

OFFICIAL MINUTES: DECEMBER 1, 2008 SPECIAL WORKING SESSION



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

Working Session of the Parkrose Board of Education of School
District No. 3, Multnomah County, Oregon

Monday, December 1, 2008

MINUTES

THE WORKING
SESSION WAS
CONVENED

WORKING SESSION BOARD MEETING – CALL TO ORDER – 5:00 P.M.

The Parkrose Board of Education of School District No. 3, Multnomah County, Oregon, convened in working session at the Parkrose District Office in the Boardroom in the said District, County, and State at the hour of 5:00 p.m. on the date hereinabove shown and by common consent of the directors.

Chair Woods called the meeting to order at 5:05 p.m. The Chair noted the following were present:

PRESENT: James Woods – Chair
Ed Grassel – Vice-Chair
Alesia Reese
Guy Crawford
Katie Larsell (arrived 5:55 p.m.)

Others in attendance: Superintendent Karen Fischer Gray, Business Operations Director Mary Larson, Director of School Improvement Yuki Monteith, Director of Human Resources Marian Young, Director of Student Services Kathy Keim-Robinson, and Parkrose Middle School Principal Ana Gonzalez.

a> REVIEW OF STUDENT BODY FUNDS

Presentation:

Board member Katie Larsell was initially absent due to her attendance at the Mayor-Elect's (Sam Adams) meeting on education. The Board fully supported her attendance and representation of Parkrose.

Director of Business Operations Mary Larson provided information and answered questions regarding student body funds. Parkrose School District had safeguards on the budget. Ms. Larson explained the high school was much bigger than the elementary student body funds. Ms. Larson was asked if the Board could be caught unaware. Ms. Larson responded no as there was direct communication between the Board and the auditors. Regarding questions about bank statements, Ms. Larson explained the district conducted triple checks of bank statements. Ms. Larson reviewed the audit comments noting cash is not great, checks were better. Ms. Larson was asked to clarify what student body funds were and what other funds were "out there." Ms. Larson reviewed the safeguards regarding insurance, personnel, over spending (problems at Reynolds School District), and "position budgeting" (all balance). The "encumbered" system showed money obligation. Ms. Larson was asked if anything the district owned could disappear. Ms. Larson explained yes, there was lots of junk around, especially at Parkrose Middle School. There were monthly reports that were looked at by "differences."

Requests:

Chair Woods requested the financial report included an "actual to date" in addition to the "budget to date." He will send an example to Ms. Larson. Vice-Chair Grassel requested the bank statement.

b> STATE SCHOOL FUNDING

Presentation:

The Board and district staff discussed the current situation in state school funding and subsequent impact, as was known currently, for Parkrose School District.

ADJOURNMENT

Chair Woods adjourned the working session of the Parkrose Board of Education at 6:50 p.m.

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