



**SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON**  
**A meeting of the Board of Education's Policy Committee**  
**September 14, 2020**

**INFORMAL MINUTES**

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*The purpose of this document is to provide an overview of topics discussed. Anyone interested in viewing the full meeting, please visit the School Board website at <https://www.pps.net/domain/219>*

A meeting of the Board of Education's Policy Committee came to order at 4:01 pm at the call of Committee Chair Moore. This meeting was held virtually due to Covid-19 and streamed live at: <https://www.youtube.com/user/ppscomms/videos>

**There were present:**

Board Directors

Directors Bailey, Brim-Edwards, Moore; Student Representative Shue

Staff and Community Partners

Kara Bradshaw - Executive Assistant  
Shanice Clarke - Director of Community Engagement, Strategic Partnerships  
Kristen Cowden - Senior Real Estate Manager and Asset Manager  
Claire Hertz - Chief of Operations  
Mary Kane - Legal Counsel  
Rachel Lent - Paralegal  
Liz Large - Interim General Counsel  
Lidia Lopez Gamboa - Complaints Services Coordinator  
Parker Myrus - DSC Representative  
Rosanne Powell - Senior Board Manager  
David Roy - Senior Director of Communications  
Terry Proctor - Television Services  
Nathaniel Shue - Board Student Representative  
Jackson Weinberg - DSC Representative  
Dana White - Director, Planning and Property Management

**Pre-meeting**

The virtual meeting opened for attendees to arrive at 3:45 pm. No deliberation or decisions were made prior to the start of the meeting.

**Policy Updates – 4:01 pm**

Mary Kane provided an update on the community engagement for the Student Suicide Policy, noting that the team has done some engagement, and has used the new engagement framework to create a plan which they will be presenting it at the next committee meeting.

Mary Kane provided an update on the Student Discipline Policy, noting that they are still on hold with the negotiations with the Portland Association of Teachers (PAT) and that it is unknown when they will proceed. There was discussion regarding the Student Handbook, including what language is being used, how it has been distributed, and converting to a new handbook when a policy has been adopted. Mary Kane shared that the handbook is all online and reflects the old language. Director Moore requested a Parent and Teachers Association (PAT) negotiations status update. She also requested a memo that outlines the impact of the whole policy practices at school level, whether the PAT issues are separable from the rest of the policy, and what the implications of moving the whole policy forward for consideration.

**Complaint Policy Redline – 4:15 pm**

Stephanie Soden-Back provided an overview of the revisions in the draft Complaint Policy, noting that there were three changes originally suggested by the district, as well as some legislative changes. There

was discussion regarding language to specify the type of assistance that would be provided to complainants, without implying legal assistance. There was discussion regarding allowing duplicate complaints on the same matter. It was noted that if there was new evidence then a rehearing could be requested. Director Moore requested that the language be revised to be explicit regarding what constitutes a duplicate complaint. Director Brim-Edwards suggested that there be an addition to the policy stating that all parties will receive copies of the same materials that the board has receives, as long as it doesn't violate privacy laws. There was discussion regarding where the requested language could be included. Director Moore suggested that there be language clarifying when a meeting would be public and when it would occur in executive session. There was discussion regarding the workplace harassment hotline. Director Moore requested language that provides information regarding available alternatives to the formal complaint process.

Director Moore drafted language for section D which states that once the formal complaint process begins that board members should refrain from direct contact with a complainant. There was discussion regarding the draft language, including what constitutes outside investigation. Director Moore stated that she doesn't believe that any board member should speak directly to the complainant, and that if they have a question about the information that it should be asked of staff so that they can provide the response to the question sharing the answer with the full board. Director Brim-Edwards requested the draft policy as a word document.

Shanice Clarke introduced the policy engagement plan. Stephanie Soden-Back shared that they believe that they should conduct thorough engagement, and that they anticipate that it will take to the end of the year. There was discussion regarding the engagement plan, including how to make it feel safe to share and provide feedback on the process, especially for people who have been through the process. Shanice Clarke shared ways that they work to make the engagement process inclusive and safe. There was discussion regarding whether the engagement would be specifically on the suggested changes, or on the full policy. Stephanie Soden-Back stated that the plan was to request feedback on the full policy. Director Moore requested a status report at the November meeting, which would include the best guess of how long it will take to complete the engagement process.

### **Real Estate Policy - 5:30**

Liz Large provided an overview of the three types of edits that were made to the policy, including technical edits, the committee's suggestions regarding below market terms, and Oregon School Board Association (OSBA) policy overlay.

There was discussion regarding suggested language for under market value decisions. Director Bailey requested that the language state that there is a net benefit for the sale of any property. There was discussion regarding the language allowing for under market value property sales specifically. Liz Large shared that it was language that came from Oregon School Board Association (OSBA) and that it's meant to be an exception. Director Moore shared that the policy was originally intended to prevent the district from selling property in a time of low enrollment. Director Brim-Edwards stated that they should separate the reduction of a lease and the criteria for below market sale, as one is temporary and one is permanent. There was discussion regarding the language for Racial Equity and Social Justice (RESJ) application in the draft policy, and whether it communicates the intended idea.

### **Committee Agenda and Work 6:02 pm**

Will be added to the top of the agenda for the next meeting.

### **Public Comment**

None

### **Adjourn**

Committee Chair Moore adjourned the meeting at 6:04 pm.

Submitted by:

Kara Bradshaw

Kara Bradshaw, Executive Assistant  
PPS Board of Education