



# 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 23, 2018

6:30 PM

1. Executive Session - 5:15 p.m.  
*Recess into Executive Session under ORS 192.660(2)(b) complaint & ORS 192.660(d) labor*
2. Call to Order - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
3. Pledge of Allegiance
4. ASB Report - Danny Nguyen & Anthony Hudson (5 minutes)
5. Presentations/Recognitions
  - A. Presentations (30 minutes presentation +10 minutes for Q&A)
    1. FBLA Presentation - Anna Killion & Students (10 minutes)
    2. NSBA Presentation - Gray, Kirby, Carter & McKenzie (5 minutes each)
  - B. Recognitions
    1. Teacher Appreciation Week  
*May 7-11, 2018*
6. Consent Agenda (5 minutes)
  - A. Personnel
    1. New Hires
      - a. Megan Davis, 1.0 FTE Probationary Counselor, Prescott
      - b. Morgan Hallabrin, 1.0 FTE Probationary Language Arts Teacher, High School
      - c. Michael Lopes-Serrao, 1.0 FTE Superintendent, District
      - d. Linda Soule, 1.0 FTE Probationary 1st Grade Teacher, Shaver
    2. Resignations
      - a. Kathleen "Katie" Barrett, 1.0 FTE Principal, Sacramento
      - b. Laura Czarniecki, 1.0 FTE Pre-Kindergarten, Shaver
      - c. Rebecca Hedges, 1.0 FTE 2nd Grade Teacher, Shaver
      - d. Brenna Perkins, 1.0 FTE Special Education Teacher, High School
      - e. Michael Lopes-Serrao, 1.0 FTE Assistant Superintendent/School Improvement Director, District  
*Pending a signed contract as Superintendent of the District*
  3. Retirements
    - a. Diane Larson, 1.0 FTE Kindergarten Teacher, Russell



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## B. Free/Reduced Facility Requests

1. Team Jackson Athletics basketball @ PMS
2. Adidas NW Volleyball @ PMS
3. Parkrose Middle School PFC end of year dance @ PMS
4. Portland Parks & Rec Timbers Outreach Camp @ PHS

## C. Extended Travel

1. Request for Lyn Cole to attend Annual Counseling Conference, May 23-25, 2018 in Spokane, Washington
2. Request for Lesley Bossert to attend Band and Choir Trip, May 26-29, 2018 in Anaheim, California
3. Request for Morgan Hallabrin to attend AP Reading, June 10-18, 2018 in Kansas City, Missouri
4. Request for Sharie Lewis to attend AASA/ASBO, July 9-12, 2018 in Washington, DC

## D. Board Minutes

## E. Business/Finance

1. Monthly 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. Board of Education (20 minutes)

- A. Community Solutions Update
- B. Committee Reports  
*Equity & School Improvement, Educational Foundation & Communication*
- C. Legislative Update
- D. Oregon School Board Members of Color Caucus Update
- E. Parkrose High School Graduation Speaker Discussion
- F. Parkrose Educational Foundation 14th Annual Dinner & Auction Recap
- G. April 21st Public Meeting Recap

## 9. District Business

### A. Superintendent Reports (15 minutes)

1. First Reading Board Policy  
*This is a First Reading of board policy, sample policies from OSBA. You had an Introduction of these policies at a Working Session. The additions are highlighted in grey, deletions are stricken through. Please review and email your questions or*



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*concerns to the Superintendent before the 2nd Reading of Policy/Adoption at the next Business Meeting.*

- a. CM - Compliance and Reporting on Standards
  - b. GBK/KGC - Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
  - c. IBDJA - Relations with Home-schooled Students
  - d. IGDJ - Interscholastic Activities
  - e. IKF - Graduation Requirements
  - f. JECAC/GBH - Staff/Student/Parent Relations
  - g. JHHB - Trauma Informed Schools
  - h. KGC/GBK - Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
  - i. JHFE-AR(1) - Reporting of Suspected Abuse of a Child
2. Equity Team Update
  3. ESSA Update - ODE School Improvement Pilots - Chronic Absenteeism Project
  4. Share PHS Student Conversation About Safety
- B. Human Resources - Mary Bradbury Jones (5 minutes)
1. Job Fairs & Hiring Update
- C. Student Services - Michelle Markle (5 minutes)
1. Special Education Report Card
  2. English Language Plan
- D. Business & Operations - Sharie Lewis (15 minutes)
1. Side Account Vote - Direction for Carol Samuels - Pay for Study
  2. Semi Final Report on 2011 Bond
  3. Budget Meeting Recap
10. PFA Monthly Report - Brett Davidson (5 minutes)
11. OSEA Monthly Report - Richard Doyle (5 minutes)
12. Agenda Item Citizen Comments (3 minutes each)  
*If you wish to make a comment before the Board please fill out a comment card.*
13. Action Items (5 minutes)
- A. Accept/Reject Revision to the District Calendar 2018-2019  
*last day for students moved from 12th to 13th due to number of teacher work days*
  - B. Accept/Reject Teacher Appreciation Resolution
  - C. Accept/Reject Moving Forward with Carol Samuels PERS Pension Bonds (due June 1st)



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14. Discussion/Future Agenda Items (8 minutes)

15. Correspondence/Announcements (2 minutes)

## A. Upcoming Meetings

1. Board Working Session, Monday, May 14, 2018 District Office Boardroom, 6:30 p.m.
2. Retiree Recognition 6:00 p.m.  
Board Business Meeting, Tuesday, May 29, 2018 District Office Boardroom, 6:30 p.m.\*\*  
*\*\*meeting on a Tuesday due to Memorial Day*

## B. Upcoming Budget Meetings

1. Second Budget Committee Meeting, Wednesday, May 2, 2018 District Office Boardroom, 6:30 p.m.
2. Third Budget Committee Meeting, Wednesday, May 16, 2018 District Office Boardroom, 6:30 p.m.\*  
*\*Optional meeting if needed - May 16th will be changed to an OSBA Training if there is no need for this 3rd budget meeting*

## C. Upcoming Events

1. Prescott Elementary 70th Anniversary Open House, Saturday, May 19th, 2018, 11 a.m.-2 p.m.
2. Last Day of School for Seniors, Friday, June 8, 2018
3. Baccalaureate, Monday, June 11, 2018, The Grotto, 7:00 p.m.
4. Senior Awards Gathering, Tuesday, June 12, 2018, PHS Theater, 6:30-8:00 p.m.
5. Graduation Walk, Wednesday, June 13, 2018, starting at Elementary Schools, time TBA
6. AVID Graduation, Wednesday, June 13, 2018, St. Rita's, Potluck 6:00 p.m., Ceremony 7:00 p.m.
7. Parkrose High School Graduation, Thursday, June 14, 2018, PHS Gym, 7:00 p.m.  
*Board Members please arrive by 6:15 p.m. meet in P1, same room as last year*
8. Last Day of School K-11, Friday, June 15, 2018
9. Last day for Teachers, Tuesday, June 19, 2018
10. Last day for Administrators, Friday, June 29, 2018

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*



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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 Michelle Markle. Contact phone: (503)408-2118 Contact e-mail: [michelle\\_markle@parkrose.k12.or.us](mailto:michelle_markle@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