



Parkrose School District No. 3

10636 NE Prescott Street
Portland, Oregon 97220-2699
www.parkrose.k12.or.us

Agenda

Board of Education Regular Business Meeting

Parkrose School District - Boardroom

Monday, August 27, 2018

6:30 PM

1. Call to Order - Regular Board Meeting - 6:30 p.m. to 9:00 p.m.
2. Pledge of Allegiance
3. Presentations/Recognitions
 - A. Introductions
 1. Samantha Ragaisis, Russell Elementary Principal
4. Consent Agenda (5 minutes)

Items of routine business that require action but not necessarily discussion and can be voted on in a block. If a board member wants to discuss an item, it can be pulled off the consent agenda and considered under its own motion.

 - A. Personnel
 1. New Hires
 - a. Kaye Blankenship 1.0 FTE Probationary Art Teacher, High School
 - b. Jake Dorr 1.0 FTE Probationary Life Skills Teacher, High School
 - c. Megan Filiault 1.0 FTE Probationary Principal, Sacramento
 - d. Sarah Bo-Linn 1.0 FTE Probationary Special Education Teacher, Shaver
 - e. Emma Nissen 1.0 FTE Temporary Choir Teacher, Middle School
 - f. Kady Strode 1.0 FTE Accountant, District
 - g. Blair Stuhlmuller 1.0 FTE Probationary Science Teacher, High School
 2. Resignations
 - a. Jonathan Jones 1.0 FTE TOSA/ELD Teacher, District/Shaver
 - b. Jeanne Morgan 1.0 FTE Accountant, District
 - c. Tara Richner 1.0 FTE 2nd Grade Teacher, Russell
 - d. Breanna Webb 1.0 FTE Social Studies Teacher, High School
 - B. Free/Reduced Facility Requests
 1. Blue Crush water polo and swim club @ PHS
 2. PBA Trunk or Treat @ PHS
 - C. Extended Travel
 1. Request for 4 teachers to attend Coaching Conference Oct. 9-11, 2018 in Las Vegas, Nevada

Mission: Close the achievement gap by preparing all students for college readiness and success in a global society.

Vision: Every child reads, thinks critically, and graduates ready for college and career.



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2. Request for Christine Blouke to attend Edupoint Conference Nov. 7-9, 2018 in Scottsdale, Arizona

D. Business/Finance

1. Monthly Financial Report
2. Disposal of Surplus Property

E. 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. GBC - Staff Ethics
 - a. GBC-AR - Staff Ethics
2. GBN/JBA - Sexual Harassment
 - a. GBN/JBA-AR - Sexual Harassment
3. GCBDC/GDBDC - Domestic Violence, Harassment, Sexual Assault or Stalking Leave
 - a. GCBDC/GDBDC-AR - Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave
4. GCDA/GDDA - Criminal Records Checks and Fingerprinting
 - a. GCDA/GDDA-AR - Criminal Records Checks and Fingerprinting
5. IGBA - Students with Disabilities - Child Identification Procedures
6. IGBAG-AR - Special Education Procedural Safeguards
7. IGBAH - Special Education - Evaluation Procedures
8. IGBAJ - Special Education FAPE
 - a. IGBAJ-AR - Special Education FAPE
9. IGBHE - Expanded Options Program
 - a. IGBHE-AR - Annual Expanded Options Program Notification
10. IICC - Volunteers
11. IKF - Graduation Requirements
12. JBA/GBN - Sexual Harassment
 - a. JBA/GBN-AR - Sexual Harassment
13. JECA - Admission of Resident Students
14. JHCD/JHCDA-AR - Medications
15. JHFE-AR(2)/KN-AR(2) - Investigations Conducted on District Premises
16. JHFE-AR(1) - Reporting of Suspected Abuse of a Child
17. JHFF - Reporting Requirements Regarding Sexual Conduct with Students
18. KI - Public Solicitation in District Facilities

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19. KJ - Commercial Advertising
 - a. KJ-AR - Commercial Advertising
20. KN-AR(1) - Relations with Law Enforcement Agencies
21. KN-AR(2)/JHFE-AR(2) - Investigations Conducted on District Premises
5. Non-Agenda Item Citizen Comments (3 minutes each)
If you wish to make a comment before the Board please fill out a comment card.
6. Board of Education (20 minutes)
 - A. Community Solutions Update/Appreciative Inquiry
 - B. Committee Reports
 - C. Legislative Update
 - D. Oregon School Board Members of Color Caucus Update
 - E. Board & Superintendent Retreat Recap
 - F. Oregon School Boards Association Nominations
If you want to run for a seat on the OSBA Board (position 17 or 19), ask your local board or another member board in your region to nominate you.
 - G. Determine Board Liaison Committee Assignments
Community Solutions, Equity/Teaching & Learning, Educational Foundation & Bargaining
7. District Business
 - A. Superintendent Reports (30 minutes)
 1. Equity Team Update
 2. Prosper Portland Update
 3. Chronic Absentee Grant
 4. Administrator In-service Week Report
 5. Opening Week & First Week of School Plans
 - a. New Teacher Day Report
 6. November Working Session
2nd Monday in November is a holiday
 - B. Teaching & Learning - Lisa Collins (5 minutes)
 1. AVID Summer Institute Travel Report
 - C. Technology, Student Information & Assessment - Christine Blouke (5 minutes)
 1. Elementary Math Implementation
 - D. Human Resources - Mary Bradbury Jones (5 minutes)
 1. Staffing Report
 - E. Student Services - Michelle Markle (5 minutes)

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1. Summer Programs Update
- F. Business & Operations - Sharie Lewis (10 minutes)
 1. Summer Projects Update
 2. Lead and Radon Update
 3. Extended Travel Report
8. PFA Monthly Report - Brett Davidson (5 minutes)
9. OSEA Monthly Report - Richard Doyle (5 minutes)
10. Agenda Item Citizen Comments (3 minutes each)
If you wish to make a comment before the Board please fill out a comment card.
11. Action Items (5 minutes)
 - A. Designate Board Member Legislative Assignments
 - B. Oregon School Boards Association Nominations (if applicable)
 - C. Determine Board Liaison Committee Assignments
 - D. Revise 2018-2019 Board Meeting Calendar
12. Executive Session - 8:30 p.m.
Recess into Executive Session under ORS 192.660(2)(h) litigation
13. Discussion/Future Agenda Items (8 minutes)
14. Correspondence/Announcements (2 minutes)
 - A. Correspondence
 1. COSA
 - B. Upcoming Meetings
 1. Board Working Session, Monday, September 10, 2018 District Office Boardroom, 6:30 p.m.
 2. Board Business Meeting, Monday, September 24, 2018 District Office Boardroom, 6:30 p.m.
 - C. Upcoming Events
 1. New Teacher Day
Board invited to quick meet and greet 10:45am-11:00am in front of PMS
 2. Opening Day, Tuesday, August 28th 7:30/8:00am – 9:30am
Board invited to attend
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

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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 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 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: 12.11.17

Public Complaints* (Version 4)

Board members recognize that complaints about schools may be voiced by employees, students, parents and community members 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 or guardian 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 or designee.

A person may initiate a complaint by discussing 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 or designee. The superintendent or designee will attempt to resolve the complaint. If the complaint remains unresolved after 10 working days of receipt by the superintendent or designee, 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 complainant, and which is presented to the Board, may be considered by the entire Board. A final written decision regarding the complaint shall be made by the Board within 20 working days from receipt of the complaint. The written decision of the Board will be final and will address each allegation in the complaint and reasons for the district's decision. If the Board chooses not to hear the complaint, the superintendent's or designee's decision is final.

The complaint procedure set out above will not be longer than 90 days from the filing date of the original complaint with the administrator.¹

The district may offer mediation or an other alternative dispute resolution process as an option if all parties to the complaint agree in writing to participate in such mediation or resolution.

Complaints against the principal may be filed with the superintendent or designee. The superintendent or designee will attempt to resolve the complaint. If the complaint remains unresolved within 10 working days of receipt by the superintendent or designee, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled or special Board meeting.

Complaints against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board. A final written decision regarding the complaint shall be made by the Board within 20 working days from receipt of the complaint. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide in open session what action, if any, is warranted.

Complaints against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board. A final written decision regarding the complaint shall be made by the Board within 20 working days from receipt of the complaint. The

¹The timelines may be extended upon written agreement between both parties.



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written decision of the Board will be final and will address each allegation in the complaint and reasons for the district's decision. If the Board decides an investigation is warranted, Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide in open session what action, if any, is warranted.

Complaints against the Board chair may be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the complaint to the Board. A final written decision regarding the complaint shall be made by the Board within 20 working days from receipt of the complaint. The written decision of the Board will be final and will address each allegation in the complaint and reasons for the district's decision. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. Once the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide in open session what action, if any, is warranted.

A complainant must file a complaint within the later of either time limit set below, in accordance with State law:

1. Within two years after the alleged violation or unlawful incident occurred or the complainant discovered the alleged violation or unlawful incident. For incidents that are continuing in nature, the time limitation must run from the date of the most recent incident; or
2. Within one year after the affected student has graduated from, moved away from or otherwise left the district.

The final decision for a complaint processed under this Board policy that alleges a violation of Oregon Administrative Rule (OAR) Chapter 581, Division 22 (Standards), ORS 339.285 to 339.383 or OAR 581-021-0550 to 581-021-0570 (Restraint and Seclusion) or ORS 659.852 (Retaliation), will be issued in writing or electronic form. The final decision will address each allegation in the complaint and contain reasons for the district's decision. If the complainant is a student, parent or guardian of a student attending school in the district or a person that resides in the district, and the complaint is not resolved through the complaint process above, the complainant may have appeal rights with the Deputy Superintendent of Public Instruction as outlined in OAR 581-002-0040.

If the complaint alleges discrimination pursuant to ORS 659.850 (Discrimination) and the complaint is not resolved at the local level through administrative regulation AC-AR - Discrimination Complaint Procedure, the complaint may meet the criteria to file an appeal with the Superintendent of Public Instruction as outlined in OAR 581-021-0049.

END OF POLICY

Legal Reference(s):

[ORS 192.610 to -192.690](#)
[ORS 332.107](#)

[ORS 659.852](#)
[OAR 581-022-2370](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).

HR9/28/17 | PH

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