



**INFORMAL MINUTES**

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A meeting of the board's Policy Committee meeting came to order at 3:07 pm at the call of Committee Chair Rita Moore in the Windows Conference Room at the Blanchard Education Service Center, 501 N Dixon Street, Portland, Oregon, 97227.

There were present:

**Committee Members**

Chair Moore; Directors Brim-Edwards and Lowery

**Staff and Other Attendees**

Kara Bradshaw – Executive Assistant, Board of Education  
Claire Hertz- Deputy Superintendent of Business and Operations  
Dan Jung – Chief Operating Officer  
Amy Kohnstamm – Board Director  
Rosanne Powell – Senior Board Manager  
Liz Large – Interim General Council  
Mary Kane- Legal Council  
Rachel Lent- Paralegal  
Guadalupe Guerrero- Superintendent of Schools

**District Funds for Purchase of Gifts, Meals, and Refreshments 8.30.010-P**

Committee Chair Moore shared that the revision of the policy responds specifically to the Secretary of State's Audit. The group looked at the revised policy. There was discussion on how specific the policy should be, if it should include a monetary limit to clarify the policy language, and whether it should align with the language in OR 244. It was decided that the dollar amount listed in Oregon Statute 244 is specifically referring to gifts to elected officials, not public employees and employers, which doesn't mean that the policy cannot align to the policy.

The committee discussed whether gift cards should be mentioned in the policy. It was noted that there are already language in the purchasing guidelines that specifically limits purchasing of gift cards. It was noted that a general line should be added to the policy referencing gift cards and then the purchasing guidelines can be reference in more detail. It was noted that the draft revised policy is very student focused, but that there should be some additional language which supports/encourages student and community outreach.

The committee members will submit via email requested edits. District Staff will updated the revised draft based on those requests and the committee will look at the policy at the next meeting.

**Policies Related to Kellogg Opening**

Clair Hertz gave a summary of the data that was supplied, which included data on current feeder patterns by school, and which specifically notes Dual Language Immersion (DLI) program feeder patterns. The committee discussed the patterns and gaps or splits in the patterns.

The group looked at the PPS Core Values document that came out of the visioning process. Ms. Hertz noted that the core values should guide the policy revision work. The group looked at the Petition Decisions data, noting the number of requests per school and how many were approved, in addition to the number of petitions were accepted per school. Each of the enrollment policies should have an alignment to and language that reflects the Core Values.

It was requested that someone who is part of the petition process give an antidotal opinion about why there are a higher number of petition requests. It was also requested that we begin to track better the reasons.

It was noted that the student information system does not track legacy information. It is something that can be done in the future, but there is not current data. A summary of recent legacy changes was provided. District staff is working on gathering capacity data for each school, which will be available in January.

It was discussed which indicators should be used to help create more diverse schools, and it was suggested that a variety of indicators should be used. District Staff will be working with the committee members to update the three enrollment policies. District Staff will then be asking for a charge from the full Board that outlines the work the district will be doing on specific enrollment needs. They working to tier the work (such as over enrollment, equitable opportunity).

Ms. Hertz stated that the district would like to go to the community for feedback before getting into revising the policies. It was noted that there has been some work over the last ten years' worth of engagement and that there could be some basic revisions based on that, and then those suggestions taken to the community. Shanice Clarke shared that they would like meet with specific community leaders to ask for their input to help unpack what some of the options could look like in advance of engaging the whole community, which would include work that has already been done.

It was noted that looking at SPED and IB programs should be part of the board charge.

### **Public Comment**

Jessica Colby: Keep SPED classes in mind when making enrollment policy decisions.

Matt Marjanovic: Suggested noting how many students are feeding into each of the feeder patterns.

### **Adjourn**

Committee Chair Rita Moore Adjourned the meeting at 5:02 pm.

The next meeting of the Policy Committee is scheduled to be held January 06, 2020.

Submitted by:



Kara Bradshaw, Executive Assistant  
PPS Board of Education