

BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON

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December 18, 2018

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Purchases, Bids, Contracts

Resolution Number 5776



**RESOLUTION No. 5776**

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 Administrator, Funding Source</b>
ConnectEd	12/19/18 through 11/30/19 Options to renew for four additional one-year terms through 11/30/23	Personal Services PS 67237	Creation of a 5-year CTE Master Plan that includes needs and capacity assessment and implementation. RFP 2018-2498	Original Term: \$250,000 Total Maximum (if renewed): \$1,350,000	Y. Curtis Fund 205 Dept. 5438 Grant G1712

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

No New IGAs

**AMENDMENTS TO EXISTING CONTRACTS**

<b>Contractor</b>	<b>Contract Amendment Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Amendment Amount, Contract Total</b>	<b>Responsible Administrator, Funding Source</b>
Day CPM, an Otak Division	12/19/18 through 2/28/20	Related Services RS 66029 Amendment 1	Additional PM/CM Services and assistance with the water fixture replacement project. RFP 2017-2352	\$1,127,330 \$1,775,861	C. Hertz Fund 455 Dept. 5511 Project DS008
Office of the General Counsel Network	1/1/19 through 3/31/19	Legal Services LS 65544 Amendment 5	Continued Interim General Counsel services. Direct Negotiation PPS-46-0525	\$85,000 \$370,750	G. Guerrero Fund 101 Dept. 5402
Two Ocean Partners, LLC	12/31/18 through 3/31/19	Personal Services PS 65869 Amendment 7	Continued Budget and Accounts Payable support. Direct Negotiation PPS-46-0525	\$150,000 \$825,941	C. Hertz Fund 101 Dept. 5520

Other Matters Requiring Board Approval

Resolution Numbers 5777 through 5784

**RESOLUTION No. 5777**

2019-2020 Agreement between District Council of Unions and  
School District No. 1J, Multnomah County, Oregon

**RESOLUTION**

The Superintendent is authorized and directed to execute the 2019-2020 Agreement between the District Council of Unions and School District No. 1J, Multnomah County, Oregon, on the terms presented to the Board and filed in the record of this meeting.

**RESOLUTION 5778**

2019-2010 Agreement between Portland Association of Teachers Substitute  
Teachers and School District No. 1J, Multnomah County, Oregon

**RESOLUTION**

The Superintendent is authorized and directed to execute the 2019-2020 Agreement between the Portland Association of Teachers Substitute Teachers, representing substitute licensed personnel, and School District No. 1J, Multnomah County, Oregon, on the terms presented to the Board and filed in the record of this meeting.

**RESOLUTION No. 5779**

Acceptance of the Comprehensive Annual Financial Report, Reports to Management and Report on Requirements of the Single Audit Act and OMB Circular A-133

**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, 2018, and provides assurance that the District's accounting and reporting is in compliance with generally accepted accounting principles.
- C. The District has received awards in Excellence in Financial Reporting for 38 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 and approves the Comprehensive Annual Financial Report, Reports to Management, and Report on Requirements of the Single Audit Act of School District No. 1J, Multnomah County, Oregon for the fiscal year ended June 30, 2018, and authorizes the reports to be distributed to required state and federal agencies and filed for future reference.

*C. Hertz*

## RESOLUTION No. 5780

### Resolution Authorizing Benson Campus Master Plan as Part of the 2017 Capital Bond Program

#### RECITALS

- A. At the conclusion of the Benson Polytechnic High School Pre-Design Diligence process in February 2017, Board Resolution 5394 referred the Benson Polytechnic High School Modernization to voters in May 2017.
- B. The election was duly and legally held on May 16, 2017 (the "2017 Bond Election"), and the general obligation bonds were approved by a majority of the qualified voters of PPS voting at the election.
- C. Board Resolution 5471 accepted certification from Multnomah County, Clackamas, Washington Counties for May 16, 2017 voter approval authorizing Portland Public Schools to issue up to \$790 million of general obligation bonds to improve health, safety, learning by modernizing and to repair schools.
- D. Board Resolution 5160 directed the development of educational specifications and a master plan for the Benson Campus to the indicated student capacities:
  - a. Benson Polytechnic High School: common areas and classrooms for 1,700 students
- E. Board Resolution 5160 also directed the Superintendent or designee to prepare an analysis of location options for Alliance Professional Technical High School. The Superintendent has expanded the scope of the analysis to further include other Multiple Pathways to Graduation programs (MPG) and will present that analysis to the Board of Education no later than March 31, 2019.
- F. The Office of School Modernization anticipates a Total Project Budget for Benson Comprehensive Focus Option High School with enhanced CTE programming based upon the Master Plan to be \$296,000,000.
- G. The Superintendent will engage with staff, students and parents of all additional programs currently at Benson to learn about instructional program, wrap-around service's needs, and to discuss preferences/potential options for school and program placement to include:
  - a. Building a dedicated multiple pathways building, funded through a future Bond proposal.
  - b. Remain co-located at Benson campus, with appropriate facility modifications.
  - c. Relocation of MPG to another PPS facility or facilities.
- H. No later than March 31, 2019 the Superintendent will return to the Board of Education with the following information:
  - a. Updated plans incorporating the master plan revisions noted in this resolution.
  - b. Updated plans identifying all programs and program spaces intended to be located on the Benson Campus at the completion of construction.
  - c. Updated construction phasing plan to include all school programs that will remain at the Benson Campus after completion of construction.
- I. The Superintendent will seek approval of the Board of Education for any major substantive changes to the approved Master Plan.



- J. Upon completion of the Facilities Conditions Assessment in summer 2019 and initial review of needs for schools, programs and enrollment balancing, the District will begin a community process to make recommendations for the expected capital bond campaign, including the completion of the Benson Campus in the 2020 bond campaign.

### **RESOLUTION**

1. The Board of Education approves the Benson Polytechnic High School Site Specific CTE Focus Option Education Specification dated December 11, 2018.
2. The Board of Education directs the Superintendent to design a modernized Benson Campus for a design capacity of 1700 students.
3. The Board of Education directs the Superintendent to utilize the Benson Polytechnic High School Area Program Summary and Site Specific CTE Focus Option Educational Specifications with applicable components of Comprehensive HS Educational Specification as a guide to design and construct the modernized Benson Campus.
4. The Board of Education approves the Master Plan for Benson Campus with the following revisions to be incorporated:
  - a. Reduce the Master Plan square footage from approximately 368,000 square feet to approximately 364,500 square feet and incorporate the PPS Comprehensive High School Educational Specification for wrap-around services of Teen Parent Child Care & Food/Clothes closet into the approximate Master Plan square footage.
  - b. Incorporate space for future visual and performing arts programs.
  - c. Include ADA and code-compliant access from Benson to Buckman field to ensure a safe route for school use.
  - d. Include design only of Buckman field improvements, which are to be determined upon further study and coordination with Portland Parks and Recreation. Decisions regarding funding and construction timing of the improvements will be made prior to completion of the project.
5. The Board of Education directs the Superintendent to build the Benson High School campus to accommodate up to 1700 students, maintain current enrollment levels through construction phases, adjust future enrollment after annual analysis of all high school attendance levels, and grow Benson's enrollment over time gradually.

The Board of Education expects to undertake a future capital bond campaign in 2020 to support ongoing Benson campus construction. If a bond is not referred to the voters or passed by voters in 2020, the Benson project is expected to be completed by a Full Faith and Credit Bond

## RESOLUTION No. 5781

Resolution to approve OAR 581-022-2320 Required Instructional Time Exemption 2 Students who at the start of their Senior year are on track to exceed all state requirements for graduation under OAR 581-022-2000 as determined by the number and type of credits earned by the student. This exemption is approved for the 2018-19 school year.

### RECITALS

- A. OAR 581-022-2320 Required Instructional Time requires all school districts to ensure that at least 92% of all students in the district and at least 80% of all students at each school operated by the district are scheduled to receive annually the minimum hours of instructional time:
  - a. Grade 12 - 966 hours;
  - b. Grades 9-11 - 990 hours; and
  - c. Grades K-8 - 900 hours.
- B. On August 14, 2018, the Portland Public School Board of Education conducted a voice vote in support of the proposed Required Instructional Time exemptions to the State Board of Education.
- C. For the 2018-19 school year, comprehensive high school staff were directed to require all 9th - 11th graders to take a full schedule of 8 classes; 12th graders were required to take at least six courses.
- D. For the 2018-19 school year, the district is in compliance with at least 92% of all students are scheduled to meet the minimum hours of instructional time. Two comprehensive high schools are not in compliance with 80% of students scheduled to meet the minimum hours of instructional time. Passage of this exemption puts PPS in compliance with the 80% rule at all comprehensive high schools.
- E. On September 26, 2018, the Oregon Department of Education (ODE) amended OAR 581-022-2320 Required Instructional Time to include exemptions that local school boards, after a public hearing, could approve.
- F. On November 9, Governor Kate Brown directed Deputy Superintendent Gill to require all school districts to provide student-level data that details the number of students exempted using each of the four "targeted flexibility" criteria. In addition, she asked for a deeper analysis from Portland Public Schools that includes advanced coursework, CTE, GPA, and ACT scores.
- G. On November 13, 2018, the Portland Public School Board conducted a public hearing on Exemption 2.
- H. On December 5, 2018, staff engaged with members of the Portland Parent Coalition to hear their concerns and suggestions for the exemption vote and high school systems.

### RESOLUTION

The Board of Education hereby approves OAR 581-022-2320 Required Instructional Time Exemption 2 Students who at the start of their Senior year are on track to exceed all state requirements for graduation under OAR 581-022-2000 as determined by the number and type of credits earned by the student. This resolution is approved for the 2018-19 school year.

This approval will ensure PPS is in compliance with OAR 581-022-2320 Required Instructional Time, Division 22.

The goal of the district is to have as many students fully scheduled as possible. Staff will improve current rates of students fully scheduled by working collaboratively with parents and students. Additionally, staff will continue to improve procedures and practices that support the attainment of the Required Instructional Time requirement in 2019-20 without needing the Board to approve Exemptions 1-3 in the 2019-20 school year.

## **RESOLUTION No. 5782**

Resolution to Approve OAR 581-022-2320 Required Instructional Time Exemption (4): A school district may request permission to exempt an alternative education program. The Board approves staff to request this permission from the State for exemption to PPS alternative education programs in the Department of Multiple Pathways to Graduation. This Resolution is approved for the 2018-19 school year.

### **RECITALS**

- A. OAR 581-022-2320 Required Instructional Time requires all school districts to ensure that at least 92% of all students in the district and at least 80% of all students at each school operated by the district are scheduled to receive annually the minimum hours of instructional time:
  - a. Grade 12 - 966 hours;
  - b. Grades 9-11 - 990 hours; and
  - c. Grades K-8 - 900 hours.
- B. On August 14, 2018, the Portland Public School Board of Education conducted a voice vote in support of the proposed Required Instructional Time exemptions to the State Board of Education.
- C. On September 26, 2018, the Oregon Department of Education (ODE) amended OAR 581-022-2320 Required Instructional Time to include exemptions that local school boards, after a public hearing, could approve.
- D. On November 13, 2018, the Portland Public School Board conducted a public hearing on Exemption 4.

### **RESOLUTION**

The Board of Education hereby approves OAR 581-022-2320 Required Instructional Time Exemption (D) A school district may request permission to exempt an alternative education program. The Board directs staff to request permission to exempt PPS alternative education programs under the PPS Department of Multiple Pathways to Graduation. This Resolution is approved for the 2018-19 school year.

This approval will ensure PPS is in compliance with OAR 581-022-2320 Required Instructional Time, Division 22.

**RESOLUTION No. 5783**

Resolution to approve a Budget Calendar for 2019-20

The Portland Public Schools Board of Education approves the following Budget Calendar for the 2019-20 school year.

<b>Portland Public Schools Budget Planning / Budget Calendar for 2019-20 Budget</b>			
<b>Budget Planning</b>	October 16, 2018	<b>School Board Meeting 6:00 PM</b> Appoint Community Budget Review Committee (CBRC) members	BESC Building
	November 8, 2018	<b>Community Budget Review Committee (CBRC)</b> Review 2018-19 budget	BESC Building
	November 29 and 30, 2018	<b>Senior Leadership Team</b> Complete the budget strategy	BESC Building
	December 13, 2018	<b>Community Budget Review Committee (CBRC)</b> Review budget process and District organization	BESC Building
	January 10, 2019	<b>Community Budget Review Committee (CBRC)</b> Training on budget laws	BESC Building
	February 12, 2019	<b>School Board Work Session 6:00 PM</b> Presentation of school staffing plan and budget framework proposal; training on budget laws	BESC Building
	February 14, 2019	<b>Community Budget Review Committee (CBRC)</b> Share Board presentation from February 12 and answer questions	BESC Building
<b>Budget</b>	March 14, 2019	<b>Community Budget Review Committee (CBRC)</b> Provide budget update	BESC Building
	March 19, 2019	<b>School Board Meeting 6:00 PM</b> Provide budget update	BESC Building
	April 11, 2019	<b>Community Budget Review Committee (CBRC)</b> Review 2019-20 Proposed Budget and Q & A	BESC Building
	April 16, 2019	<b>School Board Meeting 6:00 PM</b> <b>Proposed Budget:</b> Superintendent delivers budget message and Board receives 2019-20 Proposed Budget	BESC Building
	April 23, 2019	<b>School Board Public Hearing 6:00 PM</b> Board holds public hearing on 2019-20 Proposed Budget and receives public testimony	BESC Building
	April 30, 2019	<b>School Board Meeting 6:00 PM</b> CBRC presents their 2019-20 Budget Report to the Board	BESC Building
	May 7, 2019	<b>School Board Public Hearing 6:00 PM</b> Board holds public hearing on 2019-20 Proposed Budget and receives public testimony	School Location TBD
	May 9, 2019	<b>Community Budget Review Committee (CBRC)</b> Tentative meeting for Q & A	BESC Building
	May 14, 2019	<b>School Board Meeting 6:00 PM</b> <b>Approved Budget:</b> Board as Budget Committee approves 2019-20 Proposed Budget	BESC Building
	June 11, 2018	<b>TSCC Hearing</b> TSCC certifies 2019-20 Approved Budget <b>School Board Meeting 6:00 PM</b> <b>Adopted Budget:</b> Board approves appropriations, adopts budget and tax rates	BESC Building

**RESOLUTION No. 5784**

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>
3/16-3/19/19	Benson HS Dance Team	National competition	Anaheim Convention Center in Anaheim, CA	\$1,077.00 per student
1/24-1/27/19	Grant HS Wind & Jazz Ensembles	University music clinics & campus tours, professional orchestra performance, soundtrack recording	Chapman University & UCLA in Los Angeles, CA	\$1,350 per student