



**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, March 9, 2009**

**MINUTES**

<p>EXECUTIVE SESSION CONVENES</p>	<p><b><u>1. EXECUTIVE SESSION – PERSONNEL – 6:00 P.M.</u></b>                  The Parkrose Board of Education of School District No. 3, Multnomah County, Oregon, convened in an Executive Session at the Parkrose School District Office, Superintendent’s Office in the said District, County, and State at the hour of 6:00 p.m. on the date hereinabove shown and by common consent of the directors.</p>
<p>EXECUTIVE SESSION ADJOURNMENT</p>	<p>Chair Woods called the executive session to order at 6:05 p.m.</p> <p>A. Personnel - Under ORS 192-660(2)(a) “To consider the employment of a public officer, employee, staff member or individual agent.”                  B. Labor Negotiations – Under ORS 192.660(1)(b) “To conduct deliberations with persons designated by the governing body to carry on labor negotiations.”</p> <p>Those present were five (5) members of the Board: Chair James Woods, Vice-Chair Ed Grassel, Guy Crawford, Katie Larsell and Alesia Reese.</p> <p>Others in attendance were Superintendent Karen Fischer Gray, Director of Human Resources Marian Young and Director of Business Services &amp; Operations Mary Larson.</p>
<p>REGULAR SESSION CALL CONVENED</p>	<p><b><u>2. ADJOURN EXECUTIVE SESSION</u></b>                  The Executive Session adjourned to the call of Chair Woods at 6:50 p.m.</p> <p><b><u>3. REGULAR BOARD MEETING – CALL TO ORDER 7:00 P.M.</u></b>                  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) Chair Woods called the meeting to order at 7:00 p.m. and welcomed staff and patrons. Chair Woods reviewed the “Citizen Comment” process for those in attendance.</p> <p>The following members were present:</p> <p>b) <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 Student Services Kathy Keim-Robinson, Director of Human Resources Marian Young, Director of Business Services &amp; Operations Mary Larson and Administrative Assistant Becky Nino.</p>

<p>CHRISTINA GIBB RECOGNIZED</p> <p>ASB REPORT</p> <p>NORTHWEST BLUE CRUSH AQUATIC CLUB PRESENTATION</p>	<p><b><u>4. PRESENTATIONS/RECOGNITIONS</u></b></p> <p>A. Recognition</p> <p>1. <u>Christina Gibb:</u> Director of Business Services &amp; Operations, Mary Larson presented Christina Gibb with her renewal certification from the Oregon Association of School Business Officials (OASBO). Ms Larson acknowledged the work of Ms Gibb. Ms Larson explained that OASBO has a certification program that acknowledges the proficiency of various staff levels within school business. Ms Gibb received her initial certification three years ago. Her renewal certification is for the “payroll” category. She is currently working toward her certification in “accounting”.</p> <p>B. Presentations</p> <p>1. <u>Associated Student Body Report – Derek Herman:</u> Student Body Representative Derek Herman was unable to attend this evening. Superintendent Gray presented the student body report on his behalf. Superintendent Gray reported on the following: Elite Dance Team 1<sup>st</sup> Place at Liberty; Cheer Team received award at recent competition; The Crucible closed and was a wonderful production.</p> <p>2. <u>Northwest Blue Crush Aquatic Club:</u> Northwest Blue Crush Aquatic Club representative Diane Pow briefed the board on the club. The newly formed club is asking for a fee waiver/reduction for pool facility use. She spoke on the following issues:</p> <ul style="list-style-type: none"> <li>• Feeder program for water polo &amp; swim program at Parkrose High School</li> <li>• Year round club</li> <li>• Involvement with affordable fees</li> <li>• Master’s Program – 19 yrs &amp; older competitive swimming and water polo</li> <li>• Majority of kids participating from Parkrose district</li> </ul> <p>Board members questions Ms Pow about participation in the club and budget and financial projections.</p>
<p>PFA REPORT</p>	<p><b><u>5. PFA MONTHLY REPORT</u></b></p> <p>Rosalind Curry, PFA President, reported on the following:</p> <ul style="list-style-type: none"> <li>• Michelle Gibson, Parkrose ELL Teacher, is featured on the cover of OEA Today</li> <li>• PFA Executive Officers met with district administration to discuss the budget crisis. It was an interactive discussion.</li> <li>• Ms Curry attended the recent meeting of OEA Presidents. She commented that it was a real “eye opener” regarding the reports from other districts on how the budget crisis is impacting their schools.</li> <li>• Ms Curry read a statement to the board. In summary, the Parkrose Faculty Association is committed to students, staff and families of Parkrose School District as they continue to work on options to deal with the budget crisis.</li> </ul>
<p>BOARD REPORTS</p>	<p><b><u>6. BOARD OF EDUCATION</u></b></p> <p>A. <u>Board Reports</u></p> <p>1. <u>Katie Larsell:</u> Ms. Larsell did not have a report but commented that she met with the Community Partners Sub Committee, and they are on track for the communication plan.</p> <p>2. <u>Alesia Reese: (printed here verbatim)</u> I am honored to be attending the National School Board Association Conference from April 3-7, 2009 (yes, in San Diego).</p> <p>Please let me know of any educational topic you are interested in. From the conference information, I am sure most issues will be addressed and I would be happy to bring back specific information.</p>

<p><b>BOARD REPORTS CONTINUED</b></p>	<p><b>Facilities and Finance Committee</b></p> <ul style="list-style-type: none"> <li>• Superintendent Gray continues to communicate to the community regarding the status of funding for Parkrose Schools.</li> <li>• Citizens are needed for the District Budget Committee, your participation is appreciated.</li> </ul> <p><b>East Portland Neighborhoods</b></p> <ul style="list-style-type: none"> <li>• A public forum responding to TriMet’s proposed service reductions is scheduled for March 31, 2009, 6:30 p.m. at the East Portland Neighborhood Meeting Room, 1017 NE 117<sup>th</sup> Avenue, Portland, OR 97220. Elimination of the bus lines and reduction in service will negatively impact Parkrose. Public comment will be taken until March 31<sup>st</sup>.</li> <li>• The East Portland Community Aquatic Center is open with activities for all ages.</li> <li>• City Commissioner Nick Fish will be the guest at the East Portland Parks Coalition meeting on Thursday, April 2<sup>nd</sup>, 6:30 p.m. at the East Portland Meeting Room.</li> <li>• A new event, East Portland Exposition is in the planning stages for July. The event will include a wide array of activities and demonstrations. The Expo will be held at Ed Benedict Park in Southeast Portland.</li> </ul> <p><b>Airport Futures Group-Ongoing Public Involvement</b></p> <ul style="list-style-type: none"> <li>• The draft of the future planning for the Airport will be available in the fall. Representatives of Airport Futures will provide Parkrose with information on the next phase of the process.</li> </ul> <p>Respectfully submitted, Alesia J. Reese Parkrose Board of Education</p> <p>3. <b>Guy Crawford:</b> Mr. Crawford thanked Ms Curry for her statement and the feeling of cooperation from Parkrose Faculty Association.</p> <p>4. <b>Ed Grassel:</b> Mr. Grassel reported on his work with the School Improvement Sub Committee. They continue to work on state assessments regarding improvement of data flow and process from Oregon Department of Education.</p> <p>5. <b>James Woods:</b> Chair Woods announced that there are vacancies on the budget committee.</p> <p>B. <u>Committee Reports</u> Included in board reports above.</p> <p>C. <u>Classified Employee Appreciation, March 2-6, 2009</u> Ms. Reese read the following aloud:</p>
<p><b>CLASSIFIED EMPLOYEE APPRECIATION WEEK PROCLAMATION</b></p>	<p style="text-align: center;"><b>PROCLAMATION CLASSIFIED EMPLOYEE APPRECIATION WEEK</b></p> <p><b>WHEREAS</b> the education of our youth is imperative to our school district, to Oregon, to our nation, our world;</p> <p><b>WHEREAS</b> classified school employees in our school districts, education service districts and community colleges are the “backbone” of our public school system;</p> <p><b>WHEREAS</b> classified employees work directly with our children, staff, parents, volunteers, business partners and community members and are responsible for the transportation, nutrition and general well-being of our children as well as assisting certified staff in direct instruction;</p> <p><b>WHEREAS</b> classified employees ensure the smooth operation of our offices, the maintenance of buildings and property, and the safety of our staff and students and the community trusts them as</p>

	<p>important messengers about our schools;</p> <p><b>WHEREAS</b> our community depends on classified employees to serve students and other staff, often in challenging circumstances and classified employees, with their diverse talents and true dedication, nurture our youth throughout their K-12 years;</p> <p><b>WE MEMBERS OF THE PARKROSE BOARD OF EDUCATION join Governor Theodore R. Kulongoski</b> in proclaiming MARCH 2-6, 2009 to be CLASSIFIED SCHOOL EMPLOYEE WEEK in Portland, Oregon, and encourage all members of our community to join in this observance recognizing the dedication and hard work of these individuals.</p>
<p>CONSENT AGENDA</p>	<p><b><u>7. CONSENT AGENDA</u></b>  <b>VICE CHAIR GRASSEL MOVED</b> to ACCEPT the consent agenda as presented with the following items listed:</p> <p>A. <u>Personnel</u></p> <ol style="list-style-type: none"> <li>1. Resignations <ul style="list-style-type: none"> <li>• Karla Causeya – 1.0 FTE Psychology</li> </ul> </li> </ol> <p>B. <u>Board Minutes</u></p> <ol style="list-style-type: none"> <li>1. February 23, 2009 Executive Session Minutes</li> <li>2. February 23, 2009 Regular Session Minutes</li> </ol> <p>C. <u>Business/Finance</u></p> <ol style="list-style-type: none"> <li>1. Resolution to approve and appropriate a transfer between major functions within Fund 35 Capital Equipment and Fund 01 General Fund.</li> </ol> <p>Chair Woods called for any objections. Hearing no objections, it was so ordered.</p>
<p>CITIZEN COMMENTS</p>	<p><b><u>8. CITIZEN COMMENTS</u></b>  Chair Woods reviewed public comment procedures. Tonight’s citizens will speak to the specific agenda item at the time it is presented.</p>
<p>DEPARTMENT REPORTS</p> <p>EMPLOYMENT CONTRACT RENEWALS</p> <p>TEACHER STANDARDS EVALUATION RUBRIC</p>	<p><b><u>9. DISTRICT BUSINESS</u></b></p> <p>A. <u>Department Reports</u></p> <ol style="list-style-type: none"> <li>1. Roy Reynolds &amp; Ana Gonzalez – National Association of Secondary School Principals Conference (NASSP):  Parkrose Middle School Principal, Ana Gonzalez reported on her attendance at the National Association of Secondary School Principals Conference. She shared her conference experience as follows: <ul style="list-style-type: none"> <li>• Quality of sessions</li> <li>• Achievements Gaps</li> <li>• Diversity &amp; Strategies</li> <li>• Family at School</li> <li>• Leadership</li> </ul> Parkrose High School Principal, Roy Reynolds was not able to attend this evening and will report on his conference experience at the April meeting.</li> <li>2. Marian Young  Ms. Young requested that Action Item “O” be added to the agenda as follows:  <b>ACCEPT/REJECT</b> Leave request for Daniel Patterson, 2009-2010 school year. It was so agreed. <ol style="list-style-type: none"> <li>a. <u>Employment Contract Renewals:</u> Ms Young reviewed the process for the annual employment contract renewals.</li> <li>b. <u>Teacher Standards Evaluation Rubric:</u> Ms Young reviewed the rubric and commented that the committee work has produced the document as a best practice “Draft” document. The</li> </ol> </li> </ol>

<p>FINANCIAL REPORT</p>	<p>goal is to have the rubric ready for use in the fall.</p> <p>There was board discussion of the following:</p> <ul style="list-style-type: none"> <li>• Feedback</li> <li>• Evaluation style</li> <li>• Rubric from basic to specific in growth</li> <li>• Professional conversation - What does good teaching look like?</li> <li>• Skills building over time</li> <li>• Teaching quality – Key factor</li> </ul> <p>3. Mary Larson</p> <p>a. <u>Financial Report</u></p> <p>1. <b>March Estimate:</b> Ms. Larson asked the board to refer to their packets for the presentation documents.</p> <p>2. <b>2008-2009 General Fund Estimates</b></p> <p>Ms Larson presented the following:</p> <ul style="list-style-type: none"> <li>• \$37.6 million budget adopted for 2008-09</li> <li>• Economic downturn</li> <li>• February Revenue Revision - \$1.4 million budget shortfall</li> <li>• Mitigation of Damages – programs maintained</li> </ul> <p>3. <b>2008-2009 Budget Reductions</b></p> <ul style="list-style-type: none"> <li>• No fund transfers (unless contractually obligated)</li> <li>• December 19<sup>th</sup> reduction day for all staff</li> <li>• School Day Restoration Fund</li> <li>• Ending fund balance usage</li> </ul> <p>4. <b>2009-2010 General Fund Estimates</b></p> <ul style="list-style-type: none"> <li>• Restoration Fund – Application due April 30<sup>th</sup></li> <li>• Federal Stimulus Money – importance of relaxing rules for IDEA &amp; Title I so Oregon has the same flexibility of those dollars as other states.</li> <li>• Excess Cost, Maintenance of Effort &amp; Supplant vs. Supplement</li> <li>• Concerns with State and Federal reporting requirements – Equality</li> <li>• Communication with State legislature</li> </ul> <p>Vice Chair Grassel pointed out that not doing the fund transfers for 2008-09 will have an adverse affect the districts overall financial stability. Ms Larson said there would be a long term affect as a result.</p> <p>Ms Larson stated that she will continue to update the board on the budget as additional funding information is received.</p>
<p>FOOD SERVICE MANAGEMENT SERVICES CONTRACT</p>	<p>b. <u>Contract Award – Chartwells, Food Service Management Services</u></p> <p>Ms Larson reviewed the Request for Proposal (RFP) process with the board. The RFP committee reviewed proposals, interviewed applicants and scored proposals. The committee recommends that the contract be awarded to Chartwells for food service management services. Upon approval by the board the contract will be sent to Oregon Department of Education for approval. The contract will be in place for July 1<sup>st</sup>.</p> <p>Ms Reese thanked Ms Larson and the RFP committee members for their participation in the selection process. She also extended thanks to Chartwells and Sodexo for their participation.</p>
<p>ENERGY UPDATE</p>	<p>c. <u>Energy Update</u></p> <p>Ms Larson reported on the energy project stating that the completion for the project is on schedule for September/October 2009. Project information can be found at: <a href="http://www.parkrose.k12.or.us">www.parkrose.k12.or.us</a></p>



<p>BOARD APPROVES ACTION ITEMS I&gt; THROUGH J&gt;</p>	<p><i>Larsell, Guy Crawford and Alesia Reese voting in the affirmative.</i></p> <p>G. ACCEPT/REJECT Combined Action Items i&gt; and j&gt;. Chair Woods called for a motion to approve the combined action items i&gt; and j&gt;. Ms Reese so moved. Hearing no discussion, <i>the Motion to Approve combined action items i&gt;and j&gt; passed with a 5-0 vote with James Woods, Ed Grassel, Katie Larsell, Guy Crawford and Alesia Reese voting in the affirmative.</i></p>
<p>BOARD APPROVES TO DELAY THE ACCEPTANCE OF BUDGET COMMITTEE MEMBERS</p>	<p>H. ACCEPT/REJECT Appointment of Budget Member for Budget Committee Position #1. I. ACCEPT/REJECT Appointment of Budget Member for Budget Committee Position #3 J. ACCEPT/REJECT Appointment of Budget Member for Budget Committee Position #4. Chair Woods called for a motion to delay consideration of budget committee appointments until applications have been received by district staff. Vice Chair Grassel so moved. Hearing no discussion, , <i>the Motion to Delay Acceptance of Budget Committee Appointments to Positions #1, #2 and #4 passed with a 5-0 vote with James Woods, Ed Grassel, Katie Larsell, Guy Crawford and Alesia Reese voting in the affirmative.</i></p>
<p>BOARD APPROVES TO DELAY THE CONSIDERATION OF REQUEST BY NORTHWEST BLUE CRUSH AQUATIC CLUB FOR FREE/REDUCED FACILITY FEE</p>	<p>K. ACCEPT/REJECT application for Free/Discounted Facility Use for Northwest Blue Crush Aquatic Club. Vice Chair Grassel called for a motion to delay consideration of application for Free/Discounted Facility Use for Northwest Blue Crush Aquatic Club. Ms Larsell so moved. Vice Chair Grassel expressed his concern about the budget for the group and would like additional information prior to any approval of fee waivers. Mr. Crawford voiced his concern that the board should not leave the organization waiting on this decision. Ms. Larsell asked for more information on budget and enrollment of the program. Superintendent Gray explained the districts concerns with newly established entities. Ms. Reese suggested the aquatic club to look into funding options i.e. grants, corporate partnerships, fundraising, etc.</p> <p>Superintendent Gray added that organizations currently receiving discounts/free facility use will be reviewed. With the district’s financial situation, these are additional issues to take into consideration as the budget process continues.</p> <p><i>The Motion to Delay Consideration of Free/Discounted Facility Use for Northwest Blue Crush Aquatic Club was passed with a 3-1 vote with Ed Grassel (Yes), Katie Larsell (Yes), Alesia Reese (Yes), Guy Crawford (No) and James Woods (abstained).</i></p>
<p>CITIZEN COMMENTS</p>	<p><i>*Chair Woods asked for comment by citizens who requested to speak about this agenda item.</i></p> <p><u>Brian Nagle</u>: Mr. Nagle distributed and read a prepared statement detailing his opinion of the district. <i>*statement attached to official minutes</i></p> <p><u>Lori Billings</u>: Ms Billings voiced her objection to granting a newly formed club reduced and/or waived fees for facility use.</p>
<p>BOARD REJECTS LEAVE REQUEST</p>	<p>L. ACCEPT/REJECT leave request for Daniel Patterson for 2009-2010 school year. Ms Reese moved to reject the leave request for Daniel Patterson for 2009-2010 school year. Vice Chair Grassel so moved. Hearing no discussion, <i>the Motion to Reject the leave request for Daniel Patterson for 2009-2010 school year was passed with a vote of 5-0 with James Woods, Ed Grassel, Katie Larsell, Guy Crawford and Alesia Reese voting in the affirmative.</i></p>
<p>BOARD APPROVES 2<sup>ND</sup> READING OF BOARD POLICIES EEA, EEAC &amp; EFA</p>	<p>M. ACCEPT/REJECT 2<sup>nd</sup> Reading of Board Policy EEA: Student Transportation Services N. ACCEPT/REJECT 2<sup>nd</sup> Reading of Board Policy EEAC: School Bus Safety Program O. ACCEPT/REJECT 2<sup>nd</sup> Reading of Board Policy EFA: Local Wellness Program Ms Reese moved to combine the Acceptance of 2<sup>nd</sup> Reading of Board Policies EEA, EEAC and EFA as specified above. Hearing no discussion, <i>the Motion to Accept Board Policies EEA, EEAC and EFA was passed with a vote of 5-0 with James Woods, Ed Grassel, Katie Larsell, Guy</i></p>

	<i>Crawford and Alesia Reese voting in the affirmative.</i>
NO DISCUSSION ITEMS	<b><u>11. DISCUSSION ITEMS</u></b> None
FUTURE MEETINGS	<b><u>12. CORRESPONDENCE/ANNOUNCEMENTS/REQUESTS</u></b> A. Future Agenda Items <ul style="list-style-type: none"> <li>• Alesia Reese Attendance at National School Board Association Conference</li> <li>• Review Board Policy for Free/Reduced Facility Use – List of Participants</li> </ul> B. Chair Woods announced the following meetings: <ol style="list-style-type: none"> <li>1. Executive Session &amp; Board Work Session, March 16, 2009, 6:00 p.m., Superintendent’s Office</li> <li>2. Board Work Session, April 13, 2009, 5:00 p.m., District Office Boardroom</li> <li>3. Board Regular Session, April 27, 2009, 7:00 p.m., <b>Sacramento Elementary School</b></li> </ol>
ADJOURNMENT	<b><u>13. ADJOURNMENT</u></b> Chair Woods adjourned the regular meeting of the Parkrose Board of Education at 9:09 p.m.