

Memorandum to: Board of Education

From: David Wynde, Budget Director (via Carole Smith, Superintendent)

May 15, 2013

On May 20, 2013 the Board (acting as Budget Committee) is scheduled to vote to approve a budget for PPS for 2013/14.

After the superintendent announced her proposed budget for 2013/14 and delivered the budget message on April 15, 2013, the board heard testimony from many people at four board meetings and at two budget hearings.

You heard from many parents about the impact of budget and staffing decisions on individual schools and programs. Their stories underlined an important point that the superintendent made throughout her budget message: this is not a reinvestment budget. After many years of deep cuts and employee concessions we do not yet have the resources to do all that we want to do for our students. Despite the expected increase in state funding, which we appreciate, we are not at an adequate funding level in this state.

There were also two district-wide themes in what you heard:

1. There is strong support for the PPS Racial Educational Equity Policy and pride in seeing it reflected in this budget. The policy calls for differentiation of resources and many people acknowledged that PPS was living up to this promise in this budget. People described their experience of partnership with PPS in this work and saw that work bear fruit in this budget in the staffing allocation formulas that increased FTE to schools based upon numbers of historically underserved students. There are also specific investments such as: the Portland International Scholars Academy; continued professional development around culturally responsive teaching; the establishment of a hearings officer; and funds to support the development of an affirmative action plan.
2. Two years after a significant reduction in high school staffing you heard a sense of extreme urgency from parents who want our students to have access to a full day of classes. Many people urged the board to increase the staffing in high schools to make this possible.

The testimony was a call for “both/and” where stakeholders supported both equity investments and additional staffing in high schools.

As a result, the Board directed the superintendent to provide a budget option that accomplished these things:

- Makes substantial movement toward all high school students having access to a full day (specifically, all high school students to have the opportunity to take at least 7 classes)
- Maintains equity investments
- Maintains originally proposed level of staffing at grades K-8
- Maintains proposed level of reserves
- Maintains alignment of resource allocation with Board Priorities and Policies as reflected in initial budget proposal

On May 6, 2013 the superintendent outlined an option that increased staffing in high schools by 58 teaching positions above the level described in the initial budget proposal. This would be accomplished in four ways:

- 11 positions from the staffing set aside pool had already been allocated to high schools on April 29
- 18 positions could be allocated from fall-balancing staffing set aside for kindergarten (9 positions) and K-12 (9 positions)
- 15 positions could be added, and funded by reductions to positions and programs elsewhere in the proposed budget.
- 14 positions from school-wide support at high schools could be redirected to teaching positions. This would be accomplished by moving 1.0 Directed Support and 25% of Discretionary Support to Non-Formula teaching FTE at each of the nine high schools.

The Board indicated support for this option and staff has implemented this option in school staffing.

The timing of this discussion was after the cut-off for decisions that could be reflected in the published approved budget so they are not shown in that document. The impact of the changes is, however, reflected in the spreadsheet (PPS Approved Budget 2013/14 Post Publication Revisions) attached to this memorandum and in the attachment to the resolution.

The overall total of expenditures is unchanged.

High School Instruction is increased by \$3.9 million, reflecting the increase in staffing. Elementary and Middle School Instruction is lower by more than \$900,000 each because of allocation of the set aside staffing (which was previously spread across K-12) to high schools. Instructional Support –Staff and School Administration is also lower, in part because of the set-aside allocation. Instruction – Regular is increased by \$2,057,707 to \$200,737,800 from proposed to approved. This is 9.7% higher than the current year.

Instruction (Regular and Special Programs) increases by \$1,903,249 to \$278,824,513 from proposed to approved. This is an increase of 8.7% over the current year (2012/13) figure of \$256,568,433.

The increase of 15 FTE in high schools that was not set aside or redirection of existing high school positions is funded by reductions to several centrally-budgeted expenditures. Many of these were originally proposed as strategic investments. They include: Alternative Education (elimination of additional teachers for online/blended learning), Instructional Support –Staff (elimination of peer mentor/coaches and coordinator), Operations & Maintenance of Plant (reduction in adds to security services for emergency management and background checks), Internal Services (elimination of new clerical position to support IRC and warehouse), and Technology Services (reduction in new IT project manager, cancellation of contract with service provider, shift of funding service to MESD budget).

As a result of the changes to fund high school teaching positions, Support Services is reduced by \$1,730,463 to \$181,450,785 from proposed to approved. This is 2.6% higher than the current year figure of \$176,836,631.

This approved budget continues to prioritize resources toward instruction for students.

We have included \$4.5 million in revenue from the City in the proposed budget based upon estimates of the amount that would be due to us to fund arts teachers in schools serving students in grades K-5. There are two lawsuits with the City that could compromise the ability of the City to pass through these funds to school districts. The City believes that it is likely to prevail in these lawsuits. However, given the possibility of an adverse outcome and the timing of staffing for schools, PPS and the City have reached

Category	2013	2013/14	2013/14	2013/14	2013/14	2013/14	2013/14	Ytd
Programs	179,02	3.9%	\$ 1,985,1	40%	\$ 1,985,1	40%	\$	r
Instruction Subtotal	\$ 256,568,433	55.0%	\$ 276,921,264	56.9%	\$ 278,824,513	57.2%	\$ 1,903,249	8.7%
Support Services Subtotal	\$ 176,836,631	37.9%	\$ 183,181,248	37.6%	\$ 181,450,785	37.3%	\$ (1,730,463)	2%
Total Requirements by Program	\$ 466,619,942	100.0%	\$ 487,087,882	100.0%	\$ 487,087,882	100.0%	\$	4%

Board of Education

Superintendent's Recommendation to the Board

Board Meeting Date : May 20, 2013

Executive Committee Lead : Lorenzo Poe & Jollee Patterson

Department(s): Office of Equity & Partnerships and General Counsel's office

Presenter/Staff Lead : Lorenzo Poe, Jollee Patterson & Sean Murray

Agenda Action : Resolution Policy

SUBJECT: Affirmative Action Policy & Updated Nondiscrimination Policy

BRIEF SUMMARY AND RECOMMENDATION

Staff recommends that the Superintendent present the attached Affirmative Action Policy & updated Nondiscrimination Policy for first reading on May 20, 2013.

BACKGROUND

On June 13, 2011, Portland Public Schools Racial Educational Equity Policy (2.10.010-P) was adopted by Resolution No. 4459. This Policy directs the Superintendent to develop action plans with clear accountability and metrics, including prioritizing staffing and budget allocations, which will result in measurable results on a yearly basis towards achieving the policy's stated goals. The Policy identifies six key goals. "Goal C" states:

The District shall recruit, employ, support and retain racially and linguistically diverse and culturally competent administrative, instructional and support personnel, and shall provide professional development to strengthen employees' knowledge and skills for eliminating racial and ethnic disparities in achievement. Additionally, in alignment with the Oregon Minority Teacher Act, the District shall actively strive to have our teacher and administrator workforces reflect the diversity of our student body."

In 1991, the Oregon Legislature, recognizing the disparity between its diverse student population and predominantly European-American teacher workforce, drafted the Minority Teacher Act. It reads:

The State of Oregon is committed to ethnic-racial equity and, therefore, it is the goal of the state that by the year 2001, the number of minority teachers, including administrators, employed by school districts and education service districts shall be approximately proportionate to the number of minority children enrolled in the public schools of this state.

Reviewed and Approved by Superintendent

In order to address Goal C of the Racial Educational Equity Policy, the Superintendent is presenting both (a) a revision to the District's Nondiscrimination Policy (1.80.020-P) and (b) a draft of an Affirmative Action Policy.

RELATED POLICIES / BOARD GOALS AND PRIORITIES

- 1) Portland Public Schools Racial Educational Equity Policy (2.10.010-P)
 - 2) Nondiscrimination Policy (1.80.020-P)
 - 3) 2012-2013 Board Priority B: "The Board has continued to adopt policies that further equity in the District, including the Equity in Public Contracting Policy (by July 2012) and the Affirmative Action/Diversity in Staffing Policy (by June 2013) to ensure that the District has an environment that allows for a diverse workforce and pool of contractors reflective of the community we serve."
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PROCESS / COMMUNITY ENGAGEMENT

We are engaging a variety of internal and external partners as well as content experts to solicit feedback and input.

ALIGNMENT WITH EQUITY POLICY IMPLEMENTATION PLAN

The Affirmative Action Policy directly addresses Strategy C9 of the 2012-2017 Racial Equity Plan: "Facilitate development, adoption and implementation of an affirmative action policy."

BUDGET / RESOURCE IMPLICATIONS

We are in the process of finalizing baseline data analyses. Funds have been requested for the 2013-2014 school year to develop the Affirmative Action Plan. Once the plan is finalized, we will be able to better understand and articulate the cost of implementation.

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DATE: May 20, 2013

Notice of Proposed Policy and
Public Comment for
Proposed Policy: Affirmative Action Policy

The Portland Public School District is providing Notice of Proposed Policy and Public Comment to offer interested parties reasonable opportunity to submit data or comments on the proposed policies noted below.

Public comment may be submitted in writing directly to the district or through the district Web site noted below. Written comments must be submitted by 5:00 p.m. on the Last Date for Comment listed below.

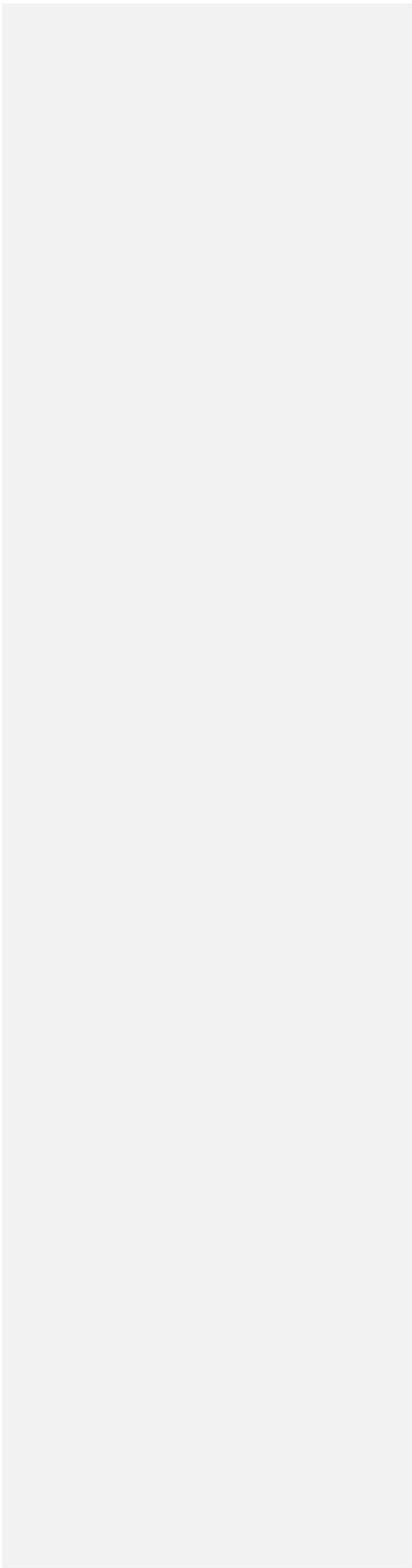
1st Reading by: Greg Belisle, Co -



BOARD POLICY

Non-Discrimination Policy

1.80.020-P





BOARD POLICY

Affirmative Action Policy

5.10.025-P

In order to close the racial achievement gap and better serve all students, Portland Public Schools staff must reflect the diversity of the students we serve. The Board of Education’s Racial Educational Equity Policy, 2.10.010-P, requires the school district to “recruit, employ, support and retain racially and linguistically diverse and culturally competent administrative, instructional and support personnel.” Oregon state law, as articulated in the Minority Teachers Act, states that “the number of minority teachers, including administrators, employed by school districts and education service districts shall be approximately proportionate to the number of minority children enrolled in the public schools of this state.” ORS § 342.437. This Affirmative Action Policy sets forth the Portland Public School District’s prohibition against discrimination, directs the Superintendent to create and implement an Affirmative Action/Equal Employment Opportunity Plan (AA/EEO Plan), and establishes the goal that the District will come into compliance with goal established by the Oregon Minority Teachers Act.

Equal Employment Opportunity

The District shall provide equal employment



BOARD POLICY
Affirmative Action Policy

5.10.025-P

Affirmative Action – Employment

In order to comply with the Racial Educational Equity Policy and the Oregon Minority Teachers Act, the District will make meaningful efforts to recruit, employ, support and retain a qualified work force that reflects the diversity of our student body. The Board expects to see measurable progress every year in reaching the goal established by the Oregon Minority Teachers Act. This goal will both help ensure a work and school environment free from discrimination, and will contribute to enhanced student performance and the elimination of the achievement gap. To this end, the Board directs the Superintendent to develop and implement an AA/EEO Plan. The Board further directs the Superintendent to designate an Affirmative Action Officer to oversee the implementation of, and compliance with, the AA/EEO Plan.

The Board expects the AA/EEO Plan to include affirmative measures designed to ensure equal employment opportunities. The AA/EEO Plan shall identify job groups that show the underutilization of staff based on race or gender within the District; set reasonable employment goals and timetables for increasing the diversity of our staff; and establish a plan of action to enable the District to reach these employment goals.

The goals articulated in this policy and the AA/EEO Plan are not rigid, inflexible quotas that must be met, but rather targets reasonably attainable by implementing best practices and applying good faith efforts. Neither this policy, nor the AA/EEO Plan, permit discrimination against any individual or group of individuals with respect to any employment opportunity for which the individual is qualified. Nothing herein is intended to sanction the discriminatory treatment of any person based on their protected status.

The Board further directs that all District employment policies, practices, and procedures will be examined periodically to ensure they are nondiscriminatory. These policies, practices and procedures are to be implemented by all administrative personnel, directors, personnel officers and anyone else who has responsibility for personnel functions. Equal employment opportunity and affirmative action are the responsibility of the entire District's workforce.



BOARD POLICY
Affirmative Action Policy

5.10.025-P

The Board directs the Superintendent to report annually on the implementation of this policy and the progress of the AA/EEO Plan.

Legal References: Minority Teacher Act, ORS 342.433 to 342.449; Federal and state laws prohibiting discrimination in employment, including, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Age Discrimination in Employment Act, and ORS Chapter 659A; No Child Left Behind Act of 2001, Pub. Law. 107-110 (2002)

Board of Education Informational Report

MEMORANDUM

Date: May 20, 2013

To: Members of the Board of Education

From: Jim Owens, Executive Director, Office of School Modernization

Thru: C.J. Sylvester, Chief Operating Officer

Subject : Bond Program Status – May 2013

In the November 2012 election, the voters approved a \$482M capital improvement bond for Portland Public Schools. The District's Office of School Modernization Staff has developed a set of performance measures to provide management information for the staff and reporting tools for the Bond Accountability Committee and the Board's oversight role. Performance metrics for the 2012 bond program are based on the Balanced Scorecard.

Attached is the Balanced Scorecard Report for the month of May 2013 which will be presented by Staff at the May 20th Board meeting. Following the presentation, the Board is welcome to ask any questions relating to the topic.

Attachment: Balanced Scorecard Report – May 2013

Narrative Comments:

<p>Color Key</p> <table border="1"> <tr><td style="background-color: #90EE90;">Good</td></tr> <tr><td style="background-color: #FFD700;">Concerns</td></tr> <tr><td style="background-color: #FF0000;">Trouble</td></tr> </table>	Good	Concerns	Trouble	<div style="background-color: #00FF00; padding: 10px; border: 1px solid black;">Overall Perspective</div>	<table border="0"> <tr> <td>Perspective</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> <tr> <td>Budget</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> <tr> <td>Schedule</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> <tr> <td>Stakeholders</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> <tr> <td>Equity</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> <tr> <td>Average</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> </table>	Perspective		Budget		Schedule		Stakeholders		Equity		Average		<table border="0"> <tr> <td>Perform</td> <td style="background-color: #00FF00; width: 20px; height: 15px;"></td> </tr> </table>	Perform	
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Average																				
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2012 Bond Projects

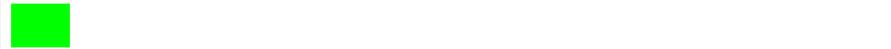
	Improvements 2013	Roosevelt HS	Faubion K8	Improvements 2014	Franklin HS	Improvements 2015	Grant HS	Improvements 2016	Improvements 2017	Improvements 2018	Improvements 2019	Program Contingency	Program Costs
Overall Project Performance													
Perspective	Budget												
Perspective	Schedule												
Perspective	Stakeholders												
Perspective	Equity												

Narrative Comments:

Good
Concerns
Trouble



Improvements 2013
Roosevelt HS
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Narrative Comments:

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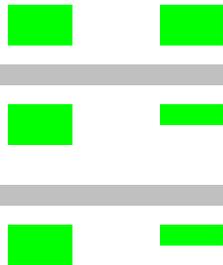
Improvements 2013 Roosevelt HS Faubion K8 Improvements 2014 Franklin HS Improvements 2015 Grant HS Improvements 2016 Improvements 2017 Improvements 2018 Improvements 2019

Strategic Objectives Performance Measures

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2 Design Meets Educational Needs
3

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Objective C
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REPORT – May 5, 2013

Expenditure Contracts Exceeding \$25,000 and through \$150,000

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200(6) (Authority to Approve District Contracts; Delegation of Authority to Superintendent) requires the Superintendent to submit to the

REPORT – May 20, 2013

Expenditure Contracts Exceeding \$25,000 and through \$150,000

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200(6) (Authority to Approve District Contracts; Delegation of Authority to Superintendent) requires the Superintendent to submit to the Board of Education (“Board”) at the “Board's monthly business meeting a list of all contracts in amounts exceeding \$25,000 and through \$150,000 approved by the Superintendent or designees within the preceding 30-day period under the Superintendent's delegated authority.” Contracts meeting this criterion are listed below.

NEW CONTRACTS

Contractor	Contract	District-wide: 15,000 Middle Grades Science Lab Notebooks.	\$28,498	M. Goff Fund 191 Dept. 5555 Project B5421	
International Business Machines Corp.	05/08/13	Purchase Order PO 113281	District-wide: IBM/TRIRIGA annual software subscription and support renewal for multiple business applications.	\$30,471	J. Keuter Fund 101 Dept. 5581
Apple Computers	05/08/2013	Purchase Order PO 113277	Sabin: Four iPad2s, one 11” MacBook Air, AppleCare extended warranties.	\$27,223	K. Logan Fund 101 Dept. 1279
McCoy Freightliner of Portland	05/07/2013	Purchase Order PO 113253	Warehouse: 2013 Dodge Sprinter; replacement of 1974 Dodge Sprinter.	\$45,290	N. Sullivan Fund 101 Dept. 5553

NEW INTERGOVERNMENTAL AGREEMENTS ("IGAs")

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
Multnomah Education Service District	09/04/2012 through 06/13/2013	Intergovernmental Agreement IGA 59791	Special Education: Enrollment of one PPS student in the Functional Living Skills Alternative Program for the 2012-13 school year.	\$87,105	M. Pearson Fund 101 Dept. 5414
Multnomah Education Service District	09/04/2012 through 06/13/2013	Intergovernmental Agreement IGA 59792	Special Education: 7 hours per school day of one-to-one Educational Assistant services to one PPS student for the 2012-13 school year.	\$42,717	M. Pearson Fund 101 Dept. 5414
Multnomah Education Service District	01/09/2013 through 06/14/2013	Intergovernmental Agreement IGA 59793	Special Education: Partial-year enrollment of one PPS student in the Functional Living Skills FLS Program.	\$28,683	M. Pearson Fund 101 Dept. 5414

AMENDMENTS TO EXISTING CONTRACTS

Contractor	Contract Term	Contract Type	Description of Services	Amendment Amount, Contract Total	Responsible Administrator, Funding Source
Funds for Learning LLC	07/01/2013 through 06/30/2014	Personal Services PS 57254 Amendment 3	Information Technology: Provide E-rate consulting services. RFP #04-09-042	\$49,500 Four-year total \$233,979	J. Keuter Fund 101 Dept. 5581
Youth Progress Association	01/01/2013 through 06/30/2013	Personal Services PS 59218 Amendment 1	Multiple Pathways: Increase school year 2012-13 service at YPA by 11.15 slots. RFP #06-10-107	\$100,000 \$351,125	S. Higgins Fund 101 Dept. 5485

N. Sullivan

BOARD OF EDUCATION
SCHOOL DISTRICT NO. 1J, MULTNOMAH COUNTY, OREGON

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REGULAR MEETING

May 20, 2013

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Purchases, Bids, Contracts

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Personnel

The Superintendent RECOMMENDS adoption of the following item:

Number 4756

Purchases, Bids, Contracts

The Superintendent RECOMMENDS adoption of the following items:

Numbers 4757 and 4758

RESOLUTION No. 4757

Revenue Contracts that Exceed \$25,000 Limit for Delegation of Authority

RECITAL

Portland Public Schools (“District”) Public Contracting Rules PPS-45-0200 (“Authority to Approve District Contracts; Delegation of Authority to Superintendent”) requires the Board of Education (“Board”) to enter into and approve all contracts, except as otherwise expressly authorized. Contracts exceeding \$25,000 per contractor are listed below.

RESOLUTION

The Superintendent recommends that the Board approve these contracts. The Board accepts this recommendation and by this resolution authorizes the Deputy Clerk to enter into agreements in a form approved by General Counsel for the District.

NEW CONTRACTS

No New Contracts

NEW INTERGOVERNMENTAL AGREEMENTS / REVENUE (“IGA/Rs”)

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Responsible Administrator, Funding Source
Mount Hood Cable Regulatory Commission	06/01/2013 through 03/31/2016	Intergovernmental Agreements / Revenue	Roosevelt: Phase two for the technology immersion		
		IGA/R 59810			

RESOLUTION No. 4758

Other Matters Requiring Board Approval

The Superintendent RECOMMENDS adoption of the following items:

Numbers 4759 through 4761

RESOLUTION No. 4759

RESERVED FOR BUDGET APPROVAL

RESOLUTION No. 4760

Calendar of Regular Board Meetings
School Year 2013-2014

RESOLUTION

The Board of Education hereby adopts the below calendar as its schedule of Regular Board Meetings for the upcoming 2013-2014 school year:

Portland Public Schools
BOARD OF EDUCATION
Schedule of Regular Meetings
2013-2014 School Year

Board meetings are held at 501 North Dixon Street, Portland, Oregon, 97227, and begin at 5:00 pm on Wednesdays unless otherwise noted.

July 17, 2013	January 8, 2014
July 24, 2013	January 15, 2014
August 7, 2013	January 22, 2014
August 21, 2013	February 5, 2014
September 11, 2013	February 12, 2014
September 18, 2013	February 19, 2014
September 24, 2013 (Tuesday)	March 5, 2014

RESOLUTION No. 4761

Settlement Agreement

RESOLUTION

1. The authority to pay \$49,900 is granted in a settlement agreement for employee JD to resolve claims brought under Workers' Compensation. An additional \$100 is awarded for a voluntary termination of employment as part of the agreement.
2. This expenditure will be charged to the District's self-insurance fund 601.

J. Patterson / B. Meyers