

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

INDEX TO THE MINUTES  
REGULAR MEETING

November 26, 2012

Board  
Action  
Number

Page

Personnel

4675	Election of First-year Probationary Teachers (Part-time).....
4676	Election of Second-year Probationary Teachers (Full-time) .....
4677	Appointment of Temporary Teachers and Notice of Non-renewal.....

Purchases, Bids, Contracts

4678	Revenue Contracts that Exceed \$25,000 Limit for Delegation of Authority.....
4679	Expenditure Contracts that Exceed \$150,000 Limit for Delegation of Authority.....

Other Matters Requiring Board Action

4680	Boundary Change for Llewellyn and Duniway elementary schools.....
4681	Settlement Agreement .....
4682	Minutes.....

November 26, 2012

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 6:00pm at the call of Co-Chair Martin Gonzalez in the Board Auditorium of the Blanchard Education Service Center, 501 N. Dixon St, Portland, Oregon.

There were present:

Pam Knowles  
Ruth Adkins  
Bobbie Regan  
Trudy Sargent  
Martin Gonzalez, Co-Chair  
Matt Morton - *absent*  
Greg Belisle, Co-Chair

Alexia Garcia, Student Representative

Staff

Carole Smith, Superintendent  
Jollee Patterson, General Counsel/Board Secretary  
Caren Huson-Quiniones, Board Senior Specialist

**LENT CHOIR**

The Lent Choir, directed by Mike McLeron, performed two numbers. Mr. McLeron stated that he has been with the District for six years, and in addition to directing the choir, he is a 7/8 grade math teacher. He appreciated the support of his administrators.

**SUPERINTENDENT'S REPORT**

Superintendent Smith thanked the citizens of Portland for approving the Capital Facilities Bond; a video was shown of the bond kick-off celebration at Lewis School. Superintendent Smith thanked teacher Elena Garcia-Velasco for having served as Oregon Teacher of the Year for the past year. Ms. Garcia-Velasco announced that she would be receiving the Medalla de la Orden de Isabel la Católica (named after Queen Isabella) civilian award from Spain. The medal is a civil honor for strengthening the ties of friendship between Spain and other countries and she was deeply honored. Ms. Garcia-Velasco commented that it had been an overwhelming year and that she was not used to all of the recognition. The Teacher of the Year Award was not about her, but about the students. She asks her students to stretch so that they can take their place in the world. Ms. Garcia-Velasco added that she works with incredible teachers who also deserve recognition. Her message is that students are always the most important people and we need to pay attention to what they need and respond in programs for them. If something doesn't work, we have the power to change that.

Superintendent Smith announced that Interpretation and Translation Services has been working on the PPS Language Line so that all parents have access to PPS. We now have a dedicated staff that is on hand in six major languages who take about 100 phone calls a month.

November 26, 2012

### **STUDENT REPRESENTATIVE'S REPORT**

Student Representative Garcia read her report into the record. The report focused on: nutrition and school lunches; student evaluations; and, her participation in a trip to Qatar for an environmental MUN conference;

### **PUBLIC COMMENT**

Larry Metzger informed the Board about monolithic domes which cost less per square foot to create. The savings on heating, cooling and maintenance will pay for the structure of the building in 20 years.

### **MULTNOMAH EDUCATION SERVICE DISTRICT**

Jim Rose, Chief Operations Officer for MESD, along with their Director of Health and Social Services, provided an overview of the annual MESD accountability report.

### **COMPREHENSIVE ANNUAL FINANCIAL REPORT**

Sharie Lewis, Director of Accounting, stated that the Board had two financial reports in front of them. Ms. Lewis reviewed her staff report and commented that we had one finding this year: a significant deficiency for the lack of internal control on Procurement Cards. Staff was already in the process of changing the Procurement Card policy.

Director Sargent questioned the change in self-insurance funds so that now it appears only as Workers Compensation. Ms. Lewis replied that Workers Compensation is employee related; self-insurance funds are not employee related. Director Sargent requested that the CAFR contain the total dollar amount the District spends in a year be clearly stated. Ms. Lewis responded that she would add that information into the CAFR; the District had \$550 million in expenditures and \$545 million in revenue.

### **FIRST READING: PURCHASING POLICY AMENDMENTS**

Elaine Holt, Procurement Director, reported that the proposed purchasing policy amendments were required by law. Jeff Condit, Miller Nash, stated that there is a statutory requirement that after each biennial session of the state legislature, the Board is to review those rules and decide which ones to incorporate into their rules. Method of Selection of Architect was a major change and the process now requires selection based on qualification and a negotiated price after the architect is selected. This change was approved by the legislature. An architect will go through the District's standard Request for Proposal process, but they do not have to provide a dollar quote. PPS will rank the proposals and then select the architect and then negotiate on a reasonable price.

Co-Chair Belisle questioned Exhibit B and life-cycle costs, asking if the District is able to consider those costs under exceptions with competitive bidding. Ms. Holt responded that any time it was practical to do competitive bidding, they will do it. Mr. Condit added that Mr. Belisle was referring to the specific findings for the exceptions and that they would not apply to the standard construction process. Life-cycle costing was definitely something the Board could consider.

November 26, 2012

### **ENROLLMENT BALANCING – LLEWELLYN/DUNIWAY**

Regional Administrator Larry Dashiell reported that Llewellyn was overcrowded and Duniway has space. Staff was recommending reassigning the portion of the Llewellyn attendance area south of SE Tacoma Street and West of SE 17<sup>th</sup> Avenue to Duniway Elementary School. Several community meetings were held on this topic. Judy Brennan, Director of Enrollment and Transfer, reviewed the implementation plan, adding that the change would begin in September 2013 for new PPS students. The estimated results of the boundary change will result in 500 students at each school within five years. The boundary lines will be simplified and no additional transportation routes will be needed. Also, there will be no change in the middle and high school feeder patterns. The only challenges that will remain is that the boundary change will not bring relief to Llewellyn fast enough and it also isolates the south of Tacoma community from the rest of Sellwood/Westmoreland. The Springwater trail was the only feasible option for biking/walking.

### **OREGON SCHOOL BOARD ASSOCIATION ELECTION**

The Board voted 6-0 in support of Director Regan serving on the OSBA Board Position 17. Director Regan moved that Doug Montgomery serve in OSBA Board Position 19. The Board voted 6-0 for Mr. Montgomery.

The Board requested that the vote on the OSBA Legislative Agenda occur at their December 17, 2012 meeting.

### **Adjourn**

Co-Chair Gonzalez adjourned the meeting at 7:33pm.

November 26, 2012

Personnel

The Superintendent RECOMMENDED adoption of the following items:

Numbers 4675 through 4677

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

November 26, 2012

**RESOLUTION No. 4675**

Election of First-year Probationary Teachers (Part-time)

**RECITAL**

On the advice of the Chief Human Resources Officer, the Superintendent recommends that the teachers listed below be elected as First-year Probationary Teachers.

**RESOLUTION**

The Board of Education accepts the Superintendent's recommendation, and by this resolution hereby elects as First-year Probationary Teachers for the school year 2012-13 the following persons, subject to the employment terms and conditions set out in the standard form contract approved by legal counsel for the District and with all to be placed on the applicable Salary Guide that now exists or is hereafter amended:

*Part-Time*

First	Last	ID
Amparro	Barretto	021152

S. Murray

**RESOLUTION No. 4676**

Election of Second-year Probationary Teachers (Full-time)

**RECITAL**

On the advice of the Chief Human Resources Officer, the Superintendent recommends that the teachers listed below be elected as Second-year Probationary Teachers.

**RESOLUTION**

The Board of Education accepts the Superintendent's recommendation, and by this resolution hereby elects as Second-year Probationary Teachers for the school year 2012-13 the following persons, subject to the employment terms and conditions set out in the standard form contract approved by legal counsel for the District and with all to be placed on the applicable Salary Guide that now exists or is hereafter amended:

*Full-Time*

First	Last	ID
Julie	Becker	020269
Shannon	Foxley	020160

S. Murray

November 26, 2012

**RESOLUTION No. 4677**

Appointment of Temporary Teachers and Notice of Non-renewal

**RESOLUTION**

The Board of Education accepts the recommendation to designate the following persons as temporary teachers for the term listed below. These temporary contracts will not be renewed beyond their respective termination dates because the assignments are temporary and District does not require the teachers' services beyond completion of their respective temporary assignments.

<b>First</b>	<b>Last</b>	<b>ID</b>	<b>Eff. Date</b>	<b>Term Date</b>
Christopher	Buehler	020623	8/29/2012	12/1/2012
Grace	Butler	021366	10/25/2012	6/19/2013
Matthew	Carlson	020603	11/12/2012	5/15/2013
Leslie	Dorobek	018211	11/26/2012	6/19/2013
Paula	Dougherty	000961	1/2/2013	6/19/2013
Kala	Goodman	019066	11/5/2012	4/16/2013
Katharine	Grunseth	019932	10/22/2012	6/19/2013
Klarissa	Hightower	021359	10/24/2012	6/19/2013
Jennifer	Jangula-McNabb	016130	11/26/2012	2/12/2013
Brian	McKenzie	021395	11/13/2012	2/16/2013
Virginia	Moayyad	020794	11/8/2012	3/23/2013
Christine	Moore	018005	8/29/2012	1/2/2013
Michele	Mulvihill	017940	8/29/2012	11/25/2012
Olufunmilola	Ologuntoye	021357	10/6/2012	6/19/2013
Keenan	Wells	021382	11/5/2012	6/19/2013
Sarah	Wood	021381	11/13/2012	01/05/2013

*S. Murray*

November 26, 2012

Purchases, Bids, Contracts

The Superintendent RECOMMENDED adoption of the following items:

Numbers 4678 and 4679

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



November 26, 2012

**RESOLUTION No. 4678**

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 CONTRACTS**

No New 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>
Reynolds School District	07/01/12 through 06/30/12	IGA/R 59488	Columbia Regional Program will provide classroom services for regionally eligible deaf/hard of hearing RSD students.	\$202,500	H. Adair Fund 299 Dept. 9999 Grant S0031
Parkrose School District	10/01/12 through 06/30/12	IGA/R 59519	Pioneer School will provide an educational program based on a particular PSD student's IEP.	\$40,000	M. Pearson Fund 101 Dept. 5414

**AMENDMENTS TO EXISTING CONTRACTS**

No Amendments to Existing Contracts

**LIMITED SCOPE REAL PROPERTY AGREEMENTS and AMENDMENTS**

No Limited Scope Real Property Agreements and Amendments

*N. Sullivan*

November 26, 2012

**RESOLUTION No. 4679**

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**

<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>
Playworks Education Energized	08/29/12 through 06/30/13	Personal Services PS 59417	District-wide: Recess and after-school student management and behavioral support services at 11 schools.	\$286,000	W. Campbell Various chartfields
Self Enhancement Inc.	09/01/12 through 06/30/13	Personal Services PS 59427	Jefferson HS: In-school support and advocacy services designed to raise achievement, on-time grade promotion, and graduation for 237 students.	\$830,000	L. Poe Funds 101 & 205 Dept. 5431 Grant G1248

**NEW INTERGOVERNMENTAL AGREEMENTS ("IGAs")**

No New IGAs

**AMENDMENTS TO EXISTING CONTRACTS**

<b>Contractor</b>	<b>Contract Term</b>	<b>Contract Type</b>	<b>Description of Services</b>	<b>Amendment Amount, Contract Total</b>	<b>Responsible Administrator, Funding Source</b>
Kings Delight	07/01/12 through 06/30/13 Year 2 of Contract	Material Requirements MR 58872 Amendment 1	District-wide: One-year extension of contract for commodity processing (chicken), as needed.	\$370,000 \$500,000	G. Grether-Sweeney Fund 202 Dept. 5570

*N. Sullivan*

November 26, 2012

Other Matters Requiring Board Action

The Superintendent RECOMMENDED adoption of the following items:

Numbers 4680 through 4682

During the Committee of the Whole, Director Belisle moved and Director Adkins seconded the motion to adopt Resolution 4680. The motion was put to a voice vote and passed unanimously (vote: 6-yes, 0-no, with Director Morton absent and Student Representative Garcia voting yes, unofficial).

Director Regan moved and Director Sargent seconded the motion to adopt Resolutions 4681 and 4682. The motion was put to a voice vote and passed unanimously (vote: 6-yes, 0-no; with Director Morton absent and Student Representative Garcia voting yes, unofficial).

November 26, 2012

## RESOLUTION No. 4680

### Boundary Change for Llewellyn and Duniway elementary schools

#### RECITALS

- A. Each year, Portland Public Schools analyzes student enrollment at each of our schools and prioritizes actions for schools that are larger or smaller than target sizes in order to improve equity of access to rigorous programs. Due to district resource constraints, a limited set of changes can be completed in any given school year.
- B. Enrollment at Llewellyn Elementary School has grown by 58% in the past five years, due to a boundary change in 2007 and higher rates of neighborhood students choosing to attend the school. Numerous facility changes have been made to accommodate additional students, however, the school is currently operating at 110% of capacity.
- C. Duniway Elementary School's neighborhood has remained stable, with only minimal growth in the past five years, while the school has relied on transfers each year to maintain valuable programs.
- D. Eight meetings were held at Llewellyn, Duniway and Sellwood schools from January through November 2012. PPS stakeholder participation protocols were used to plan and carry out meetings, as well as other opportunities for input. Outreach occurred through news advisories and fact sheets (distributed to media, neighborhood associations and local pre-K providers), PPS Pulse e-newsletter, PPS web site and social media; school websites, school auto-dialers, meeting fliers and parent-to-parent efforts.
- E. The Superintendent's recommendations will provide enrollment relief to Llewellyn through boundary change to Duniway.
- F. The boundary would begin in September 2013, and follow implementation guidelines listed in policy 4.10.045-P.
- G. As a result of the proposed changes enrollment is expected to fall to sustainable levels at Llewellyn while increasing at Duniway, reducing dependence on transfers at that school.
- H. Boundary change factors listed in policy 4.10.045-P considered as part of this process were:
  - Compact boundaries: The area proposed for boundary change is not as near to Duniway as other portions of the Llewellyn boundary. However, other areas that are close to Duniway are also very close to Llewellyn, making it difficult to achieve equal compactness for both boundaries.
  - Stable feeder patterns: Both Llewellyn and Duniway feed Sellwood Middle School and Cleveland High School, so there are no feeder pattern impacts with this change.
  - Diversity: Based on 2011-12 data, the rate of students who qualify for free and reduced-price meals is 21% at Llewellyn and 15% at Duniway. The area proposed for boundary change has a free and reduced-price lunch rate of 15%. The change will not have a significant impact on the economic diversity of either schools.
  - Optimal facility use: Without this boundary change, Llewellyn will need additional facility changes to accommodate students. Balanced enrollment of about 500 students on each campus will allow each building to operate at 85%-95% of capacity.
  - Enrollment stability:
    - ✓ The proposed changes would not impact special education classrooms at Llewellyn
    - ✓ The proposed change will move an area that was shifted from Duniway to Llewellyn in 2007 back to Duniway
    - ✓ Limited student impact: As the Llewellyn neighborhood continues to produce higher student enrollment than forecast, this boundary change moves a larger area out of Llewellyn than was moved into it in 2007. While enrollment will be monitored each

November 26, 2012

year, the objective for this boundary change is to not have to move additional areas from Llewellyn to Duniway for at least 3 years.

**RESOLUTION**

1. The Board accepts the recommendation forwarded by Superintendent Smith to assign the portion of the current Llewellyn Elementary School boundary located south of S.E. Tacoma Street and west of S.E. 17<sup>th</sup> Avenue to Duniway Elementary School, beginning in September 2013.
2. The Board acknowledges and appreciates the parents, teachers, students, community members and neighborhood association representatives who have provided vital information and feedback throughout this process.
3. The Board directs staff to develop implementation plans for smooth student and staff transitions.

*S. Higgens*

**RESOLUTION No. 4681**

Settlement Agreement

**RESOLUTION**

1. The authority to pay \$49,900 is granted in a settlement agreement for employee KDM to resolve claims brought under Workers' Compensation. An additional \$100 is awarded for a voluntary termination of employment as part of the agreement.
2. This expenditure will be charged to the District's self-insurance fund 601.

*J. Patterson / B. Meyers*

**RESOLUTION No. 4682**

Minutes

The following minutes are offered for adoption:  
October 29 and November 5, 2012