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Colt Gill

Director of the Department of Education

June 6, 2023

BY EMAIL

REDACTED

Superintendent Guadalupe Guerrero
501 N. Dixon St
Portland OR, 97227
gguerrero@pps.net

Case No. 2023-MM-07

Dear REDACTED and Superintendent Guerrero:

On March 24, 2023, the Oregon Department of Education accepted an appeal filed by REDACTED (Complainant) against Portland Public Schools. Complainant's appeal alleged that the district violated OAR 581-022-2000(5) and (6), under which school districts are required to provide students with education plans and educational plan profiles.¹ In Complainant's own words:

This is a complaint to the Oregon Department of Education . . . regarding . . . Portland Public Schools' failure to provide an educational plan profile, as required by Division 22. Although PPS has provided excellent PowerPoint presentations highlighting various elements of an Education Plan, they have not met the full profile outlined . . . in Division 22. It is important that students receive an Education Plan profile so that it can serve as a "road map" and "compass" for their learning and development throughout school and beyond. As such, I am requesting [the department to] take appropriate action to ensure that PPS follows Division 22 and provides my children with an education plan profile.

¹OAR 581-022-1130 was *renumbered from* OAR 581-022-1130 on July 5, 2017.

Under OAR 581-002-0009(3)(a)(C), the department may issue notice that it is closing an appeal if the department determines that a violation of a law or rule described in OAR 581-002-0003 did not occur. This letter constitutes notice that the department finds that the district is currently in compliance with OAR 581-022-2000.

On April 23, 2023, the department received from the district documents pertaining to district policies that ensure that each student in grades 7 through 12 has an opportunity to develop an education plan and build an education plan profile. As part of that communication, the district informed the department that Complainant's children received lessons relating to the development of a plan and the building of a profile during the month of April. At the department's request, the district provided the department with copies of those specific lessons on May 30, 2023. After reviewing the documents provided by the district, the department finds that the district is in compliance with OAR 581-022-2000(5) and (6) on the following grounds:

- In accordance with OAR 581-022-2000, district policy requires students to identify their interests, talents, and strengths and how those interests, talents, and strengths may apply to future course-taking and career interests.
- In accordance with OAR 581-022-2000, district policy requires students to meet with an adult at least once a year to discuss their accomplishments and planned course of study, and to discuss how those accomplishments and course of study relate to their career interests, progress towards meeting state mandated educational content standards, and personal interests and talents.

Additionally, the department finds the district is in compliance with rules related to the implementation of OAR 581-022-2000(5) and (6) on the following grounds:

- In accordance with OAR 581-022-2060, the school attended by Complainant's children timely submitted a comprehensive school counseling program to the district office.
- In accordance with OAR 581-022-2055, the school's career education curriculum is a part of its comprehensive school counseling program, and it implements the requirements of OAR 581-022-2000(5) and (6).
- In accordance with OAR 581-022-2055, as part of the school's comprehensive school counseling program's annual calendar, the career education curriculum and associated lessons were scheduled to be delivered to students during Spring term of the 2022-2023 school year, and at the time that the department was conducting its investigation, the curriculum and lessons had been delivered, including to Complainant's children.

For the foregoing reasons, the department finds that the district is currently in compliance with OAR 581-022-2000(5) and (6). That said, the department does recommend that the district implement the following best practices with respect to education plans and education plan profiles:

- Provide whole class, small group, and individual opportunities to discuss results with students.
- Provide access for parents and legal guardians to review student results, or require students to share their results with parents and legal guardians as a follow-up activity.
- Provide students with an opportunity to document personal accomplishments related to education plans and education plan profiles.
- Provide students with an opportunity to consider and plan future opportunities related to their personal interests, talents, and career plans.
- Provide parents and legal guardians with information on student progress towards meeting state mandates educational content standards, essential skills standards, and any other applicable standard.²

Case Number 2022-MM-07 is closed.

Sincerely,

A handwritten signature in grey ink, appearing to read 'M. Mayer', is displayed within a light grey rectangular box.

Mark Mayer, Complaint and Appeals Specialist
Office of the Director
Oregon Department of Education
Mark.Mayer@state.or.us

² If Portland Public Schools would like the Oregon Department of Education's assistance in developing and implementing any one or all of these best practices, the district may contact the department's Career and College Readiness & School Counseling Systems Specialist, Beth Wigham, at beth.wigham@ode.oregon.gov.