

**School District No. 1J, Multnomah County, Oregon
Board Committee Meeting of February 21, 2019**

INFORMAL MINUTES

A meeting of the Board's Policy and Governance Committee meeting came to order at 8:32am at the call of Chair Brim-Edwards in the Board Auditorium at the Blanchard Education Service Center, 501 N. Dixon Street, Portland, Oregon, 97227.

There were present:

Committee Members

Julia Brim-Edwards, Chair
Amy Kohnstamm
Rita Moore - *absent*
Mike Rosen

Staff

Liz Large-Interim General Counsel
Stephanie Soden-Chief of Staff
Stephanie Cameron, Senior Director Communication and Public Affairs
Joe Crelier, Director Risk Management
Mary Kane, Senior Legal Counsel
Rachel Lent, Paralegal
Claire Hertz, Deputy Superintendent, Business and Operations

Committee Work Plan

Chair Brim-Edwards reviewed the 2018-19 Policy and Governance Committee Work Plan. During a discussion around a Student Outcomes Policy, General Counsel Liz Large indicated that any new policies should begin in this Committee. Ms. Brim-Edwards added if there were policies the Committee was going to consider changing or present new ones, this Committee was the place to do so. Director Kohnstamm stated that the Committee would also be a good place to compare our policies and practices, as they are different.

Civic Use of Building Fees and Title 1 Schools

Chair Brim-Edwards suggested that language around a fee waiver should be included in the Administrative Directive. Currently, the policy does not allow for waivers. Staff and the Board will review this issue at a later date with an overarching statement and how it would play out. Deputy Superintendent Claire Hertz would bring forward a recommendation.

New Proposed Age and Grade Level at Entrance Policy

Judy Brennan, Director of Enrollment and Transfer, reported that a policy was being proposed for Age and Grade Level at Entrance. Currently, staff is working on the wording for the policy. Senior Counsel Mary Kane added that information will be gathered from stakeholders in different departments. Ms. Brennan added that the guidelines need to be clarified as staff hasn't always been able to be consistent in their decisions. The Committee unanimously agreed to move the policy to the full Board for a First Reading.

Field Trip Policy

Chair Brim-Edwards reported that more amendments had been added and that an additional First Reading would be required. Sean Egusa read a letter from Oya no Kai into the record. The Committee unanimously agreed to move the policy forward with a First Reading before the full Board.

Notification / Communication

When Policies and Administrative Directives are proposed, changed, or rescinded, they will be owned by a member of the Senior Leadership Team. It is that person's responsibility to initiate appropriate notification and once Policies and Administrative Directives are established or revised, the Department of Communications and Public Engagement will be responsible for appropriate formal communications. Paralegal Rachel Lent will own the chart of Policies and Administrative Directives.

Chair Brim-Edwards adjourned the meeting at 10:14am

Submitted by:

Caren Huson Quiniones, Board Clerk
PPS Board of Education