

**School District No. 1J, Multnomah County, Oregon
Board Committee Meeting of November 29, 2018**

INFORMAL MINUTES

A meeting of the Board's Policy and Governance Committee meeting came to order at 8:35 am 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-Chair

Rita Moore

Mike Rosen

Staff

Judy Brennan-Director, Enrollment and Transfer

Stephanie Cameron-Director, Communications and Public Engagement

Joe Crelieu-Director, Risk Management

Guadalupe Guerrero-Superintendent

Mary Kane-Senior Legal Counsel

Liz Large-Interim General Counsel

Rosanne Powell-Senior Board Manager

Scott Whitbeck-Assistant Area Superintendent

Board consultation and review of materials prior to board action

Chair Brim-Edwards shared some proposed protocols for reviewing materials prior to board action. Director Moore would like to avoid revisiting topics several times prior to a vote. Chair Brim-Edwards replied they could continue to adjust, with the goal to provide visibility to the public. The committee agreed to discuss at upcoming board retreat.

Policies currently in public comment period

There has been no public comment on the policies recommended for rescission. Director Kohnstamm provided feedback on the Employee Suggestion Awards Program Policy 5.10.040. Sharon Reese confirmed there can still be an employee suggestion awards program without a policy. The committee agreed to move the policies recommended for rescission forward to the next board meeting for final action.

There has been no public comment on the revisions to the District Performance Auditor Policy 1.60.040-P. The two performance auditor positions will be posted. It was clarified that the two community members of the Audit Committee would be ex-officio. There was discussion on who would supervise the performance auditors and how the positions would be structured and supported. There was discussion on how information how audit outcomes would be shared with departments to going to the board. Claire Hertz clarified that departments would be given the opportunity to review and check for accuracy. The committee agreed to remove the phrase "dotted-line" in the reporting structure and add "ex-officio" to the description of the community members on the audit committee. Director Moore stated she did not think it was ready to move forward for a second reading. Chair Brim-Edwards would like to move forward, with the understanding it could be amended. Claire Hertz stated it was necessary to move forward so that it can inform the auditor positions she would like to fill. There will be an announcement of

the audit committee formation and the openings for ex-officio audit committee community members at the board meeting. The committee agreed to move forward.

Public comment has closed for the proposed new Professional Conduct between Staff and Students Policy. The Portland Association of Teachers (PAT) has demanded to bargain. Director Moore shared concerns that some areas of the policy references volunteers and others do not, and does not want to create loopholes. Liz Large clarified that the policy states at the beginning that it applies to volunteers. Staff is working with PAT to hear what they want to see changed in the proposed policy. There is a request to post the most recent version in the public comment section.

Notification/Communication of new policies and administrative directives

Stephanie Cameron shared a draft process of how to notify staff and community of new or revised policies. There are different tiers of communication based on impacted communities. Chair Brim-Edwards wants to see a separate or more detailed process on student and family engagement and have administrative directives shared with the board when they are communicated out. Stephanie Cameron will make adjustments. Chair Brim-Edwards asked that the draft process be shared with the full board.

Policies recommended for rescission or first readings

There were no new policies recommended for rescission. There was discussion on the timing of rescinding policies with our upcoming work with the Oregon School Boards Association. Liz Large stated that an investment of time and effort had already been done and it was a fairly easy clean up.

The committee discussed the revised field trip policy. There was discussion on of out of state and foreign travel and the inequities in the schools who participate. There was also discussion on how communication is provided for non district sponsored trips, including no longer allowing marketing of third party travel opportunities. Teachers will no longer be allowed to use district resources, including district email, to notify students of non-district sponsored travel. Director Moore wondered if the district should allow an out of country trip to be scheduled, if there were students unable to participate because of an inability to get a passport. The committee discussed whether to move to a first reading and asked staff to think about options for this. There was discussion on whether to not allow extended trips during the school year and not sponsor foreign trips. The policy will go to a second reading following input from staff.

Staff brought forward a change to the Reimbursement of Expenses-Board of Directors Policy which would no longer allow for board members to receive a stipend for expenses, in order to comply with state law. The policy will be revised to allow only reimbursement of expenses. Director Moore stated concern about the record keeping burden on board and staff and would like to appeal to the legislature to change the law.

Liz Large shared that the reasons for making revisions to the Student Representatives Policy provide a technical fix that could potentially disrupt quorum requirements. The committee recommended moving to a first reading.

Staff has proposed revising the Cash Investment Policy to no longer require annual adoption, but instead have quarterly financial reports to the board. Roger Kirschner would like to see an increased limit of the Oregon Short Term Fund.

There was discussion on the proposed revisions to the Student Assignment to Neighborhood Policy which would change the current practice of allowing legacy rights after a boundary change, to instead required new student assignments to be implemented within a year of the change. There was discussion on what exceptions would be allowed. Director Moore expressed concern when policies have too many exceptions, they become unuseful and would like to focus on decisions that benefit the district overall, not just a few students. Judy Brennan will propose some language and bring back to the next committee meeting.

Chair Brim-Edwards adjourned the meeting at 10:35am

Submitted by:

Rosanne Powell, Senior Board Manager
PPS Board of Education