



**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**

**Tuesday, May 28, 2019**

**MINUTES**

A Parkrose Regular Business Meeting of the Board of Education of Parkrose School District 3 was held Tuesday, May 28, 2019, beginning at 6:30 PM in the Parkrose School District – Boardroom.

(Public Board Agenda Packet contents available at: <https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000205>)

Video recording of meetings available at: <https://www.youtube.com/channel/UCXajhxrPxMclOQ6J00JUszQ>)



Call to Order

**1. Retiree Recognition with School Board - 6:00pm**

The Parkrose Administrative Team, Superintendent and School Board recognized this year’s Retirees: Mike Tolon, Ken Blume, Peter Dunn, Holly Gillette, Lesley Bossert and Al Cox. Only Mike Tolon (pictured here) was able to attend the recognition.

**2. Call to Order - Regular Board Meeting - 6:30pm to 10:00pm**

Chair Kirby called the Regular Business Board Meeting to order at 6:32pm

Members Present: Board Chair Sara Kirby, Board Vice Chair Sonja McKenzie, Board Member Mary Lu Baetkey and Board Member Erick Flores

Absent: Dave Carter

Others Present: Superintendent Michael Lopes Serrao, Director of Teaching & Learning Lisa Collins, Director of Business & Operations Sharie Lewis, Director of Technology Christine Blouke, Parkrose High School Principal Molly Ouche, Prescott Principal Sam Maranto and Board Secretary Andrea Stevenson

Board Approved  
Amended  
Agenda

**3. Approve Agenda (2 minutes)**

Chair Kirby amended the consent agenda by adding a Personnel/Resignation from Jeanette Zuniga-Lee onto Consent #10.A.2.d.

Pledge of  
Allegiance

**4. Pledge of Allegiance (2 minutes)**

Chair Kirby asked Board Member Flore to lead the Pledge of Allegiance.

**5. Recognitions (10 minutes)**

Recognition  
PHS Girls  
Basketball Team

**A. Parkrose High School Girls Basketball Team**

Superintendent Lopes Serrao shared it appears the Girls basketball team wasn’t able to attend tonight. We wanted to honor them following the incident at St. Helens High. Their courage and action got a new law passed to bring action to how incidents of racial discrimination are dealt with at athletic events. Thank you Parkrose Girls Basketball Team!

Presentation  
ASB Report

**6. Presentations (10 minutes)**

**A. ASB Report**

Arleth Acosta Nunez, Blair Deletts and Julie Ha presented their month ASB Report, not included in board packet: <https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111956>

ASB  
Recognition

**B. ASB Recognition**

Superintendent Lopes Serrao and the Board of Education thanked Arleth Acosta Nunez, Blair Deletts and Julie Ha for their service to the School Board.

Friday's Incident

**C. Friday's Incident**

Superintendent Lopes Serrao shared the District was updated last week regarding the May 17<sup>th</sup> gun

OFFICIAL MINUTES: May 28, 2019, Executive & Regular Session Meeting

incident at the High School. We are learning valuable feedback from our various reunification debriefings. The PHS staff and students were the reason we made it through such a tough time. Keanon Lowe’s courage was remarkable. This will be with us for some time. Among the things we learned is a security lock and camera is needed on the Fine Arts Building. Communication to parents had issues that will need internally fixed moving forward.

No OSEA Report

- 7. OSEA Monthly Report - Richard Doyle (5 minutes)  
Absent, no report.

PFA Report

- 8. PFA Monthly Report - Brett Davidson (5 minutes)  
Outgoing PFA President Brett Davidson shared the following: This is my last meeting. Zack Melzer from PHS is the new president elect for PFA, phasing him in. We did have elections, besides Zack we have a new VP. Most of executive team is the same, new building reps and grievance folks. I’ve had all my final meetings and things as official duty as union president last 2 years. Lots said about the 17th and Keanon Lowe, I got to take my son to game 4 of the blazers they lost but we had such a great time. Keanon got just as big a cheer as any blazer basket, he was mobbed by people at half time. My son and I ran into him after the game, really cool moment. Zack just told me earlier there will be a short pep assembly at the HS recognizing Keanon Lowe. Monday during class meeting my class sat down and had some honest conversations about the incident. High School students have shown us if you see something say something let adults figure out if it’s a big or small problem. May 8th seems a while ago thanks district a Michael for working out a solution that day, unique idea glad it worked. Had a lot of folks with signs and red shirts, 20,000-25,000 folks, Jennifer and I were up on stage where speakers were, sea of red so awesome. Neat event.  
Board Members made comments and asked clarifying questions.  
Zack Melzer shared: Thanks to Brett for his service. I’m looking forward to being PFA president and all the things that entails. From working at the HS being close to the situation at hand thanks to everyone. Means a lot to teachers to feel supported in that time. Thanks again. Looking forward to taking over next school year.

Citizen Comment

- 9. Non-Agenda or Consent Item Citizen Comments (3 minutes each)  
*If you wish to make a comment before the Board please fill out a comment card.*  
Lee Cowles, 600 NE 108<sup>th</sup> Street, Vancouver (works at 4611 NE 102<sup>nd</sup>, Portland) shared the following about the NE 102<sup>nd</sup> Traffic Project: Vision Zero made a plan to change traffic pattern on 122<sup>nd</sup>. Lee will attend the City Council meeting tomorrow morning to ask them to please stop! He has great concerns about Vision Zero and their plans to change 122<sup>nd</sup> to a single lane of traffic both directions.

Consent Agenda

- 10. 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. Trevor Greer 1.0 FTE Probationary Assistant Principal, High School
- b. Allison Marks 1.0 FTE Probationary Coach/AVID Elective Teacher, High School
- c. Corrine Meekhof 1.0 FTE Probationary Grade 6 Math Teacher, Middle School
- d. Jessica Smith 1.0 FTE Probationary Band Teacher, Middle School
- e. Ivy Strader 1.0 FTE Probationary Special Education Teacher, Shaver
- f. Lacinda Weems 1.0 FTE Probationary Grade 4 Teacher, Shaver

2. Resignations

- a. Sam Blanchard 1.0 FTE 3rd Grade Teacher, Sacramento
- b. Doug Geier 1.0 FTE 3rd Grade Teacher, Russell
- c. Andy Phelps 1.0 FTE Teacher, Middle School

ADDED d. Jeanette Zuniga-Lee

3. Retirements

ADDED resignation

## OFFICIAL MINUTES: May 28, 2019, Executive & Regular Session Meeting

a. Lesley Bossert 1.0 FTE Choir Teacher, High School

### B. Extended Travel

1. Request for Morgan Hallabrin to attend AP Reader Training, June 1-9, 2019 in Salt Lake City, Utah  
<https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111962>
2. Request for Sharie Lewis to attend ASBO Conference, October 23-28, 2019 in National Harbor, Maryland  
<https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111961>
3. Request for Christine Blouke to attend Edupoint National Conference, November 6-8, 2019 in Anaheim, California  
<https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111960>

### C. Board Minutes

<https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000205>

### D. Business/Finance

1. Monthly Financial Report

<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=44515065>

## 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.*

Second Reading  
of Policy

1. BBAA - Individual Board Member's Authority and Responsibilities

 [BBAA - Individual Board Member's Authority and Responsibilities.pdf](#)

2. DFEA - Admissions to District Events

 [DFEA - Admissions to District Events.pdf](#)

3. ECACB - Unmanned Aircraft System (UAS) a.k.a. Drone

 [ECACB - Unmanned Aircraft System \(UAS\) a.k.a. Drone.pdf](#)

4. GBC-AR - Staff Ethics

 [GBC-AR - Staff Ethics.pdf](#)

5. GBCBA - Alcohol/Controlled Substance Use

 [GBCBA - Alcohol, Controlled Substance Use.pdf](#)

6. GBDA - Mother Friendly Workplace

 [GBDA - Mother Friendly Workplace.pdf](#)

7. GBEB A - Staff - HIV, AIDS, and HBV

 [GBEB A - Staff - HIV, AIDS, and HBV.pdf](#)

8. GBH/JECAC - Staff/Student/Parent Relations

 [GBH\\_JECAC - Staff, Student, Parent Relations.pdf](#)

9. GBNA - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying - Staff

 [GBNA - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying - Staff.pdf](#)

- a. GBNA-AR - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying

 [GBNA-AR - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures - Staff.pdf](#)

10. GCBDC/GDBDC - Domestic Violence, Harassment, Sexual Assault, or Stalking Leave

 [GCBDC GDBDC - Domestic Violence, Harassment, Sexual Assault, or Stalking Leave.pdf](#)

11. IGDJ - Interscholastic Activities

 [IGDJ - Interscholastic Activities.pdf](#)

12. IKF - Graduation Requirements

 [IKF - Graduation Requirements.pdf](#)

13. JEC - Admissions

 [JEC - Admissions.pdf](#)

14. JECAC/GBH - Staff/Student/Parent Relations

OFFICIAL MINUTES: May 28, 2019, Executive & Regular Session Meeting

 [JECAC - GBH - Staff, Student, Parent Relations.pdf](#)

15. JECB - Admission of Nonresident Students

 [JECB - Admission of Nonresident Students.pdf](#)

a. JECB-AR(1) - Admission of Nonresident Students

 [JECB-AR\(1\) - Admission of Nonresident Students.pdf](#)

b. DELETE JECB-AR(3) - Application for Nonresident Student Admission – Open Enrollment

 [JECB-AR\(3\) DELETE](#)

16. JECBB-AR - Intradistrict Transfer Procedures

 [JECBB-AR - Intradistrict Transfer Procedures.pdf](#)

17. JECF - Interdistrict Transfer of Resident Students

 [JECF - Interdistrict Transfer of Resident Students.pdf](#)

a. JECF-AR - Interdistrict Transfer of Resident Students

 [JECF-AR - Interdistrict Transfer of Resident Students.pdf](#)

18. JFCF - Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, and Domestic Violence – Student

 [JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, and or Domestic Violence – Student.pdf](#)

a. JFCF-AR - Harassment, Intimidation, Bullying, Cyberbullying, and Teen Dating Violence Reporting Procedures – Student

 [JFCF-AR - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, and or Domestic Violence – Student.pdf](#)

19. LBE - Public Charter Schools

 [LBE - Public Charter Schools.pdf](#)

Board Approved Baetkey/Flores moved to approve amended consent agenda  
Consent Agenda

Discussion: Board Member Baetkey shared she’s having a hard time approving Lesley’s retirement

Hearing no further discussion, the motion to approve carried 4-0

BOE 11. Board of Education (20 minutes)

Regional Board  
Equity Team

A. Regional Board Equity Team - Kirby & McKenzie

Vice Chair McKenzie shared the team had a good discussion about regional inequities on school boards and next meeting they will be looking at 2 or 3 inequities they’d like to see changed.

Chair Kirby shared they will bring the district equity lens and policy to the next meeting. The team has done a good job of articulating some of the inequities. We’ll talk about the achievement gap and discipline disparities.

Color Caucus

B. Oregon School Board Members of Color Caucus Update – McKenzie

Vice Chair McKenzie shared the team is planning for summer conference presentations on hiring staff of color, and working on marketing, a new logo.

Chair Kirby congratulated Sonja for being selected by Barbara Smith Warner for the FuturePAC committee that will be attending the Emerging Leaders day on the 31<sup>st</sup>.

PEF

C. Parkrose Educational Foundation Committee Liaison Report

Board Member Flores attended the Foundation meeting. The Auction was a great success. The foundation spoke about an audio system, baseball field and tennis courts.

Legislative  
Update

D. Legislative Update

Board Member Baetkey shared a really good measure passed that we will benefit from within a year. PERS bill passed by Senate, I’m not sure why, this is a break in a contract the State made.

Board Member Flores is optimistic about the Student Success act but concerned about PERS bill.

Vice Chair McKenzie shared the Color Caucus was referenced as a source in a news story regarding OSAA regulations.

Chair Kirby shared May 8<sup>th</sup> (educator “Day of Action”) does feel like a long time ago. Several board members attended the rally downtown, I went with my kids. Inspiring how tight our community is. I

OFFICIAL MINUTES: May 28, 2019, Executive & Regular Session Meeting

hope the Student Success act gets funded and it's not the end.

No Board  
Graduation  
Speech

E. Graduation Speech to Superintendent by June 3<sup>rd</sup>

New format for the board this year. A representative from the Board will not speak this year and only the Chair will shake hands on the stage to avoid overcrowding.

Retreat Date

F. Select Board Retreat Date

August 15<sup>th</sup> and 17<sup>th</sup> were selected.

12. District Business

Super Reports

A. Superintendent Reports (20 minutes)

Intro & 1<sup>st</sup> Read  
Policy

1. Introduction & First Reading Board Policy

*This is an Introduction & First Reading of board policy. The additions are highlighted in grey, deletions are stricken through. Please review and email your questions or concerns to the Superintendent before the 2nd Reading of Policy/Adoption at the next Business Meeting.*

a. JGEA-AR - Alternative Program Options

The Superintendent shared this change in policy AR makes us more accountable before placing students into an alternative setting. Specifically give time and effort/support within schools, provide interventions as well as adjustments to behavior plan, 504, etc. Our list of alternative education options needs updated annually as well.

<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=44515099>

b. KH - Public Gifts to District

<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=44515100>

Board Member Baetkey asked how the Foundation gifts/grants are involved when it comes to this policy. Sharie Lewis responded they are managed as private grants.

June Working  
Session

2. June Working Session Questions

The Superintendent shared due to recent events our last A-Team meeting was canceled. We were going to discuss this, we're likely to have the same one pager format as last year.

Champions  
Update

3. Champions Update

The Superintendent shared he's asked for the opportunity to open a second site at Prescott if we get them enough enrollments, but we haven't heard back yet.

Sharie Lewis added we tentatively signed a contract for Sacramento with open caveats.

Committee  
Reports

4. Committee Reports - *Community Solutions, Equity & Wellness*

The Superintendent shared the monthly equity agenda, the team has an action list of priority items for the board to review at their retreat:

<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=44515101>

Community Solutions is meeting next week to plan a district BBQ and clean-up. Time during board retreat will be set aside for continuous improvement strategic planning and discussing how the community solutions team will be involved in increasing community engagement.

The Wellness team met this year, looked at how to get wellness resources to our schools. We need a program of wellness for our students and families, more Fun Runs, more swimming. When we give guidance around holiday/celebrations next year we'll be sure to emphasize wellness.

Chair Kirby is excited for the retreat discussions. She is no longer able to attend the Wellness or Community Solutions meetings due to the Regional Equity meetings now being a schedule conflict.

a. Required Policy Update Discussion: Equity & Wellness

No recommended changes to policy for Equity or Wellness.

Equity &  
Wellness Policy

Bargaining  
Update

5. Bargaining Update

The Superintendent shared we met last week with teachers for a long bargaining session what was the most productive I've been a part of. Everyone was collaborative and made reasonable asks. We had open dialogue about ways to better support teachers. We meet again on the 30<sup>th</sup>. PFA will bring a full proposal.

## OFFICIAL MINUTES: May 28, 2019, Executive & Regular Session Meeting

Vice Chair McKenzie shared she's enjoyed being part of the process and everybody's intentions have been to make things better for our kids.

- BREAK**            B. Break (10 minutes)  
Chair Kirby called for a break between 8:17pm-8:25pm
- T&L**                C. Teaching & Learning - Lisa Collins (5 minutes presentation, 5 minutes Q&A)
- AVID SI & Coaching**            1. AVID Summer Institute Plans & AVID Coaching Tool  
Lisa Collins shared the following presentation:  
<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=44515102>
- Tech**                D. Technology, Student Information & Assessment - Christine Blouke (5 minutes presentation, 5 minutes Q&A)
- Attendance**            1. Attendance  
Christine Blouke shared the following presentation:  
<https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111958>
- HR**                 E. Human Resources - Mary Bradbury Jones (5 minutes presentation, 5 minutes Q&A)
- RIF**                 1. Reduction In Force  
The Superintendent shared both Mary and Michelle were out sick today. Monday the 13<sup>th</sup> reduction in force (RIF) notices were given to our classified, impacting 17 people. RIF's are done following contractual language, based on classification. Our kids have missed a lot of school so furlough days weren't an option this time. Without Student Success Act dollars we face almost 3 million in shortfalls next year. We have a goal to get classified staff to full time employment.
- Business**            F. Business & Operations - Sharie Lewis (5 minutes presentation, 5 minutes Q&A)
- Summer Projects**            1. Summer Projects  
Sharie Lewis and Maintenance Supervisor Tom Dufresne shared the following summer projects list: <https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111959>
- Radon & Lead**            2. Radon & Lead  
Sharie Lewis shared the Heathy Schools draft plan detailing radon and lead testing was sent to ODE in April, she hasn't received a response yet.
- Board Members made comments and asked clarifying questions following each department report.
- Citizen Comment**    13. Agenda Item Citizen Comments (3 minutes each)  
*If you wish to make a comment before the Board please fill out a comment card.*  
Earle DeKay, 2805 NE 128<sup>th</sup> Avenue, Portland shared the following: The Educational Foundation net \$30,000 at their annual auction. Someone anonymously provided Earle, his granddaughter and grandson tickets to the dinner/auction and he very much appreciated the gift.
- Executive Session**    14. Executive Session (60 minutes)  
*Recess into Executive Session under ORS 192.660(2)(i) Superintendent evaluation & ORS 192.660(2)(d) negotiations*  
Chair Kirby recessed for Executive Session at 9:17pm  
Chair Kirby called the Executive Session to order at 9:21pm and adjourned at 10:17pm
- Members Present: Board Chair Sara Kirby, Board Vice Chair Sonja McKenzie, Board Member Mary Lu Baetkey and Board Member Erick Flores
- Absent: Board Member Dave Carter
- Others Present: Superintendent Michael Lopes Serrao and Director of Business & Operations Sharie Lewis
- Action Items**        15. Action Items (5 minutes)  
Chair Kirby called the Regular Business session back to order at 10:19pm
- Board Approved Revised 19-20**    A. Accept/Reject 2019-2020 District Calendar Revision  
*Last day of school change due to leap year*

OFFICIAL MINUTES: May 28, 2019, Executive & Regular Session Meeting

District  
Calendar

Baetkey/Flores moved to approve 2019-2020 District Calendar revision

Discussion: The board only needs to set the beginning and end dates, conferences are set by the district.

Hearing no further discussion, the motion to approve carried 4-0

<https://v3.boardbook.org/Public/PublicItemDownload.aspx?smk=111963>

Discussion 16. Discussion/Future Agenda Items (8 minutes)

*1-Operational(Superintendent) or Policy(BOE)? 2-Staff Capacity/Cost? 3-Advance our Goals? 4-Equity Lens?*

Sharie Lewis shared the 102<sup>nd</sup> traffic change proposal mentioned during Citizen Comment went out for public comment already and the decision has been finalized. The district has already voiced their concerns about the change to no avail.

Board Members discussed at length. Given the decision has already been made, there is not much they can do. They directed the Board Secretary to let Lee Cowles share as needed "The Parkrose School Board expressed concerns about the project"

17. Correspondence/Announcements (2 minutes)

Correspondence

A. Correspondence

Letter from former employee Seipp regarding May 17<sup>th</sup> incident:

<https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=44515107>

B. Upcoming Meetings

1. Board Working Session, Monday, June 10, 2019 PSD Boardroom, 6:30pm
2. Board Business Meeting, Monday, June 24, 2019 PSD Boardroom, 6:30pm

Adjournment

18. Adjournment

Chair Kirby adjourned the Regular Business meeting at 10:45pm

DRAFT