



**PARKROSE SCHOOL DISTRICT NO. 3**  
10636 N.E. Prescott Street  
Portland OR 97220-2699

**Regular Session of the Parkrose Board of Education of School  
District No. 3, Multnomah County, Oregon  
Monday, January 24, 2011**

**M I N U T E S**

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A Parkrose Regular Business Meeting of the Board of Trustees of Parkrose School District 3 was held Monday, January 24, 2011, beginning at 6:30 PM in the Parkrose School District - Boardroom.

**1. Executive Session - 5:30 p.m., Superintendent's Office**

Recess into Executive Session under ORS 192.660(2)(a) employment and ORS 192.660(2)(d) negotiations. - In accordance with the law, executive session minutes are kept separate and portions of the minutes that deal with matters exempt from disclosure under executive session authority are not required to be made public.

**2. Call to Order - Regular Business Board Meeting - 6:30 p.m.**

Chair Grassel called the Regular Session meeting to order at 6:31 p.m. and welcomed staff and patrons. Chair Grassel reviewed the 'Citizen Comment' process for those in attendance.

Members present were: Chair Ed Grassel, Vice Chair Guy Crawford, Board Member Alesia Reese, and Board Member Adair Fernee.

Board Member James Woods was absent.

Others present were: Shaver Principal Cindy Bartman, Sacramento Principal Stevie Blakely, Prescott Principal Michael Lopes, Russell Academy Principal Debbie Ebert, Jakob Curtis, Parkrose Middle School Principal Molly Davies, Director of Business Services Mary Larson, Director of Student Services Kathy Keim-Robinson, Director of Human Resources David McKay, Director of School Improvement Yuki Monteith, Parkrose Middle School Assistant Principal Annette Sweeney, Parkrose High School Principal Ana Gonzalez, Parkrose High School Assistant Principal Jared Freeman, Superintendent Karen Fischer Gray and Board Secretary Trista Crase.

**3. Presentations/Recognitions**

**A. Recognitions**

**1. School Board Recognition Month - Karen Gray**

Superintendent Gray shared a giant thank you card from Russell and two signed pictures from the 7<sup>th</sup> and 8<sup>th</sup> grade AVID students at the middle school with the Board. Superintendent Gray personally thanked the School Board members for the many hours of professional development, reading books and attending meetings they put in. Superintendent Gray said this is not the kind of Board who gives a rubber stamp to things, but is very constructive and eclectic and supports the work the superintendent does.

Superintendent Gray read the School Board Recognition Resolution into the record.

- a. Russell Academy/Prescott Elementary  
Principal Ebert introduced the Russell Academy and Prescott Elementary choirs who performed three songs for the Board. Choir Teacher Carolyn Hjelt spoke about the choir students. Students in the choir have three requirements to participate: they must love to sing, want to be part of a group have parents who can get them there a half-hour after school. The Board thanked the students for this wonderful tribute.

B. Presentations

1. Metropolitan Family Services Presentation - Jennifer Mangieri  
Brooke Chilton-Timmons Program Manager for Community School Programs in Parkrose and Holly Williams Lead Coordinator for Experience Corps. from Metropolitan Family Services presented the Metropolitan Family Services Parkrose Strategic Plan and Overview of School-Based Services. MFS began delivering services in Parkrose in 2004. Over the past six years MFS has brought over \$900K in services to the district. MFS brokers in-kind donations, for example 18 MFS volunteers provided 113 hours of service in Parkrose. MFS provides SUN at Shaver and Experience Corps. mentoring at Prescott and Shaver. MFS also provides a variety of ways for parents to become engaged in schools. MFS is the lead agency for the SUN Service System in East Multnomah County. Experience Corps. volunteers spend a minimum of one hour per week with students and up to fifteen hours per week volunteering. Ms. Williams introduced a Sacramento Elementary Experience Corps. volunteer who shared her personal experiences volunteering in schools.

Ms. Williams said they know their program would not be as strong without the continued partnership with school districts and thanked Parkrose for their partnership.

2. Kim Nguyen - ASB Report  
Kim Nguyen gave the monthly ASB Report. Last Thursday the Battle of the Bands event took place and three bands signed up and battled it out. This year the money was used to buy prizes for the winning band. Boy's swimming was number one in their conference and two swimmers did not participate in the last swim meet and we are now tied for second or third. Boy's basketball beat Sherwood last week. A dance team competition is coming up and the school play IX is coming up this Friday and Saturday. Student council is working on individual projects and focusing on Mr. Bronco, where senior boys come out and raise money for Doernbecher Children's Hospital. Superintendent Gray asked Ms. Nguyen to ask the Mr. Broncos boys to come to an upcoming Board meeting. During Student Advisory Council today, the group discussed how to get seniors turning 18 before the May election to vote. The students talked about problems for teenagers in the community and school spirit and sports. Some of the things that stop students from participating in sports are the fees and equipment costs.

4. OSEA Monthly Report - Rebecca Smillie  
Rebecca Smillie thanked the Board for their hard work and dedication on behalf of the OSEA. She thanked them for 'being you!' Classifieds are working hard to educate students to be safe, healthy and happy. The classified staff is helping with state testing and involved in movie night to help support the bond measure. Classified staff has helped to raise money for the Sparrow and are baking goodies for a Valentine's Day fundraiser.
5. PFA Monthly Report - Jerry Landreth  
Chair Grassel thanked Mr. Landreth for coming to the Bond house meeting yesterday. Mr. Landreth thanked the Board for their maturity and professionalism and gave them a heart felt thank you from PFA for their work and dedication. Mr. Landreth attended the Bond house party at Maureen Crawford's house yesterday and said there are definitely willing volunteers ready to help and make this thing happen. OEA will be donating a three to one match to PFA's donation. Mr. Landreth thanked Ms. Hjelt for her tremendous work and dedication to the students and said she represents

some of the best. Mr. Landreth commended Russell Academy Principal Debbie Ebert and her staff for receiving the Oregon Reading Association Exemplary Reading Award. PFA is offering up a \$50.00 donation to the Sparrow at the high school and is encouraging the schools and board/administration to match or exceed the \$50.00 donation. PFA has decided to make donations in the name of Literacy for Read Across America on March 2. PFA thanked the district for working with them to put a unique package together to support Mr. Anderson at the middle school. Mr. Landreth tipped his hat to MFS for the services they provide to children.

## 6. Board of Education

### A. Board Reports

1. Superintendent Evaluation and Contract Renewal Update - Ed Grassel  
Vice Chair Crawford said this is an annual event conducted by the Chair and Vice Chair. It has been the board's decision to look at the Superintendent's evaluation as an ongoing process. Essentially looking at one reviews end as another reviews beginning.
2. Labor and Employment Conference - Feb. 10, 2011, 1 - 8 p.m., NWRESA - Ed Grassel  
Chair Grassel will be attending this event.
3. OSBA/COSA Legislative Day - Feb. 21, 2011, 8 a.m. - 3 p.m., Salem, OR - Ed Grassel  
Chair Grassel along with Superintendent Gray and Board Member James Woods will attend this event to speak to legislatures to plead for more money and tell them what we do with the monies they provide us.
4. Budget Committee Member Application Update - Alesia Reese  
Ms. Reese said now is the time to consider volunteering for the budget committee to learn more about the budget. The budget process is coming up soon and will be a difficult process this year.
5. Parkrose Education Foundation Update - Adair Fernee  
The work is continuing on the auction. The next meeting is scheduled for the 30<sup>th</sup> to stuff envelopes and get information out. The foundation is working on obtaining banners to help notify parents.

Chair Grassel spoke about the opportunity to sit in on the end of year football debrief meeting hosted by Superintendent Gray. He said the improvement and support of the football program is a real testament to support a winning football team. He gave kudos to the superintendent to see the value of quality athletics in a school district. If we can replicate that in other areas, Parkrose will become a perennial powerhouse similar to what they were in the 60's and 70's.

### B. Committee Reports

1. Bond Coordinating Council - Alesia Reese  
The bond coordinating council is an exciting group of 40 or more people. The next meeting is Feb. 1, 2011, at 7 p.m. in the boardroom and conceptual drawings will be provided by Dull, Olsen, Weekes, Architects. Ms. Reese went to the bond open house at Maureen Crawford's and got to meet area representatives.
2. School Improvement - Mid-year Check-in - Ed Grassel  
Chair Grassel said School Improvement is very close to his heart. He had a chance to sit in on the professional development meetings and complimented the teachers on their hard work and thanked them for sharing what is working and not working.
3. Legislative Activity - James Woods  
Mr. Woods is absent tonight, but he is on the OSBA Board and had a chance to attend a conference last week where they discussed the upcoming budget.

7. Consent Agenda

A. Personnel

1. Retirements

- a. Marie Rowland: District, 1.0 FTE, Behavior Specialist

B. Board Minutes

1. Dec. 13, 2010, Regular Session Minutes
2. Jan. 10, 2011, Executive Session Minutes

C. Extended Travel

1. Travel Request for Christine Blouke to attend the 2011 SchoolDude University Training in Myrtle Beach, SC, April 8-13, 2011

Chair Grassel opened the floor for discussion or objections to the consent agenda. The consent agenda passed unanimously.

8. Citizen Comments

If you wish to make a comment before the Board, please fill out a comment card and give it to the secretary. - There were no citizen comments this evening.

9. District Business

A. Superintendent Reports

Superintendent Gray reminded people to join the Parkrose School District Facebook page and to look at the 2011 Bond link at the bottom of the district webpage.

1. Superintendent's Mid-Year Review

This year, Superintendent Gray decided to give her report by sharing her top ten focus points. These are the areas that represent Superintendent Gray's biggest areas of concern, focus, improvement and accomplishment. Each of these areas has a plan that accompanies them and is what is being discussed and addressed throughout the district. Superintendent Gray read her top ten areas of focus to the audience.

Chair Grassel said the only comment he had was on the dual credit area and said he believes it is an extremely valuable tool, especially when we have high school seniors who cannot find enough opportunity for a full-school day. He said as a parent going through the high school five years ago, he didn't know very much about this and hopes it will be better advertised in the future.

2. Safe Routes to School Program Notice of Intent

Superintendent Gray shared a notice from Safe Routes to Schools showing that Prescott Elementary has been identified for improvements for curb extensions and a refuge island. She said this is a \$500K grant and three East Portland schools will receive improvements.

3. Division 22 Assurances

Superintendent Gray said the Division 22 Assurances are standards around school districts having counselors, librarians, school improvement, etc. and if you don't assure the state government you are following the Division 22 Assurances, you can lose funding. Superintendent Gray said she can assure the Board these standards are being met, but as funding is lost, she may not be able to give this assurance in the years to come.

B. Department Reports

1. Human Resources

a. Pre-Bargaining Update

Director McKay spoke about a meeting on Jan. 10, 2011, where the Board met with the District's attorney Nancy Hungerford to go over goals, schedules, etc. and take a first glance at what they hope to accomplish during bargaining. The district wants to move forward with both classified and certified and the message they want to convey is that there is a very strong relationship and the district looks forward to moving forward. The District is looking at putting together an initial draft and as dates get set Mr. McKay hopes there to have more information.

b. Principal Search

Director McKay updated the Board on the principal search for Shaver Elementary. The posting closes on Friday and currently there are about 12 applicants. The next step will be to screen the applications and schedule interviews. Superintendent Gray will meet with the Shaver staff tomorrow morning to get feedback and thanked Principal Bartman for her service and dedication.

2. Student Services - Kathy Keim-Robinson

a. Annual Measurable Achievement Objectives (AMAO) Report

Director Keim-Robinson introduced Jakob Curtis to present the AMAO Report this year as part of his IAL practicum. Mr. Curtis shared the three AMAO targets and shared whether the district met or did not meet based on the information provided. Director Keim-Robinson said Parkrose came closer to meeting all the targets than they ever have before.

b. Special Education Child Census

Director Keim-Robinson said the Special Education Child Census shows Parkrose with an increase of about 20 students from years past. Director Keim-Robinson shared graphs depicting the different disability areas and the distribution across the district. She said the two biggest areas are communication disorders and specific learning disability is consistent with other districts. Specific learning disability is a lack of learning not explained by environmental factors. It use to be defined by a discrepancy in intellectual performance and achievement levels, but with the science of learning and psychological evaluation we are looking at a format that makes us identify a weakness in the psychological process and lack of achievement process.

The change in student placement is a result in the placement being based on progress in learning and students who are not progressing are now receiving more intense intervention. The change in practice has definitely shown improvement in their achievement.

Director Keim-Robinson highlighted the race/ethnicity graph. The change in numbers and standout are really because of the change in definition, not because of a change in student ethnicity populations.

Director Keim-Robinson highlighted the enrollment type verification. There have been some variations on the type of kids in the charter schools. The majority of the students in special education are enrolled in the district and the private school numbers are kids who are in therapeutic schools.

Ms. Reese requested a report by school.

3. Business & Operations - Mary Larson

a. Financial Report Process

Director Larson said statewide school districts are looking at funding gaps for next year. Districts have come up with different templates for funding at \$5.7, \$5.8, \$6.0, \$6.2 and \$5.45 billion. Director Larson has done some research for what the numbers at Parkrose would look like.

When Director Larson ran the different scenarios with the gap in revenue funding from \$6.2 billion the high and \$5.45 billion the low, would result in a gap to Parkrose of about \$2.6 million to \$4.8 million. Some of the revenue sources for this year, we will not have next year. When you look at the funding template, there will be no more ARRA funding or Ed Tech funding that we got in the middle of last year to keep us going. Director Larson has just barely begun the budget process. When Governor Kitzhaber said the budget would be at \$5.4 billion, there is still \$1.2 billion to distribute across state agencies, which could change that number. The district will be putting together information and meeting with employees and patrons looking at Parkrose and what the funding for the next fiscal year will be.

There has been some discussion about changing the financial report and Director Larson is sorry Mr. Woods is not present to help guide the discussion. Director Larson is wondering if the Board wants to have a year by year comparison about where we are at in comparison or to take a specific fund each month and discuss it. Chair Grassel and Director Larson will meet in the next week to discuss this further.

b. Student Body Reporting Process

Director Larson met with her staff to see what they could do to accommodate the request from Mr. Woods to have a monthly Student Body Account Report. The accountant and Director Larson believe they can go to buildings on a quarterly basis to be sure each staff has their items reconciled and in order and will report the findings to the Board.

c. Audit Report

There were no findings in our audit. The audit is done by the auditors for the Board. The letter addresses the GASB statement. Chair Grassel asked if there would be policy in place by the end of June to address this. Yes.

The other issue the auditor brought to the attention of the Board was the fidelity coverage. The Superintendent and Director of Business Services are covered at \$200K and the accountant is covered at \$100K. This is something that is discussed with the Agent of Record. When you have a fidelity bond, it means a background check has been done to assure the person has not been bankrupt and won't abscond with money. Director Larson offered to have Marsh USA come to a work session to discuss property and liability insurance and what it covers.

d. Bond Construction Loan Information

Director Larson thinks Parkrose might be eligible for the QZAD funding due to our free/reduced percentages. The pool for QZAD is willing to release up to \$15.0 million, but the money is interest free.

4. School Improvement - Yuki Monteith

a. Professional Development Goals Update

There are four major areas the district has been working on in Professional Development

including: Professional Learning Communities, Instructional Focus on Writing, Instructional Focus on Reading and Formative Assessment. There are areas that are differentiated district-wide and some areas that are individualized by building.

More teacher leaders are stepping up to help with trainings and they prefer things to be more relevant to their every day practice and like to receive training from their colleagues. The AVID teachers have been using AVID instructional strategies in the trainings. Some of the other things taking place are Science Inquiry Work Samples at the elementary level. In the spring, the district will continue to work on mathematics and the alignment along with the grant connect to science and connect to math that will provide more training and classes in science and math for the teachers. On Friday, a team of Cabinet members will present at OACOA on the administrative PLC and the work done to past, current and what they see as the future. They will share materials they have developed and Director Monteith has shared information with area central office administrators on Parkrose's development and she has learned Parkrose is further ahead and can share their learning with other administrators.

Ms. Reese gave kudos to the administrators. In April, Director Monteith will give an update on district initiatives at the work session.

10. Discussion Items

Ms. Reese would like to have a visit from the insurance agent of record at an upcoming work session.

11. Correspondence/Announcements/Requests

A. Upcoming Meetings

1. Bond Coordinating Council Meeting - Feb. 1, 2011, District Office Boardroom, 7:00 p.m.
2. Board Work Session, Feb. 14, 2011, District Office Boardroom, 5:00 p.m.
3. Board Regular Session, Feb. 28, 2011, District Office Boardroom, 6:30 p.m.

12. Adjournment

Chair Grassel adjourned the Regular Business Session meeting at 8:49 p.m.