

Regular Meeting  
Tuesday, January 11, 2022 6:00 PM

Hybrid: Virtual & BESC  
501 N. Dixon St.  
Portland, OR 97227

## **Agenda**

1. 6:00 pm - Opening
2. 6:05 pm - Board Leadership (Resolutions 6431 and 6432) *Vote- Public Comment Accepted*
3. 6:10 pm - Consent Agenda: Resolutions 6424 through 6427 *Vote- Public Comment Accepted*
  - 3.(a) Resolution 6424: Adoption of the Index to the Minutes
  - 3.(b) Resolution 6425: Expenditure Contracts
  - 3.(c) Resolution 6426: Revenue Contracts
  - 3.(d) Resolution 6427: To name the new McDaniel Field House the Bill Wiitala Senator Field House
4. 6:15 pm - Student and Public Comment
5. 6:40 pm - Student Representative's Report
6. 6:45 pm - Superintendent's Report
7. 7:00 pm - Board Committee and Conference Reports
8. 7:10 pm - Update on School Operations during the Omicron Surge of COVID:  
Schools Transitions to Temporary Distance Learning, Extracurricular Arts and Athletics  
Criteria for Transitions to Remote Learning, Student and School Support
9. 7:55 pm - Future of Harriet Tubman Middle School
10. 8:05 pm - Resolution to add an audit on ESL programs to the Board Audit Plan (Resolution 6428)
11. 8:15 pm - First Reading of a Policy
  - Student Representative and District Student Council Policy 1.20.012-P
12. 8:25 pm - Second Reading of Policy (Resolution 6429)
  - Work Place Harassment Policy 5.10.060-P
13. 8:30 pm - Second Reading of Policy Rescissions (Resolution 6430)
  - Definitions 1.10.020- P
  - Teacher Memberships on Committees 2.40.010-P
14. 8:35 pm - Other Business / Committee Referrals
15. 8:40 pm - Adjourn

**RESOLUTION No. 6431**

Election of Board Chairperson

Director \_\_\_\_\_ is hereby elected Chairperson of the Board for the period beginning January 11, 2022, until his/or her successor is elected.



**RESOLUTION No. 6432**

Election of Board Vice-Chairperson

Director \_\_\_\_\_ is hereby elected Vice-Chairperson of the Board for the period beginning January 11, 2022, until his/or her successor is elected.



**RESOLUTION No. 6424**

The Following Index to the Minutes are offered for Adoption

- 12/14/2021 – Regular Meeting



# Index to the Minutes

*(Draft for Approval)*

## Regular Meeting

December 14, 2021

### Attendance

Present: Chair DePass; Vice-Chair Scott; Directors Brim-Edwards, Greene, Hollands, Kohnstamm, and Lowery; Student Representative Weinberg

Absent: None

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### RESOLUTIONS

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## ACTIONS TAKEN

- **Consent Agenda – Resolutions 6409 through 6416**

Director Scott moved and Director Brim-Edwards seconded the motion to approve the Consent Agenda, including Resolutions 6409 through 6416. The motion was put to a voice vote and passed (7 yes, 0 no), with Student Representative Weinberg voting yes (unofficial)

Director Julia Brim-Edwards: Yes, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

- **Resolution 6417: Resolution to Adopt Revised PPS Cafeteria Plan Policy 5.10.090-P**

Director Greene moved and Director Kohnstamm seconded the motion to approve Resolution 6417. The motion was put to a voice vote and passed (7 yes, 0 no) with Student Representative Weinberg voting yes (unofficial)

Director Julia Brim-Edwards: Yes, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

- **Resolution 6418: Resolution to Adopt Revised Vacation and District Holidays for Non-represented Employees Policy 5.60.031-P**

Director Scott moved and Director Hollands seconded the motion to approve Resolution 6418. The motion was put to a voice vote and passed (6 yes, 1 no) with Student Representative Weinberg voting yes (unofficial)

Director Julia Brim-Edwards: No, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

- **Resolution 6419: Resolution to Adopt Revised Administrative Employees' Terms of Employment Policy 5.60.010-P**

Director Greene moved and Director Kohnstamm seconded the motion to approve Resolution 6419. The motion was put to a voice vote and passed (7 yes, 0 no), with Student Representative Weinberg voting yes (unofficial)

Director Julia Brim-Edwards: Yes, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

- **Resolution 6420: Resolution to Rescind Board Policies**

Director Greene moved and Director Hollands seconded the motion to approve Resolution 6420. The motion was put to a voice vote and passed (7 yes, 0 no) with Student Representative Weinberg voting yes (unofficial).

Director Julia Brim-Edwards: Yes, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

- **Resolution 6421: Acceptance of the Long-Range Facility Plan**

Director Greene moved and Director Hollands seconded the motion to approve Resolution 6421. The motion was put to a voice vote and passed (7 yes, 0 no) with Student Representative Weinberg voting yes (unofficial).

Director Julia Brim-Edwards: Yes, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

- **Resolution 6422: Acceptance of the Annual Comprehensive Financial Report, Reports to Management and the Report on Requirements for Federal Awards**

Director Greene moved and Director Holland seconded the motion to approve Resolution 6422. The motion was put to a voice vote and passed (7 yes, 0 no), with Student Representative Weinberg voting yes (unofficial)

Director Julia Brim-Edwards: Yes, Director Michelle DePass: Yes, Director Greene: Yes, Director Hollands: Yes, Director Amy Kohnstamm: Yes, Director Eilidh Lowery: Yes, Director Andrew Scott: Yes; Student Representative Weinberg: Yes (Unofficial)

**RESOLUTION No. 6409**

The Following Index to the Minutes are offered for Adoption

- November 16, 2021 – Regular Meeting

**RESOLUTION No. 6410**

Authorization for Off-Campus Activities

**RECITAL**

Portland Public Schools (“District”) Policy 6.50.010-P (“Off-Campus Activities”) requires the Board of Education (“Board”) consent to student out-of-state travel.

**RESOLUTION**

The Board has reviewed the request for out-of-state travel. All required documents have been submitted to the Risk Management Department. The Superintendent recommends that the Board consent to the student out-of-state travel for the below request:

**AUTHORIZATION FOR OFF-CAMPUS ACTIVITIES**

<b>Date(s)</b>	<b>School, Course, and Number of Students</b>	<b>Purpose of Travel</b>	<b>Travel Destination</b>	<b>Estimated Cost</b>
4/8 – 4/11/22	Wells HS Band, 45 students	College visit, band tour, work with soundtrack team @ Disneyland	Disneyland, CA	\$975 per person
12/14 – 12/19/21	Roosevelt HS Women’s Varsity Basketball, 15 students	Tournament, team building, college access workshops	Orlando, FL	\$1600 per person

**RESOLUTION No. 6411****Expenditure Contracts that Exceed \$150,000 for Delegation of Authority****RECITAL**

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) enter into contracts and approve payment for products, materials, supplies, capital outlay, equipment, and services whenever the total amount exceeds \$150,000 per contract, excepting settlement or real property agreements. Contracts meeting this criterion are listed below.

**RESOLUTION**

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into the following agreements.

**NEW CONTRACTS**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Admin, Funding Source</b>	<b>Certified Business</b>
Advanced Technology Group, Inc.	12/15/21 through 8/6/24	Flexible Services Contractor Pool FSCP 90733	Flexible Services Contractor Pool – Painting. District-wide use, on-call painting services. Request for Proposals 2021-2963	Not to Exceed \$3,000,000	C. Hertz Funding Source Varies	No
TeleTeachers, Inc.	12/15/21 through 6/13/22	Personal Services PS 90955	Provide up to four special education teachers to provide home instruction for PPS students. Direct Negotiation – Unique Knowledge and/or Expertise PPS-46-0525(4)	\$268,244	S. Bird Fund 101 Dept. 5414	No
Mackenzie	12/15/21 through 12/31/22	Engineering ENG 91004	Pre-design services, master planning, conditional use review, field design, and permitting for Jackson School. Request for Proposals 2021-3002	\$345,322	C. Hertz Fund 445 Dept. 5597 Project K0242	No
Stoner Electric Group	12/15/21 through 11/16/22 Option to renew for up to four additional one-year terms through 11/16/26	Indefinite Deliverable/Indefinite Quantity ID/IQ 90941	Job order contract for classroom backbone infrastructure modernization (CBIM), which will provide additional bandwidth and connectivity throughout classrooms and common areas in schools district-wide. Request for Proposals 2021-3014	Not to Exceed \$16,000,000	C. Hertz Funding Source Varies	No
Harder Mechanical Contractors, Inc.	12/15/21 through 12/1/24 Option to renew for one additional two-year term through 12/1/26	Services S 91036	HVAC/boiler work on an as-needed basis for all District buildings. Request for Proposals 2021-3012	Not to Exceed \$3,750,000	C. Hertz Fund 101 Dept. 5593	No
MacDonald-Miller Facility Solutions, Inc.	12/15/21 through 12/1/24	Services S 91037	HVAC/boiler work on an as-needed basis for all District buildings. Request for Proposals 2021-3012	Not to Exceed \$3,750,000	C. Hertz Fund 101 Dept. 5593	No

	Option to renew for one additional two-year term through 12/1/26					
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\*A Certified Business is a for-profit business certified as a Minority-Owned Businesses (MBE), Women-Owned Businesses (WBE), Emerging Small Businesses (ESB), and/or Service-Disabled Veteran Businesses (SDV) by the State of Oregon Certification Office for Business Inclusion and Diversity.

**NEW COOPERATIVE PURCHASING AGREEMENTS**

<b>Contractor</b>	<b>Contract Term, Renewal Options</b>	<b>Administering Contracting Agency</b>	<b>Description of Goods or Services</b>	<b>Estimated Spend During Contract Term</b>	<b>Responsible Administrator, Funding Source</b>	<b>Certified Business</b>
PBS Engineering & Environmental	12/15/21 through 12/31/25	Multnomah County	Environmental consulting services on an as-needed basis.	\$1,000,000	C. Hertz Funding Source Varies	No

**NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)**

No New IGAs

**AMENDMENTS TO EXISTING CONTRACTS**

No New Amendments

**RESOLUTION No. 6412****Revenue Contracts that Exceed \$150,000 Limit for Delegation of Authority****RECITAL**

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) to enter into and approve all contracts, except as otherwise expressly authorized. Contracts exceeding \$150,000 per contractor are listed below.

**RESOLUTION**

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into the following agreements.

**NEW REVENUE CONTRACTS**

No New Revenue Contracts

**NEW INTERGOVERNMENTAL AGREEMENTS / REVENUE (“IGA/Rs”)**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
State of Oregon	7/1/21 through 6/30/23	Intergovernmental Agreement / Revenue IGA/R 90982	Grant from the Youth Development Council to support workforce readiness.	\$200,000	S. Bird

**AMENDMENTS TO EXISTING REVENUE CONTRACTS**

No Amendments to Existing Revenue Contracts

**RESOLUTION No. 6413**

Approval of Head Start Policy Council Recommendation

**RECITALS**

- A. Federal requirements call for the Governing Board of a Head Start program to approve recommendations for the program.
- B. The Board of Directors for Portland Public Schools serves as the Governing Board for the PPS Head Start Program.
- C. Portland Public Schools Policy Council recommends the approval of the 2021-2022 PPS Head Start School Readiness Goals. The Head Start approach to school readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children. Physical, cognitive, social, and emotional development are all essential ingredients of school readiness. Head Start views school readiness as children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life. Programs must establish school readiness goals that are appropriate for the ages and development of enrolled children in the following domains: Approaches to Learning, Social and Emotional Development, Language and Literacy, Cognition, and Perceptual, Motor, and Physical Development. Implementing and measuring progress toward school readiness goals helps programs individualize for each child and ensure that children know and can do what is needed to be ready for kindergarten. Head Start respects parents as their children's primary nurturers, teachers, and advocates, and programs are required to consult with parents in establishing school readiness goals. As children transition to kindergarten, Head Start programs and schools should work together to promote school readiness and engage families.

**RESOLUTION**

The Board of Directors for Portland Public Schools, School District No. 1J, Multnomah County, Oregon, approves the Head Start Policy Council recommendations as stated above.

**RESOLUTION No. 6414**

Approval of Head Start Policy Council Recommendation

**RECITALS**

- A. Federal requirements call for the Governing Board of a Head Start program to approve recommendations for the program.
- B. The Board of Directors for Portland Public Schools serves as the Governing Board for the PPS Head Start Program.
- C. Portland Public Schools Policy Council recommends the approval of the PPS Head Start Lice Management Procedures. The Office of Head Start states that policies should not be established that require staff or children to be nit-free before returning because these policies do not prevent the spread of lice. They needlessly exclude children from care and cause unwarranted and excessive burdens on families. Instead, a prevention and treatment approach should be adopted. PPS Head Start, under the guidance of its program nurses, has developed a procedural flowchart to address the presence of lice.

**RESOLUTION**

The Board of Directors for Portland Public Schools, School District No. 1J, Multnomah County, Oregon, approves the Head Start Policy Council recommendations as stated above.

**RESOLUTION No. 6415**

Approval of Head Start Policy Council Recommendation

**RECITALS**

- A. Federal requirements call for the Governing Board of a Head Start program to approve recommendations for the program.
- B. The Board of Directors for Portland Public Schools serves as the Governing Board for the PPS Head Start Program.
- C. Portland Public Schools Policy Council recommends the approval of the 2020-2021 PPS Head Start Program Annual Report. The Head Start Program Performance Standards provide requirements and procedures for the Annual Report. The Annual Report includes yearlong information regarding Head Start program data. It is used as a community resource and contains information from the PIR. Program budget information is also shared in the annual report.

**RESOLUTION**

The Board of Directors for Portland Public Schools, School District No. 1J, Multnomah County, Oregon, approves the Head Start Policy Council recommendations as stated above.

**RESOLUTION No. 6416**

Approval of Head Start Policy Council Recommendation

**RECITALS**

- A. Federal requirements call for the Governing Board of a Head Start program to approve recommendations for the program.
- B. The Board of Directors for Portland Public Schools serves as the Governing Board for the PPS Head Start Program.
- C. Portland Public Schools Policy Council recommends the approval of the 2021-2022 PPS Head Start Self-Assessment Timeline. The annual Self-Assessment is a central tenet of continuous quality improvement for Head Start programs. The goal of the Self -Assessment is to meet Performance Standards and move toward program excellence in serving children and families. The process provides programs the means to regularly assess their own management systems and program operations in order to continually strengthen the program and the service delivered to children and families.

**RESOLUTION**

The Board of Directors for Portland Public Schools, School District No. 1J, Multnomah County, Oregon, approves the Head Start Policy Council recommendations as stated above.

**RESOLUTION No. 6417**

**Resolution to Adopt Revised PPS Cafeteria Plan Policy 5.10.090-P**

**RECITALS**

- A. On November 10, 2021, the Board Policy Committee reviewed and considered the proposed revisions of the PPS Cafeteria Plan policy 5.10.090-P.
- B. On November 16, 2021, the Board presented the first reading of the revised PPS Cafeteria Plan policy.
- C. Pursuant to District policy, the public comment was open for at least 21 days, and there was no public comment received during the comment period.

**RESOLUTION**

The Board hereby adopts the revised PPS Cafeteria Plan policy 5.10.090-P and instructs the Superintendent to amend any relevant administrative directives to conform to this adopted policy.

**RESOLUTION No. 6418**

Resolution to Adopt Revised Vacation and District Holidays for  
Non-represented Employees Policy 5.60.031-P

**RECITALS**

- A. On September 8, 2021, and September 29, 2021, the Board Policy Committee reviewed and considered the proposed revisions of the Vacation and District Holidays for Non-represented Employees policy 5.60.031-P.
- B. On October 12, 2021, the Board presented the first reading of the revised Vacation and District Holidays for Non-represented Employees policy.
- C. On November 2, 2021 the Board made additional amendments to the revised Vacation and District Holidays for Non-represented Employees policy and presented the policy for another first reading.
- D. On November 10, 2021, the Board Policy Committee recommended nonsubstantive, clarifying edits to the policy, noted on the posted policy.
- E. Pursuant to District policy, the public comment was open for at least 21 days, and there was no public comment received during the comment period.

**RESOLUTION**

The Board hereby adopts the revised Vacation and District Holidays for Non-represented Employees policy 5.60.031-P, including the nonsubstantive edits recommended by the Policy Committee on November 10, 2021, and instructs the Superintendent to amend any relevant administrative directives to conform to this adopted policy.

**RESOLUTION No. 6419**

Resolution to Adopt Revised Administrative Employees' Terms of Employment Policy 5.60.010-P

**RECITALS**

- A. On November 10, 2021, the Board Policy Committee reviewed and considered proposed revisions of the Administrative Employees' Terms of Employment policy 5.60.010-P.
- B. On November 16, 2021, the Board presented the first reading of the proposed revised Administrative Employees' Terms of Employment policy.
- C. Pursuant to District policy, the public comment was open for at least 21 days, and there was no public comment received during the comment period.

**RESOLUTION**

The Board hereby adopts the revised Administrative Employees' Terms of Employment 5.60.010-P and instructs the Superintendent to amend any relevant administrative directives to conform to this adopted policy.

**RESOLUTION No. 6420**

Resolution to Rescind Board Policies

Rescission of

- i. 3.40.091: Traffic Safety Patrols
- ii. 4.50.010: Student Interviews And Errands
- iii. 4.50.020: Health Services
- iv. 4.50.023: Dental Health Services
- v. 6.10.013: Career Education – Learning Opportunities
- vi. 5.20.100: Physical And Mental Health Of Staff Members
- vii. 3.20.011-P Planning Time
- viii. 5.20.080-P Evaluation of Teachers

**RECITALS**

- A. On October 19, 2021, the Board of Education’s Policy Committee reviewed and considered the necessity and relevance of:
  - i. 3.40.091: Traffic Safety Patrols
  - ii. 4.50.010: Student Interviews And Errands
  - iii. 4.50.020: Health Services
  - iv. 4.50.023: Dental Health Services
  - v. 6.10.013: Career Education – Learning Opportunities
  - vi. 5.20.100: Physical And Mental Health Of Staff Members
- B. On November 2, 2021, the Board presented the first reading of each of those policies for rescission.
- C. The public comment period was open for at least 21 days, and no public comments were received.
- D. On November 10, 2021, the Board of Education’s Policy Committee reviewed and considered the necessity and relevance of:
  - i. 3.20.011-P Planning Time
  - ii. 5.20.080-P Evaluation of Teachers
- E. On November 16, 2021, the Board presented the first reading of each of those policies for rescission.
- F. The public comment period was open for at least 21 days, and no public comments were received.

**RESOLUTION**

The Board hereby rescinds each of the following policies:

- i. 3.40.091: Traffic Safety Patrols
- ii. 4.50.010: Student Interviews And Errands
- iii. 4.50.020: Health Services
- iv. 4.50.023: Dental Health Services
- v. 6.10.013: Career Education – Learning Opportunities
- vi. 5.20.100: Physical And Mental Health Of Staff Members

vii. 3.20.011-P Planning Time

viii. 5.20.080-P Evaluation of Teachers

**RESOLUTION No. 6421**

Acceptance of the Long-Range Facility Plan

**RECITALS**

- A. In September 2020, the Portland Public Schools began a long-range facility planning effort. This planning effort is an update of the 2012 Long-Range Facility Plan.
- B. The 2021 Long-Range Facility Plan synthesizes three primary considerations: educational program vision, enrollment and capacity, and facility condition. These considerations are guided by the community-developed vision, Portland Public Schools reimagined, which was established by the District and informed by input from the broader District community. In addition to the District's vision, the Long-Range Facility Plan is grounded in, and developed in coordination with the District's 2021-2025 Strategic Plan for Racial Equity, Inclusion, and Excellence, the PPS Racial Equity and Social Justice Lens, the Portland Public Schools Energy & Sustainability Standards, the Middle School Redesign, the draft ADA Transition Plan and a community proposed Climate Crisis Response plan.
- C. Community voice was central throughout the process, and continued dialogue with community members will be essential to the plan's success. Outreach to understand the perceptions, experiences, and aspirations of diverse groups of District stakeholders included students, teachers, parents, and community members. A racial equity model of inquiry was used to illuminate the diverse perceptions and experiences of our community.
- D. Student input was sought through close coordination with District elementary, middle and high school teachers, and other student groups. Affinity groups were organized to enable groups of people to come together around common social identities, including race and cultural backgrounds, fostering a sense of comfort in sharing stories and generating ideas for long-range facility planning efforts. These approaches supported inclusive engagement through empowering the voice of historically excluded or tokenized communities in traditional outreach methods.
- E. The community outreach plan included 13 community dialogue sessions and two classroom sessions conducted in early 2021. The District actively recruited participants for these sessions via the District's website, email listservs, community newsletters, and social media posts. Additionally, key organizations received personalized invitations to contribute to the process, including the District's RESJ partners. Across all of the dialogue sessions, 51% of participants were BIPOC, and 31% of participants were middle or high school students. Finally, the District collected multiple online surveys and leadership interest forms via the District website.
- F. All large school districts in Oregon are required to complete a Long-Range Facility Plan every ten years.

- G. The Long-Range Facility Plan will be used to plan for future capital improvements within the context of current educational vision and student enrollment trends over the next 10 to 15 years and provides a strategic framework to be tested against community voice and vision prior to future bond campaigns.

### **RESOLUTION**

1. The Board affirms the premise of the plan and its alignment with the District's vision of Portland Public Schools reImagined and the 2021-2025 Strategic plan for Racial Equity, Inclusion and Excellence.
2. The Board affirms the goals, guiding principles and methodologies of the 2021 Long-Range Facility Plan as the basis for planning capital investments in District facilities and future bond planning.
3. The Board of Education extends its sincere gratitude to everyone who gave their time, energy, and ideas to this Long-Range Facility Plan, and the community outreach, which elevated the voices of communities of color and student voices using a Racial Equity and Social Justice Lens. The contributions of so many diverse individuals from across the community, including District leadership, teachers, parents, and other community members, helped create a Plan that reflects the needs and aspirations of the Portland Public Schools and its community.
4. The Board hereby accepts the 2021 Long-Range Facility Plan as recommended by the Superintendent.

**RESOLUTION No. 6422**

Acceptance of the Annual Comprehensive Financial Report, Reports to Management and the Report on Requirements for Federal Awards

**RECITALS**

- A. The Board of Education is committed to accountability for how Portland Public Schools spends its tax dollars and other resources, and recognizes that transparency, accuracy, and timeliness in financial reporting are important components of financial accountability.
- B. The District Auditor, Talbot, Korvola & Warwick, LLP, has completed their independent audit of the financial reporting for the year ended June 30, 2021, and provides assurance that the District's accounting and reporting are in compliance with generally accepted accounting principles.
- C. The District has received awards for Excellence in Financial Reporting for 41 consecutive years from both the Government Finance Officers Association (GFOA) and the Association of School Business Officials (ASBO) and plans to submit the current financial reports for similar award consideration.

**RESOLUTION**

The Board of Education accepts the Annual Comprehensive Financial Report, Reports to Management, and Report on Requirements for Federal Awards of School District No. 1J, Multnomah County, Oregon for the fiscal year ended June 30, 2021, and authorizes the reports to be distributed to required state and federal agencies and filed for future reference.

**RESOLUTION No. 6425**

Expenditure Contracts that Exceed \$150,000 for Delegation of Authority

**RECITAL**

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) enter into contracts and approve payment for products, materials, supplies, capital outlay, equipment, and services whenever the total amount exceeds \$150,000 per contract, excepting settlement or real property agreements. Contracts meeting this criterion are listed below.

**RESOLUTION**

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into the following agreements.

**NEW CONTRACTS**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Admin, Funding Source</b>	<b>Certified Business</b>
Pacific Sports Turf	1/12/22 through 1/11/25	Flexible Services Contractor Pool FSCP 91054	District-wide landscaping services on an as-needed basis. Request for Proposals 2020-2852	Not to Exceed \$3,000,000	C. Hertz Funding Source Varies	No
Buildskape, LLC	1/12/22 through 10/1/22	Construction C 91114	Additional classroom space at Franklin High School. Invitation to Bid-Construction 2021-3016	\$264,934	C. Hertz Fund 445 Dept. 5597 Project K0255	ESB
IBI Group	1/12/22 through 1/11/23  Option to renew for up to four one-year terms through 1/11/27	Architecture ARCH 91119	Design for mechanical upgrades at Kelly School. Request for Proposals 2021-3005	\$776,238	C. Hertz Fund 458 Dept. 5511 Project DS018	No
IBI Group	1/12/22 through 1/11/23  Option to renew for up to four one-year terms through 1/11/27	Architecture ARCH 91104	Design for mechanical upgrades at Bridger School. Request for Proposals 2021-3005	\$649,817	C. Hertz Fund 458 Dept. 5511 Project DS018	No
Field Turf USA, Inc.	1/12/22 through 6/30/22	Construction C 91124	Modernization of the Grant Bowl Field.  Procured via cooperative purchasing agreement through Association of Educational Purchasing Agencies (AEPAs)	\$2,574,122	C. Hertz Funding Source Varies	No

\*A Certified Business is a for-profit business certified as a Minority-Owned Businesses (MBE), Women-Owned Businesses (WBE), Emerging Small Businesses (ESB), and/or Service-Disabled Veteran Businesses (SDV) by the State of Oregon Certification Office for Business Inclusion and Diversity.

**NEW COOPERATIVE PURCHASING AGREEMENTS**

<b>Contractor</b>	<b>Contract Term, Renewal Options</b>	<b>Administering Contracting Agency</b>	<b>Description of Goods or Services</b>	<b>Estimated Spend During Contract Term</b>	<b>Responsible Administrator, Funding Source</b>	<b>Certified Business</b>
CDW Government, Inc.	1/12/22 through 12/30/22 Option to renew for one two-year period through 12/30/24	State of Oregon Oregon Cooperative Procurement Program (OCPP) COA 91058	Purchase of technology products and services.	Not to Exceed \$30,000,000	C. Hertz Funding Source Varies	No
EC Company dba Electrical Construction Company, Power Systems West	1/12/22 through 9/19/26	Multnomah County COA 91079	District-wide low voltage, access control, and other minor electrical work on an as-needed basis.	Not to Exceed \$1,000,000	C. Hertz Funding Source Varies	No

**NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
Portland Public Schools	7/1/21 through 6/30/22	Intergovernmental Agreement IGA 91047	Columbia Regional Inclusive Services and District will partner to deliver regional services to eligible individuals with Autism Spectrum Disorder.	\$1,014,200	S. Bird Fund 205 Dept. 5430 Grant G2070

**AMENDMENTS TO EXISTING CONTRACTS**

No New Amendments

**RESOLUTION No. 6426**

Revenue Contracts that Exceed \$150,000 Limit for Delegation of Authority

**RECITAL**

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) to enter into and approve all contracts, except as otherwise expressly authorized. Contracts exceeding \$150,000 per contractor are listed below.

**RESOLUTION**

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into the following agreements.

**NEW REVENUE CONTRACTS**

No New Revenue Contracts

**NEW INTERGOVERNMENTAL AGREEMENTS / REVENUE (“IGA/Rs”)**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
State of Oregon	7/1/21 through 6/30/23	Intergovernmental Agreement/Revenue IGA/R 91050	Funding to provide educational services to medically fragile children that reside at Providence Hospital.	\$2,101,964	S. Bird Fund 205 Dept. 9999 Grant G2077
State of Oregon	1/7/22 through 9/30/23	Intergovernmental Agreement/Revenue IGA/R 91121	Funding to implement and study teacher training to improve student reading outcomes.	\$500,000	S. Bird Funding Source Varies

**AMENDMENTS TO EXISTING REVENUE CONTRACTS**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Amendment Amount, Contract Amount</b>	<b>Responsible Administrator, Funding Source</b>
State of Oregon	7/1/21 through 8/31/22	Intergovernmental Agreement/Revenue IGA/R 89920 Amendment 1	Additional year of Teacher Pathway Partnership grant.	\$350,000 \$695,635	S. Bird Fund 205 Dept. 5449 Grant G2044

## **RESOLUTION No. 6427**

### Resolution to name the new McDaniel Field House the Bill Wiitala Senator Field House

#### **RECITALS**

- A. Portland Public Schools acknowledges that the names of school buildings have a significant impact on the overall educational environment and can foster positive student development and sense of belonging.
- B. In Spring of 2021, the Leodis V. McDaniel community commenced an engagement process led by a committee of students and staff to identify a name for the field house of McDaniel High School.
- C. The naming committee was asked to review nominations, gather community input, and ultimately provide a final recommendation for a name that represents all athletic programs at McDaniel, represents the community, and celebrates the history of the school.
- D. The committee unanimously recommended the Bill Wiitala Senator Field House as the name of the McDaniel High School new field house.
- E. Coach Bill Wiitila was a Social Studies teacher, coach, and Athletic Director at Madison High School, now named McDaniel High School. He coached the 1963 and 1964 Madison baseball teams to state championships after winning the Portland Interscholastic League title each of those years. He then served in the role of Athletic Director from 1966 to 1988, before moving to the Portland Interscholastic League District Administration office until his retirement in 1991.
- F. The decision to recommend Bill Wiitala Senator Field House as the name for the future structure supports the original naming committee's desire to create a shared history to celebrate what was and will remain a priority of the McDaniel High School Community. Coach Bill Wiitilla represents the McDaniel High School Community values of Community, Respect, Education, Equity, and Diversity (CREED) and is deserving of this honor.
- G. The Superintendent, having reviewed the process and work of the committee, recommends to the Board to name the Leodis V. McDaniel High School Field House the Bill Wiitala Senator Field House.

#### **RESOLVED**

The Board thanks the committee for its thoughtful work in developing and proposing a name for the future field house at Leodis V. McDaniel High School. The future field house at Leodis V. McDaniel High School will be named the Bill Wiitala Senator Field House.



**PORTLAND PUBLIC SCHOOLS**  
**OFFICE OF STRATEGIC PARTNERSHIPS & ENGAGEMENT**

501 North Dixon Street / Portland, OR 97227  
Telephone: (503) 916-3270

**Date:** January 6, 2022  
**To:** School Board of Education  
**From:** Jonathan Garcia, Chief of Staff  
**cc:** Guadalupe Guerrero, Superintendent  
**Subject:** Approval Request for the future Bill Wiitala Senator Field House

---

**BACKGROUND**

We are excited to submit for approval the name of the future Field House at Leodis V. McDaniel High School. Through a series of community engagement efforts, the greater Leodis V. McDaniel community has selected the name of the future structure to be the **Bill Wiitala Senator Field House**. Coach Bill Wiitala was a Social Studies teacher, coach, and Athletic Director at Madison High School, now named McDaniel High School. He coached the 1963 and 1964 Madison baseball teams to state championships after winning the Portland Interscholastic League (PIL) title each of those years. He then served in the role of Athletic Director from 1966 to 1988, before moving to the PIL District Administration office until his retirement in 1991.

The decision to recommend **Bill Wiitala Senator Field House** as the name for the future structure, supports the original naming committee's desire to create opportunities to share and celebrate the history of the community and have a name that represented the community's values. Creating a shared history to celebrate was and will remain a priority of the McDaniel High School Community. Coach Bill Wiitala represents our C.R.E.E.D (Community, Respect, Education, Equity, Diversity) values and is deserving of this honor. Coach Wiitala was the longest-running Athletic Director and worked with Principal McDaniel to support the school during the desegregation process. During the process to identify a name, many alumni reached out to share what a positive impact Coach Wiitala had on theirs on many others' lives. Recognizing Senators also provides an opportunity to celebrate the C.R.E.E.D values embodied in the community during their time at McDaniel and throughout their lives. As is customary in naming a building after an individual, central office staff did their due diligence and concluded that Mr. Wiitala's background merits such recognition.

**RELATED POLICIES/BEST PRACTICES**

2.20.010-P Naming School District Property  
2.20.011-AD Procedures for Naming School District Property

**FISCAL IMPACT**

There is no fiscal impact associated with this as the field house will be newly constructed.

## **COMMUNITY ENGAGEMENT**

The community engagement process included several opportunities to solicit feedback from the community on the field house name. A Naming Committee was formed and included 17 student athletes from girls soccer, boys soccer, track and field, softball, baseball and football. The students chosen were leaders within their programs and represented a diverse group of students. Athletes of color were given priority to be on the committee. Other members of the committee included 5 coaches and the Athletic Director.

The Naming Committee was asked to review nominations, gather community input, and ultimately provide a final recommendation. The committee unanimously decided that the name must represent CREED values, represent all athletic programs at McDaniel, represent the community, and celebrate the history of the school.

In Spring of 2021, student-athletes and coaches were asked to review the name proposed by the Naming Committee and provide feedback. At the same time, the Alumni Foundation was asked to provide feedback and provided letters of support for the proposed name.

Throughout August and September of 2021, additional feedback was sought regarding the placement of "Senators" throughout several spots on campus to celebrate the history of the school, including the option to add it to the Bill Wiitala Field House. There was strong support to add "Senator" to the field house name.

### **Naming Committee**

Lakota Bailey-student  
Jake Brewer-student  
Jenny Briley-coach  
Tyler Brill-student  
Maleigha Canaday-Elliott-student  
Lilah Carey-student  
Luis Chavez-student  
Halen Copper-Weimack-student  
Saul Delfin-Garcia-student  
Larry Hermida-coach  
Moses Farmer-student  
Chase Franks-coach  
Ryan Joseph-student  
Hank Kern-student  
Ceila Leap-student  
Dominique Matthews-student  
Joe Salvador-coach  
Zoe Stenstorm-student  
Bella Stupers-student  
Jeremy Sutter-coach  
Gloria Can Vazquez-student  
Connor Winning-student

## **STAFF RECOMMENDATION**

After an engagement process with the school and alumni community, staff recommends that the Board approves the name for the new McDaniel Field to be the **Bill Wiitala Senator Field House**.

---

*As a member of the PPS Executive Leadership Team, I have reviewed this staff report.*

\_\_\_\_\_ *(Initials)*



**PORTLAND PUBLIC SCHOOLS  
OFFICE OF SCHOOL PERFORMANCE**

501 North Dixon Street / Portland, OR 97227

Telephone: (503) 916-3227

Website: <https://www.pps.net/>

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Nov 29, 2021

Dear Superintendent Guerrero,

As part of Leodis V. McDaniel's transition back to the new building with a new name, a committee is finalizing the naming of the new Field House. This committee was formed to engage the community, seek input and formalize the recommendation. Student athletes and head coaches from men's and women's sports met and submitted a united recommendation. The committee unanimously selected to name the Field House: **Bill Wiitala Senator Field House**.

Mr. Wiitala was a teacher, coach and Athletic Director at McDaniel. He took the baseball team to state in 1963 and 1964, and served as the school's Athletic Director from 1966-1988. He worked at the district athletic office from 1988-1991 when he retired from PPS. Mr. Wiitala worked with Leodis V. McDaniel and they both shared a rare passion for athletics and the values it teaches. More information about Mr. Wiitala can be found here: <https://pilhalloffame.org/cybermuseum/roosevelt/bill-wiitala/>

The committee sought out input from students and alumni, reaching out to the Alumni Foundation and athletes. The committee was looking for a name that honored the shared history of Madison High School and Leodis V. McDaniel and represented the CREED values of the school. They also wanted a name that represented all sports, not just one or a few teams. During the school naming process, the school worked with the Grande Ronde Tribe and consulted with them around the field house naming project. Feedback from the Grand Ronde Tribe leadership was that the Field House was not appropriate for an indigenous name.

Three options were shared with athletes and alumni for feedback and tour groups and those present at the grand opening provided feedback regarding the inclusion of Senators in the name. There was no apprehension expressed about including the word senator. In researching Bill Wiitala, no issues or concerns have been found.

The school believes this name represents the CREED values of the school, the vision behind the Leodis V. McDaniel naming process and honors the school's history. It will be a great addition to the new space and facility at McDaniel High School.

Please support the naming of the field house to be the Bill Wiitala Senator Field House and recommend this naming to the Board.

Sincerely,

Elisa Schorr  
Area Senior Director- Comprehensive High Schools



January 2022

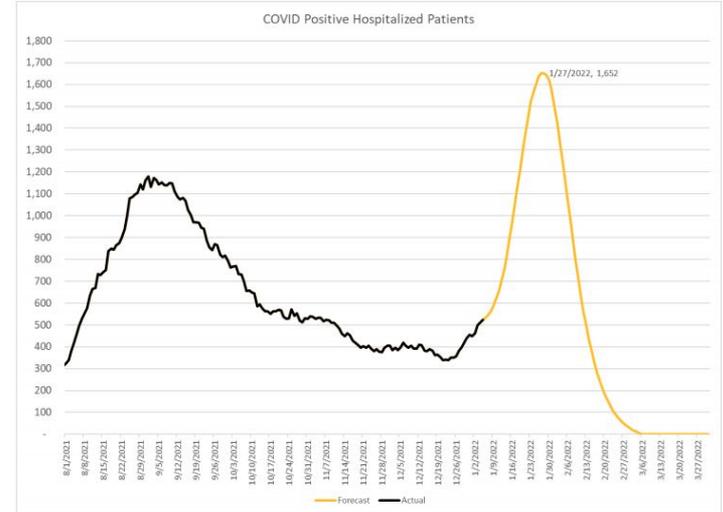
# The Impact of the Omicron Surge of COVID-19 on School Operations



TOGETHER  
**WE WILL**

# Introduction

- The Omicron variant of COVID-19, while less severe, is faster transmitting, meaning that it is spreading quickly across our community.
- COVID-19 vaccines reduce the risk of serious illness and hospitalization, and yet it is more infectious than previous variants. Compared to Delta, it is less likely to hospitalize a person who fully vaccinated and has had booster.
- Local public health experts forecast January 27 to be the peak of this current surge.
- We are observing the rise of COVID-19 cases across our broader community; our schools—a reflection of the broader community—are seeing the impact: A dramatic rise in absences and reported illness by both students and staff.



“I want to be absolutely clear: Our goal is to keep our school buildings open and to maintain in-person instruction as much as possible....We consider the temporary closure of one of our schools to in-person learning and activities to be a measure of last resort.”

- **Guadalupe Guerrero, PPS Superintendent**



TOGETHER  
**WE WILL**

PORTLAND PUBLIC SCHOOLS

# How Does PPS Determine if a School Should Transition to Temporary Distance Learning?

Our Emergency Operations Center is activated and serves as a central source of information, management and decision-making. This team reviews multiple data points throughout the day (at least 5 times beginning at 6:30am), including the following:

- Student and Staff Positive Cases of COVID-19
- Students and Staff in Quarantine/Isolation
- Student Attendance
- Staffing vacancies, including unfilled positions after subs are in place
- Certified central office support staff
- Considerations of special programs
- Regional public health metrics, rapidly changing public health guidance, etc

The decision is made by the collective EOC after direct consultation with the school administration.



# Of our 81 schools, 5 have transitioned to temporary distance learning.

School	Planning Day for Staff	Start Distance Learning	Projected End Distance Learning
Cleveland High School	Friday, Jan. 7	Monday, Jan. 10	Friday, Jan. 14
McDaniel High School	Friday, Jan. 7	Monday, Jan. 10	Friday, Jan. 14
Roosevelt High School	Monday, Jan. 10	Tuesday, Jan. 11	Friday, Jan. 14
Ockley Green Middle School	Monday, Jan. 10	Tuesday, Jan. 11	Friday, Jan. 14
Faubion PK-8 School	Tuesday, Jan. 11	Wednesday, Jan. 12	Friday, Jan. 14



# What Should Students and Families Expect in Temporary Distance Learning?

## **Day 1 - Transition Day**

The day after being notified that a school will move to distance learning, the school will closed. Families will have access to apps and featured learning content. Educators will use this opportunity to transition their classroom online.

## **Temporary Distance Learning**

Educators will meet with students synchronously with students during regular scheduled time. Teachers will provide whole class and small group instruction, as well as prepare and provide independent work for students.

Your school principal and classroom teacher will contact families and students with more information about daily schedule and learning activities.



# What essential services is PPS providing families during this transition?

We are prioritizing access to essential services during distance learning. This includes nutrition services, our on-campus health centers, teen parent centers, and technology support for students.

- **Meals:** Breakfast and lunch will be offered to students for pickup while students are in temporary distance learning.
- **Technology:** This year, PPS students have been issued a PPS Chromebook as part of our 1:1 Chromebook Take Home Initiative. The PPS technical support remains available to families and students.
- **Health Centers:** Our health centers will remain open for any students in grades K-12 who live or go to school at PPS.



# NEW - Limited In-Person Supports and Extracurricular Activities

Last week, when we began to make the decision to shift schools into distance learning, we also made the decision to pause extra-curricular activities to properly assess system capacity and safety.

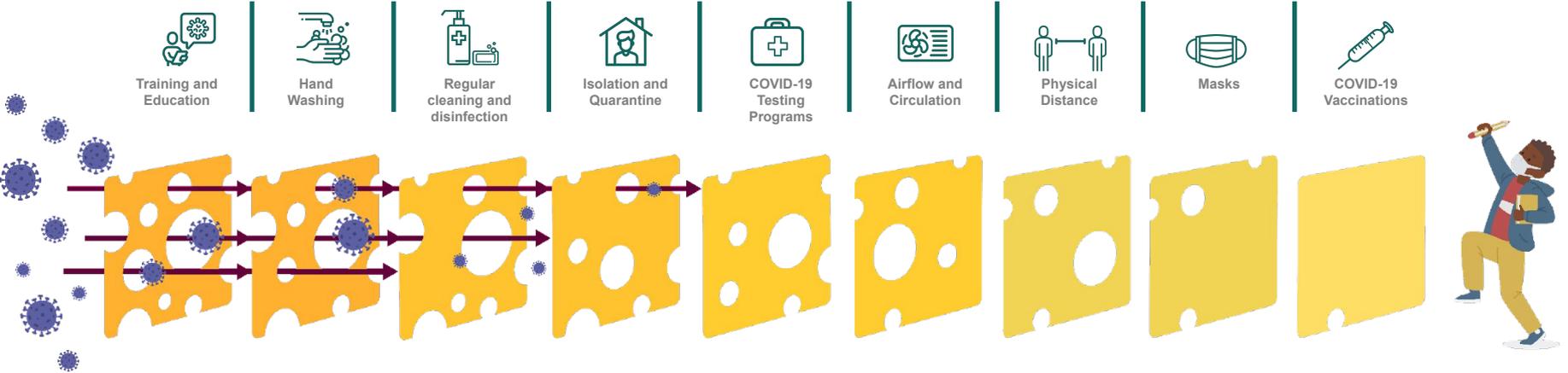
After careful consideration and preparation, we are reinstating a number of limited in-person activities at campuses of schools in temporary distance learning.

- Temporary In Person Support (TIPS):
  - Provide **in-person academic supports** those students needing to successfully complete coursework.
  - Provide student needing in-person counseling, resources, technology, navigating online learning support, McKinney-Vento, reconnection with school, etc.
- **PIL Sports and Performing Arts** will resume at schools that transition to distance learning.
  - Limited Spectators.



# Health and Safety Update

# Layered Health and Safety Measures at PPS



# Vaccination Pop-up Clinics + COVID-19 Staff Testing Site

PPS continues to partner with local health partners to increase access to COVID-19 vaccinations for students, staff and families, including booster shots.

## Upcoming Pop-up Clinics

- James John ES - Jan 19, Feb 2, Feb 9
- Markham ES - Jan 21, Feb 11

## COVID-19 Staff Testing Site

PPS established a COVID-19 testing site for school-based staff who are serving students in-person and have been recently exposed to COVID-19, are fully vaccinated and remain asymptomatic.



# NEW K-12 Isolation/Quarantine Procedures

## NO HOME Quarantine Required

If you are 18 years and older and:

- Have had your **booster shot**, OR;
- Completed the primary series of Pfizer or Moderna vaccine within the last 5 months or the J&J vaccine within the last two months

If you are 5-17 years old and completed the primary series of a COVID-19 vaccine.

### What Should I Do?

1. Wear a well-fitting mask around others for 10 days after exposure
2. Get tested around day 5, if possible.

**If you develop symptoms at anytime, stay home. Get tested if you are able.**

## 5 Day Quarantine Period

If you are 18 years and older and:

- Have not had your **booster shot**, OR;
- Have received only one dose of Pfizer/Moderna vaccine, OR;
- Are unvaccinated

If you **are 5-17 years old** and:

- Are unvaccinated; OR
- Have received only one dose of Pfizer vaccine; OR
- It has been less than 2 weeks since you received a second Pfizer vaccine

### What Should I Do?

1. Quarantine: stay home for 5 days after exposure (day 0 = last day of exposure)
2. After that, continue to wear a well-fitting mask around others for 5 more days when you are around anyone
3. Get tested around day 5, if possible.



**Thank You.**



**TOGETHER  
WE WILL**

PORTLAND PUBLIC SCHOOLS



# Harriet Tubman Middle School Relocation: Overview

January 11, 2022



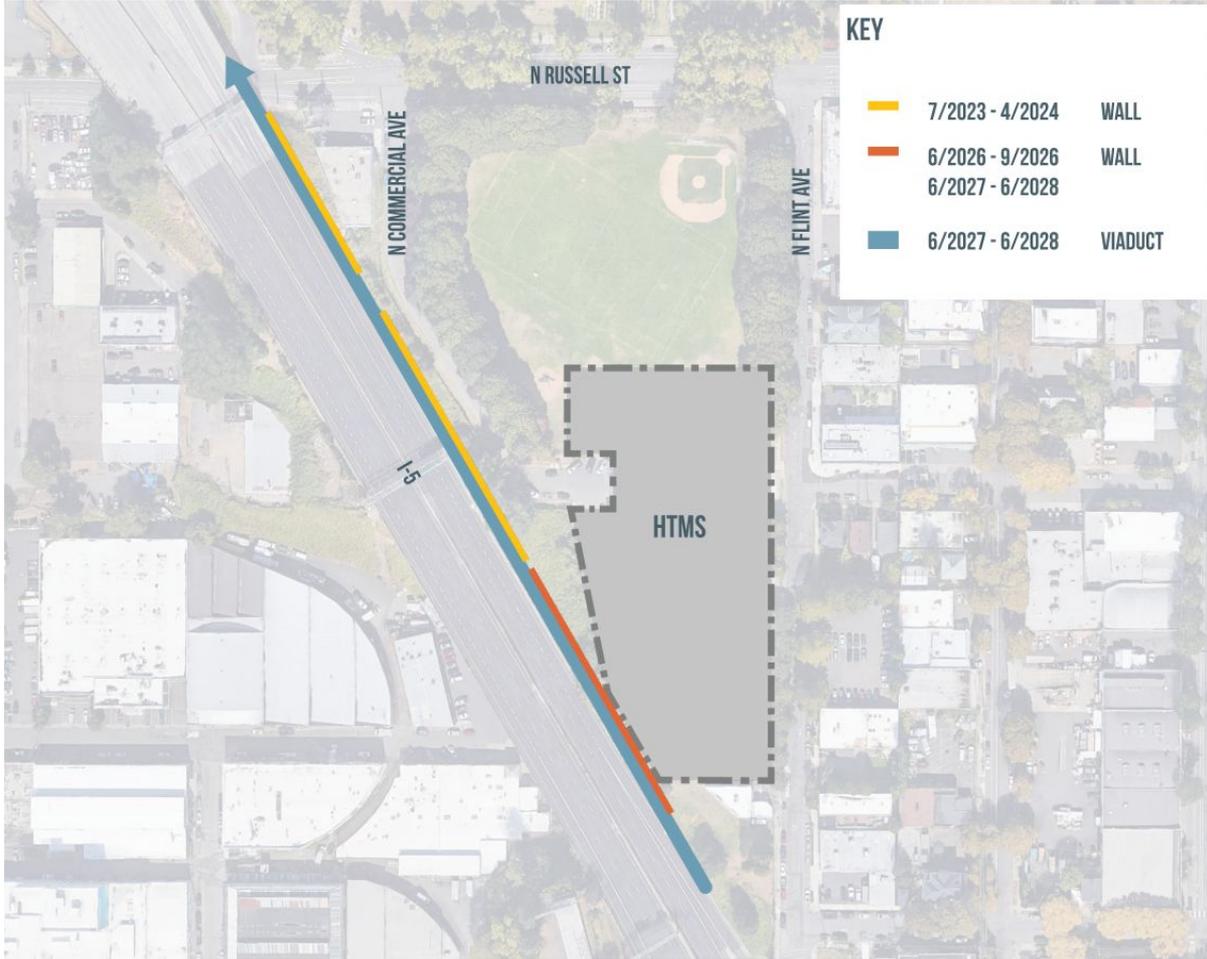


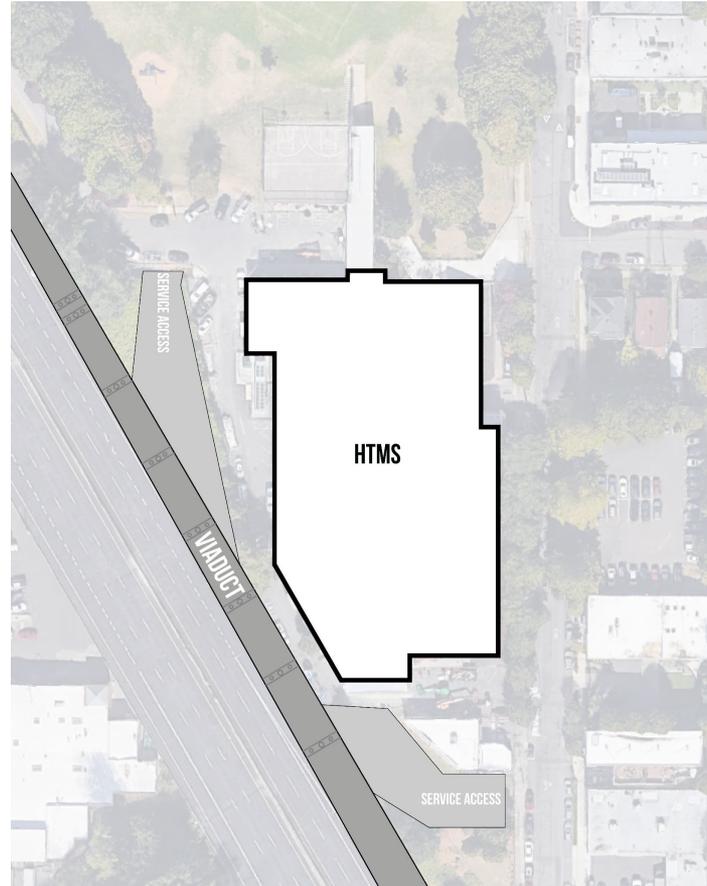
## For Today

- Problem Overview
- Process
- Site Evaluation Update
- Legislature Update
- Community Engagement
- Board Direction

## For Next Week

- Problem Overview (Detailed)
- Process/Timeline
- Site Evaluation Update
- Legislature Update
- Community Engagement
- Board Direction





**NOTE:** VIADUCT  
CONSTRUCTION  
TO TAKE PLACE  
6/2027 - 6/2028



# Process

## 4 Phases

1. **DISCOVERY**
2. **DEVELOPMENT CRITERIA**
3. **ANALYSIS**
4. **SCENARIO PLANNING**



# Process

## 4 Phases



**WE ARE HERE**

- 1. DISCOVERY**
- 2. DEVELOPMENT CRITERIA**
- 3. ANALYSIS**
- 4. SCENARIO PLANNING**



# Site Evaluation Status (staff efforts)

**The District is currently studying two options**

*Each option contains its own unique challenges, costs, and schedules*

## Category A

Purchase & Rebuild at  
a New Site

## Category B

Relocate to a District-owned  
Parcel & Modernize/Upgrade



# Category A

## Purchase and Rebuild a New Site

### Opportunities

- Construction of a new school in the HTMS catchment area would limit impact to feeder schools

### Constraints

- No current ***Potentially Viable Site*** options (based on initial criteria)



# Initial Criteria

- **Location** - site must be located within existing Harriet Tubman catchment area
- **Land Area** - between 6 - 9 acres is ideal for a middle school
- **Availability (Time)** - the Eliot Viaduct construction will impact HTMS usability starting 2027-28



# Site Evaluation Status

- **Viable Site** - thoroughly vetted to be an adequate property to accommodate a new school. Considerations include location, zoning, suitability, environmental impacts, accessibility, stakeholder and community input, etc
- **Potentially Viable Site** - meets some or all minimum criteria but has not undergone thorough vetting
- **Unlikely Viable Site** - does not meet minimum criteria



# Category A

STATUS	SITE	LOCATION	LAND AREA (ACRES)	AVAILABILITY (TIME)
		<i>Site must be located within the Harriet Tubman catchment area</i>	<i>Between 6-9 acres is ideal for a middle school</i>	<i>The Eliot Viaduct construction will impact HTMS usability starting 2027-28</i>
REFERENCE	HARRIET TUBMAN	YES	3.1	NA
UNLIKELY VIABLE	PBOT	YES	5.5	LONG
UNLIKELY VIABLE	SEI	YES	4.5	LONG
UNLIKELY VIABLE	EMANUEL	YES	4.43	LONG
UNLIKELY VIABLE	LLOYD CENTER	NO	24.25	LONG
UNLIKELY VIABLE	IRVING PARK	YES	16	LONG
UNLIKELY VIABLE	WHITAKER-ADAMS	NO	10	MID
UNLIKELY VIABLE	CONCORDIA	NO	20	LONG
UNLIKELY VIABLE	N STANTON	YES	5.27	LONG
UNLIKELY VIABLE	THUNDERBIRD WAY	NO	3.71	LONG
UNLIKELY VIABLE	BOYS AND GIRLS CLUB	YES	1.6	LONG
UNLIKELY VIABLE	PPA	YES	2.66	LONG



# Category A

## Current Status

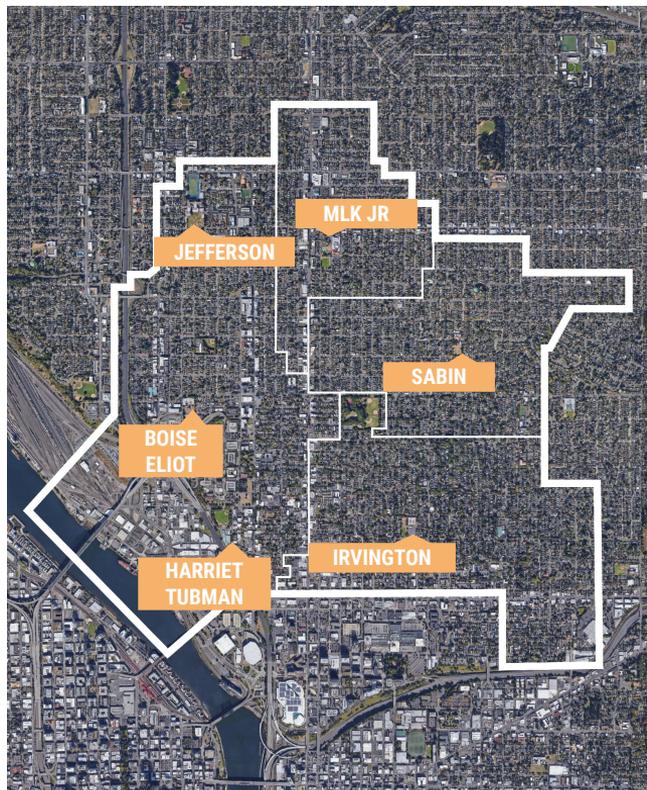
- Still under consideration
- Community engagement ongoing
- No current **Potentially Viable Site** options (based on initial criteria)

## Next Steps

- Continued community engagement
- Connect with PP&R regarding potential options
- Explore creative suggestions & re-review smaller sites
- **Input from decision maker (Board of Education) on site evaluation criteria revisions**



# Category B





# Category B

## Relocate to a district-owned property

### Opportunities

- Increased enrollment at schools with available capacity
- Potential to expand programming at schools with low utilization
- Capital improvements to multiple schools

### Constraints

- Disruptive to many students, families & communities



# Category B

STATUS	SITE	LOCATION	BUILDING AREA (SQURE FEET)	LAND AREA (ACRES)	2021-22 UTILIZATION	AVAILABILITY (TIME)
		<i>Site must be located within the Harriet Tubman catchment area</i>	<i>Between 90,000 and 120,000 SF is ideal for a middle school</i>	<i>Between 6-9 acres is ideal for a middle school</i>	<i>Utilization around 80-85% is best for a middle school</i>	<i>The Eliot Viaduct construction will impact HTMS usability starting 2027-28</i>
REFERENCE	HARRIET TUBMAN	YES	87,610	3.1	53%	NA
MAYBE POTENTIALLY VIABLE	BOISE-ELIOT	YES	66,054	4	52%	MID
MAYBE POTENTIALLY VIABLE	IRVINGTON	YES	67,899	3.5	45%	MID
MAYBE POTENTIALLY VIABLE	MLK JR	YES	99,537	4.9	50%	MID
MAYBE POTENTIALLY VIABLE	SABIN	YES	65,769	3.6	56%	MID
UNLIKELY VIABLE	BESC	YES	NA	10.2	NA	LONG
UNLIKELY VIABLE	HUMBOLDT	YES	43,489	2.98	NA	LONG
UNLIKELY VIABLE	JEFFERSON	YES	318,423	13.56	32%	MID



# Category B

## Current Status

- Still under consideration
- Community engagement ongoing
- Cost considerations and feasibility are under review
- No clear best or most viable option

## Next Steps

- Continued community engagement
- **Input from decision maker (Board of Education) on decision criteria and necessary data/information**



# Oregon Legislature Discussions

## Overview



# Community Engagement

## Overview



# Board Direction

Direction will inform staff efforts and community engagement planning

## Category A

- Should staff consider property outside HTMS catchment area?
- Are there other specific properties staff should evaluate?
- What information will be necessary to make a decision? What are the decision criteria?

## Category B

- Should staff continue to investigate Category B?
- What information will be necessary to make a decision? What are the decision criteria?

## **RESOLUTION No. 6428**

### Resolution to Approve the Proposed Internal Performance Audit Plan

#### **RECITALS**

- A. Board policy requires the Board of Education to review and approve an annual performance audit plan.
- B. The auditors from the Office of the Internal Performance Auditor consulted with the District's 2021-22 Audit Committee, board members, staff, and others in assessing district risks and operations in the development of a proposed audit plan ("Audit Plan").
- C. The Audit Committee met on December 9th, discussed the proposed audit topics, considered some additional suggestions for audits, and recommended one audit, the English Second Language (ESL) Audit, to the full Board. This audit is in addition to two audits currently underway and expected to be completed in 2021-22.

#### **RESOLUTION**

The Board of Education hereby approves proceeding with the proposed 2021-22 Audit Plan, which includes an audit of English Second Language (ESL), and the currently underway Hardship Transfers and the Student Body Funds (ASB/SBF) audits.



## 2021-22 Audit Plan Proposal

The Audit Committee met on December 9th, discussed the proposed audit topics, and recommended one audit, the English Second Language (ESL) Audit summary below, to the full Board for approval. This audit is in addition to two audits (the Hardship Transfer Audit and the Student Body Funds (ASB/SFB) Audit) currently underway and expected to be completed in 2021-22.

Operational Areas / Programs	2016 Risk Assessment		SoS Audit
	Inherent	Control	
<b>English Second Language Program Audit</b>	N/A	N/A	N/A
<b>Objectives/Goals: To determine whether the District is compliant with obligations under Title VI of the Civil Rights Act of 1964 (Title VI), which states public schools must take affirmative steps to ensure that students with limited English proficiency (LEP) can meaningfully participate in their educational programs and services.</b>			
<b>Background Information:</b> To comply with the legal obligations under Title VI of the Civil Rights Act of 1964 (Title VI), public schools must take affirmative steps to ensure that students with limited English proficiency (LEP) can meaningfully participate in their educational programs and services. There are standardized entrance and exit procedures for EIs, scoring requirements, timelines by which EIs must be identified, and reporting requirements under the 2016 ESL Guidance.			
<b>Risks:</b> There is a risk the District does not have adequate internal controls in place to ensure compliance with ESL requirements.			
<b>Estimated Hours:</b> 800			
<b>Assessment/Audit Scope, includes but not limited to:</b> <ol style="list-style-type: none"> <li>1) Review and evaluate ESL policies and procedures</li> <li>2) Review data for tracking students' performance, particularly in underserved schools.</li> <li>3) Evaluate record keeping of identified EL and review timeline to ensure ELs were assessed within 30 days of enrollment, as required under section 3113(b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).</li> <li>4) Evaluate how ESL central personnel (TOSA and/or AD) evaluates students' progress.</li> <li>5) Determine if the criteria for assessment of English language proficiency is in alignment to Oregon's English Language Proficiency Assessment (ELPA21) or promotion (or portfolio) process.</li> <li>6) Evaluate if ELs who were exited from an EL program received a proficient score on Oregon's ELPA21, this includes English Learner Students with Disabilities (ELSWD).</li> <li>7) Evaluate if current Executive Numbered Memo was used for reclassification and retention procedures for ELs.</li> </ol>			



**PORTLAND PUBLIC SCHOOLS**  
**Office of General Counsel**

501 North Dixon Street / Portland, OR 97227  
Telephone: (503) 916-3274

**Date:** December 17, 2021  
**To:** School Board  
**From:** Mary Kane, Senior Legal Counsel  
**Subject:** Proposed Amendments to the Student Representative and District Student Council Policy 1.20.012-P

---

**BACKGROUND**

Staff identified language in this policy outlining the eligibility requirements for students to become the Student Representative to the Board that was inconsistent with language found in the Board of Education policy 1.20.010-P. They brought their concerns to the Policy Committee and asked that these changes be made before the next election cycle in March 2022.

A draft amended policy was developed and presented to the current student representative and to the DSC for consideration. It was also brought to the Policy Committee at its December 1, 2021 meeting for discussion. At the December 15, 2021 Policy Committee meeting, members recommended the amended policy be forwarded to the full Board for approval.

**RELATED POLICIES/BEST PRACTICES**

The language around student eligibility in this policy does not currently align with the language found in the Board of Education Policy 1.20.010-P. It is best practice for the policies to provide consistent guidance.

**FISCAL IMPACT**

There is no fiscal impact projected for these changes to the policy.

**TIMELINE FOR IMPLEMENTATION / EVALUATION**

The changes will be implemented immediately.

**CONNECTION TO BOARD GOALS**

These revisions reflect the Board's goal of amplifying student voice in District decisions.

**STAFF RECOMMENDATION**

Staff recommends that the Board adopt these revisions to the Student Representative and District Student Council Policy.

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*As a member of the PPS Executive Leadership Team, I have reviewed this staff report.*

\_\_\_\_\_ *(Initials)*

ATTACHMENTS

- A. Student Representative and District Student Council Policy 1.20.012-P – Clean Draft
- B. Student Representative and District Student Council Policy 1.20.012-P – Redline
- C. Student Representative and District Student Council Policy 1.20.012-P – Original



### **Student Representative and District Student Council Policy**

The Student Representative to the Board of Education has a variety of important roles and responsibilities, including representing the views of students on matters of concern to students; encouraging the involvement of students in educational affairs; convening student meetings to provide information and receive input about proposed actions by the Board or the District; as time allows, participating in other events attended by Board members; and being an articulate voice to the public on matters of concern to students.

The Student Representative will be provided a complete orientation on Board governance in order to contribute to the Board's and School District's work. The Student Representative will then be responsible for attending public meetings, work sessions, and events of the Board and receiving and reviewing non-confidential public meeting materials provided to Board members.

#### **1) District Student Council (DSC).**

The Student Representative shall lead an advisory council composed of one representative and an alternative from each District high school, including each Alliance building, Pioneer, and Metropolitan Learning Center ("District High Schools"). The District Student Council representatives shall either be elected by the student body of the high school or as an alternative may be selected by the school administration. In either case, each high school administration shall provide adequate notice to the student body, in advance of the election or selection process, how the District Student Council representative will be selected. The election or selection process shall be accessible to all students who meet the school-established criteria for appointment.

There are no term limits for DSC representatives. Each representative is entitled to one vote each.

- A. The school administration shall notify the Board Office and the DSC Staff Liaison of its representative to the DSC.
- B. Every effort should be made to promote and support equitable representation of each District's high school student body in voting and/or representation on the DSC.
- C. Each school's Student Body President shall serve as the alternate representative from each school to the DSC.

Members of the DSC shall be encouraged to attend all public Board meetings and work sessions, and shall assist the Student Representative in their respective schools. The Student Representative shall present opportunities to members of the DSC to advise Board and District Board committees and task forces on issues of interest to the DSC and students.

The DSC shall adopt and maintain bylaws that are consistent with the DSC purpose

and operational expectations set out in Board policies and Administrative Directives. DSC bylaws and amendments of them shall be approved by the Board of Education.

The DSC shall receive sufficient funds from the Superintendent's office to carry out operations and events, and that will be set by the Superintendent and Board in the regular District budgetary process.

Each representative to the DSC shall receive 1 elective credit for holding a position on the council for a year. To meet the requirements for elective credit, each representative must attend 90% of the meetings throughout the year, maintain regular communication between the DSC and the ASB or school governing body, and participate in the yearly DSC summit.

The DSC shall hold at least one PPS Student Summit per school year to promote student voice, foster connections, and promote the work of the council.

The Superintendent shall appoint an individual to serve as the lead staff liaison with the DSC ((DSC Staff Liaison) and the Student Representative. The Superintendent's designee shall assist the DSC and the Student Representative by providing information on school District policies, practices, and business; assisting the DSC in maintaining school representation on the DSC; provide tactical assistance to the DSC for meeting planning; and providing, as needed and requested by DSC, school and District-wide communication between the DSC and students, staff, and the Board.

The Superintendent's staff liaison shall assist the DSC in connecting with the PPS Superintendent, Board Members, District staff, and the Board office for support and information.

## 2) Student Representative Election.

The Student Representative to the Board of Education, as the representative of all the District's students, shall be elected by the student body of the District in the following manner:

- a. The Student Representative position shall be a student regularly attending a District high school in grade ten (10) or higher.
- b. The District Student Council shall be convened to elect the Student Representative to the Board from the DSC high school representatives.
- c. The power to elect the Student Representative shall be solely vested in the District Student Council; a plurality of votes cast is required to declare a Student Representative-elect. The DSC shall also have the authority to petition the Board to remove the Student Representative from office for cause with two-thirds (2/3) majority votes of members of the DSC.
- d. The election of a Student Representative-elect shall occur at least three months prior to June 30. This will allow the incumbent Student Representative to provide opportunities for the successor to become familiar with the responsibilities of the position.
- e. The Student Representative shall select a high school representative on the DSC as a deputy to aid and advise the Student Representative and attend

meetings and events if the Student Representative cannot be present. Representation at Board of Education meetings shall be the sole responsibility of the elected Student Representative.

**3) Limitations of the Role of Student Representative on Board Matters.**

- a)** Nothing in this policy shall be construed to conflict with legally given rights, responsibilities, duties, or privileges reserved for the publicly elected Board directors by state law or other PPS policy.
- b)** The Student Representative does not have an official vote in Board matters, but may participate as appropriate in deliberations.
- c)** The Student Representative may not participate (whether in executive session or otherwise), receive materials, or render an unofficial vote in any personnel or legal matter or other matters that involve records that are exempt from disclosure under the Oregon public records or other law or that involve matters that may be the subject of an executive session.
- d)** The Student Representative shall serve for a period of no more than one fiscal year.
- e)** To the extent this policy conflicts with any other policy related to the Student Representative's responsibility or authority, this policy shall govern.

Policy Implemented: History: Adopted 6/71; Amended 8/74; 6/80; 9/9/02; BA 2417; 5/19; X/22

# Board Policy 1.20.012-P

## Student Representative and District Student Council Policy

11/1930/21 Draft

The Student Representative to the Board of Education has a variety of important roles and responsibilities, including representing the views of students on matters of concern to students; encouraging the involvement of students in educational affairs; convening student meetings to provide information and receive input about proposed actions by the Board or the District; as time allows, participating in other events attended by Board members; and being an articulate voice to the public on matters of concern to students.

The Student Representative will be provided a complete orientation on Board governance in order to contribute to the Board's and School District's work. The Student Representative will then be responsible for attending public meetings, work sessions, and events of the Board and receiving and reviewing non-confidential **public meeting** materials provided to Board members.

**1) District Student Council (DSC).** The Student Representative shall ~~have lead~~ an advisory council composed of one representative and an alternative from each ~~d~~District high school, including ~~each~~ Alliance ~~building at Benson, Alliance at Meek~~, Pioneer, and Metropolitan Learning Center ("District High Schools"). The District Student Council representatives shall ~~either~~ be elected- by the student body of the high school or as an alternative may be selected by the school administration. In either case, each high school administration shall provide adequate notice make clear to the student body, in advance of the election or selection process, how the District Student Council representative will be is selected. The election or selection process shall be accessible to all students who meet the school-established criteria for appointment. on a timely basis.

~~There are no term limits for DSC representatives. Each elected-representative is entitled to one vote each.~~

- A. ~~It shall be the responsibility of each District High School student government to provide for the election of a d~~District representative that will also be a

~~position on each high school's Associated Student Body (ASB) or equivalent governing body. In the event that the District High School student government fails to promptly conduct such an election, the school administration and leadership advisor(s) shall ensure that the District High School student body has representation on the DSC. The school administration shall notify the b~~Board Office and the DSC Staff Liaison of its representative to the DSC.

- B. Every effort should be made to promote and support equitable representation of ~~each the d~~District's high school student body in voting and ~~/or~~ representation on the DSC.
- C. ~~The~~Each school's Student Body President shall serve as the alternate representative from each school to the DSC.

~~This Council~~Members of the DSC shall be encouraged to attend all public Board meetings and work sessions, and shall assist the Student Representative in their respective schools. The Student Representative shall present opportunities to members of the DSC to advise Board and ~~d~~District Board committees and task forces on issues of interest to the DSC and students.

The DSC shall adopt and maintain bylaws that are consistent with the DSC purpose and operational expectations set out in ~~this Board policies and Administrative Directives.~~DSC bylaws and Aamendments of them shall be approved by the Board of Education.

The DSC shall receive sufficient funds from the Superintendent's office to carry out operations and events, and that will be set by the Superintendent and Board in the regular ~~d~~District budgetary process.

Each representative ~~elected~~ to the DSC shall receive 1 elective credit for holding a position on the council for a year. To meet the requirements for elective credit, each representative must attend 90% of the meetings throughout the year, maintain regular communication between the DSC and the ASB or school governing body, and participate in the yearly DSC summit.

The DSC shall hold at least one PPS Student Summit per school year to promote student voice, foster connections, and promote the work of the council.

The Superintendent shall appoint an individual to serve as the ~~lead~~ staff liaison with the DSC ~~((DSC Staff Liaison)~~ and the Student Representative. The

Superintendent's designee shall assist the DSC and the Student Representative by providing information on school ~~d~~District policies, practices, and business; assisting the DSC in maintaining school representation on the DSC; provide tactical assistance to the DSC for meeting planning; and providing, as needed and requested by DSC, school and ~~D~~istrict-wide communication between the DSC and students, staff, and the Board.

The Superintendent's staff liaison shall assist the DSC in connecting with the PPS Superintendent, Board Members, ~~d~~District staff, and the Board office for support and information.

## **2) Student Representative Election.**

The Student Representative to the Board of Education, as the representative of all the ~~d~~District's students, shall be elected by the student body of the ~~d~~District in the following manner:

- a. The Student Representative position shall be a student regularly attending a District high school in grade ten (10) or higher. ~~in the last year of high school.~~
- b. The District Student Council shall be convened to elect the Student Representative to the Board from the DSC high school representatives.
- c. The power to elect the Student Representative shall be solely vested in the District Student Council; a plurality of votes cast is required to declare a Student Representative-elect. The DSC shall also have the authority to petition the Board to remove the Student Representative from office for cause with ~~Two-thirds~~ (2/3) majority votes of members of the DSC.
- d. The election of a Student Representative-elect shall occur at least three months prior to June 30. This will allow the incumbent Student Representative to provide opportunities for the successor to become familiar with the responsibilities of the position.
- e. The Student Representative shall select a high school representative on the DSC as a deputy to aid and advise the Student Representative and attend meetings and events if the Student Representative cannot be present. Representation at Board of Education meetings shall be the sole responsibility of the elected Student Representative.

## **3) Limitations of the Role of Student Representative on Board**

## **Matters.**

- a.** Nothing in this policy shall be construed to conflict with legally given rights, responsibilities, duties, or privileges reserved for the publicly elected Board directors by state law or other PPS policy.
- b.** The Student Representative does not have an official vote in Board matters, but may participate as appropriate in deliberations.
- c.** The Student Representative may not participate (whether in executive session or otherwise), receive materials, or render an unofficial vote in any personnel or legal matter or other matters that involve records that are exempt from disclosure under the Oregon public records or other law or that involve matters that may be the subject of an executive session.
- d.** The Student Representative shall serve for a period of no more than one fiscal year.
- e.** To the extent this policy conflicts with any other policy related to the Student Representative's responsibility or authority, this policy shall govern.

Policy Implemented: History: Adopted 6/71; Amended 8/74; 6/80; 9/9/02;  
BA 2417; 5/19; X/21



### **Student Representative and District Student Council Policy**

The Student Representative to the Board of Education has a variety of important roles and responsibilities, including representing the views of students on matters of concern to students; encouraging the involvement of students in educational affairs; convening student meetings to provide information and receive input about proposed actions by the Board or the District; as time allows, participating in other events attended by Board members; and being an articulate voice to the public on matters of concern to students.

The Student Representative will be provided a complete orientation on Board governance in order to contribute to the Board's and School District's work. The Student Representative will then be responsible for attending public meetings, work sessions, and events of the Board and receiving and reviewing non-confidential materials provided to Board members.

#### **1) District Student Council (DSC).**

The Student Representative shall have an advisory council composed of one representative and an alternate from each district high school, including Alliance at Benson, Alliance at Meek, Pioneer, and Metropolitan Learning Center ("District High Schools"). The District Student Council representatives shall be elected by the student body of the high school.

- a. It shall be the responsibility of each District High School student government to provide for the election of a district representative that will also be a position on each high school's Associated Student Body (ASB) or equivalent governing body. In the event that the District High School student government fails to promptly conduct such an election, the school administration and leadership advisor(s) shall ensure that the District High School student body has representation on the DSC. Any such student chosen by the administration is not eligible to be a candidate for Student Representative.
- b. Every effort should be made to promote and support equitable representation of the district's high school student body in voting and representation on the DSC.



## Board Policy

1.20.012-P

### Student Representative and District Student Council Policy

- c. The school Student Body President shall serve as the alternate representative from each school to the DSC.
- d. The DSC shall expediently fill any vacancy with a temporary appointment to complete the remainder of the term. This will be the Student Body President of such school where the vacancy exists.

This Council shall be encouraged to attend all public Board meetings and work sessions, and shall assist the Student Representative in their respective schools. The Student Representative shall present opportunities to members of the DSC to advise Board and district committees and task forces on issues of interest to the DSC and students.

The DSC shall adopt and maintain bylaws that are consistent with the DSC purpose and operational expectations set out in this policy.

The DSC shall receive sufficient funds from the Superintendent's office to carry out operations and events, and that will be set by the Superintendent and Board in the regular district budgetary process.

Each representative elected to the DSC shall receive 1 elective credit for holding a position on the council for a year. To meet the requirements for elective credit, each representative must attend 90% of the meetings throughout the year, maintain regular communication between the DSC and the ASB or school governing body, and participate in the yearly DSC summit.

The DSC shall hold at least one PPS Student Summit per school year to promote student voice, foster connections, and promote the work of the council.

The Superintendent shall appoint an individual to serve as the lead staff liaison with the DSC and the Student Representative. The Superintendent's designee shall assist the



### **Student Representative and District Student Council Policy**

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The Superintendent's staff liaison shall assist the DSC in connecting with the PPS Superintendent, Board Members, district staff, and the Board office for support and information.

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- a. The Student Representative position shall be a student in the last year of high school.
- b. The District Student Council shall be convened to elect the Student Representative to the Board from the high school representatives.
- c. The power to elect the Student Representative shall be solely vested in the District Student Council; a plurality of votes cast is required to declare a Student Representative-elect. The DSC shall also have the authority to remove the Student Representative from office. Two-thirds (2/3) majority vote of members of the DSC shall be required for removal.
- d. The election of a Student Representative-elect shall occur at least three months prior to June 30. This will allow the incumbent Student Representative to provide opportunities for the successor to become familiar with the responsibilities of the position.
- e. The Student Representative shall select a high school representative on the DSC as a deputy to aid and advise the Student Representative and attend meetings and events if the Student Representative cannot be



### Student Representative and District Student Council Policy

present. Representation at Board of Education meetings shall be the sole responsibility of the elected Student Representative.

#### **3) Limitations of Role of Student Representative on Board Matters.**

- a. Nothing in this policy shall be construed to conflict with legally given rights, responsibilities, duties, or privileges reserved for the publicly elected Board directors by state law.
- b. The Student Representative does not have an official vote in Board matters, but may participate as appropriate in deliberations.
- c. The Student Representative may not participate (whether in executive session or otherwise), receive materials, or render an unofficial vote in any personnel or legal matter or other matters that involve records that are exempt from disclosure under the Oregon public records or other law or that involve matters that may be the subject of an executive session.
- d. The Student Representative shall serve for a period of no more than one year.

Policy Implemented: History: Adopted 6/71; Amended 8/74; 6/80; 9/9/02; BA 2417; 5/19

**RESOLUTION No. 6429**

**Resolution to Adopt Revised Workplace Harassment Policy 5.10.060-P**

**RECITALS**

- A. On December 1, 2021, the Board Policy Committee reviewed and considered the proposed revisions of the Workplace Harassment policy 5.10.060-P.
- B. On December 14, 2021, the Board presented the first reading of the revised Workplace Harassment policy.
- C. Pursuant to District policy, the public comment was open for at least 21 days, and there was no public comment received during the comment period.

**RESOLUTION**

The Board hereby adopts the revised Workplace Harassment policy 5.10.060-P and instructs the Superintendent to amend any relevant administrative directives to conform to this adopted policy.



Workplace Harassment

- (1) All District work environments should be free from any form of harassment, including sexual harassment. All District employees, school board members, volunteers, and contractors, must avoid any conduct or action that could be characterized as harassment of another employee, whether that occurs in the workplace or off District premises.
- (2) Workplace harassment is unwelcome and offensive conduct that creates an intimidating, hostile or abusive work environment. Harassment includes, but is not limited to, conduct that constitutes discrimination based on race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age, disability, expunged juvenile record, and any other discrimination prohibited by law and includes sexual assault.
- (3) Sexual assault means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation and includes any unwelcome sexual advances, requests for sexual favors, physical contact, or any other unwelcome conduct, verbal or nonverbal, of a sexual nature when:
  - (a) The employee's submission to, or rejection of, the conduct is made either an implicit or explicit term or condition of employment (including wages, evaluation, advancement, retention, assigned duties, or other employment-related matters);
  - (b) The conduct by supervisors or other District employees, school board members, contractors, and volunteers, that has the purpose or effect of substantially interfering with an individual's work performance; or
  - (c) The conduct by supervisors or other District employees, school board members, contractors, and volunteers, that has the effect of creating an intimidating, hostile, or offensive working environment.
    - (A) **Verbal conduct** includes sexual innuendos, suggestive comments, jokes of a sexual nature, sexual propositions, and threats.
    - (B) **Nonverbal conduct** includes sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting noises, obscene gestures, whistling, and leering.
    - (C) **Physical conduct** includes unwanted physical contact such as touching, pinching, brushing the body, coerced sexual intercourse, or assault.
- (4) No District employee, school board member, contractor, or volunteer may use the authority of their position to subject any employee to sexual harassment, as described above, or to coerce, encourage, or force another into a romantic relationship.
- (5) When it is brought to their attention, administrators and supervisors must take affirmative steps to stop workplace harassment, including sexual harassment of subordinates or non-employees, including warning, discipline, and recommending possible dismissal of the offending staff.
- (6) Any District employee who believes they have been subject to workplace harassment may file a report with



**Workplace Harassment**

- (a) their supervisor,
  - (b) the Human Resources Department Complaint hotline,.
  - (c) the Oregon Bureau of Labor and Industries' (BOLI) complaint resolution process
  - (d) or through other avenues available under civil or criminal law.
  - (e) Any person who believes they have been subject to workplace harassment should also make a report of sexual harassment to the Title IX Director for the District.
- (7) All incidents of behavior that may violate this policy shall be promptly investigated. The District will make every reasonable effort to safeguard employee privacy and preserve confidentiality to the extent the investigative process allows.
- (8) The District will not tolerate retaliation by any District employee, school board member, contractor, or volunteer, against any person who in good faith reports conduct believed to constitute workplace harassment. The District may discipline employees who retaliate in violation of this policy, provide false information, or make a complaint in bad faith. The District may take any other actions deemed necessary in response to similar conduct from a contractor or volunteer.
- (9) The District may not require or coerce an employee who makes an allegation of workplace harassment to enter into a nondisclosure or nondisparagement agreement unless it complies with ORS 659A.001 et seq.
- (10) District employees who makes a report of workplace harassment shall be provided all information required by law, including guidelines for relief for remedies available administrative or judicial remedies.
- (11) All complaints of harassment directed toward non-employees should be addressed under the District's Discrimination/Annoyance Harassment Policy, 5.10.020-P.

References: ORS 659A.001 et seq. ORS 342.700 to 342.708; ORS 342.865  
Title VII of the Civil Rights Act of 1964,  
Title IX of the Civil Rights Act of 1964,  
Title I of the Rehabilitation Amendments of 1972, 20 U.S.C.A., 1681-1683 (20  
American with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq. 29 C.F.R Part 1630

History: Adpt. 9/25/97; Amd. 2/99, 5/20

[INSERT Link to AD]

# Portland Public School District 1<sup>st</sup> Reading

DATE OF FIRST READING: December 14, 2021

## **PUBLIC COMMENT FOR Policy 5.10.060-P: Workplace Harassment Policy**

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The Portland Public School District is providing Notice of Proposed Revised Policy and Public Comment to offer interested parties reasonable opportunity to submit data or comments on the proposed policies noted below.

Public comment may be submitted in writing directly to the district or through the district website noted below. Written comments must be submitted by 5:00pm on the Last Date for Comment listed below.

**Last Date for Comment: January 03, 2021**

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**Summary:** Workplace Harassment Policy 5.10.060-P

**1<sup>st</sup> Reading by:** Julia Brim-Edwards  
Portland Public School Board

**Recommended for a 1st Reading by:**  
Portland Public Schools Board of Education  
Policy Committee

**Draft Policy Web Site:** <https://www.pps.net/Page/11911>

**Contact:** Rosanne Powell, Senior Board Manager  
**Address:** P.O. Box 3107, Portland, OR 97208-3107  
**Telephone:** 503-916-3741  
**E-mail:** [schoolboard@pps.net](mailto:schoolboard@pps.net)

<b>Included in Packet</b>	<b>Page</b>
Redlined Policy with Proposed Changes	03
Original Policy	05
Staff Report	08



## Workplace Harassment

- (1) All District work environments should be free from any form of harassment, including sexual harassment. All District employees, school board members, volunteers, and contractors, must avoid any conduct or action that could be characterized as harassment of another employee, whether that occurs in the workplace or off District premises.
- (2) Workplace harassment is unwelcome and offensive conduct that creates an intimidating, hostile or abusive work environment. Harassment includes, but is not limited to, means-conduct that constitutes discrimination based on race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age, disability, expunged juvenile record, and any other discrimination prohibited by law and includes sexual assault.
- (3) Sexual assault means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation and includes any unwelcome sexual advances, requests for sexual favors, physical contact, or any other unwelcome conduct, verbal or nonverbal, of a sexual nature when:
  - (a) The employee's submission to, or rejection of, the conduct is made either an implicit or explicit term or condition of employment (including wages, evaluation, advancement, retention, assigned duties, or other employment-related matters);
  - (b) The conduct by supervisors or other District employees, school board members, contractors, and volunteers, that has the purpose or effect of substantially interfering with an individual's work performance; or
  - (c) The conduct by supervisors or other District employees, school board members, contractors, and volunteers, that has the effect of creating an intimidating, hostile, or offensive working environment.
    - (A) **Verbal conduct** includes sexual innuendos, suggestive comments, jokes of a sexual nature, sexual propositions, and threats.
    - (B) **Nonverbal conduct** includes sexually suggestive objects or pictures, graphic commentaries, suggestive or insulting noises, obscene gestures, whistling, and leering.
    - (C) **Physical conduct** includes unwanted physical contact such as touching, pinching, brushing the body, coerced sexual intercourse, or assault.
- (4) No District employee, school board member, contractor, or volunteer may use the authority of their position to subject any employee to sexual harassment, as described above, or to coerce, encourage, or force another into a romantic relationship.
- (5) When it is brought to their attention, administrators and supervisors must take affirmative steps to stop workplace harassment, including sexual harassment of subordinates or non-employees, including warning, discipline, and recommending possible dismissal of the offending staff.
- (6) Any District employee who believes they have been subject to workplace harassment may file a report with



**Workplace Harassment**

- (a) their supervisor,
  - (b) the Human Resources Department Complaint hotline,.
  - (c) the Oregon Bureau of Labor and Industries' (BOLI) complaint resolution process
  - (d) or through other avenues available under civil or criminal law.
  - (e) Any person who believes they have been subject to workplace harassment should also make a report of sexual harassment to the Title IX Director for the District.
- (7) All incidents of behavior that may violate this policy shall be promptly investigated. The District will make every reasonable effort to safeguard employee privacy and preserve confidentiality to the extent the investigative process allows.
- (8) The District will not tolerate retaliation by any District employee, school board member, contractor, or volunteer, against any person who in good faith reports conduct believed to constitute workplace harassment. The District may discipline employees who retaliate in violation of this policy, provide false information, or make a complaint in bad faith. The District may take any other action it deems necessary in response to similar conduct from a contractor or volunteer.
- (9) The District may not require or coerce an employee who makes an allegation of workplace harassment to enter into a nondisclosure or nondisparagement agreement unless it complies with ORS 659A.
- (10) District employees who makes a report of workplace harassment shall be provided all information required by law, including, timelines for relief for administrative or judicial remedies available
- (11) All complaints of harassment directed toward non-employees should be addressed under the District's Nondiscrimination/Anti-Harassment Policy, 1.80.020-P.

Legal References: ORS 659A.001 et seq. ORS 342.700 to 342.708; ORS 342.865  
Title VI of the Civil Rights Act of 1964,  
Title VII of the Civil Rights Act of 1964,  
Title IX of the Education Amendments of 1972, 20 U.S.C.A., 1681-1683 (2018)  
Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq. 29 CFR Part 1630

History: Adpt. 9/25/97; Amd. 2/99, 5/20

[INSERT Link to AD]

- (1) All District work environments should be free from any form of harassment, including sexual harassment. All District employees, school board members, volunteers, and contractors, must avoid any conduct or action that could be characterized as harassment of another employee, whether that occurs in the workplace or off District premises.
- (2) Workplace harassment means conduct that constitutes discrimination based on race, color, religion, sex, sexual orientation, national origin, marital status, age, disability, expunged juvenile record, and any other discrimination prohibited by law and includes sexual assault.
- (3) Sexual harassment means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation and includes any unwelcome sexual advances, requests for sexual favors, physical contact, or any other unwelcome conduct, verbal or nonverbal, of a sexual nature when:
  - (a) The employee's submission to, or rejection of, the conduct is made either an implicit or explicit term or condition of employment (including wages, evaluation, advancement, retention, assigned duties, or other employment-related matters);
  - (b) The conduct by supervisors or other District employees, school board members, contractors, and volunteers, that has the purpose or effect of substantially interfering with an individual's work performance; or
  - (c) The conduct by supervisors or other District employees, school board members, contractors, and volunteers, that has the effect of creating an intimidating, hostile, or offensive working environment.
    - (A) **Verbal conduct** includes sexual innuendos, suggestive comments, jokes of a sexual nature, sexual propositions, and threats.
    - (B) **Nonverbal conduct** includes sexually suggestive objects or pictures, graphic commentaries,

suggestive or insulting noises, obscene gestures, whistling, and leering.

(C) **Physical conduct** includes unwanted physical contact such as touching, pinching, brushing the body, coerced sexual intercourse, or assault.

- (4) Sexual harassment also includes assault which occurs when sexual contact occurs without a staff member's consent because the staff member is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.
- (5) No District employee, school board member, contractor, or volunteer may use the authority of their position to subject any employee to sexual harassment, as described above, or to coerce, encourage, or force another into a romantic relationship.
- (6) When it is brought to their attention, administrators and supervisors must take affirmative steps to stop workplace harassment, including sexual harassment of subordinates or non-employees, including warning, discipline, and recommending possible dismissal of the offending staff.
- (7) Any District employee who believes they have been subject to workplace harassment may file a report with
  - (a) their supervisor
  - (b) the Human Resources Department Complaint hotline
  - (c) the Oregon Bureau of Labor and Industries' (BOLI) complaint resolution process or
  - (d) through other avenues available under civil or criminal law.

Any person who believes they have been subject to workplace harassment should also make a report of sexual harassment to the Title IX Director for the District.

- (8) All reports of behavior that may violate this policy shall be promptly investigated. The District will make every

reasonable effort to safeguard employee privacy and preserve confidentiality to the extent the investigative process allows.

- (9) The District will not tolerate retaliation by any District employee, school board member, contractor, or volunteer, against any person who in good faith reports conduct believed to constitute workplace harassment. The District may discipline employees who retaliate in violation of this policy, provide false information, or make a complaint in bad faith. The District may take any other action it deems necessary in response to similar conduct from a contractor or volunteer.
- (10) The District may not require or coerce an employee who makes an allegation of workplace harassment to enter into a nondisclosure or nondisparagement agreement unless it complies with ORS 659A.
- (11) District employees who makes a report of workplace harassment shall be provided all information required by law, including, timelines for relief for available administrative or judicial remedies.
- (12) All complaints of harassment directed toward non-employees should be addressed under the District's Nondiscrimination/Anti-Harassment Policy, 1.80.020-P.

Legal References: ORS 659A.001 et seq. ORS 342.700 to 342.708; ORS 342.865  
Title VI of the Civil Rights Act of 1964,  
Title VII of the Civil Rights Act of 1964,  
Title IX of the Education Amendments of 1972, 20 U.S.C.A., 1681-1683  
(2018)  
Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq.  
29 CFR Part 1630

History: Adpt. 9/25/97; Amd. 2/99, 5/20, 6/21

OSBA: GBN/JBA and GBNA

#### [5.10.061-AD Sexual Harassment Complaint Procedure](#)



**PORTLAND PUBLIC SCHOOLS**  
**OFFICE OF General Counsel**

501 North Dixon Street / Portland, OR 97227  
Telephone: (503) 916-3274

**Date:** December 6, 2021  
**To:** School Board  
**From:** Mary Kane, Senior Legal Counsel  
**Subject:** Workplace Harassment Policy Revisions

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**BACKGROUND**

The 2019 Oregon Legislature made a number of revisions to statutes related to employment and required workplace policies to address unlawful conduct constituting discrimination in the workplace and to provide protections against workplace harassment of employees. In 2021, the Oregon Legislature expanded protections against discrimination of gender identity, including it as a protected class in all Oregon laws that use “sexual orientation” in the text.

As we began work to incorporate “gender identity” into the text, the Department of Human Resources also requested that we consider expanding the definition of harassment to allow for greater protections of employees at PPS.

The amendments to the Workplace Policy reflect the inclusion of “gender identity” within the list of protected classes and also expands the definition of harassment beyond harassment arising from conduct constituting discrimination.

**RELATED POLICIES/BEST PRACTICES**

It is best practice to update policies to align with legislative changes.

**FISCAL IMPACT**

There is no fiscal impact projected for these changes to the policy.

**TIMELINE FOR IMPLEMENTATION / EVALUATION**

The changes will be implemented immediately.

**CONNECTION TO BOARD GOALS**

These revisions reflect the Board’s goals to address discrimination in the workplace and to provide a safe and inclusive environment for all.

## STAFF RECOMMENDATION

Staff recommends that the Board adopt these revisions to the Workplace Harassment Policy.

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*As a member of the PPS Executive Leadership Team, I have reviewed this staff report.*

\_\_\_\_\_ *(Initials)*

## ATTACHMENTS

- A. Redline version Workplace Harassment Policy
- B. Clean version Workplace Harassment Policy

**RESOLUTION No. 6430**

Resolution to Rescind Board Policies

Rescission of

- i. 1.10.020-P: Definitions
- ii. 2.40.010-P: Teacher Membership on Committees

**RECITALS**

- A. On December 1, 2021, the Board of Education's Policy Committee reviewed and considered the necessity and relevance of:
  - i. 1.10.020-P: Definitions
  - ii. 2.40.010-P: Teacher Membership on Committees
  
- B. On December 14, 2021, the Board presented the first reading of each of those policies for rescission.
- C. The public comment period was open for at least 21 days, and no public comments were received.

**RESOLUTION**

The Board hereby rescinds each of the following policies:

- i. 1.10.020-P: Definitions
- ii. 2.40.010-P: Teacher Membership on Committees

# Portland Public School District 1<sup>st</sup> Reading

DATE OF FIRST READING: December 14, 2021

## PUBLIC COMMENT FOR

### Policy Rescissions:

- **Definitions Policy 1.10.020-P**
- **Teacher Membership on Committees 2.40.010-P**

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The Portland Public School District is providing Notice of Proposed Revised Policy and Public Comment to offer interested parties reasonable opportunity to submit data or comments on the proposed policies noted below.

Public comment may be submitted in writing directly to the district or through the district website noted below. Written comments must be submitted by 5:00pm on the Last Date for Comment listed below.

**Last Date for Comment: January 03, 2021**

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**Summary:**

**Policy Rescissions:**

- **Definitions Policy 1.10.020-P**
- **Teacher Membership on Committees 2.40.010-P**

**1<sup>st</sup> Reading by:**

**Julia Brim-Edwards**  
Portland Public School Board

**Recommended for a 1st Reading by:**

Portland Public Schools Board of Education  
Policy Committee

**Draft Policy Web Site:** <https://www.pps.net/Page/11911>

**Contact:** Rosanne Powell, Senior Board Manager  
**Address:** P.O. Box 3107, Portland, OR 97208-3107  
**Telephone:** 503-916-3741  
**E-mail:** [schoolboard@pps.net](mailto:schoolboard@pps.net)

<b>Included in Packet</b>	<b>Page</b>
Staff Report	03
Definitions Policy 1.10.020-P	04
Teacher Membership on Committees 2.40.010-P	05



**PORTLAND PUBLIC SCHOOLS**  
**OFFICE OF LEGAL COUNSEL**

501 North Dixon Street / Portland, OR 97227  
Telephone: (503) 916-3274

**Date:** December 14, 2021  
**To:** School Board  
**From:** Mary Kane, Senior Legal Counsel  
**Subject:** Recommended for policy rescissions

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The Board Policy Committee met on December 1, 2021, and discussed continuing to review policies to determine which needed updates and which should be rescinded. Two policies were put forward by staff with recommendations that they be rescinded. After discussion, the Policy Committee recommended that the following two policies be forwarded to the full Board with a recommendation for First Reading en route to rescission:

a. **1.10.020-P Definitions**

This policy was adopted in 1971 and amended in 2002. The policy definitions are intuitive and do not add value to an already voluminous policy manual.

b. **2.40.010-P Teacher Membership on Committees**

This policy was adopted in 1971 and amended in 2002. The policy language is commentary in form and is a long-standing practice that does not constitute Board policy.

# 1.10.020-P Definitions

- (1) The terms "Portland Public Schools," "PPS," "school district" and "district" as used in this policy and administrative directive manual shall mean the school system of Multnomah County school district No. 1J.
- (2) The terms "Board member(s)" or "School Director(s)" as used in this policy and administrative directive manual shall mean those persons duly elected according to election laws of the state to serve on the chief governing body of the district.
- (3) The terms "Board," "School Board" and "Board of Education," as used in this policy and administrative directive shall mean the Board of Directors of Multnomah County school district No. 1J.

Legal Reference: ORS 332.107

History: Adpt 6/71; Amd 7/79; Amd 12/83; Amd 9/9/02; BA 2417



# 2.40.010-P Teacher Membership on Committees

(1) The Board affirms the proposition that teacher input is important to committees dealing with decisions that directly affect the educational activities of teachers and students. Therefore, whenever appointing any committee, an administrator is directed to determine the appropriateness of seeking teacher representation. If such membership is determined appropriate, provisions for such appointment shall be made. In instances where no teachers are appointed, the administrator must have adequate rationale for not including the teacher members.

Legal References:

History: Adpt 6/71; Amd 9/83; Amd 9/9/02; BA 2418

