

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

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

A Study Session of the Board of Education came to order at 6:02pm 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 – *absent*  
Tom Koehler  
Steve Buel  
Matt Morton  
Greg Belisle, Co-Chair

Andrew Davidson, Student Representative

Staff

Carole Smith, Superintendent  
Caren Huson, Board Clerk

**PUBLIC COMMENT**

Joshua Curtis stated that PPS was facing internal conflict in its community. It was clear that the conflicts were taking time and energy away from providing education that students deserve. The Board should make a more public push for revenue from the state.

Amanda-Jane Elliott stated that she attended a Board meeting three years ago and asked the Board to overturn the 6 of 8 high school schedule. That decision harmed students. The Board makes ill-informed decisions. The 6 of 8 schedule has affected her work schedule dramatically at Lincoln. There were three teachers sharing her classroom. The Board should be ashamed of their cavalier attitude towards students. The Board was ignorant of what teachers do day after day on their behalf. She asked the Board to return to the 5 of 7 schedule.

David Morrison read an open letter to the School Districts of the United States about using wired computers and not wi-fi. He asked the Board how seriously they have considered their duty to protect children when they continually expose them to wi-fi. He invited the Board to a meeting to hear a presentation on chronic microwave exposure.

Hoa Vu thanked the Board for approving the Vietnamese dual language immersion program for next fall. Vietnamese parents have waited patiently for this gift.

Steven Siegel stated that public education and its teachers were under attack. The teachers union is the country's largest remaining union and profiteers would like to take it down. The District leadership and Board were doing the bidding of profiteers. The Board's job is to represent their constituents.

Superintendent Smith provided an update on negotiations and the District's mediation proposal.

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### **EDUCATION SPECIFICATIONS (ED SPECS)**

CJ Sylvester, Chief Operating Officer, provided a PowerPoint presentation and provided clarifying information on the high school Ed Specs. There were a variety of teaching and learning spaces, larger classroom sizes, extended learning areas, smaller instructional spaces, maker spaces, conference areas with teachers' offices, counseling conference room, career centers, and common areas. Enhanced Electives/CTE has been renamed Career Preparation/CTE and will have a minimum of 6,000 square feet required. Sue Ann Higgins, Chief Academic Officer, added that when she reviewed the design schematics for Franklin and Roosevelt high schools, she saw multiple applied learning spaces.

Director Koehler stated that he would like the resolution to read that CTE space would be a minimum of 12,000 square feet with a footnote that allows less CTE space if that is what is desired by the community. Director Adkins commented that as long as it was clear among all Design Advisory Groups that 6,000 square feet is a minimum for CTE, that she was good with it.

Director Koehler moved and Director Buel seconded the motion to amend the resolution to state that 12,000 square feet would be the minimum for CTE space. Ms. Sylvester mentioned that 12,000 square feet at each high school would place them over budget. The Board voted 2-4 (2-yes, 4-no (Morton, Knowles, Adkins, Belisle). The motion failed.

### **DISCUSSION: OPEN ENROLLMENT**

Judy Brennan, Director of Enrollment and Transfer, provided a PowerPoint presentation. The Board will vote on the Open Enrollment resolution on February 24<sup>th</sup>. Ms. Brennan reported that PPS limits the approvals for out of district transfers. Less than 200 students are approved out of PPS each year; last year, 5% of lottery applicants lived out of the PPS District. PPS has opted out of the state open enrollment process for the last two years and she believed our regular lottery was sufficient.

### **PRESENTATION: FOOD ALLERGIES**

Jon Isaacs, Senior Policy Advisor, and Gitta Grether-Sweeney, Director of Nutrition Services, provided information in the Board packet and stated that they were available for questions.

Director Morton asked what challenges would be created if Hollyrood was nut-free. Ms. Grether-Sweeney responded that that USDA requires the District to serve certain components, so we would have to replace peanuts/peanut butter with another protein and grain product. We could replace it with a cheese sandwich, but that opens it up to kids with milk allergies. We could provide a meat sandwich, but that takes away the vegetarian choice and there are kids allergic to meat. We need to have some type of emergency meal in case we lose power at a school. In addition, peanut butter and jelly sandwiches are used on field trips as they do not require refrigeration.

Karl Logan, Regional Administrator, added that next year, Hollyrood at Beverly Cleary would have a cafeteria and that will eliminate the situation now where students are eating all meals in their classrooms.

Co-Chair Belisle questioned how 504 Plans were developed and who qualified for them. Jollee Patterson, General Counsel, responded that a 504 Plan is part of the Rehabilitation Act of 1973 and it provides that when a student has a mental or physical disability, a specific accommodation plan is made for that student to participate in the activities at a school. The District does have 504 Plans for some of its students with severe allergies. A 504 Plan might provide a certain space for a student to eat in, hand washing and table cleaning in the classrooms, and they were very tailored for individual students.

Director Buel stated that the District has the ability to send in different sandwiches at Hollyrood and could avoid the peanut butter that could kill the allergic child; peanut butter was sticky and could stick to

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anything in the classroom. Superintendent Smith asked Mr. Logan to explain the protocols that were currently being used at Hollyrood. Those protocols included: a separate table for students with peanut allergies; a color-coded sanitation system for cleaning the tables so there is no cross-contamination, and all students are asked to wash their hands before and after they eat. Director Buel commented that mistakes happen. The child could accidentally come into contact with peanut butter and die. Director Buel asked Mr. Logan if he had a child allergic to peanut butter if he would send him to Hollyrood. Mr. Logan responded yes, he would feel comfortable if his child went to Hollyrood. The parent of the allergic child has done a good job of educating their child to be an advocate for himself, and the entire community has been informed. Mr. Logan reminded the Board that they do not want to give a false sense of security by eliminating the peanut butter and jelly sandwiches. Director Buel asked what the problem was of changing the sandwiches out. Superintendent Smith responded that the District manages for 160 different food allergies and we want to teach students how to deal with it. Even if the District did not serve peanut butter, other kids bring them from home in their lunches. Professionals and parents are saying it is more dangerous to declare a nut-free zone as it lures kids into a false sense of security. We need to teach children how to handle it as they must deal with it their entire life.

Director Morton commented that between the staff and parents, he felt a safe environment was provided at Hollyrood. Parents were taking responsibility in educating their child to be safe and to recognize signs of allergic reactions.

Director Buel stated that they were not talking about the District policy for children with allergies; they were talking about a specific child. How far are we willing to go to safeguard the child? There are things all over the school that could kill them. Mr. Isaacs mentioned that the management plan in place at Hollyrood was the most comprehensive we have for any child in the District. Co-Chair Belisle asked Director Buel if the child would die if they touched peanut butter. Director Buel responded that the pediatrician said that it was a possibility that the child could die.

#### **FIRST READING: REVISED PUBLIC CONTRACTING RULES**

Elaine Baker, Purchasing Director, stated that staff was proposing changes to the District's Public Contracting rules. The Oregon Legislature recently revised the public purchasing code and the District should update their purchasing rules and take advantage of the new state options. Ms. Baker indicated that the changes were low risk and standard operating procedures would continue.

#### **PRESENTATION: MESD LOCAL SERVICE PLAN**

Neil Sullivan, Chief Financial Officer, reported that state law requires that participating school districts in the local MESD vote by March 1<sup>st</sup> on the proposed Local Service Plan. The Local Service Plan is a menu of services that MESD offers.

#### **ADJOURN**

Co-Chair Knowles adjourned the meeting at 8:35pm.

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Purchases, Bids, Contracts

The Superintendent RECOMMENDED adoption of the following item:

Number 4870

Director Belisle moved and Director Morton seconded the motion to adopt the above numbered item. The motion was put to a voice vote and passed unanimously (yes-6, no-0; with Director Regan absent and Student Representative Davidson voting yes, unofficial).

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**RESOLUTION No. 4870**

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**

No New Revenue Contracts

**NEW INTERGOVERNMENTAL AGREEMENTS / REVENUE ("IGA/Rs")**

No New IGA/Rs

**AMENDMENTS TO EXISTING REVENUE 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>
State of Oregon, Department of Education	7/9/13 through 6/30/2015	Intergovernmental Agreement IGA/R 59939 Amendment 1	Columbia Regional Program: Additional services added to the scope of work, and additional funding added to provide for those services.	\$569,008 \$18,701,900	H. Adair Fund 205 Grant G1341

**LIMITED SCOPE REAL PROPERTY REVENUE AGREEMENTS AND AMENDMENTS**

No Limited Scope Real Property Revenue Agreements or Amendments

*N. Sullivan*

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Other Items Requiring Board Action

The Superintendent RECOMMENDED adoption of the following item:

Number 4871

During the Committee of the Whole, Director Belisle moved and Director Adkins seconded the motion to adopt the above numbered item. The motion was put to a voice vote and passed unanimously (yes-6, no-0; with Director Regan absent and Student Representative Davidson voting yes, unofficial).

Number 4872

During the Committee of the Whole, Director Buel moved and Director Koehler seconded the motion to introduce a new resolution, Resolution 4872. The motion was put to a voice vote and failed (yes-2, no-4 [Adkins, Belisle, Knowles, Morton], with Director Regan absent and Student Representative Davidson voting yes, unofficial).

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**RESOLUTION No. 4871**

Resolution to Adopt District Education Specifications for  
Comprehensive High Schools

**RECITALS**

- A. The May 2012 update to the PPS Long Range Facility Plan identified the development of District-wide Education Specifications (Ed Specs) for all District schools as a future step.
- B. Development of Ed Specs for the District is occurring in two phases. The first phase engaged in a process to envision the future of educational facilities in PPS. This process was completed during the winter and spring of 2013 and is summarized in the Educational Facilities Vision adopted by Resolution No. 4800.
- C. The Vision document articulates a vision for the future of District school buildings and key themes that emerged during community conversations on the topic. The second phase of the project is developing educational standards and specifications (Ed Specs) for all District school buildings by school configuration (high school, middle school, Pre K-8 and Pre-K 5).
- D. District-wide Ed Specs are a set of facilities guidelines that establish the ways school buildings support programs and curriculum, and establish baseline facility standards across the District. As a specific school site approaches significant modernization, the District-wide Ed Specs are tailored through a master planning process to suit the individual school, program and community through staff, student and community engagement with design professionals. To the extent feasible, the Ed Specs will also inform regularly occurring program changes and space planning considerations in schools not undergoing full modernization.
- E. In May 2013, the Ed Spec project team began a series of focus group conversations with PPS high school teachers and administrators interested in how building design affects teaching and learning to provide input on what physical elements schools of the future should have to provide 21<sup>st</sup> century education. High school teachers participating in the highly successful ModLE learning symposium in February 2012 were invited to take part in the three focus group meetings for teachers on comprehensive high schools. Teachers were also invited by their principals and colleagues to be part of the conversations. Leadership from the Office of Schools and District Operations provided additional feedback on the initial drafts of the comprehensive high school area program and Ed Specs.
- F. The Comprehensive High School Ed Specs strive to balance the aspirations of the PPS Education Facilities Vision, the design and program principles expressed in the high school Ed Spec focus group meetings, capital budget, building and site constraints, and program variations by providing some of preferred and optional spaces that individual schools can choose from during master planning to fulfill the specific programmatic needs of each high school.
- G. The Board of Education affirms the need for each comprehensive high school to provide career preparation and technical education opportunities for all its students. Success of career learning opportunities in comprehensive high schools benefit from a strong program foundation resourced by insights into future career trends, student interest, availability of certified staff, and sufficient space and equipment related to the career related learning experience each school intends to offer. Providing career-related learning spaces identified through individual school schematic design processes that are supported by spaces such as maker spaces and labs appropriate to each high school program are an essential element of fully modernizing Portland Public Schools portfolio of comprehensive high schools.

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- H. The Superintendent recommends adoption of the Comprehensive High School Education Specifications by the Board of Education.

**RESOLUTION**

1. The Board affirms the design principles and area program allocation process of the Ed Spec as well as the input received from teachers and administrators to inform the development of the Comprehensive High School Ed Spec.
2. The Board adopts the Comprehensive High School Education Specifications dated January 27, 2014, provided as Attachment A to this Resolution as amended by Attachment 2 to the Superintendent's recommendation dated February 3, 2014.

Attachment A: Comprehensive High School Education Specifications dated January 27, 2014.

*C. Sylvester / J. Owens*

**RESOLUTION 4872**

Resolution to Declare Hollyrood at Beverly Cleary Nut-Free

**RESOLUTION**

The Board directs that Hollyrood at Beverly Cleary be declared nut-free through the end of the 2013-2014 school year and declares an emergency. Resolution failed.