



**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, December 13, 2010**

**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, December 13, 2010, beginning at 6:30 PM in the Parkrose School District - Boardroom.

1. Call to Order - Regular Board Meeting - 6:30 p.m.

Chair Grassel called the Regular Session meeting to order at 6:30 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, Board Member Adair Fernee, and Board Member James Woods.

Others present were: Parkrose Middle School Principal Molly Davies, Parkrose Middle School Assistant Principal Annette Sweeney, Director of Business Services Mary Larson, Food Services Supervisor Ellen Christensen, Director of School Improvement Yuki Monteith, Parkrose High School Assistant Principal Michelle Markle, Parkrose High School Principal Ana Gonzalez, Sacramento Elementary Principal Stevie Blakely and Board Secretary Trista Crase.

2. Presentations/Recognitions

A. Recognitions

1. McDonald Wetle Recognition - Karen Gray and Mary Larson

Chair Grassel said he worked with McDonald Wetle when they were roofing the high school. He said McDonald Wetle is extremely helpful and very willing to help. McDonald Wetle provided labor and supplies to roof the high school baseball dugout. Director Larson said Bob Bolt, McDonald Wetle's President is a Parkrose alumni and that Parkrose is dear to McDonald Wetle's heart. Director Larson echoed Chair Grassel's comments about McDonald Wetle's partnership and said they are wonderful to work with and they look forward to working with the District in the future.

2. Community All-Stars Recognition - Karen Gray

Chair Grassel thanked the entire middle school staff and administration for bringing the community together for a Community Thanksgiving. Superintendent Gray wanted to publicly recognize the hard work done by the people who organized the wonderful Thanksgiving event that fed over 200 people and had over 150 volunteers. Annette Sweeney, Stephanie Murdock, Chris Sullivan and Mario O'Brien put this event together as part of their service to the community for their Initial Administrative Licensure Cohort. Superintendent Gray recognized the four IAL students for all their hard work by presenting them with medals of honor. She also thanked food services and presented Parkrose Middle School Head Food Services Employee Bonnie Wagner and Director of Food Services Ellen Christensen with medals of honor.

B. Presentations

1. Kim Nguyen - ASB Report

Kim Nguyen, ASB President gave the monthly ASB Report. Ms. Nguyen apologized for being absent the last few months due to schedule conflicts. Winter sports just began and swim team won their first match by over 200 points. Girls' volleyball won their first game against Franklin and played Reynolds last week. Girls' basketball is working very hard and has a whole new coaching staff. The first boys' basketball game against Sprague resulted in a loss, but was a very good game considering Sprague is a 6A team. The Leadership class has started new projects and students will be doing individual projects instead of group projects. Mr. Bronco nominations are now being accepted and all proceeds go to Doernbecher Children's Hospital. Winter break is on the horizon. MYC met yesterday and banners are being made for the school-based health center.

2. PACE Homeless Project - Evan McFadden

PACE Teacher Evan McFadden thanked the Board for allowing the PACE students to come present. This year is the 28<sup>th</sup> Annual Homeless Project, which is a student driven project. Students from Mr. McFadden's class spoke about the project and the things they do to organize the project. Donations of hygiene products, money, etc. are accepted and any clothes collected are given to the Portland Rescue Mission. The hygiene products are then used to make kits to give to the homeless and the money is used to fill any gaps in product. Students in the program spend a week making decorations to put up in the two homeless shelters they visit. The kits the homeless receive include a toothbrush, floss, shampoo, conditioner, razors, deodorant, etc. Once the project is complete students write thank you letters to those who donated to the project.

Chair Grassel thanked the students for being a caring group of young adults out in the community showing they care.

3. Playworks Presentation - Kathy Keim-Robinson

Director Keim-Robinson introduced Shannon Mills who is the Playworks Coordinator at Russell. Playworks is a non-profit organization who trains staff and then sends their staff to help schools structure recess. Core values focus on healthy play, inclusion of all, respect, and developing a healthy community with a positive connection to the group. The recess coach in Playworks is a full-time assignment that changes the role of the traditional supervision model to coaching. The main emphasis is engaging students in active, healthy play by setting up the playground for multiple games, and activities in the designated areas. Games set the stage and they are non-traditional, cooperative games. They are structured so that they are not gender-related and where skill level competition does not impact involvement or enjoyment. The coach role is the key to the program, the coach models activities and shows children how to have fun. Children are taught signals and cheers to help get their attention and close out activities. Director Keim-Robinson shared information on discipline referrals and the comparison from last year to this year that showed the number of referrals being down, clearly a result of Playworks.

Ms. Reese asked Ms. Mills for an example of how this program helps deescalate a conflict. Often, students come to Ms. Mills to tattle and she will ask them if they have Ro-Sham-Bo'd (traditionally 'rock-paper-scissor'). Most times, they turn around and Ro-Sham-Bo and the conflict is resolved.

Chair Grassel said this is a fantastic idea and it really seems to help and kills the discipline activity in the classroom as well. Chair Grassel asked where this idea came from and whose idea this was. Director Keim-Robinson said the home base of Playworks is in Oakland, CA. They came to Parkrose with a suggestion from Principal Blakely. The initial barrier to bringing the program to Parkrose was the money and the District was able to use set aside

monies to fund the program. Principal Blakely said this program has been wonderful and the number of referrals has definitely decreased. She said initially the program was offered to Sacramento as a free preview for one week. Based on what the school saw in one week, they knew they must have the program permanently. Many kids are taught the skill of how to play nicely together, but a lot of kids who come to Parkrose Schools are not.

3. PFA Monthly Report - Jerry Landreth

Jerry Landreth gave the PFA monthly report. Mr. Landreth mentioned the Dave Anderson situation at the middle school and said PFA is very concerned for him and his family. He said the Thanksgiving event at the middle school was wonderful and he was excited to see the recognition tonight. PFA voted in November in concert with OSEA to make a donation to the bond committee and will be donating \$1,500. Mr. Landreth echoed the thoughts on the Playworks program and said he has seen wonderful things happen at the school. Mr. Landreth commented on how wonderful it was to see PACE here this evening sharing information on their awesome project. Mr. Landreth thanked the District for the awesome holiday celebration. He said PFA will be under a lot of pressure to weigh in roles and responsibilities and challenged the Board to think about how to make general fund dollars work in the light of difficult funding and the loss of stimulus dollars.

4. OSEA Monthly Report - Rebecca Smillie

Rebecca Smillie was not present this evening to give the OSEA Monthly report.

5. Board of Education

A. Board Reports

1. Superintendent Evaluation and Contract Renewal - Ed Grassel

Chair Grassel said the Superintendent Evaluation and Contract Renewal process typically starts in November, but due to a death in Chair Grassel's family this did not happen. Chair Grassel and Vice Chair Crawford will begin the process and start discussions in January. If the Board has any comments/suggestions Chair Grassel asked members to email them to him.

B. Committee Reports

1. Bond Coordinating Council - Alesia Reese

a. Next Bond Coordinating Council Meeting - Jan. 4, 2011, 7 p.m., District Office boardroom

The Bond Coordinating Council Committee met on Nov. 30, 2010. The committee will begin to meet twice a month starting in January. There are five short months to notify, inform and educate the community on the needs for the Bond.

2. School Improvement - Ed Grassel

Chair Grassel said the School Improvement Committee discussed their current reading at the last meeting. The committee has been reading 'Teach Like a Champion', a book that discusses techniques to use in a classroom. The techniques are actually tips that are very general in nature. The committee discussed the reading because it addressed a specialized subject and some of the tips in the book cannot really be used when teaching reading. Chair Grassel thanked the teachers and administrators for their hard work.

3. Legislative Activity - James Woods

Mr. Woods said he is still dealing with two issues related to the city. The first, when the city bought \$70,000 worth of lunch trays for PPS. Secondly, he is still working with a couple partnerships in dealing with only PPS students receiving free tri-met passes.

Ms. Fernee attended the Michael Allen Harrison concert and said it was fabulous. The foundation meeting is not until this Wednesday, so she does not have anything to report. She commended all the schools in the District for gathering food and clothes for the needy.

Vice Chair Crawford congratulated the District for partnering with Northwest College of Construction on a grant to help provide welding classes at ACE. The ask is a grant through the AGC Foundation and Vice Chair Crawford believes one of the questions AGC will ask is if Parkrose is ready to contribute general funds to help this class become permanent.

6. Consent Agenda

A. Personnel

1. Resignations

- a. Barbara del Mundo: District, 1.0 FTE, Speech Pathologist

B. Board Minutes

- 1. November 22, 2010, Regular Session Minutes

C. Second Reading of Policies

- 1. Policy AC - Nondiscrimination
- 2. Policy GAB - Job Descriptions
- 3. Policy GBA - Equal Employment Opportunity
- 4. Policy GC - Licensed Staff Positions
- 5. Policy GCC - Recruitment of Licensed Staff
- 6. Policy GD - Classified Staff/Classified Staff Positions
- 7. Policy GDC - Recruitment of Staff

Chair Grassel opened the floor for discussion or objection to the consent agenda. Hearing none, the consent agenda passed with an oral vote of five ayes and zero nays.

7. Citizen Comments

If you wish to make a comment before the Board, please fill out a comment card and give it to the secretary.

8. District Business

A. Superintendent Reports

1. Thanksgiving Event at PMS

Superintendent Gray thanked everyone for the Thanksgiving Event. She also publically thanked Community Member Earle DeKay for agreeing to participate in the Bond Campaign. Mr. DeKay and Superintendent Gray will be visiting many community meetings to share information on the Parkrose Bond Campaign.

2. Governor's Budget

The Governor's Budget generally comes out on Dec. 1 of the biennium. The difficulty lies in the transitioning to a new governor and there is a tough decision with who should name the people on the committees as well as what the committees should be due to the 30/30 split in the legislature. Superintendents in Multnomah County have discussed a starting place for budgets and at this time they landed at \$5.7 billion. That is flat to last year, but with the increase in PERS and rollup costs, this could leave Parkrose with a \$2-3 million deficit.

3. Updates - AVID, Law Conference

Director Keim-Robinson and PHS Assistant Principal Markle spoke about the 30<sup>th</sup> Annual Oregon Law Conference hosted by COSA. Director Keim-Robinson spoke briefly about some of the presentations she attended, specifically one on Discipline of Students,

Cyberbullying and use of Facebook. Ms. Markle also shared information on the sessions she attended, specifically a session on employee conduct off campus and after hours and how to address issues related to that.

AVID National Conference – This conference proved to Superintendent Gray that Parkrose is absolutely doing the right thing for kids. The conference was in Dallas, TX, at the Gaylord Conference Center. Some of the sessions were on College Readiness for all, Math Forwardness, Culturally Responsive Teaching, African-American Male Initiative with AVID, Removing Barriers to African-American Male Achievement, What Works in AVID, AVID: How it affects the entire school and school district and AVID Elementary. Superintendent Gray's experience was the privilege of traveling with Director Keim-Robinson and Director Monteith and talking about AVID for three straight days. Director Monteith shared information on the sessions she attended many of which were the same as Superintendent Gray, although she did attend a number of the research sessions on AVID data. Director Monteith took away a respect for multiple perspectives on this practice. Director Keim-Robinson was impressed with this conference because of the solid research-based information. The conference had plenty of stories and messages of the heart.

## B. Department Reports

### 1. Business & Operations - Mary Larson

#### a. Student Body Audit

Director Larson said next month the board will get the general audit. In the first few pages the auditors speak about the independent audit and the agreed-upon procedures. One thing about the comments in the document happened due to something from last year. The item may have been corrected during the last half of a fiscal year, but the auditors look from July 1- June 30 and if they pull the information that has a missing signature, there will be a comment about it. One item is the recurring comment about the amount of signatures at the high school. The audit is a good resource and tool for the schools to realize what they can do better each year.

#### b. Financial Report

Director Larson said there will be cuts next year it's just a variation of what those cuts will be. Districts are looking at efficiencies and doing business in a different way.

## 9. Action Items

### A. Accept/Reject 2011 Bond Package Proposal

Director Larson said there have been some concept meetings with DOWA on how 21<sup>st</sup> Century buildings should look. Director Larson said she is working on looking forward on the bond on how to communicate with the community on what the bond will do for them once it passes and more discussion with the Board will be necessary as it gets closer. Ms. Reese said Scappoose SD found their biggest error was not communicating with the community on how the bond was going to play out once it was passed.

Ms. Reese said this process started two and half years ago with a long-range facility plan. The committee new the district had challenges and those challenges need to be addressed. The bond proposal has been paired down to \$63 million and elements have been identified in every building. The largest challenge will be to describe a multi-purpose room and the largest goal will be building a new middle school. The solar technology is a requirement, not a choice. Ms. Reese feels this is a fiscally responsible proposal that includes the elements the community has said they will support. Patrons in Parkrose will not realize a tax increase with this bond. While we are adding rooms and building a new middle school, the committee is hoping to save money on operating costs.

Ms. Reese requested the board accept the 2011 Bond Package Proposal as presented. Vice Chair Crawford moved to accept the 2011 Bond Package Proposal as presented. Ms. Reese seconded the motion.

Mr. Woods is worried about the Political Action Committee. Tono Lippy and James Truilijo have taken the lead in the meetings to show leadership. Two other people, Allison Newman-Woods and Maureen Crawford would like to have a supporting role in the PAC, but not a leadership role. Ms. Reese is anticipating 10-12 people as the core of the PAC.

Chair Grassel called for further discussion or objections. Hearing none the motion to accept the 2011 Bond Package Proposal passed with an oral vote of five ayes and zero nays.

- B. Accept/Reject CCVC Volleyball Club Free/Reduced Facility Use Request for Jan. - May, 2011, for Volleyball Practice at PMS

Ms. Reese moved to accept the CCVC Volleyball Club Free/Reduced Facility Use Request for Jan. - May, 2011, for Volleyball Practice at PMS as presented. Chair Grassel seconded the motion.

Discussion: Vice Chair Crawford asked if this benefits the high school program. Yes.

Chair Grassel called for further discussion or objections. Hearing none the motion to accept the CCVC Volleyball Club Free/Reduced Facility Use Request for Jan. - May, 2011, for Volleyball Practice at PMS passed with an oral vote of five ayes and zero nays.

- C. Accept/Reject Maritime Commerce Club Free/Reduced Facility Use Request for MCC Homeless Family Event at PHS

Ms. Reese moved to accept the Maritime Commerce Club Free/Reduced Facility Use Request for MCC Homeless Family Event at PHS as presented. Vice Chair Crawford seconded the motion.

Discussion: The board engaged in a discussion around the timeline in which this request was submitted. Chair Grassel said he would like to give patrons a year to get use to the new requirements for free/reduced requests.

Mr. Woods amended the motion to approve by adding that a letter is sent to Maritime suggesting if they turn paperwork in late in the future, they will not get a reduced fee.

Ms. Reese seconded the motion to include the original motion with the amendment of adding a letter. Mr. Woods seconded the motion. Chair Grassel called for further discussion or objections. Hearing none, the motion to accept the Maritime Commerce Club Free/Reduced Facility Use Request for MCC Homeless Family Event at PHS and send them a letter about proper process, passed with an oral vote of five ayes and zero nays.

- D. Accept/Reject Maritime Commerce Club Free/Reduced Facility Use Request for MCC Homeless Family Event at PHS

Ms. Reese moved to approve the Maritime Commerce Club Free/Reduced Facility Use Request for MCC Homeless Family Event at PHS as presented. Vice Chair Crawford seconded the motion. Chair Grassel opened the floor for discussion or objections. Hearing none, the motion to approve the Maritime Commerce Club Free/Reduced Facility Use Request for MCC Homeless Family Event at PHS passed with an oral vote of five ayes and zero nays.

10. Discussion Items

Ms. Reese requested holding a work session discussion on the free/reduced facility use process and the impact it has on the district.

OFFICIAL MINUTES: December 13, 2010, Regular Session Meeting

Mr. Woods would like to have an agenda item to request from each of the student body funds reconciliation monthly.

11. Correspondence/Announcements/Requests

A. Upcoming Meetings

1. Board Executive Session, Jan. 10, 2011, District Office Boardroom, 9 a.m.
2. Board Work Session, Jan. 11, 2011, District Office Boardroom, 5:00 p.m.
3. Board Regular Session, Jan. 24, 2011, District Office Boardroom, 6:30 p.m.

12. Adjournment

Chair Grassel adjourned the Dec. 13, 2010, Regular Session meeting at 9 p.m.