

September 23, 2014

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

INDEX TO THE MINUTES

September 23, 2014

Board
Action
Number

Page

Purchases, Bids, Contracts

4959	Revenue Contracts that Exceed \$25,000 in Delegation of Authority
4960	Expenditure Contracts that Exceed \$150,000 for Delegation of Authority.....

Other Items Requiring Board Action

4961	Additional Investment in Schools in the FY 2014-15 Budget for School District No. 1J, Multnomah County, Oregon
4962	Appointment of Achievement Compact Advisory Committee
4963	Minutes

September 23, 2014

OFFICE OF THE BOARD OF EDUCATION
SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON
BLANCHARD EDUCATION SERVICE CENTER
PORTLAND, OREGON

The Regular Meeting of the Board of Education came to order at 6:03pm at the call of Co-Chair Pam Knowles in the Board Auditorium of the Blanchard Education Service Center, 501 N. Dixon St, Portland, Oregon.

There were present:

Pam Knowles, Co-Chair
Ruth Adkins
Bobbie Regan
Tom Koehler
Steve Buel
Matt Morton
Greg Belisle, Co-Chair

Minna Jayaswal, Student Representative

Staff

Carole Smith, Superintendent
Caren Huson Quiniones, Board Clerk

PARTNERSHIP RECOGNITION

Superintendent Smith reported that PPS held its first citywide Children's Book Harvest last year. The Children's Book Harvest, which is about improving access to books for all students, would not have been possible without The Children's Book Bank, who was being recognized. For three weeks in November, folks donated books at 29 PPS schools where PTAs held drives. New Seasons Market stores and Rivermark Credit Unions also served as drop-off sites. Iron Mountain donated boxes and US Bank provided hundreds of volunteer hours to clean the books. Knowledge Universe and the Oregon Community Foundation funded a position to coordinate the drive at the Children's Book Bank. The book harvest surpassed the goal of 25,000 and brought in an amazing 30,000 books. The Children's Book Bank stored all those books and organized the cleaning and distribution. Then just before school let out, every student at the five pilot schools in our Read Together third-grade reading initiative chose eight books each to take home.

SUPERINTENDENT'S REPORT

Superintendent Smith reported on: the Clarendon Regional Early Learning Academy opening; recognition of Roosevelt and Multnomah County Youth Commission; the Reconnect Campaign; Madison and Wilson Field dedications; the King Elementary Mandarin Immersion Program starting; and receiving a Gear-Up Grant. Superintendent Smith introduced Lincoln student Theodora Mautz who received perfect scores on the SAT and ACT tests. Ms. Mautz commented that Oregon still did not know if she was the first in the state to do this, but thanked her teachers, adding that the ACCESS program was invaluable.

STUDENT TESTIMONY

A group of students from Roosevelt High School asked the Board to consider using a portion of the extra District funds to make their librarian full time. The library was used quite often as students need access to computers, printers and books, and often times they were not allowed to use the resources as no staff was

on duty. In addition, many students did not have access to technical equipment. In the District's High School System Design document, it states that a full operational media center was required within all high schools. Roosevelt students feel that they are receiving unfair treatment as they do not have a fully functional media center. All students should be able to check out a book Monday through Friday.

PUBLIC COMMENT

Jess Thompson stated that there were problems that the Board has the opportunity to solve: antiquated gerrymandered boundaries, suffering from too many alternative high schools, suffering from an identity crisis in middle school visioning, Jefferson cluster schools at risk for closure, and no sane feeder system east of the river. Ms. Thompson asked the Board to not let fear dictate their decisions and to not be afraid of losing wealthy white families.

Lisa Lyon commented that she was happy to hear that there may be funds for teacher's professional development on dyslexia. There must be a well-crafted vision that requires the input from teachers. Kids want to learn and teachers want to teach.

Emery Roberts, President of the Dyslexic Student Union at Lincoln, provided a writing sample to the Board. It shows the gap of what she is capable of doing and what her first draft looks like. Teachers do not understand the gap. A dyslexic presentation and simulation will be provided to teachers at a Lincoln staff meeting, and they would like to share the information at as many schools as possible.

Gloria Harrison, a parent of students at the Creative Science School, stated that the district was taking away one of their paraeducators the following day, and her children will be affected by this departure. Ms. Harrison read the information from the District website which explains what a paraeducator does. She asked the Board to put some of the extra funds to support the neediest students.

Moira Finnegan, a Speech Language Pathologist at Chief Joe, stated that she was passionate about addressing the needs of students with dyslexia. There was a gaping hole in the District in not knowing how to teach dyslexic students. It requires several senses all at the same time. Ms. Finnegan asked the Board to please fund training for all teachers.

Greg Burrill stated that his focus this year was going to be placing more resources in the classroom. There is a bloated bureaucracy at PPS. There are more and more supervisory positions in PPS. He feels there should be no IT people at the BESC; everything could be done by technical teachers in the schools. He would like to see an end to TOSAs and curriculum specialists in the central office. He would like teachers to determine the curriculum materials. There is no need for central office administrators; put more principals and vice-principals in the schools.

UPDATE: WORKLOAD COMMITTEE

Sean Murray, Chief Human Resources Officer, presented the report, indicating that 12 members will be on the Workload Committee. Brock Logan, Director of Labor Relations, stated that a more formal presentation to the Board would occur later in the year. If information comes from the Committee that requires funding, staff would come to the Board before the next budget cycle.

Director Morton thanked the presenters for letting the Board know the status of the Committee. He understood that a consensus process would be used by the Committee. Mr. Logan stated that the Committee discussed their protocols and also discussed what they want to accomplish; the process requires buy-in from both the union and the District. There was no specific timeline or date to produce a product. Recommendations may be made to the Superintendent at any time. The Committee was currently hearing from teachers.

Director Belisle commented that the Board will be relying on the Committee to prioritize issues so that the Board can make the best informed decision monetarily.

ENDING FUND BALANCE / BEGINNING FUND BALANCE AND BUDGET CALENDAR

Nicole Leggett stated that the process for spending the surplus funds lacks public involvement, and asked what the standards that we judge by were. PPS has not set a class size cap. Caseloads at all levels should be compared. It was time for transparency. She asked the Board to let the public see their spending plan.

Dunja Jennings Marcum requested that \$2 million from the extra funds be set aside for music. It is a known fact that there is a rise in test scores when having art-based education.

Monique McClean, speaking on behalf of the Parents Coalition, stated that the Board has an opportunity to make a difference for PPS students. Invest in the students of the city and break the tradition of part-time high school. Do the right thing. Set aside funds to add three more school days.

Ryan Dutcher, Interim Chief Financial Officer, and David Wynde, Budget Director, provided a PowerPoint presentation and provided an update on the budget calendar. Superintendent Smith provided an overview of the five scenarios for the extra funds.

Director Buel stated that last year, the Board scheduled 8 seconds for each million dollars in the budget. Will more time be allowed this year? Director Wynde responded that, throughout the course of the year, there will be presentations from staff on programs and services. It was up to the Board to schedule as many meetings as they want.

Co-Chair Adkins commented that staff must be as explicit as possible on specific budget impact, what return of investment has been, etc. The Board wants the budget discussions to be meaningful

Director Regan questioned why staff landed on 4.5% for reserves. Her amendment would consider 3.9% Director Regan stated that she believes things were going positively for PPS. We have enormous needs in the schools and some of the funds will be distributed as one-time funds. She would like to see the resolution state that we will keep our reserves at 3.9%.

Director Buel commented that he wants to know where we will be spending the money. The resolution presented was too vague; it just says go spend the money. That is not how a public body is supposed to work. Staff should come back next week with a resolution that states exactly where the extra funds will be spent.

Director Koehler stated that he would like to invest more of the funds, but we need to look at the entire district before making a decision.

Co-Chair Adkins mentioned that she supports the resolution as written. From her perspective, what the Board was doing was setting up direction for the Superintendent. It was not the best use of the Board's time to debate how to spend the money. She was comfortable with the 4.5% for reserves.

Director Belisle stated that there were a couple schools not on the provided list of receiving fte, and he was not sure if we were resolving all the issues of large classes. Sarah Singer, Senior Director of System Planning, responded that some of the \$3.5 million would address the class size issue. Physical class counts were still being finalized. Director Belisle stated that he was not confident that the state will fund full-day kindergarten and additional PE requirements, so he was in favor of 4.5% for reserves.

Director Morton commented that he did not see clearly how the District was incorporating the equity lens in this discussion. The equity set-aside does not offer us outcomes that are positively affecting the underserved populations. Investments need to go toward the equity lens. Less reserves were fine with him if we have smarter investments for our students. However, those investments need to be clear.

September 23, 2014

Student Representative Jayaswal mentioned that reserves should be at 4% and that we should invest in things that make school easier for students.

Co-Chair Knowles stated that the proposed resolution was unclear about what was happening. There needs to be clarity that recommendations will come to the Board. On reserves, she was in favor of 4.5%. The Board needs to act fiscally responsible for that rainy day that could come along. The more we have in reserves, the better.

Director Regan moved and Director Belisle seconded the motion to amend the resolution, Number 4, which clarifies what the Superintendent plans to do with the extra funds. Director Buel commented that he would vote no as there is no date assigned in the resolution. The Board voted 6-1 (6-yes, 1-no [Buel], with Student Representative Jayaswal voting yes, unofficial).

Director Regan moved and Director Koehler seconded the motion to amend Numbers 3 and 5 in the resolution. At 8:45pm, the Board took a five minute break. Upon returning, the Board voted 3-3-1 (3-yes [Regan, Buel Koehler], 3-no [Belisle, Adkins, Knowles], 1-abstain [Morton], with Student Representative Jayaswal voting no, unofficial) The motion failed.

Director Buel moved that the \$4 million that is set aside for investment in the three priorities include librarians and reading teachers as 90% of the \$4 million. No second was received; the motion failed.

Director Buel moved that the \$5.5 million for one time investments include \$2 million for electives, \$1 million for high school staffing, \$1 million for social service coordinators in high schools, and \$.5 million to reading instructors. Receiving no second, the motion failed.

Director Buel moved that no more than \$1 million be spent on discipline disparities. Receiving no second, the motion failed.

Director Buel moved and Director Regan seconded the motion that the resolution read that instead of the 4.5% set aside for reserves are stated as 4.0%. The Board voted 3-3-1 (3-yes [Buel, Regan, Koehler], 3-no [Adkins, Knowles, Belisle], 1-abstain [Morton], with Student Representative Jayaswal voting yes, unofficial). The motion failed.

Director Buel moved that \$4 million be spent on librarians, reading teachers, and counselors. Receiving no second, the motion failed.

Director Buel moved that one fte paraeducator be placed at the Creative Science School. Receiving no second, the motion failed.

Director Buel moved that some of the overall money fund a full-time librarian at each high school. Receiving no second, the motion failed.

Director Buel moved that some of the money be spent from the one-time \$5 million include having a full-time librarian at Roosevelt. Receiving no second, the motion failed.

FIRST READING: COMPLAINT POLICY

Jollee Patterson, General Counsel, reviewed the changes made to the proposed Complaint Policy since the Board's September 16th meeting.

Director Regan asked, if there is a complaint that comes in and the Board needs to rush a resolution on that complaint, how would that work within the proposed policy. Ms. Patterson responded that maximum timeframes were stated in the Administrative Directive. Director Regan commented that she did not like the two-step Board appeal as it ends up being about 50 days before the Board hears the appeal.

September 23, 2014

Director Buel stated that complainants should receive more than three minutes for their public testimony. He would like to see a public complaint process that has fidelity to it, so that the complainant feels they were treated fairly. Director Buel suggested changing "calendar days" to "working days". Ms. Patterson responded that the Oregon Department of Education uses calendar days so that is why staff chose calendar days. If you extend it to working days, that will extend the time of the process. Language could be added that days could be extended if a complaint is filed around a holiday. Director Buel commented that he believes it should be two years from the date of the incidence to file a complaint. Ms. Patterson recommended sticking with one year. Director Buel questioned if there was any recourse for the complainant if the deadlines were not met. Ms. Patterson responded that if the District fails to meet deadlines, then the complainant can go right to ODE. Director Buel indicated that he was still not clear when a complaint goes to the HR department and when it follows the proposed complaint policy. Ms. Patterson responded that concerns about employee misconduct and wrongdoing have to be dealt with through a confidential HR process.

Director Regan asked if the proposed Complaint Policy had been shared with the Parents Coalition. Ms. Patterson responded yes.

ADJOURN

Co-Chair Knowles adjourned the meeting at 9:51pm.

September 23, 2014

Purchases, Bids, Contracts

The Superintendent RECOMMENDED adoption of the following items:

Numbers 4959 and 4960

Director Adkins moved and Director Morton seconded the motion to adopt the above numbered items. The motion was put to a voice vote and passed unanimously (yes-7, no-0; with Student Representative Jayaswal voting yes, unofficial).

September 23, 2014

RESOLUTION No. 4959

Revenue Contracts that Exceed \$25,000 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 \$25,000 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 agreements in a form approved by General Counsel for the District.

NEW REVENUE CONTRACTS

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
Metro	7/1/2014 through 6/30/2016	Revenue R 61150	Roosevelt: Develop and support the Extended Learning Academy.	\$50,000	C. Williams Fund 205 Dept. 9999 Grant G1463

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

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
Oregon City School District	7/1/2014 through 6/30/2015	Intergovernmental Agreement/Revenue IGA/R 61092	Columbia Regional Program will provide regionally eligible school-age children with deaf and hard of hearing classroom services.	\$52,052	L. McConachie Fund 299 Dept. 5422 Grant S0031
David Douglas School District	7/1/2014 through 6/30/2015	Intergovernmental Agreement/Revenue IGA/R 61142	Columbia Regional Program will provide regionally eligible school-age children with deaf and hard of hearing classroom services.	\$357,100	L. McConachie Fund 299 Dept. 5422 Grant S0031

AMENDMENTS TO EXISTING REVENUE CONTRACTS

Contractor	Contract Amendment Term	Contract Type	Description of Services	Amendment Amount, Contract Total	Responsible Administrator, Funding Source
Rand Corporation	7/1/2014 through 6/30/2015	Revenue R 59352 Amendment 2	District-wide: Research services on the effect of dual-language immersion on student achievement. Year 3 of 3.	\$40,000 \$120,000	M. Goff Fund 205 Dept. 9999 Grant G1281

R. Dutcher

September 23, 2014

RESOLUTION No. 4960

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 agreements in a form approved by General Counsel for the District.

NEW CONTRACTS

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
Oregon Museum of Science and Industry	9/1/2014 through 8/31/2015	Master MSTR 61114	District-wide: Provide science programming to all schools from a catalog of available services as requested.	\$350,000	M. Goff Various
Open Meadow Alternative Schools	8/1/2014 through 6/30/2015	Personal Services PS 6XXXX	Various: Provide Step Up services designed to help students successfully transition from middle to high school, to Academic Priority students at Franklin, Madison & Roosevelt.	\$865,000	L. Poe Fund 101 Dept. 5431
First Response, Inc.	10/1/2014 through 9/30/2015	Personal Services PS 6XXXX	District-wide: Provide nightly patrols of designated District buildings and armed alarm response to all District buildings. RFP 2014-1816	\$150,000	G. Weatheroy Fund 101 Dept. 5530
Open Meadow Alternative Schools	10/1/2014 through 9/30/2015	Personal Services PS 6XXXX	Various: Provide Step Up services for the High School Graduation Grant to 201 Academic Priority students at Franklin and Roosevelt.	\$290,811	K. Wolfe Fund 205 Dept. 5485 Grant G1116
Camp Fire Columbia Council	10/1/2014 through 9/30/2015	Personal Services PS 61149	Various: Provide after school tutoring and mentorship to at least 250 6 th -8 th grade Academic Priority students.	\$365,821	K. Wolfe Fund 205 Dept. 5485 Grant G1116

NEW INTERGOVERNMENTAL AGREEMENTS (“IGAs”)

No New IGAs

AMENDMENTS TO EXISTING CONTRACTS

No New Amendments

R. Dutcher

September 23, 2014

Other Items Requiring Board Action

The Superintendent RECOMMENDED adoption of the following items:

Number 4961 through 4963

During the Committee of the Whole, Director Regan moved and Director Buel seconded the motion to amend Resolution 4961. Director Belisle moved and Director Adkins seconded the motion to adopt Resolution 4961 as amended. The motion was put to a voice vote and passed by a vote of 6-1 (6-yes, 1-no [Buel], with Student Representative Jayaswal voting yes, unofficial).

Director Adkins moved and Director Morton seconded the motion to adopt Resolution Numbers 4962 and 4963. The motion was put to a voice vote and passed unanimously (yes-7, no-0; with Student Representative Jayaswal voting yes, unofficial).

September 23, 2014

RESOLUTION No. 4961

Additional Investment in Schools in the FY 2014/15 Budget for School
District No. 1J, Multnomah County, Oregon

RECITALS

- A. On March 17, 2014 the Superintendent proposed school staffing for the 2014/15 school year that included the addition of 30 teaching positions because of forecasted increase in student enrollment and 150 new teaching positions as a result of an agreement with the Portland Association of Teachers. These 150 positions were allocated 70 to elementary schools (PK-8), 50 to high schools and 30 to special education. Each year a number of positions are held back as set aside for future allocation to schools to resolve issues such as challenges offering the core program, changes in student enrollment numbers, high school scheduling support, and other site-specific anomalies. This year there were 37 positions in this set aside in June.
- B. On March 31, 2014 the Superintendent proposed a budget for FY 2014/15 for School District No. 1J, Multnomah County, Oregon ("District") based upon current estimates for beginning fund balance and revenues. The expenditures proposed included the additional teaching positions described above.
- C. In April additional allocations were made to schools from the set aside positions to resolve identified issues at specific schools.
- D. On May 19, 2014, by way of Resolution No. 4918, and under the provisions of Oregon Local Budget Law (ORS Ch. 294), the Budget Committee for the District approved the FY 2014/15 budget and imposed taxes.
- E. On June 23, 2014, by way of Resolution No. 4934 the Board of Education ("Board") adopted the 2014/15 budget, appropriated funds and imposed taxes for FY 2014/15. The adopted budget included a beginning fund balance of \$34.9 million and uncommitted contingency of \$19.7 million (3.9% of total expenditures). Board policy requires uncommitted contingency of 3% and the Board has an aspirational goal of 5%.
- F. In July and August of this year additional allocations were made to school staffing to resolve issues at specific schools and all of the positions set aside in June have been allocated to schools.
- G. As staff completed the annual process of accounting for FY 2013/14 (at the end of August 2014) a revised estimate of the ending fund balance for that year and, by extension, of the beginning fund balance for FY 2014/15 was made. This estimate is still subject to revisions as part of the independent financial audit of FY 2013/14 financial statements. Based upon higher than expected property tax receipts, a significant positive prior year state school fund adjustment for FY 2012/13, and lower than budgeted expenditures, especially for healthcare and benefits, the revised beginning fund balance is \$51.7 million, which is \$16.8 million more than in the FY 2014/15 adopted budget.
- H. The budget, as adopted, already includes expenditures that "spend down" this beginning fund balance by \$13.7 million. There is also uncertainty about funding for FY 2015/16 because it is the first year of the biennium and the appropriation for K-12 education has not been determined by the state legislature, and full-day kindergarten will be fully funded in the general fund for the first time. Acknowledging these concerns and after discussion with the Board on September 16, staff has prepared proposals based upon an increase in the uncommitted contingency in the FY 2014/15 budget to 4.5% (\$23.5 million).
- I. After this adjustment to uncommitted contingency the higher beginning fund balance would allow for \$7.5 million of additional expenditures in FY 2014/15. The superintendent recommends using

September 23, 2014

these funds to add additional staffing to schools right away to continue to have positions available to allocate to schools to resolve staffing issues, to add support for high schools, and to increase resources in support of the district's three highest educational priorities to improve outcomes for PPS students.

- J. The final reconciliation of the FY 2013/14 state school fund will not happen until late in FY 2014/15. About \$5 million of the higher than expected property tax receipts received in FY 2014/15 and that contributed to the higher than forecast ending fund balance, might be lost under this prior year adjustment. Given the uncertainty surrounding these funds, and after discussion with the Board on September 16, staff has prepared proposals for the use of these funds for one-time investments.

RESOLUTION

1. The Board directs the Superintendent to increase school staffing and support by \$3.5 million immediately.
2. The Board directs the Superintendent to add up to \$4.0 million investment in the three priorities:
 - a. ensuring that all students are reading at benchmark by the end of third grade
 - b. improving high school graduation and completion rates
 - c. eliminating disproportionality in out of school discipline between white students and students of color and reducing out-of-school discipline for all students by 50 percent.
3. The Board directs the superintendent to add up to \$5.5 million in one-time investments that support the improvement of outcomes for PPS students and the effective operations.
4. The Board directs the superintendent to provide recommendations on proposals for the investment in the three priorities and the one-time investments at future Board meetings, including a more detailed accounting of how the funds are to be used, and that the Board will have the opportunity to review and approve these recommendations.
5. The Board acknowledges that these increased investments will be funded by a beginning fund balance that is higher than that in the budget adopted on June 23, 2014, and that uncommitted contingency is expected to be 4.5% of total expenditures after these increases.
6. The Board directs the Superintendent to include the full details of these changes in the first budget amendment to the 2014/15 budget, which is likely to be presented to the Board for approval in January 2015 after the completion of the audit of the FY 2013/14 financial statements of the District.

R.Dutcher/D.Wynde

September 23, 2014

RESOLUTION No. 4962

Appointment of Achievement Compact Advisory Committee

RECITALS

- A. During the 2012 Legislative Session, Senate Bill 1581 created Achievement Compacts for K-12 districts, education services districts and Oregon's community colleges and universities.
- B. The achievement compact advisory committee is responsible for presenting a report of its recommendations to the Board of Education no later than October 15, 2014. The Board shall include this report with its achievement compact to the Oregon Education Investment Board due October 15, 2014.
- C. The Superintendent and the President of Portland Association of Teachers have recommended employees to serve on the achievement compact advisory committee.

RESOLUTION

1. The Board of Education appoints the following members to the achievement compact advisory committee:
 - Melissa Goff, Assistant Director of Teaching and Learning
 - Van Truong, Executive Director of Teaching and Learning
 - Peyton Chapman, Principal Lincoln High School
 - Elizabeth Casson Taylor, Principal Beaumont Middle School
 - Molly Chun, Principal Chief Joseph/Ockley Green
 - Karl Logan, Senior Director
 - Michael Bauer, Roosevelt High School Teacher
 - Matthew Oleson, Lent K-8 Teacher
 - Suzanne Cohen, Vice President of PAT, K-8 Teacher
 - Teacher, TBD
 - Teacher, TBD
2. In addition to the above mentioned members, the Board directs staff to continue to include ex-officio members from the following organizations:
 - SuperSAC: Superintendent's Committee, TBD
 - Coalition of Communities of Color, Jason Trombley
 - Parent Teacher Association, Otto Schell

A. Whalen

RESOLUTION No. 4963

Minutes

The following minutes are offered for adoption:

July 22, August 4, August 12, August 19, and September 9, 2014