

# OFFICIAL MINUTES –JANUARY 26, 2009 REGULAR MEETING



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

**Regular Session of the Parkrose Board of Education**  
**District No. 3, Multnomah County, Oregon**  
**Monday, January 26, 2009**

## MINUTES

<p><b>THE BOARD CONVENED IN REGULAR SESSION</b></p>	<p><b><u>REGULAR BOARD MEETING – CALL TO ORDER 7:00 P.M.</u></b></p> <p>The Parkrose Board of Education of School District No. 3, Multnomah County, Oregon, convened in regular session in the district boardroom at the Parkrose District Office in the said District, County, and State at the hour of 7:00 p.m. on the date hereinabove shown and by common consent of the directors.</p> <p>a&gt; Chair Woods called the meeting to order at 7:01 p.m. and welcomed staff and patrons. Chair Woods reviewed the “Citizen Comment” process for those in attendance for the first time.</p> <p>Board Chair Woods noted the following were present.</p> <p>b&gt; <b><u>PRESENT:</u></b> James Woods, Chair  Ed Grassel, Vice-Chair  Katie Larsell  Alesia Reese  Guy Crawford</p> <p>Others in attendance: Superintendent Karen Fischer Gray, administrators, Director of School Improvement Yuki Monteith, Director of Student Services Kathy Keim-Robinson, Director of Human Resources Marian Young, Director of Business Operations Mary Larson and Board Secretary Apryl Jump.</p>
<p><b>ASB REPORT</b></p> <p><b>PARKROSE HIGH SCHOOL PRESENTATION</b></p> <p><b>AUDIT REPORT</b></p>	<p><b><u>SCHOOL PRESENTATIONS/RECOGNITION</u></b></p> <p>a&gt; <b><u>Presentations</u></b></p> <p><i>*Note: First two presentations were taken out of order.</i></p> <p>1. <b><u>Associated Student Body Report:</u></b> Derek Herman, ASB President, provided the Board updated information on several events including Winter Wishes, the Battle of the Bands and the annual dolly sale. In addition, the library would be hosting seminars for seniors about two topics: How to get what you want from college and writing essays. One student ran a blood drive for her senior project. A total of 108 people gave blood.</p> <p>2. <b><u>Parkrose High School Presentation:</u></b> Mr. English from Parkrose High School spoke about the “We the People” competition that was held on January 13, 2009 at Lake Oswego High School. Parkrose High School competed against 7 other schools and earned two Outstanding Unit Awards. Commissioner Nick Fish was one of the judges who praised Parkrose students for their work. One of the units scored higher than all the other schools – higher than Grant, Lincoln, and Lake Ridge. Mr. English explained that Grant regularly sent their team to State and National Championships. Parkrose earned second right behind Grant. Mr. English also shared Mock Trial was February 28.</p> <p>3. <b><u>Audit Report:</u></b> Director of Business Operations Mary Larson introduced Mr. Roy Rogers of Pauly Rogers, the auditing firm for Parkrose School District. Mr. Rogers reviewed the audit process. He explained there were three audits. The first part of the audit covered generally accepted accounting principles. The second covered the</p>

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	<p>Oregon Municipal Audit Standards (i.e. internal control purchasing). The third covered a series of letters in regards to Federal Financial Assistance which involved the federal funds received by the district. In addition, Mr. Rogers reviewed the SAS 1-12 and 1-14 which were state auditing standards.</p> <p>Lastly, Mr. Rogers provided a very brief overview of the outcome of Parkrose School District's audit results.</p>
<b>PFA REPORT</b>	<p><b><u>PFA MONTHLY REPORT</u></b></p> <p>Rosalind Curry, PFA President, gave a brief monthly report. At the most recent PFA meeting, several members expressed interest in attending the NEA/OEA Minority Leadership Conference. After review of their budget, there was a possibility these members could attend. Ms. Curry noted OAKS testing had begun and the test administrators were being very strict. Teachers had expressed concern regarding having equipment or a system that worked. In addition, PFA finally had an OEA consultant. Catherine Alexander was hired and she would be located in East County. In addition to Parkrose, Ms. Alexander would also represent Centennial, Clackamas Education Service District (ESD) and one other ESD. Lastly, Ms. Curry noted staff had some concerns regarding OEGB. They were referred to OEGB.</p>
<b>BOARD REPORTS</b>	<p><b><u>BOARD OF EDUCATION</u></b></p> <p><i>* Board reports and committee reports were combined.</i></p> <p>a&gt; <b><u>Board Reports</u></b></p> <p><i>Alesia Reese: (printed here verbatim): January 2009 Board Report</i></p> <p><b>PARKROSE SCHOOL DISTRICT</b></p> <ul style="list-style-type: none"> <li>❖ Along with Parkrose Administrative staff, Mary Larson and Becky Nino, food service vendors toured several school sites in response to the food service contract for the district. Being fortunate to attend the 2008 School Board Convention has proven to help me better understand the contract process and the particular vendors vying to provide services. Once again, Parkrose maintains a strong leadership role and has high quality companies who want to work with us.</li> <li>❖ The Parkrose School Board is in the process of reviewing, renewing and considering the many policies which help govern the district. Parkrose residents are encouraged to follow the progression of policy reviews over the next six months. The School Board appreciates the outstanding work of Board Secretary Apryl Jump for scheduling this important review.</li> </ul> <p><b>PARKS, OPEN AND GREEN SPACES</b></p> <ul style="list-style-type: none"> <li>❖ New Park Bureau Commissioner, Nick Fish, has been invited to attend an upcoming meeting of the East Portland Parks Coalition which meets the first Thursdays at 6:30 PM East Portland Neighborhood Associations Meeting Room 1017 NE 117th Avenue Portland, OR 97220 Office: 503.253.4414</li> <li>❖ East Holladay Park, located south of Halsey Street will be receiving upgrades to its Dog Park and a park trail.</li> <li>❖ The February 5th East Portland Parks Coalition meeting will have a guest speaker discussing trails within the region.</li> </ul> <p><b>GATEWAY URBAN RENEWAL COMMITTEE</b></p> <ul style="list-style-type: none"> <li>❖ The long sought-for park for the Urban heart of Gateway has ended with the purchase of the former Bingo/JJ North property on 106th and Halsey Streets. A cooperative agreement between the City of Portland and the Portland Development</li> </ul>

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	<p>Commission allowed for the purchase, one which will support residents as the area continues to build up.</p> <p>❖ The Regional Arts Council has been spearheading the art destined for the Oregon Clinic site within the Urban District. Our subcommittee met in December to determine the four finalists under consideration.</p> <p>EAST PORTLAND NEIGHBORHOOD ASSOCIATIONS</p> <p>❖ East Portland Neighborhoods within the Parkrose School District are: Sumner (Central/Northeast Neighbors) Argay (Valerie Curry, Chair) Parkrose (Mary Walker, Chair) Parkrose Heights (Carol Williams, Chair) Hazelwood (Arlene Kimura, Chair) Russell (Bonnie McKnight, Chair) Woodland Park (Alesia Reese, Chair) To find out which neighborhood you live in, just contact the neighborhood office at 503.823.4550 and the office staff will help.</p> <p>AIRPORT FUTURES GROUP</p> <p>❖ The process to research the next phase of long term planning for the Portland International Airport and the surrounding communities continues. As the representative for the neighborhoods of East Portland, I continue to examine the competing interests. Providing stewardship of Portland resources remains a major consideration for members of this group.</p> <p>REGIONAL INITIATIVES AND BUDGET CONCERNS</p> <p>Parkrose School District Board and Administration continue to assess the District's budget amid statewide concerns of a reduction in school funding. Vacant positions on the District's Budget Committee exist, so I encourage all residents who wish to participate in the process to fill out a budget committee application, or attend budget committee meetings.</p> <p>Respectfully submitted, Alesia J. Reese Board of Education Parkrose School District # 3</p> <p><i>Katie Larsell (printed here verbatim): January 09 Parkrose School Board Report:</i> Superintendent Karen Gray and I met with Representative Michael Dembrow this Friday in Salem. We had lunch and discussed the legislative session. It was early in the session, so no specifics. Rep. Dembrow is on the educational subcommittee and is one of our representatives. We invited him to visit Parkrose and received a sincere acceptance.</p> <p>The Parkrose Educational Foundation has selected Class Response Units or Clickers! For the auction appeal bid this year. They can be used with a laptop or a smart board to get a quick response from a class. Each unit that can be used in a class of thirty children is \$2,000. The foundation auction is on April 25.</p> <p>The foundation is set to give out \$20,000 in grants this year (because of the Viola Gail's gift) and for the next three years, which is up from last year's \$15,000.</p> <p>The alumni database project is coming along and is on track to be complete by March, and for a mailing for this year's auction.</p>
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The Community Partnership subcommittee is continuing to work on the Communication plan for Parkrose. We recently did a survey of our current communications network and Shannon Priem delivered a preliminary report. We have copies for board members. This report represents a rough draft of our eventual report. Think of it as a template. I want to thank everyone for filling out the surveys, it did make a difference.

We also added Kathy Shimojima as a new member of the Community Partnership committee. She represents parent's interests and has a child at Shaver and the Middle School.

\*\*\* Mark Calenders for Feb 16th, 12:00 on Capital Steps, and City council mtg Feb 18th

Activity log:

Oct 27 School board meeting

Nov 3 OSBA legislative mtg local

Nov 6 EPAP Implementation

Nov 10 Parkrose worksession

Nov 14 OSBA presentation with the Parkrose Board

Nov 17 OSBA legislative mtg local

Nov 18 OSBA legislative reception at Parkrose

Nov 20 EPAP implementation

Nov 24 School board meeting

Dec 1 Discussion City Hall - Drop out initiative

Dec 1 Worksession

Dec 8 School board meeting

Dec 10 EPAP planning for City Council mtg.

Dec 17 City council meeting Cancelled! Snow!

Dec 18 Parkrose open house

\*\*Katie stays home for the rest of December eating Tamales from Parkrose MeCha\*\*

Jan 5 Sam Adams swearing in ceremony @ Parkrose

Jan 12 worksession

Jan 22 Community Partners meeting

Jan 23 Lunch with Michael Dembrow

Jan 24 June Wilson's Retirement Party



Katie Larsell 1/26/2009

*Guy Crawford:* Mr. Crawford shared the first welding class would begin February 2, 2009 at the Northwest College of Construction (NWCOC). The welding lab at the college had been completely rebuilt. In addition, Mr. Crawford shared the ACE Academy had been hosted at the college for the last two weeks. He noted the group in attendance was an outstanding group. Lastly, Mr. Crawford thanked Marian Young for her help in getting the welding instructor licensed. There were 15 students in the class but 65 students applied.


*Ed Grassel:* Mr. Grassel noted the School Improvement Committee had been meeting in addition to the New Diploma Task Force. He noted the Task Force would be presenting at the February 9<sup>th</sup> Board working session. In addition, Mr. Grassel shared the School Improvement Committee had been talking about data on school improvement and it had been an eye opening experience for him. He felt the culture of data was non-existent in the district. Mr. Grassel spoke of the work entailed in changing the culture.

*James Woods:* Dr. Woods thanked his fellow Board members for attending the Mayoral swearing –in ceremony. He added the high school looked wonderful and the students

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<p><b>BOARD APRECIATION RESOLUTION</b></p>	<p>were fabulous. Dr. Woods also shared he and Superintendent Gray were on the Mayoral Education Cabinet. His focus for the most recent cabinet meeting was to make it clear the drop-out rate was the final result of disengagement. Dr. Woods had promised to deliver to the Cabinet formative measures about how the district was progressing.</p> <p>b&gt; <u>Board Appreciation Resolution (<i>printed here verbatim</i>):</u> Superintendent Gray read the Board appreciation resolution for the record.</p> <p style="text-align: center;"><b>RESOLUTION</b></p> <p style="text-align: center;">Declaration of Appreciation for Parkrose School Board Members</p> <p><b>WHEREAS</b> school Boards provide a critical connection among families, schools and communities; and</p> <p><b>WHEREAS</b> school Boards establish policies aligned to community standards and which guide effective schools; and</p> <p><b>WHEREAS</b> school Boards are accountable to their communities and create a public forum for discussion about school improvement; and</p> <p><b>WHEREAS</b> school Board members serve without remuneration yet devote hundreds of hours annually in service to their school districts; and</p> <p><b>WHEREAS</b> school Boards help create learning environments which foster growth and development of all children with all levels of ability;</p> <p><b>NOW THEREFORE BE IT RESOLVED</b> that the Parkrose School District declares its appreciation of Parkrose school Board members for their commitment and many contributions to the enrichment, encouragement and success of the students of Parkrose and for providing the critical link among schools, families and the community.</p> <p style="text-align: right;">January 26, 2009</p>
<p><b>DISTRICT GOALS</b></p>	<p>c&gt; <u>District Goals:</u> Chair Woods returned briefly to the district goals, noting the Board had discussed briefly goal 4 involving communication. Staff was beginning to work and progress toward the goal.</p>
<p><b>CONSENT AGENDA</b></p>	<p><u><b>ACTION ITEMS</b></u></p> <p>a&gt; <u><b>CONSENT AGENDA</b></u> <b>WOODS MOVED to ACCEPT</b> the consent agenda as presented with the following items listed:</p> <ul style="list-style-type: none"> <li> <b>BOARD MINUTES</b> December 8, 2008 Regular Session Minutes January 12, 2009 Working Session Minutes</li> <li> Travel *Travel request by Mike Tolon and Band to participate in the Emerald City Heritage Festival, April 23-26, 2009 in Seattle, Washington. *Travel request by Lesley Bossert and PHS A-Choir and Treble Choir to conduct their annual College Choir Tour to Ashland and Eugene, Oregon from March 10 through 11<sup>th</sup>, 2009.</li> </ul>

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<p>THE BOARD APPROVED THE CONSENT AGENDA</p>	<p>  Policy            *AC: Non-Discrimination            *GBA: Equal Employment Opportunity            *GCDA/GDDA: Criminal Records Check/Fingerprinting            *JFCF/GBNA: Hazing/Harassment/Intimidation/Bullying/Menacing         </p> <p>Chair Woods called for any objections. Hearing no objections, it was so ordered.</p>
<p>CITIZEN COMMENTS</p>	<p><b><u>CITIZEN COMMENTS</u></b> There were no citizen comments.</p>
<p>MID YEAR REPORT</p> <p>POLICY 1<sup>ST</sup> READINGS &amp; REVIEW</p> <p>NEW DIPLOMA STATE BOARD &amp; ODE UPDATE</p> <p>BUDGET &amp; COMMUNICATION &amp; DECISION CALENDAR</p> <p>BOARD RECOGNITION MONTH</p>	<p><b><u>DISTRICT BUSINESS</u></b> a&gt; <u>Superintendent Reports</u></p> <p>1. <u>Mid Year Report</u>: Superintendent Gray quickly reviewed her written Mid Year Report with the Board. She went through each section and asked the Board to take time to read the report thoroughly.</p> <p>2. <u>Policy 1<sup>st</sup> Readings &amp; Review</u>: Superintendent Gray reviewed Policy BBFA: Board Member Conflict of Interest. She noted the old policy did not match the new OSBA version. The policy was clearer and sectioned off making it easy to find answers to questions regarding member conflict.</p> <p>Superintendent Gray clarified while the Board did not vote on administrative rules, they were presented to the Board so they would know what kinds of changes were being proposed. She reviewed GCDA/GDDA-AR: Criminal Records Check/Fingerprinting noting the district's human resources office reviewed the AR and updated it to make sure it was a practical outworking for the office.</p> <p>Lastly, Superintendent Gray thanked Apryl Jump for her work in creating a calendar to review policy.</p> <p>3. <u>New Diploma State Board &amp; ODE Update</u>: Superintendent Gray explained the Oregon State Board of Education met on January 15, 2009 to discuss a survey regarding ideas about delaying portions of the new diploma as a result of the economic slump. The recommendation was to delay the essential skills for applied math for 2014 but retain the current time frame for reading, writing, and speaking for 2012. ODE stated if the requirements of students in applied math were delayed, the expectation remained that districts continue to do assessments and document student performance. The only change would be students would not be held accountable until 2014 for purposes of obtaining a diploma.</p> <p>4. <u>Budget/Communication &amp; Decision Calendar</u>: Superintendent Gray presented a budget communication and decision calendar that was not in the packet. She explained the district would need to do a significant amount of communication to public and staff about what the district's best course of action was to balance the budget. By end of February it had been determined any kind of big staffing changes (new or pilot programs) would be situated. Mary Larson would get the March estimate which would be critical to the district's budgeting.</p> <p>Superintendent Gray also informed the Board she was still working on the regional soccer complex. Appointments had been made with the county commissioners to discuss city commitment to the complex.</p> <p>5. <u>Board Recognition Month</u>: Superintendent Gray personally thanked the Board for being an amazingly professional and intelligent group of people to work with. She noted each member brought to the table a different flavor and lots of respect. The district gave the Board a framed certificate of appreciation and a little, fun, goodie</p>

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	<u>Department Reports</u>
	1. <u>Professional Development Goals &amp; Update</u> : Director of School Improvement Yuki Monteith presented a PowerPoint Presentation with the following information: 1) Professional development, 2) Common Instructional, 3) Strategies, 4) Instructional Focus – Literacy In-District Trainings, 5) Instructional Focus – Literacy Out of District Trainings, 6) Professional Learning Communities (PLC), 7) Common Assessments, and 8) Additional Professional Development.
	2. <u>Advancement via Individual Determination (AVID) Update</u> : Director of School Improvement Yuki Monteith provided a very short update on AVID.
AVID UPDATE	<u>Discussion/Questions</u> : It was inquired if the current number of students in AVID (28) were what was wanted. It was explained that AVID was one elective class but AVID methodologies were being used through-out the building.
TITLE III MONITORING	3. <u>Title III Monitoring</u> : Director of Student Services Kathy Keim-Robinson reviewed the Title III monitoring conclusions.  <u>Discussion/Questions</u> : The Board asked if the remediation plan was complete. Ms. Keim-Robinson explained the district first needed to find out what it needed to do. The letter stated we would receive notice in 30 days which was coming up. It was asked if it would end up being a budget issue. Ms. Keim-Robinson explained the district was looking for ways not to add to the budget but convert other dollars.
AMAO REPORT	4. <u>Annual Measurable Achievement Objectives (AMAO) Report</u> : Director of Student Services Kathy Keim-Robinson reviewed the AMAO report. There were three targets the district strove to hit. Two of the targets were based on proficiency in learned English and the third target involved student achievement in reading and math and movement from one level of proficiency to a higher level of proficiency. Ms. Keim-Robinson reviewed each target and the district's status.  <u>Discussion/Questions</u> : The Board inquired if ELL students had the same mobility rates as the population as a whole. Ms. Keim-Robinson replied she did not know the exact numbers. It was then asked if this was part of NCLB and if it was given the same weight as the rest that if the district didn't meet on one piece, it didn't meet on the whole thing. Ms. Keim-Robinson explained for target three it was an NCLB requirement but for target one and two, those were more district. Specifically there was a per school percentage and then the rating was counted on the district level. They did not go on each school's report card. The Board inquired how close did the district "not meet." Ms. Keim-Robinson did not have the figures with her. .
SPECIAL EDUCATION CHILD CENSUS	5. <u>Special Education Child Census</u> : Director of Student Services Kathy Keim-Robinson reviewed a handout regarding the special education child census.  <u>Discussion/Questions</u> : Much of the questions and discussion centered on how stable the district's special education numbers were across time. The district's numbers were relatively stable while a few other districts saw about a 1 percent drop. The district had gotten better at truly identifying disabled students.  The Board inquired if the table reflected students who had multiple diagnoses. Ms.

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FINANCIAL REPORT	<p>Keim-Robinson explained the table reflected primary diagnoses. Lastly, the Board inquired how many students were in general education classes. Ms. Keim-Robinson responded that 80% (363 kids) were served primarily in general education classes with about 20% of the time being in special education classes.</p> <p>6. <u>Financial Report:</u> Director of Business Operations Mary Larson reviewed an additional item she wished to share with the Board regarding TSCC and some potential legislation regarding the entities funding. She explained the TSCC was looking for more stable funding and had proposed a way to levy an amount from all taxing agencies in the county which would provide them an avenue to increase by 6% the amount they collect. At the time, the district did not pay for their services. The legislation would change the TSCC's funding mechanism so all taxing agencies would contribute. Part of the calculation is based on the permanent rate per 1000. As it currently stood, Parkrose could end up paying more than surrounding and larger districts because it was calculated on the permanent rate.</p> <p><u>Board Discussion/Questions:</u> The Board decided to create a resolution in opposition of the resolution to be reviewed and voted on at the February 9th working session.</p>
ENERGY PROJECTS UPDATE	<p>7. <u>Energy Projects Update:</u> Director of Business Operations Mary Larson reminded the Board of the information she had submitted to the Obama team regarding potential capital improvement contracts that could be permitted in 90 days. She had not heard anything regarding those items. Ms. Larson also shared the majority of the work involving energy projects were at the middle (AV/AC system) and high schools (Desert Air System for pool). There was an attempt to schedule some of the work at the same time since they both required a crane for installation. Lastly, Ms. Larson informed the Board that the QZAB money was sitting in the US Treasury Department. She was hoping the funds would be released in February.</p>
ACTION ITEMS	There were no action items.
DISCUSSION ITEMS	<p><u>DISCUSSION ITEMS</u> None</p>
FUTURE AGENDA ITEMS	<p><u>CORRESPONDENCE/ANNOUNCEMENTS/REQUESTS</u></p> <p>a&gt; Future Agenda Items</p> <p>b&gt; Chair Woods announced the following meetings:</p> <ul style="list-style-type: none"> <li>● Board Working Session, February 9, 2009, 5:00 p.m., District Office Boardroom.</li> <li>● Board Business Session, Monday, February 23, 2009, District Office, Boardroom, 7:00 p.m.</li> </ul> <p><b>All regular meetings will now be held at the district office located at 10636 NE Prescott St.</b></p>
ADJOURNMENT	<p><u>Adjournment</u> Chair Woods adjourned the regular meeting of the Parkrose Board of Education at 9:19 p.m.</p>