

OFFICIAL MINUTES: APRIL 13, 2009 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, April 13, 2009

MINUTES

THE EXECUTIVE
SESSION WAS
CONVENED

EXECUTIVE SESSION – TO CONSIDER EXEMPT RECORDS – 5:00 P.M.

The Parkrose Board of Education of School District No. 3, Multnomah County, Oregon, convened in an Executive Session at the Parkrose School District, Office of the Superintendent 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 executive session to order at 5:00 p.m.

a> Under ORS 192.660 (2)(f)* “To consider records exempt by law from public inspection.”

Those present were the five (5) members of the Board: Chair James Woods, Vice-Chair Ed Grassel, Guy Crawford, Alesia Reese, and Katie Larsell.

Others in attendance were Superintendent Karen Fischer Gray and Director of Human Resources Marian Young.

The Executive Session adjourned to the call of Chair Woods at 5:10 p.m.

**Note: The original agenda cited ORS 192.660 (2)(a) erroneously. This was corrected by the call of the Chair to order.*

THE WORKING
SESSION WAS
CONVENED

WORKING SESSION BOARD MEETING – CALL TO ORDER – UPON THE END OF EXECUTIVE SESSION

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 5:11 p.m. on the date hereinabove shown and by common consent of the directors.

Chair Woods called the meeting to order at 5:11 p.m. The Chair noted the following were present:

PRESENT: James Woods – Chair
Ed Grassel – Vice-Chair
Alesia Reese
Katie Larsell
Guy Crawford

Others in attendance: Superintendent Karen Fischer Gray, Business Operations Director Mary Larson, Director of School Improvement Yuki Monteith, Director of Student Services Kathy Keim-Robinson, Director of Human Services Marian Young, and Board Secretary Apryl Jump.

DISTRICT BUSINESS

ACTION ITEM:

a> Accept/Reject Travel Request by Becky Nino to attend the Public Insurance Risk Management Associations National Conference in Dallas, TX from May 31 through June 3, 2009.

Director of Business Services Mary Larson provided background information regarding the proposed travel request for Becky Nino. The cost to the district would be \$441.60 which would be taken from the Risk Management Fund. The remaining cost for the conference and associated travel would be covered by a scholarship Ms. Nino had received.

Chair Woods entertained a motion to accept the travel request proposal for Becky Nino. Ms. Larsell moved the Board accept the travel request proposed by Becky Nino. Chair Woods called for discussion. *Hearing no discussion, the MOTION to ACCEPT the travel request for Becky Nino passed by a 5-0 vote with Katie Larsell, James Woods, Alesia Reese, Guy Crawford and Ed Grassel voting in the affirmative.*

APPROVAL OF
BECKY NINO
TRAVEL REQUEST

APPROVAL OF
RESOLUTION TO
DECLARE
EMERGENCY
REPAIR AT
PRESCOTT
ELEMENTARY

b>Accept/Reject Resolution to Declare Emergency Repair Prescott Elementary School – Boiler/Steam Pipe
**This item was added due to the emergency nature of the request.*

Director of Business Services Mary Larson provided a brief explanation regarding a steam pipe break at Prescott Elementary before beginning the presentation on roofing. She informed the Board the district had submitted an insurance claim for costs of about \$100,000 and that claim had been accepted. There was general questions and discussion regarding the age of the system and potential need for future repairs that could be costly.

Chair Woods asked the Board to accept the resolution to declare emergency repairs to Prescott Elementary.
*Hearing no objection, the **MOTION** to **ACCEPT** the resolution to declare emergency repairs to Prescott Elementary passed by a 5-0 vote with Katie Larsell, James Woods, Alesia Reese, Guy Cranford and Ed Grassel voting in the affirmative.*

WORKING SESSION PRESENTATIONS

Note: Items on agenda were taken out of order.

ROOF
PRESENTATION

a> **BUDGET: ROOF PRESENTATION**

Presentation: Director of Business Services Mary Larson explained the district had a roofing consultant, Bruce Ryan, who was present to give a presentation. Mr. Ryan provided a PowerPoint presentation with the following information:

- Bruce Ryan – Parkrose high school metal roofing evaluation and recommendations
 - Who we are –
 - PHS metal roof evaluation
 - Tasks performed
 - Toured facility
 - Identified leak areas
 - Performed visual evaluation
 - Performed some destructive testing at four locations.
- Summary
 - Area A and B were the gym and swimming pool – both had active leaks.
 - Area C (library) had leaked inside, and had been fixed.
 - Yellow areas were not examined.
- System Description
 - Metal roof deck
 - On top is insulation
 - Self adhering waterproof membrane provides a waterproof barrier.
 - Over that is standing seams metal roof panel
- Classification of metal roof system
 - Hydrokinetic – Parkrose has this kind
 - Hydrostatic
- Findings
 - Basic system was performing as expected.
 - Batten seams were performing badly – caps popping off in different areas
 - Clips were found to be moving
 - Underlayment bonding to underside of panel which dragged the underlayment with it
 - Tears and defects in underlayment were permitting water intrusion
- Conclusions
 - Failures are widespread and will continue to worsen
- Recommended
 - Repair – short term – seal seams
 - Replace – design criteria
 - Single ply – reroofing with new single ply membrane and décor profile.
 - Metal – different ways – recommend remove existing system, tearing off insulation and install new installation between hat channels and installing a hydrostatic system.

Discussion:

A handout of costs was provided to the Board. Superintendent Gray inquired if costs could be presented in another fashion where as the project was taken in steps with the worst roofs addressed first.

The Board discussed cost and options. The Board inquired of Scott Wood, Maintenance Supervisor, what his thoughts were on the two roofing options. Mr. Wood stated he preferred the metal roof as longevity of the roof would be greater (approx. 35 years).

b> **DISTRICT INITIATIVE POSTER SESSION**

Presentation: Director of School Improvement Yuki Monteith asked the Board to review each poster (which were located in different areas of the boardroom) first and then she would review each poster with them. Ms. Monteith explained each poster as follows:

Collaborative Teams – Ms. Monteith had taken the four district initiatives and focused on the main tasks. Tasks included structured times for planned learning communities (PLCs) in every school. Two essential skills included a common need template and feedback rubric so staff could provide feedback in a pragmatic way and administrative level discussion could be focused on what staff was observing. There was a district format for district smart goals and rubric for smart goals.

Standards and Benchmarks – Ms. Monteith explained staff had developed a literacy framework so when the district chose a curriculum staff would have a rubric and be able to pick materials on district power standards. Grade 6-8 power standards and k-8 math standards had been revised. Ms. Monteith then reviewed the sections priorities.

Instruction – Ms. Monteith explained the district was aligning common instructional strategies with AVID. Examples of specific strategies included note taking, expert groups, Socratic seminar, working on common writing strategies for writing summaries. In addition, the district had differentiated its workshops.

Assessments and Data Analysis – Ms. Monteith stated the district was providing training for administrators on data analysis. There are no classes for data analysis so it was new for a lot of administrators. The district also held four science/math trainings to work on assessments. The district had also developed a common district assessment calendar so staff could look and see when we're doing testing.

c> **POLICY: INITIAL REVIEW**

Presentation: Superintendent Gray provided a brief explanation of groups of policy that would appear before the Board at the April 27th meeting. First, Policy BBFA: Board Member Conflicts would be a second reading as it was only given a first reading. Superintendent Gray explained Policy JEA: Compulsory Attendance was fine but the administrative rule would be updated to match what Parkrose's existing process encompassed. The list of facility request policies and administrative rules were placed on the agenda at the request of the Board. Superintendent Gray explained there was information on free/reduced requests for 2008-2009 for the Board to review. She recommended the board develop a subcommittee to work over the summer on revising fee structures for district facilities.

Lastly, Superintendent Gray requested an additional working session for April 20, 2009 (next Monday) at 5:30 to talk about the budget. The meeting would be at the district office.

ADJOURNMENT

ADJOURNMENT

Chair Woods adjourned the working session of the Parkrose Board of Education at 7:44 p.m.