

School District No. 1J, Multnomah County, Oregon
Board Committee Meeting of May 16, 2019

INFORMAL MINUTES

A meeting of the Board's Policy and Governance Committee meeting came to order at 4:05 pm at the call of Chair Brim-Edwards in the Willamette Conference Room at the Blanchard Education Service Center, 501 N. Dixon Street, Portland, Oregon, 97227.

There were present:

Committee Members

Julia Brim-Edwards-Committee Chair
Amy Kohnstamm-by phone
Rita Moore
Mike Rosen

Staff and Other Attendees

Paul Anthony, Board Member
Robyn Farone-School Partnerships Manager
Jonathan Garcia-Chief Engagement Officer
Claire Hertz-Deputy Superintendent, Business and Operations
Mary Kane-Senior Legal Counsel
Rachel Lent- Paralegal
Rosanne Powell-Senior Board Manager

Update on committee calendar

The committee reviewed the proposed calendar for the year. The process for working with the Oregon School Board Association (OSBA) will start later in the summer. Right now they are reviewing policies for recommended changes, and sending back in batches. They will likely start with the Policy on Policies, then the chapters on Community and Board of Education. Chair Brim-Edwards would like to be able to retain some policies that have been written to reflect our values, history and culture (e.g., the Complaint Policy and the Equity Policy. .

There was discussion on the timing of the student conduct policy, and how to have meaningful input from families, with summer break so close. Mary Kane shared there is a committee working on revising the Student Rights and Responsibilities Handbook, which includes students and school staff, and will be less punitive and more restorative than it is now. She stated the handbook will need to be finalized over the summer so it can be ready for the start of school. Director Moore does not think it is possible to do meaningful family engagement before the summer break in time to meet the start of year deadline. Chair Brim-Edwards asked if next year's handbook distributed at the start of the year, could be in effect through December 31st, to allow the committee to approve the revised student discipline policy following meaningful family engagement. The committee continued to discuss the timeline for revision of the handbook and policy and asked Mary Kane to find out if there could be a new handbook starting January 1, if there is anything in the handbook that needs to be aligned with statute, if the board needs to approve the handbook and if the proposed changes could be done only in the Administrative Directive. The committee would also like the District Student Council to provide input. Mary Kane will bring a proposed timeline back to the next committee meeting.

In response to a recommendation from the Secretary of State's audit, there was discussion on creating a policy on expenditures. Rachel Lent will check to see if OSBA has a policy on this for the next meeting.

Fundraising policy discussion

Jonathan Garcia shared revisions to the Fundraising Policy, and provided a history of various policies and directives that have been in place. This policy is being brought to the committee so that there is a basic policy in place as PPS starts its new Foundation, the Fund for Portland Schools. There was discussion on whether to address the topic of fundraising for full time equivalent (FTE) in the policy. Mary Kane suggested adding a definition section to the policy, and Chair Brim-Edwards agreed. There was discussion that these would be initial revisions to create a transitional policy, with a comprehensive discussion and creation of a revised policy in the fall. Director Moore would like to have a broader discussion about school foundations at a later date, as part of the recommendation in the fall. Jonathan Garcia noted there is very little official guidance on how foundations operate, with much of the current practice stemming from board resolutions or staff memos. Claire Hertz suggested agreed that PPS should require a registration process for independent foundations that use the district's name. There was discussion on whether to put parameters on funding FTE, and Director Anthony thought the definition of staff in the policy was too narrow as sometimes funds are used for contracted personnel. Most of these issues will be part of the comprehensive policy review in the Fall.

Public comment on Student Representative Policy

Chair Brim-Edwards shared student public comment on the process for electing the student representative on the board. No changes to the policy were made based on this public comment, however, Chair Brim-Edwards will respond to the student and introduce him to Jonathan Garcia so that he can work with the District Student Council as they draft their by-laws and make other policy recommendations. .

Contingencies and Reserves Policy

The committee reviewed the Community Based Review Committee's (CBRC) public comments on the proposed revisions in their annual report. The committee approved adding new language about adding the reserve targets in the long range financial plan, as well as language that states if reserves are used, then there must be a plan to replenish them within three fiscal years. Claire Hertz explained the difference between contingency, reserves and beginning fund balance. Chair Brim-Edwards wants to move it out of committee and to a first reading. The committee agreed. Roger Kirschner said the CBRC was fine with the changes.

No Public Comment.

Chair Brim-Edward adjourned the committee at 5:37 pm.

Submitted by:

Rosanne Powell, Senior Board Manager
PPS Board of Education