



**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, April 25, 2011**

**M I N U T E S**

---

A Parkrose Regular Business Meeting of the Board of Trustees of Parkrose School District 3 was held Monday, April 25, 2011, beginning at 6:30 PM in the Parkrose School District - Boardroom.

**1. Executive Session - 5:00 p.m., Superintendent's Office**

Recess into Executive Session under ORS 192.660(2)(a) employment, ORS 192.660(2)(b) discipline/dismissal, ORS 192.660(2)(h) legal counsel, and ORS 192.660(2)(i) performance evaluations of public employees or officers.

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

Chair Grassel called the Regular Session meeting to order at 6:39 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 James Woods, Board Member Alesia Reese, and Board Member Adair Fernee.

Others present were: Director of Business Services Mary Larson, Director of Human Resources David McKay, Director of School Improvement Yuki Monteith, Parkrose High School Principal Ana Gonzalez, Parkrose High School Assistant Principal David Richardson, Parkrose High School Assistant Principal Michelle Markle, Parkrose Middle School Principal Molly Davies, Parkrose Middle School Assistant Principal Annette Sweeney, School Secretary Carol Flood, Superintendent Karen Fischer Gray and Board Secretary Trista Crase.

**3. Presentations/Recognitions**

**A. Recognitions**

**1. Tooth Taxi Appreciation - Mary Larson**

Principal Davies introduced Dr. Jennifer McLeod (Tooth Taxi dentist), Chanel Kim (Tooth Taxi assistant), and Lisa Mahoney (OEA Choice Trust) from Tooth Taxi and presented them with a certificate of appreciation for providing free dental services to Parkrose students in need. Principal Davies said the Tooth Taxi group present this evening screened 38 students and provided \$10,871 of free dental services to 21 Parkrose Middle School students. In addition, the staff screened 5 students and provided \$9,858 of free dental services to 31 Russell Academy students.

**2. 2011 Career Information System Board Award for Meg Kilmer - Cheryl Buhl**

University of Oregon Career Information System Director Cheryl Buhl presented Meg Kilmer with the 2011 Career Information System Board Award and thanked her. Ms. Buhl said the Les Adkins Award for Career Guidance Excellence recognizes outstanding achievement and successful career guidance practices and gives credit to individuals who use the Career Information System effectively in Oregon. The award is based upon service excellence, innovation, and leadership. Ms. Buhl said Ms. Kilmer engages students and gets students involved in college and career planning and Ms. Buhl said she couldn't think of anyone better to receive this award and she is excited to present Ms. Kilmer with this prestigious award.

B. Presentations

1. Kim Nguyen - ASB Report

Ms. Nguyen thanked Ms. Kilmer for all her hard work and help. This April Parkrose High School has been very busy with individual student projects. One student created a senior prom for senior citizens. The student went to an assisted living home, decorated the foyer and recreated prom to give the senior citizens a second chance at prom. Ms. Nguyen said the school has been very busy with the Mr. Bronco pageant and the student selected is present this evening. Ms. Nguyen introduced the 2011 Mr. Bronco, Evan Lindsay, who raised \$502.00 for the Doernbecher Kids Making Miracles program. In total, the Mr. Bronco pageant raised over \$2,000 in donations collected by the ten participants and entry fees. Prom is scheduled for May 7, at the Abernethy Center in Oregon City. Next week, the Wizard of Oz show opens.

2. Vision and Values Presentation - Ana Gonzalez and Molly Davies

Principal Gonzalez said the Parkrose High School Vision and Values document was included in the board packet and asked if the board had any questions. Mr. Woods asked about the effect of HB 2732 and the post-graduation plans and progress on those plans to graduate. Mr. Woods was wondering how expensive and feasible it implement. Principal Gonzalez said HB 2732 is more about documentation and data collection. It would require students to meet the academic requirements as well as documentation that the students have met the requirement. Principal Gonzalez said if you calculate the time it takes in person, it really does create an additional cost. Teachers have calculated the amount of time it takes for senior project and those man hours alone are over 200 hours. Principal Gonzalez believes in manpower it would take at least 1.0 FTE to accomplish the requirements of HB 2732.

Superintendent Gray said the guiding principles are something she asked Principal Gonzalez and Principal Davies to do. She asked these two principals to develop a vision statement or guiding principle to help them determine what they wish to accomplish and guide them in accomplishing these goals. Superintendent Gray said these documents could change over time.

Ms. Reese asked about the transition of the advisory period.

Mr. Woods asked specifically about the Slavic Community and gay/lesbian/bi-sexual/transgender community. Ms. Gonzalez said there are 13 twelfth grade Slavic students and 11 of them are on track to graduate. In eleventh grade there are 14, in tenth grade there are 10 and in ninth grade there are 12. Ms. Gonzalez said the GLBT group attended the Nike Youth Forum at the end of March and brought forward issues of bullying and how to address them. The school is still working with the students on how to address those issues.

Principal Davies said the document created at the middle school was a great process and she feels it helped make things very clear. Principal Davies feels what the middle school is doing is very transparent and she appreciated the opportunity to put it down in writing. She said the middle school is focusing on instruction and they are not where they want to be, but academic success starts in the classroom in the core content areas.

Chair Grassel asked Principal Davies to explain the idea of AVID across the grade levels. Next year the middle school will have AVID classes in grades 6, 7 and 8. Principal Davies believes the key skills from AVID need to be demonstrated to all students so that they are benefiting from the program instead of just a select group of 30 students receiving the benefit.

Chair Grassel said the documents shared help show how all these things fit together at the middle and high school.

**4. PFA Monthly Report - Jerry Landreth**

Jerry Landreth said he is participating in a Countywide program for Solidarity. Mr. Landreth spoke in favor of the Tooth Taxi and said Sacramento was the beneficiary of the services last year. Mr. Landreth said PFA appreciates Ms. Kilmer and everything she does for Parkrose students. Mr. Landreth said Mr. Bronco was on his soccer team as a youngster and commended him for being a great kid. Mr. Landreth acknowledged those on the agenda tonight who are retiring and tipped his hat to all of them. He spoke about the buffet taking place next Friday to honor teachers for Teacher Appreciation Week – May 2-6, 2011. Mr. Landreth thanked Director McKay for meeting with him to discuss teacher evaluations and encouraged the board to think about early retirement incentives. Mr. Landreth has signed up to canvass for the bond on Saturday and Sunday. The PEF auction is coming up Saturday, April 30.

**5. OSEA Monthly Report - Rebecca Smillie**

Ms. Smillie congratulated Meg Kilmer and spoke about her work to meet the needs of students. Ms. Smillie's son is in AVID at the middle school and she said it has done wonders for him. On May 16, OSEA members will be voting on the new executive members. Claire Peterson did some research with the OSEA Government Relations department and was able to get a \$3,000 donation for the Yes for Parkrose Committee. Ms. Smillie gave the check to Ms. Reese who is on the Bond Coordinating Council. Chair Grassel thanked Ms. Smillie and all of the OSEA members for the donation.

**6. Board of Education**

**A. Board Reports**

**1. Teacher Appreciation Week - May 2 - 6, 2011 - Ed Grassel**

Ms. Reese read the Teacher Appreciation Resolution into the record. Chair Grassel thanked the teachers for all of their hard work.

**2. NSBA Report - Ed Grassel, Karen Gray and Yuki Monteith**

Chair Grassel spoke about the workshops he attended at NSBA and said Parkrose is on the right track. He spoke fondly of the presentations he was able to attend and enjoyed the great time he had talking about the experience and ideas with Superintendent Gray and Director Monteith.

Director Monteith said it was a great experience to present at NSBA. The group presented on Monday, the last day of the conference, and still had a great turnout, even running out of materials. Director Monteith attended sessions on school improvement, looking at systems of assessment, and instructional strategies. Director Monteith really took away information on technology and where the creativity comes from and the time given to employees to play with the thinking they have and what comes out of it.

Superintendent Gray spoke about the key note speaker on the first day at NSBA, Condoleezza Rice. Superintendent Gray read a quote from Condoleezza 'today's headlines don't reflect history's judgment.' Superintendent Gray said Ms. Rice also talked about admiring her paternal grandfather and the transformative power of education. Superintendent also noted the focus on technology and how valuable it is in the age of digital students. She also enjoyed the session by Author Daniel Pink. She said the opportunity to share Nationally was a great experience.

**3. Superintendent Evaluation - Guy Crawford**

Vice Chair Crawford said the Board finished the Annual Superintendent's evaluation this evening in Executive Session. Vice Chair Crawford said this is a very challenging year for Superintendent Gray. Superintendent Gray is the only standing Superintendent left in East Multnomah County.

4. Budget Committee Member Application Update - Alesia Reese

The Parkrose School District would like to thank those citizens who have submitted Budget Committee applications. The Board is appreciative of your commitment. Parkrose School District Budget Committee meetings will begin Wednesday, April 27, 2011, at 7 p.m.

5. Parkrose Education Foundation Update - Adair Fernee

The Foundation meeting was April 20, 2011, and the foundation is doing a great job of funding school activities and outings. The auction is coming up on April 30, 2011, and Ms. Fernee encouraged people to get their tickets at: <http://www.parkroseedfdn.org/>.

Ms. Fernee talked about the Itty Bitty Football program being held at the high school. Ms. Fernee had an opportunity to watch the honor choir led by Lesley Bossert.

Mr. Woods and Ms. Fernee have been at many common events. Mr. Woods' daughter did a coffee house concert for her senior project and hosted the Jazz Express.

B. Committee Reports

1. Bond Coordinating Council - Alesia Reese

Thank you to Parkrose resident Earle DeKay with his incredible support for the Parkrose Bond Measure. Mr. DeKay and Ms. Reese were guests of the Parkrose Neighborhood Association on April 19, where thoughtful questions were raised. We encountered support and concerns, often about educational issues not related to the Bond, but general educational policies within the District. The District continues to be challenged with informing community members of District activities for those residents who do not have students attending school.

City Commissioner Nick Fish will be the guest of the East Portland Parks Coalition at its May 5, meeting. The Commissioner will discuss his E205 Initiative which is promoted as a means of bringing private donation dollars to parks East of 82nd Avenue.

Emily Hauth of the Bureau of Environmental Services along with Trinh Bich of Audubon were Parks guests in April. Ms. Hauth described the Green Streets Program, more than 400 green streets are located in East Portland, and how neighbors, schools and businesses can adopt streets. Ms. Bich announced the opening of Audubon's East Side presence at Leach Botanical Gardens.

East Portland Parks June topic will be the Glendoveer Golf Course and Fitness Trail Project. I would like to take a moment to remember Parkrose Neighborhood Association Chair Carol Williams who passed away last week. Carol raised her family in Parkrose and activities into her neighborhood, hosting concerts and movies at Knott Park along with Neighbor Night Out and issues of land use, zoning and crime prevention. As a member of the East Portland Neighborhood Newsletter Editorial Board, the East Portland Neighborhood Association Chairs Board and her own Neighborhood Association, Carol gave of herself in countless ways. She will be missed.

2. School Improvement - Ed Grassel

Chair Grassel encouraged the Board to participate in the bond canvassing scheduled for April 30, May 7 and 15, 2011. He asked Board members to sign up for two dates.

The committee spoke the best way to implement formative assessments to help educators change the way they instruct students so students can get the best education possible. Chair Grassel thanked the members for the committee for giving up their valuable time and expertise. Chair Grassel spoke about a seminar at NSBA focused on getting kids ready for college and said the speaker stopped and said if you think I'm not talking about trade schools

or career paths hear me out. The speaker shared data on a comparison of the lexile level of construction manuals as compared to freshman college text. Chair Grassel encouraged staff to think about this in terms of school improvement.

3. Legislative Activity - James Woods

There was a meeting last month and Mr. Woods sent out the report to the other Chairs in Multnomah County and has offered to attend meetings in other districts to introduce himself. The meetings have been replaced with a webinar and the attendance has increased and was lower cost. PSU Economics is putting together a program they hope fits into Cradle to Career and is working to invite about 20 middle school students in August.

**7. Consent Agenda**

A. Personnel

1. New Hires

- a. Michael Hyder: Shaver Elementary School, 1.0 FTE, Principal

2. Retirements

- a. Jenny Hill: Learning Support Coordinator, Prescott Elementary
- b. Janet Johnstone: Teacher, Russell Academy
- c. Shelby Newman: Teacher, Parkrose Middle School

3. Resignations

- a. Jennifer Chen: Russell Academy
- b. Trista Crase: District Office
- c. Matt McCaw: Parkrose High School

B. Board Minutes

- 1. March 14, 2011, Regular Session Minutes
- 2. April 12, 2011, Work Session Minutes

C. Business/Finance

- 1. Resolution to Approve and Appropriate fund 56 Advance Placement Incentive Program Grant
- 2. Resolution to Approve and Appropriate Donations received into Capitol Equipment Fund
- 3. Resolution to Approve and Appropriate a Grant Awarded to Parkrose School District by Nike Employee Grant Fund of the Oregon Community Foundation
- 4. Resolution to Approve and Appropriate a Grant Awarded to Parkrose School District by Oregon University System

D. Extended Travel

- 1. Travel Request for Pam Brown to attend the National Kindergarten Conference in Las Vegas, NV, July 11 - 14, 2011

**8. Citizen Comments**

There were no comments.

**9. District Business**

A. Superintendent Reports

1. New Principal Selection

Shaver Elementary Principal Cindy Bartman is retiring at the end of the year and the District began the selection process on Jan. 1, 2011, and hired Michael Hyder from the Bend-LaPine School District. The selection team feels they have hired the right person and Principal Hyder

will attend the May 23, 2011, Board meeting.

2. Board Endorsement of ESD Shared Services Model

The Board is being asked to endorse the idea of a shared services model for the ESD. A consortium has been formed by Clackamas ESD, Columbia Gorge ESD, Multnomah ESD, NW Regional ESD, and Willamette ESD. This endorsement means Districts would be able to select services from any of the ESD's they wish. Superintendent Gray is asking the Board to endorse the model. There are eight areas recognized in the shared services model: printing/graphics, payroll processing, nursing services, etc. Most of the services are peripheral services, not big services like Special Education services. Every school district is being asked to accept this resolution as a model.

Mr. Woods testified against SB250 which would blackout ESD's. This makes it so ESD's can compete with each other. It creates a competition to make ESD's more efficient. Mr. Woods also advocated for school district to compete with the ESD's on the basis of cost.

3. Soccer Field Update

Director Larson said some preliminary work has been done to determine what kind of field this will be. It will be a seed field and RFP will come forward at the May meeting. The District is still not sure what the cost will be, but are having it bid as a basic field with alternative bids being available. There is a request in with City of Portland for another grant allocation that would enhance the basic plan by adding lighting and a scoreboard or just the scoreboard for starters. Director Larson said the District will continue to find funding options to enhance the program

Chair Grassel asked what the date for bid submittal will be. The opening of the bid is a public meeting and the board will approve the bid after the District has had a chance to review it. The beginning of the project is scheduled for June 20, 2011. The plan is fairly aggressive and we hope to have the field seeded by August.

Superintendent Gray said Commissioner Fish has been a partner with Parkrose for this and has gone to bat for Parkrose and is going to Nike for Parkrose to finish off the field. Director Larson said Commissioner Fritz as well as Mayor Sam Adams have also been great partners.

4. Policy First Reading and Review

a. Policy DI - Fiscal Accounting Reporting

There is a one line change and an administrative rule that is being added.

b. Policy DI-AR - Fund Balance Designation

c. Policy GDA - Educational Assistants

The language adds qualifications for educational assistants not previously in our policy. The language is specifically around the knowledge of demonstrated proficiency. Superintendent Gray spoke about number three that addresses 'having standards of moral character as required of teachers.' Superintendent Gray believes we have moral standards of all employees. Mr. Woods asked if there was a way to get more information from OSBA. Superintendent Gray said this is more up to the board to determine if they want it there. Chair Grassel asked if we might ask OSBA to clarify this language.

d. Policy IKF - Graduation Requirements

Adds information on essential skills and the appeal process around that.

e. Policy IKF-AR - Graduation Requirements

The Board took a five minute break. The Board started again at 8:30 p.m.

B. Department Reports

1. Student Services - Kathy Keim-Robinson

a. Special Education Report Card

PHS Assistant Principal presented the 2009-10 Special Education Report Card. She highlighted each section and gave the percentages.

2. Business & Operations - Mary Larson

Director Larson said Parkrose Middle School was the first middle school Tooth Taxi has ever been to and thanked the secretarial staff for helping to make sure the paperwork was completed properly. Tooth Taxi also visited Russell twice this year.

Director Larson said an example of Parkrose already using the shared services model is that Parkrose is using NW Regional ESD for our business services software. The software will go live on July 1, 2011.

a. Long Term Lease Agreement – Thompson

This is a renewal from the current lease Parkrose has with the MESD. Director Larson shared information on the second page to reflect the five percent cost increase each year. This is the same agreement we have had in place with MESD. Parkrose is the landlord and takes responsibility for the boiler, HVAC, electrical, water and roof in the lease. There is language to protect the ESD in the event the programs they are operating in the building were to go away. Director Larson went with a set amount instead of a CPI. Director Larson is waiting for the signed document from ESD and then Parkrose will sign it and this lease will go into effect on July 1, 2011.

Mr. Woods would like a cost comparison per square foot on other properties the MESD leases. Director Larson is not sure the MESD will supply us with information on how much they pay other places to lease their buildings. Director Larson said we have had this lease in place for the past 10 years and any increases in enrollment probably would not take over this school.

b. Financial Report

3. School Improvement - Yuki Monteith

a. 2011-2012 Milestones

These milestones were presented at the Board work session. These are overarching academic indicators in conjunction with the Cradle to Career initiative. All of these things are currently taking place in the District and we are researching whether the state will pay for the PSAT.

b. PLC DuFours Conference

Administrators attended the DuFours conference on April 7-8. It reaffirmed the work we are doing with PLC's and at the same time district leaders were able to see where they should go next and provide some focus areas.

Superintendent Gray asked what the one thing Director Monteith took away from the conference. That learning piece that we are learning together and that this can be seen at multiple levels. We are all learning together as a process and as we learn together we get better at a process.

4. Human Resources

10. Action Items

A. Accept/Reject Leave Without Pay Request for Cheryl Wagner

Ms. Reese moved to table this item until the May 9, 2011, Board Work Session meeting.

The motion carried with a vote of 5-0.

B. Accept/Reject JAL Ministries Free/Reduced Facility Use Application for JAL Ministries Church Services

Ms. Reese moved to accept. Mr. Woods moved to accept with conditions of payment from 2010.

Ms. Fernee seconded.

The motion carried with a vote of 5-0.

- C. Accept/Reject Parkrose SUN School Free/Reduced Facility Use Application for Adult Ultimate Frisbee League Games

Ms. Reese moved. Mr. Woods seconded the motion.

The motion carried with a 5-0 vote.

- D. Accept/Reject Adoption of Shared Services Cooperative Resolution for 2011-2012

Ms. Reese moved to accept. Mr. Woods seconded the motion.

The motion carried with a 5-0 vote.

- E. Accept/Reject Budget Committee Application and Appointment

Ms. Reese moved to accept. Mr. Woods seconded the motion.

The motion carried with a 5-0 vote.

- F. Accept/Reject Budget Committee Application and Appointment

Ms. Reese moved to accept. Mr. Woods seconded the motion.

The motion carried with a 5-0 vote.

- G. Accept/Reject Budget Committee Application and Appointment

Ms. Reese moved to accept. Mr. Woods seconded the motion.

The motion failed with a vote of 5-0.

The board thanked him for his application.

**11. Discussion Items**

**12. Correspondence/Announcements/Requests**

**A. Upcoming Meetings**

1. Budget Committee Meeting, April 27, 2011, District Office Boardroom, 7:00 p.m.
2. Bond Coordinating Council Meeting , May 3, 2011, Argay Square, 5:30 p.m.
3. Budget Committee Meeting, May 4, 2011, District Office Boardroom, 7:00 p.m.
4. Board Work Session, May 9, 2011, District Office Boardroom, 5:00 p.m.
5. Budget Committee Meeting, May 11, 2011, District Office Boardroom, 7:00 p.m.
6. Board Regular Session, May 23, 2011, District Office Boardroom, 6:30 p.m.

**13. Adjournment**

Chair Grassel adjourned the meeting at 9:01 p.m.

**14. Public Hearing**

The Board will open a Public Hearing to consider a recommendation from the Superintendent for the dismissal of an employee.

The public hearing will be opened in five minutes.

**A. Call Public Hearing to Order**

There will not be a hearing this evening. An agreement has been reached.

**B. Employee Dismissal Hearing**

**C. Board Deliberation**

**D. Adjourn Public Hearing**



**15. Call to Order**

A. Action Items

1. Accept/Reject Superintendent Recommendation for Dismissal of Employee

**16. Adjournment**

Dismissed at 9:49 p.m.