.m.\*  
*\*Optional meeting if needed*
- 16. 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*



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*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