



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, August 22, 2011**

M I N U T E S

A Parkrose Regular Business Meeting of the Board of Education of Parkrose School District 3 was held Monday, August 22, 2011, beginning at 6:30 PM in the Parkrose School District - Boardroom.

1. Executive Session – 6:00 p.m., Superintendent’s Office

Recess into Executive Session under ORS 192.660(2)(h) legal counsel and ORS 192.660(2)(d) labor negotiations.

Those in attendance: Superintendent Karen Gray, Director of Human Resources David McKay, Director of Business Services & Operations Mary Larson, Board Chair Ed Grassel, Board Vice Chair Guy Crawford, Board Member Alesia Reese, Board Member Adair Fernee and Board Member James Woods.

Executive session was adjourned at 6:20 p.m.

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

Chair Grassel called the Regular Business Meeting to order at 6:30 p.m. and welcomed everyone 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: Student Services Director Kathy Keim-Robinson, School Improvement Director Yuki Monteith, Human Resources Director David McKay, Director of Business Services & Operations Mary Larson, Parkrose High School Principal Ana Gonzalez, PFA President Jennifer Handsaker, OSEA President Rebecca Smillie, patrons, Superintendent Karen Gray and Board Secretary Becky Nino.

3. Presentations/Recognitions

A. Presentations

1. Joe Rossi – Parkrose Centennial Celebration

Superintendent Gray introduced Joe Rossi who spoke about the upcoming Centennial Celebration of the Parkrose Community. The Centennial celebration will be October 1, 2011. A statue will be erected at 98th & Sandy Blvd. Mr. Rossi spoke of the history of Parkrose as an agricultural community which is now an incredibly diverse community. On October 1st, at 10:00 am, there will be a ribbon cutting ceremony, dedication of the statue and a parade to celebrate the Centennial.

2. At this point, Superintendent Gray apologized for the oversight on the agenda, but asked Mr. James Trujillo be given time to present a follow up to the Yes for Parkrose Campaign. Mr. Trujillo debriefed the Board on what was learned from the campaign. Issues included: deeply rooted feelings about the last bond, how do we win the next bond election, confusion between bond money and salaries, PERS, etc., Portland Public Schools media coverage regarding their bond, increased No votes because of confusion with PPS, building stronger ties with small businesses, timing of funding decisions and misinformation, volunteer turnout – thanks to everyone who participated.

For the upcoming Bond project Mr. Trujillo gave the following recommendations: significant communication planning both internal and external, clear communication about what is being value engineered out of the plans and communication targets.

The Board thanked him and the PAC for their dedication and the many hours of work involved in the successful campaign.

B. Recognitions

1. Heather & Brent Abney – Support of Parkrose Kids

Superintendent Gray introduced Heather & Brent Abney and recognized them for their support of Parkrose kids. She expressed her appreciation for their involvement in Parkrose School District sports programs and for support of the Parkrose community. They were presented certificates of appreciation from the Board.

4. PFA Monthly Report – Jennifer Handsaker

Parkrose Faculty Association President Jennifer Handsaker did not have a prepared report this evening but wanted to introduce herself to the Board.

5. OSEA Monthly Report – Rebecca Smillie

Oregon School Employee Association President Rebecca Smillie reported on the following:

- School begins in a couple of weeks
- Attendance at Annual Conference – topics were about the state of the economy
- Classified staying the course despite cuts
- Encouraged everyone to contact the legislature regarding school funding
- OSEA was awarded a certificate of recognition and on behalf to OSEA, Ms. Smillie and Gail Volk presented the award received for Political Activism to the Board
- Classified staff are working with Certified staff at their book exchange booth at the Parkrose Market
- Encouraged everyone to donate school supplies at the booth

5(a) Representatives from Parkrose ASB were in attendance this evening to give their monthly presentation. At this point in the agenda, the Board agreed to hear their report. ASB President Emma Brent and ASB Vice President Alana Rudolph reported on the following activities by Parkrose students:

- Leadership Goals
- Athletic Schedules
- Band Camp & Activities
- Choir & Debs Retreats
- Drama – Fall Musical
- Student Council Activities
- Student Body Spirit FAN-Addicts
- Dive-In Movie Night Fundraiser for Prom
- Stampede

The Board thanked them for their report.

6. Board of Education

A. Board Reports

1. Board Retreat Debrief – Ed Grassel

Chair Grassel shared the various topics that the Board discussed at the retreat including:

- Self-Evaluations
- Board Goals - in draft form, will be presented in September
- School Improvement
- Accountability for Bond
- Board Reading on Cultural Diversity

- Board Committees & Activities
- Bond Involvement: Committees, Communication, Design Teams, Timeline, Concerns, Fiscal Responsibility

B. Committee Reports

1. School Improvement – Ed Grassel

Chair Grassel said the School Improvement Committee is working on planning for this year. He commented that he will represent the Board on the Bond Project Executive Committee and looks forward to his participation.

2. Bond Coordinating Committee – Alesia Reese

The Bond Coordinating Committee has become the Budget Advisory Committee. Ms. Reese read the following statement about her activities:

Wellness Committee

Members of the District Wellness Committee have met this month to develop strategies to implement the Multnomah and Federal Grant for students with obesity and diabetes health concerns. Led by Multnomah County Liaison Sandra Clark, a former Parkrose student and graduate of Johns Hopkins, the grant funding will support the District's goals.

Bond Advisory Committee

With the passing of the Bond, the District has begun to develop and implement the projects scheduled, including Multi-purpose rooms, a new middle school along with security and safety upgrades throughout the District. Prescott elementary will experience renovation to provide for asbestos abatement and technology improvements.

Budget Advisory Committee

To support the efforts of the annual budget process, a Budget Advisory Committee will be formed from the previous Finance Committee. During the past years, experience has demonstrated budget committee members be provided with ongoing support and in-depth information.

Board Retreat

Thanks to Superintendent Gray and Her family for sharing their home with the Board for an outstanding day of goal setting and team building.

Multnomah Education Service District Budget Committee

Joining the MESD Budget Board will provide to be an interesting effort-one filled with learning new measurement tools and developing new relationships with a broader regional reach.

Airport Futures

Representing the 13 neighborhoods of East Portland, Airport Futures enters a new phase of operation-one of continuing citizen involvement and purposeful efforts to include all partners in the growth of Portland International Airport, including the Parkrose School District.

East Portland Parks

- *Glendoveer Golf Course project-a METRO initiative to examine the fitness trail, golf course and other amenities.*
- *Bureau of Environmental Services effort to have Street and Sidewalk Swales adopted-with more than 400 miles of Green Streets in East Portland, the need to ensure the weeds and swales are managed has fallen to citizens.*
- *Successful summer events including Movies and Concerts in East Portland Parks were found throughout East Portland, including Knott and Argay Parks in the Parkrose District.*

Woodland Park Neighborhood Association

The neighborhood participated in the August 9th Movie in the Park-Yogi Bear, to a filled park. With Gateway Green and Sullivan's Gulch Trail along with Gateway Park, the neighborhood will be planning for several outdoor events.

*Respectfully submitted,
Alesia Reese*

3. Parkrose Educational Foundation Update – Adair Fernee

Ms. Fernee reported that the Parkrose Educational Foundation had its retreat last week. The Foundation is looking to better its communication and increase support from community and businesses.

She also commented that the book the Board reviewed gave her great insight and pause for thought about how to implement social thinking into her life and challenge preconceived expectations.

4. Legislative Activity Update – James Woods
Dr. Woods shared information about the new Education Investment Board. He has submitted his packet to the Governor’s office for review. OSBA placed his name to be considered on the Higher Education Commission Group. He will keep the Board posted on the outcome.
5. Negotiations – Guy Crawford
Mr. Crawford said there were no bargaining meetings over the summer. He expects meetings to begin in the next couple of weeks.

7. Consent Agenda

A. Personnel

1. New Hires
 - a. Christopher Ampersand: 2/3 Blend Teacher, Probationary, 1.0 FTE, Russell Academy
 - b. Jacqueline Fitzgerald: 8th Grade Humanities Teacher, Probationary, 1.0 FTE, Parkrose Middle School
 - c. Janet Johnson: 2/3 Blend Teacher, Probationary, 1.0 FTE, Russell Academy
 - d. Shannon Landstrom: Title I Teacher, Probationary, .5 FTE, Prescott Elementary
2. Resignations
 - a. Jennifer Hopkins: Parkrose Middle School

B. Board Minutes

1. June 27, 2011, Executive and Regular Session Meeting Minutes
2. July 18, 2011, Organizational Meeting Minutes

C. Second Reading of Policies

1. Policy IIAD – Special Interest Materials
2. Policy GBCA – Staff Religious Dress
3. Policy EFAA – District Nutrition and Food Services

D. Business/Finance

1. Accept/Reject Resolution to Approve and Appropriate Funds for a Grant Awarded by Oregon Department of Education in the amount of \$1,940 for 2011-12 to be used for Oregon Intervention Systems Trainer.

E. Extended Travel

1. Travel Request for Karen Gray to attend the Fall 2011 Superintendent’s Summit, in Phoenix, Arizona, September 14-17, 2011.
2. Travel Request for David McKay to attend the Annual American Association of School Personnel Administrators Conference, in Reno, Nevada, October 10-14, 2011.

Alesia Reese moved to accept the consent agenda. Adair Fernee seconded the motion to approve. There was no discussion. The motion to accept the consent agenda passed with a vote of 5-0.

8. Citizen Comments

Chair Grassel read the board policy regarding public participation at Board meetings.

Gail Volk, 11210 NE Skidmore: Ms. Volk spoke about her recent attendance at a conference sponsored by American Federation of Teachers (AFT), where she had the opportunity to hear from organizations, parent groups and peers about the importance of Average Daily Membership (ADM) and how student attendance figures heavily into revenue for school districts. She suggested that purchasing practices could save money. She expressed her interest in applying for an Innovative Fund Grant through AFT.

9. District Business

A. Superintendent Reports

1. ACE Charter School Independent Review
Superintendent Gray reviewed the report regarding the independent review of ACE Charter School. She also stated that ACE has hired a new Director Mike Bryant. James Woods asked about the financial stability of ACE. Superintendent Gray said they have a \$1 million budget and is solvent because of the good job of budgeting. Centennial School District is the fiscal agent for ACE. Issues for ACE are recruitment and working on industry partnerships. The ACE Board retreat is this weekend and many ideas about communication, capstone projects, recruitment and budget will be shared.
 2. Legislative Updates & Impacts
Superintendent Gray shared a document by Paul Dakopolos regarding the legislative updates and impacts for schools. Some of the legislative issues involve the following topics:
 - Burden of Proof Special Education
 - Charter School Application – Higher Education Route
 - Attendance – Daily, notice of unplanned absence
 - Inter-district Transfers
 - SB 250 ESD Ability to Opt Out
 3. Facility Use Task Force Report
A task force was formed to review the community center facility use fees. Superintendent Gray shared the findings and suggested resolution to help with the budget shortfall. She stated that it is a Board directive and policy to review fees. The recommended from the Task Force to increase rental fees by 2% and after looking at pool participation, reduce the pool hours of operation. The savings are approximately \$22,500 annually.
 4. Credit for Elevate Oregon
Superintendent Gray said this is a complex issue with a lot of research. Elevate Oregon is a leadership program that currently has a licensed teacher in the classroom along with two non-licensed staff operating in the district. The issue is if it is ok to provide credit for classes taught by non-licensed teaching staff for this program. According to the TSPC Director, if no public funds are used then it is out of their jurisdiction. Superintendent Gray said this would not be done on a regular basis but for some programs, within the law, it would be good for students. There is no policy to approve or update on this issue. Elevate Oregon is an alternative education program that fits our core curriculum.
 5. Board Retreat Information on Bond Project
She reminded the Board to keep their packet of information provided at the retreat.
 6. In-Service Week Schedule
Superintendent Gray shared the in-service week schedule.
 7. Annual School Visits, August 26, 2011
- B. Department Reports
1. Business and Operations – Mary Larson
 - a. Soccer Field Project Update
Ms. Larson updated the Board on the progress of the soccer field project. The field is on track to be ready for use in August 2012. She reminded everyone that no Bond proceeds are being used for this project. The project is funded by a number of partners including City of Portland, Portland Timbers as well as, construction excise tax and capital construction funds. She stated that Emerick Construction has been a great partner on the project. She expressed her thanks for their donation of services to set the new goal posts at the football field.
 - b. Bond Project Update
 1. Request For Proposals (RFP) Architectural & Engineering Services
Ms. Larson stated that the RFP review panel interviewed five firms, with two having site visits scheduled. The panel will make a recommendation for contract approval to the Board at

the September 12, 2011 Work Session.

2. Request For Proposals Construction Project Management Services
Ms. Larson said that proposals for Construction Project Management Services are due on August 23rd. Interviews will be scheduled and the recommended firm by the review panel will be submitted to the Board at the September 12, 2011 Work Session.
- c. Oregon Association of School Business Officials (OASBO) Conference Report
Ms. Larson shared her professional development experience at the OASBO conference this summer. Topics included the economy, legislative impacts, State School Fund Grant presentation and the importance of networking with colleagues.
- d. Financial Report
Ms. Larson stated that the new financial report requested by the Board has not been produced yet as the business office is continuing to work on implementation and training of the new software. She also commented that the new software is 2/3 the cost of the old software and has better reporting and ease of use by staff. The new financial report will be presented at the September Board meeting.

Chair Grassel called for a break at 8:35 p.m. The Board meeting reconvened at 8:44 p.m.

2. Student Services – Kathy Keim-Robinson
 - a. Summer Program Summary
Ms. Keim-Robinson reviewed the summer programs and said they were all a success. Lunch was served at most of the programs with very high participation rates at each location. She wanted to especially thank the Boys & Girls Club for their efforts.

Ms. Keim-Robinson also shared that Stampede is up and running this week. Participation today is 175 students. The goal is to have all incoming freshman participate.
 - b. Alternative Education Evaluations
Ms. Keim-Robinson began by stating that all of the programs on the list are approved programs. She stated that the district is really working hard to meet the needs of students within the district but when all options are exhausted students are assigned to outside placements.

Ms. Reese stated that she would like to see where the district has students placed in six months. Ms. Keim-Robinson said that there are currently 29 students in outside placements and that she would report back in six months with the requested information.
3. School Improvement – Yuki Monteith
 - a. Summer Professional Development
Ms. Monteith gave a brief overview of the work that has been completed over the summer. Items include many professional development activities & topics:
 1. AVID - Summer Institute & PATH Training
 2. Write Tools – Comprehensive direct instruction writing strategies
 3. Professional Development Week – Evaluation, Discipline, Staff Training, Professional Learning Communities, Instructional Framework, Culturally Relevant Teaching, Sheltered Instruction, Response to Instruction
 4. Assessment Conference Report – Common Core Standards, Assessments, Instruction, Best Practices in Oregon
4. Human Resources – David McKay
 - a. Staffing Update
Mr. McKay said that there have been reductions to Classified and Certified staff and that the district is working hard to keep jobs.

b. Staff Evaluations

Mr. McKay reported that the staff evaluation process is no longer a pilot. The district is moving on to full implementation. Specialist Evaluations will be completed next following the same format. The committee is being formed and a pilot is planned for December 2011 with testing in the spring.

10. Action Items

A. Accept/Reject Facility Use Task Force Recommendation for Facility Use Fees 2011-12

Woods/Reese moved to accept Facility Use Task Force Recommendation for Facility Use Fees 2011-12. Chair Grassel opened the floor for discussion.

Ms. Fernee asked if there were any paid people using the facility. High School Principal Ana Gonzalez, said yes. Ms. Fernee expressed her concern about the reduction of hours at the pool. Specifically, about those who have 8-5 jobs being able to access the pool. With the proposed hours reduction they do not have any access.

Chair Grassel voiced his concern about whether the Board should subsidize swimmers or provide education. The proposed reductions to the pool hours and increased fees equal $\frac{1}{4}$ of a teacher's salary.

Ms. Reese has similar concerns as Chair Grassel.

Chair Grassel asked that the Board vote to implement what has been proposed but get a deeper analysis of demographic impacts involved in the reduction of pool hours. Superintendent Gray agreed to report back with an analysis.

There being no further discussion, the motion to approve carried with a 4-1 vote as follows: Grassel (Yes), Fernee (No), Woods (Yes), Reese (Yes) and Crawford (Yes).

B. Accept/Reject Board Authorization for Credit By Proficiency

Reese/Woods moved to accept the Board Authorization for Credit by Proficiency. Chair Grassel opened the floor for discussion.

Mr. Crawford added that he hoped this authorization for credit would also be accepted for skilled crafts people who teach.

There being no further discussion, the motion to approve carried with a 5-0 vote.

C. Accept/Reject NW Blue Crush Aquatic Club Free/Reduced Facility Use Application for swim and water polo club use, workshops, etc.

Mr. Woods stated a conflict of interest and will abstain. Reese/Fernee moved to accept the NW Blue Crush Aquatic Club Free/Reduced Facility Use Application for swim and water polo club use, workshops, etc. Chair Grassel opened the floor for discussion.

Mr. Crawford wanted to discuss the \$58,000 amount on the application. Superintendent Gray responded that it is a district sponsored club that feeds the high school water polo and swim teams. It is an all Parkrose participant club. Mr. Crawford asked if they could pay something. Superintendent Gray and High School Principal Gonzalez both responded that this is the same as other Parkrose Clubs approved by the Board.

There being no further discussion, the motion to approve carried with a 4-0 vote. Woods abstained.

D. Accept/Reject Portland Parks and Recreation Free/Reduced Facility Use Application for Vietnamese Moon Festival.

Reese/Fernee moved to accept the Portland Parks and Recreation Free/Reduced Facility Use Application for Vietnamese Moon Festival. Chair Grassel opened the floor for discussion.

Hearing none, the motion carried with a vote of 5-0.

- E. Accept/Reject Portland Youth Soccer Free/Reduced Facility Use Application for Annual PYSC Jamboree. Reese/Crawford moved to accept the Portland Youth Soccer Free/Reduced Facility Use Application for Annual PYSC Jamboree. Chair Grassel opened the floor for discussion.

The event is August 27th. Chair Grassel and Superintendent Gray were concerned about safety with the new field upgrades going on. Principal Gonzalez is tasked with contacting the requestor to provide security at their expense.

There being no further discussion, the motion to approve pending security being provided by requestor carried with at 4-0 vote. Fernee abstained.

- F. Accept/Reject PHS Student Government Free/Reduced Facility Use Application for Dive In Fundraiser Event to raise money for 2012 Prom
Reese/Fernee moved to accept the PHS Student Government Free/Reduced Facility Use Application for Dive-In Fundraiser Event to raise money for 2012 Prom. Chair Grassel opened the floor for discussion.

Mr. Woods asked if there were staff volunteers donating time for this event. Principal Gonzalez said no the activities director has a stipend for such activities and the kids will invite an administrator to the event.

There being no further discussion, the motion to approve carried with a 5-0 vote.

At this point, Reese/Fernee moved to add item G Accept/Reject Alternative Education Programs. Chair Grassel opened the floor for discussion.

Hearing none, the motion to add item G Accept/Reject Alternative Education Programs passed with a 5-0 vote.

- G. Accept/Reject Alternative Education Programs
Reese/Fernee moved to approve the Alternative Education Programs. Chair Grassel opened the floor for discussion.

Hearing none, the motion to approve the Alternative Education Programs passed with a 5-0 vote.

11. Discussion Items

Superintendent Gray reminded the board that her annual tour of schools will be Friday, 8-26-11 at 1:00 p.m. and would like a board member to attend. Chair Grassel volunteered.

12. Correspondence/Announcements/Requests

A. Upcoming Meetings

1. Board Work Session, September 12, 2011, District Office, 5:00 p.m.
2. Regular Business Meeting, September 26, 2011, District Office, 6:30 p.m.

B. Upcoming Events

1. New Teacher Orientation In-Service, August 29, 2011, 8:00 a.m., Parkrose High School
2. Welcome Back All Staff Breakfast In-Service, August 30, 2011, 7:00 a.m., Parkrose High School
3. First Day of School, Tuesday, September 6, 2011, 1st-5th Grades, 6th Grade and 9th Grade
4. First Day of School, Wednesday, September 7, 2011, 7th, 8th Grades & 10th - 12th Grades
5. Kindergarten Begins, Wednesday, September 14, 2011
6. Parkrose Tailgate Event, September 9, 2011, 5:00 p.m.

13. Adjournment

Chair Grassel adjourned the meeting at 9:39 p.m.