

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS - MINUTES

July 12, 2016

District Administration Center, 3083 NE 49th Place, Hillsboro, OR

1. WORK SESSION

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
Lisa Allen
Erik Seligman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board

Others Present:

Jill Golay, HEA

Laurie Boyd, Assistant to the Superintendent
Sev Flores, Technology Support

Board Chair Wayne Clift called the meeting to order at 5:18 PM. Director Janeen Sollman was not able to attend the work session.

a. South Hillsboro Local Improvement District (LID) Report

Chief Financial Officer Adam Stewart explained that Hillsboro School District (HSD) has been working closely with developers in the South Hillsboro urban growth boundary expansion area, and has been asked to participate in a proposed Local Improvement District (LID) that is being planned for the purpose of completing gating improvements, which are estimated to cost almost \$25 million and must be accomplished before development can proceed. The large developers who are forming the LID will pay up front for the gating improvements. Newland Development, from whom HSD is purchasing a 40-acre parcel of land, has agreed to pay all LID assessments levied against HSD's property, until HSD passes a bond and is issued a building permit, at which time HSD will reimburse Newland Development for the assessments paid on HSD's behalf.

Transportation system development charges will be initially significantly less for LID participants, with the amount of savings decreasing over time. The construction of a new school within the first three years of the LID (by 2020), will result in projected net savings to HSD of \$338,870. Because the location of HSD's property will be determined after the concept is completed, HSD's participation in the LID will facilitate the division of HSD's acreage into separate sites for new schools.

Superintendent Mike Scott, Chief Financial Officer Adam Stewart, and the District's realtor, Ed Hayden, recently met with City of Hillsboro staff and representatives from Newland Development to discuss this matter, and all agreed that participating in the LID is in the best interest of Hillsboro School District. During tonight's regular session, the Board will be asked to approve HSD's participation in the South Hillsboro LID.

b. Meeting Advanced Learners' Needs – Update

Superintendent Scott explained that the District received feedback last spring from community members who were concerned about changes that were made regarding

certain honors courses. Realizing that the changes had not been fully communicated to all stakeholders, District leaders restored the previous course offerings, and committed themselves to creating a process that gathers input from all viewpoints, identifies shared educational values, and ensures that the District's curriculum meets the needs of all students. Superintendent Scott explained that the goals of the evening's presentation included outlining the process that will be used for reaching decisions regarding advanced / honors courses and curriculum, and explaining why it is important to consider the needs of all students.

Assistant Superintendent Travis Reiman outlined a process and timeline, which includes establishing shared staff, student, and community values; drafting a program development plan based on the shared values; gathering feedback from all stakeholders on the draft plan; and developing a 2017-18 course catalog and a forecasting plan for future course offerings. He discussed methods of communicating with families and community members regarding opportunities for providing input.

Sharing economic and demographic statistics, Assistant Superintendent Reiman discussed the necessity of ensuring that the District's culture is based on a value of 100 percent college and career readiness for all students, including the personal needs of students and their families, the social and economic well-being of the community, and state and federal requirements. He emphasized the necessity of ensuring that equitable and challenging learning experiences are provided for all students; and the importance of maintaining an ongoing communication system with all stakeholders.

Board members discussed student success and methods for engaging families in the program development process.

c. Student Advisors Update

Superintendent Mike Scott presented an update on his meetings with the student advisory team, and Board members discussed options for student involvement. Throughout the 2015-16 school year, Superintendent Scott and Board members who volunteered to serve on the Board / Superintendent Advisory Team (BSAT) met monthly with these students. Superintendent Scott presented an update on the meetings, and discussed the value of students' input and their participation in District events, including the District and legislative summits. Options for student involvement in the 2016-17 school year were discussed. It was agreed that engaging students with diverse backgrounds would be beneficial, and that the student representatives need to speak on behalf of all students; but there was no consensus on having a student representative serve on the Board. During the August 17 Board retreat, Superintendent Scott will present a proposal for BSAT student selection and engagement in 2016-17.

d. Review Summer Work Session Agenda

Superintendent Mike Scott presented a draft agenda for the Board's August 17 extended work session. Board members provided feedback and suggestions, and will communicate with Superintendent Scott if they would like additional topics added to the agenda.

Director Lisa Allen clarified that she was withdrawing her name from consideration for Board Vice Chair for the 2016-17 school year, since Director Glenn Miller would like to continue in that capacity.

e. Board Discussion Time

Board members discussed District events and processes, and provided brief summaries of their recent and upcoming activities.

Board Chair Wayne Clift stated that Director Janeen Sollman, who was unable to attend the work session, expected to arrive in time for the regular session.

Superintendent Mike Scott and Chief Financial Officer Adam Stewart shared information regarding a piece of property that the District might be interested in purchasing at a future date.

Recess Board Meeting

The meeting was recessed at 6:59 PM.

REGULAR SESSION

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
Lisa Allen
Erik Seligman
Janeen Sollman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Casey Waletich, Executive Director, Facilities, Safety, Operations
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Martha Méndez Bolaños, Bilingual Interpreter / Translator
Sev Flores, Technology Support

Others Present:

Jill Golay, HEA

2. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 7:08 PM, and led the Pledge of Allegiance.

3. Approval of Agenda

Director Glenn Miller MOVED, SECONDED by Director Kim Strelchun, to approve the agenda. The MOTION CARRIED (7-0).

4. Audience Time

Jacki Archibald addressed the board regarding the importance of ensuring that all students graduate and achieve their full potential, and the importance of involving parents in the development of programs and practices.

5. REPORTS AND DISCUSSION

a. AdvancED Final Report

Assistant Superintendent Travis Reiman presented an update on the findings of the AdvancED External Review Team, which conducted a systems accreditation review of Hillsboro School District in February 2016. The team recommended to the AdvancED Accreditation Commission that the Hillsboro School District earn the distinction of

systems accreditation by AdvancED for a five-year term that expires on June 30, 2021. Assistant Superintendent Reiman outlined next steps in developing plans for sustaining the District's identified strengths and addressing improvement priorities in the areas of Teaching and Learning Impact, Leadership Capacity, and Resource Utilization. A progress assessment of three improvement priorities is due to AdvancED by May 1, 2018.

b. Curriculum Adoption Cycle: Postpone Selection of Instructional Materials

Assistant Superintendent Travis Reiman reported on the District's intention to notify the Oregon Department of Education of the need to continue to postpone the adoption of instructional materials in the following academic content areas: Science, World Languages, Health and Physical Education, Social Science, and Art. This postponement is the result of multiple years of budget reductions.

Assistant Superintendent Reiman explained that, although the District is not on cycle with the purchase of instructional materials in these content areas, the District is fulfilling the requirements of teaching to standard. He stated that he expects the curriculum adoption requirement to change, as a result of the increasing availability of technology and digital resources. He also clarified that the District is in the process of identifying a science curriculum to be adopted, and a recommendation is expected this coming winter or spring.

Director Lisa Allen requested that an estimate of the cost of adopting all required curriculum be calculated prior to the next legislative session.

c. Financial Report (see written report)

Chief Financial Officer Adam Stewart presented the monthly financial report. He clarified that complete financial data for the month ending June 30 was not available in time for posting in the packet, because the regular July Board meeting is scheduled early in the month, and he confirmed that the District is on-target with its ending fund balance. He also clarified that the apparent increase in student incidents is the result of transitioning to a new online reporting system, and training staff in the reporting procedures.

The financial report is included in the Board packet.

d. Policies – First Reading

If no public comments or questions are received regarding these policies during the review period, they will be placed on the consent agenda for approval during the next regular meeting.

1) Policy ECF / EDD / FECBA: Resource Conservation Management and Sustainable Business Practices (delete policies EDD: Sustainability; and FECBA: Energy-Saving Construction)

Chief Financial Officer Adam Stewart presented revisions to policy Policy ECF / EDD / FECBA: Resource Conservation Management and Sustainable Business Practices. He explained that three existing policies are being combined into a single policy, with additional emphasis on sustainability and energy savings; and that administrative regulations will be drafted to support the policy.

Concerns were expressed by individual Board members, who inquired whether the policy revisions would result in an additional layer of work for school custodians, and emphasized that resource conservation / sustainability for the District should not compromise the District's mission of educating students.

Superintendent Mike Scott clarified that the additional work of implementing the policy is conducted by Resource Conservation Manager Jeff Hammon, rather than the school custodians. Mr. Hammon explained that goals would be reviewed annually to assess the continued effectiveness of the program, and that the requirements of the original policy were softened in the revised version. Superintendent Scott and Chief Financial Officer Stewart explained that Mr. Hammon's employment with the District (approximately ten months, to date) has already resulted in significant cost savings, and commended him for the value of his work.

Staff will review the policy for additional revisions.

6. CONSENT AGENDA

Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.

Director Kim Strelchun MOVED, SECONDED by Director Glenn Miller, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Regarding the minutes of the June 14 Board meeting, Director Monte Akers clarified that he voted against the District's 2016-2021 Strategic Plan because he thought it was incomplete, since it did not include a destination at the end of five years. Rather than requesting that the minutes be revised, he wanted to provide this clarification.

Consent Agenda items were as follows:

- a. Approve Minutes of June 14, 2016, Board Meeting
- b. Approve Routine Personnel Matters
- c. Establish Tuition Rates for Nonresident Students
- d. Approve Annual Depository, Auditor, Legal Counsel, Newspaper, and Agent Designations
- e. Approve Annual Clerk / Officer Designations
- f. Approve Annual Crime Policy Coverage Limits
- g. Readopt Policy DFAA: Capital Project Fund
- h. Readopt Policy IGBC: Title I / Parental Involvement
- i. Establish Mileage Reimbursement Rate
- j. Approve Resolution to Extend Workers' Compensation to Volunteers
- k. Accept Gifts and Donations
- l. Approve Parent Organization Activities for Liability Insurance Coverage

7. ACTION ITEMS

a. Elect Board Chair and Vice Chair

Board Chair Wayne Clift opened the floor to nominations for Board chair for 2016-17. Director Kim Strelchun nominated Director Wayne Clift for the position of Board chair. Director Clift accepted the nomination. Hearing no further nominations, Board Chair Clift closed the nominations. The vote in favor of Director Clift was unanimous (7-0).

Board Chair Wayne Clift then opened nominations for Board vice chair for 2016-17. Director Erik Seligman nominated Director Glenn Miller for the position of Board vice

chair. Director Miller accepted the nomination. Hearing no further nominations, Board Chair Clift closed the nominations. The vote in favor of Director Miller was unanimous (7-0).

b. Approve Participation in South Hillsboro Local Improvement District (LID)

Chief Financial Officer Adam Stewart asked the Board to approve Hillsboro School District's participation in the South Hillsboro Local Improvement District, and summarized the information that was discussed during the evening's work session.

Director Monte Akers MOVED, SECONDED by Director Lisa Allen, to approve the participation of the Hillsboro School District in the South Hillsboro Local Improvement District. The MOTION CARRIED (7-0).

8. NWRESD/HCU/HEA Reports

HCU President Devin Hunter was not present.

HEA President Jill Golay introduced herself, and said that she is looking forward to working with District administrators and Board members, she is honored to represent the District's 1100+ teachers, and she believes in the District's strategies and is focused on safety for staff and students.

9. Superintendent's Time

Superintendent Mike Scott discussed District events and programs, and welcomed Kona Lew-Williams to her first Board meeting as Chief Human Resources Officer.

10. Board of Directors' Time

Board members discussed District events, programs, and processes, and provided brief summaries of their recent and upcoming activities.

11. Follow-Up Items

Agenda Item / Request	Action
<p><u>Curriculum Adoption Cycle: Postpone Selection of Instructional Materials</u> Estimate the cost of adopting all required curriculum (prior to the next legislative session)</p>	<p>To be provided in a Board Update</p>

12. Adjourn

The meeting was adjourned at 8:14 PM.




Approved September 27, 2016