

**Portland Public School District 1J, Multnomah County, Oregon
Board of Education's
Policy and Governance Task Force**

**January 5, 2018
Informal Minutes**

The meeting of the Board's Policy and Governance Task Force convened on the above date at 8:05 am at the call of Chair Julia Brim-Edwards, in the Willamette Conference Room of the Blanchard Education Service Center, 501 N. Dixon St., Portland, Oregon, 97227.

There were present:

Board

Julie Brim-Edwards-Chair
Mike Rosen
Paul Anthony
Rita Moore

Staff

Kylie Rogers-Chief Human Resources Officer
Liz Large-Interim General Counsel
Mary Kane-Senior Legal Counsel
Ryan Vandeyhey-Public Records Officer
Lidia Lopez Gamboa-District Complaint Coordinator
Rosanne Powell-Senior Board Manager

Public Records Policy Update

There was a brief update on the status of the public records policy revision. Chair Brim-Edwards said staff is seeking feedback from the various employee groups on this policy. There will be a finalized policy and Administrative Directive coming from staff which will comply with changes in the law.

Nepotism policy

Chair Brim-Edwards shared the need to develop a policy on nepotism and consensual relationships in the work place. The Oregon School Board Association (OSBA) has some examples but they do not quite fit the needs of the District. Kylie Rogers is looking at Oregon State University's (OSU) as well as some other samples. Director Moore asked if this would be under the larger umbrella of a Conflict of Interest Policy. Kylie Rogers said that yes, she has found examples that support that, including one for Bloomington School District. Director Moore would like to see that Portland Public Schools Policy numbers align with the naming scheme used by OSBA. The Committee reviewed examples shared by Kylie Rogers. Chair Brim-Edwards would like to combine both the examples from Bloomington and OSU to draft a policy, and include a change in the current Administrative Directive to not allow supervisors in a chain of command where they could still hold influence. The proposed policy and Administrative Directive will come back to the committee. The committee would also need to identify mitigation for current situations prior to the adoption of the policy. Director Moore would like to see how a relative is defined.

Naming Policy

Chair Brim-Edwards provided background on the complaint regarding the Franklin Quaker nickname. The Superintendent has asked the committee to look at the policy as the current one does not provide guidance on mascots or nicknames. They would like to come up with an overarching application that would give guidance for school symbolism. The legal department would work on revising this policy and Administrative Directive. Chair Brim-Edwards would like to look at both Oregon State and the University of Oregon's policies as examples. Mia Piasano stated that it is her opinion that the current policy disallows using Quaker as a nickname and that the only use of the word is a religious one. She could not find any clause that would grandfather the use of the name. Lidia Lopez Gamboa can provide the notebook of

background information to the General Counsel for review. The complainants agreed to suspend their request for the Board to vote to hear the appeal in order to allow the committee to work on the policy and Administrative Directive and to research issues raised in the complaint.

Complaint Policy

Chair Brim-Edwards shared the need for the Portland Public Schools Complaint Policy to comply with state law. The committee reviewed a revised draft policy and Administrative Directive. The Administrative Directive will add in timelines per the state requirements. Kylie Rogers stated that personnel complaints follow the Human Resources process for resolution and do not have the same timelines as outlined in the formal complaint process. Director Moore would like to reconsider the Ombudsman position and how it is used. There was discussion on the use of specific titles within the Complaint Policy. Liz Large stated that it should be the Board policy to encourage informal resolutions to complaints and that in addition to complying with state law, it should allow for a timely way for people to resolve issues. Chair Brim-Edward said they can direct the Superintendent to develop an Administrative Directive that has a process that is community friendly and bring it back to the Board for review. This will allow the the Superintendent the opportunity to address and clarify staffing and resources and to include roles in the process. Kylie Rogers will come back with draft language for an Administrative Directive that accomplishes the objectives and include staff.

ADJOURN

Chair Brim-Edwards adjourned the meeting at 10:02 am.

Submitted by:

Rosanne Powell, Senior Board Manager
PPS Board of Education