

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
September 27, 2011
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

Board Present:

Janeen Sollman, Chair
Rebecca Lantz, Vice Chair
Monte Akers
Adriana Cañas
Wayne Clift
Carolyn Ortman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Lu Biado, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Casey Waletich, Director, Safety and Operations
Marva Wiebe, Board Secretary

Others Present:

Larry Brisbee, attorney
Wendy Owen, The Oregonian

1. ORS 192.660(2)(h)—Legal Counsel. Board Chair Janeen Sollman called the meeting to order at 5:30 p.m. and moved the Board into executive session under ORS 192.660(2)(h)—legal counsel. Representatives of the news media were specifically directed not to report on any of the deliberations during the executive session except to state the general subject of the session as previously announced. The Board discussed legal matters with their attorney; no action was taken. The executive session was adjourned at 6:00 p.m.

Board Present:

Janeen Sollman, Chair
Rebecca Lantz, Vice Chair
Monte Akers
Adriana Cañas
Wayne Clift
Carolyn Ortman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Lu Biado, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Laurie Boyd, Superintendent Secretary
Marva Wiebe, Board Secretary

Others Present:

Elizabeth Nahl, HEA
Kathy Fuller, Hillsboro Argus
Wendy Owen, The Oregonian
Debbie Juth
Glenn Miller
Lisa Poehlitz

2. Instructional Options Update. Board Chair Sollman called the work session to order at 6:00 p.m. Assistant Superintendent Steve Larson shared a presentation on the Instructional Options plan being implemented by the District.

Instructional Options Plan:

1. Develop and implement the International Baccalaureate Primary Years Programme (PYP) at one of the elementary schools in the Hillsboro High School feeder area.
2. Identify two elementary schools as focus sites for developing science, technology, engineering, and mathematics (STEM) programs and practices.
3. Develop a K-12 vision for second language acquisition, which includes expanding dual language programming at current sites and building readiness to expand dual language (with the addition of a third language where possible) to elementary and middle schools across the District.
4. Expand the development and use of online and virtual learning options by:

- Creating coherence and communication around the options currently in place
 - Consolidating current resources at Miller Education Center to the extent feasible
 - Piloting online coursework and courseware
5. Clearly identify, clarify, articulate in writing, and highlight the current program options available at our five high schools in order to raise the awareness and accessibility of a larger range of school experiences.
 6. Expand the Advancement via Individual Determination (AVID) program to include participation for all four high schools and at least one middle school.
 7. Identify a District-supported staff member to lead the ongoing development, implementation, and accountability for the work outlined in the Options Team recommendations.

Board members asked questions regarding the limitations to providing a STEM focus at all elementary schools, how locations for additional STEM and dual language schools will be identified, whether the virtual school option at MEC will be available to all students, whether the goal to raise awareness of and accessibility to high school program options implies transfer approval, and whether implementation of the options should be prioritized. Additional updates will be shared in December and February. Reporter Wendy Owen left the meeting following this topic.

Review 2011-12 Board Goals. The Board reviewed their draft 2011-12 Board Goals prior to presenting them for first reading during the regular session portion of the meeting. Board members offered suggestions for additional revisions, which will be made during the review period. Director Rebecca Lantz volunteered to serve on the Long-Range Facilities Planning Committee, and Director Adriana Cañas volunteered for the School-Based Health Center Steering Committee.

Draft Board Goals:

Strategy I

- Board members will identify and participate in two professional development opportunities on effective instruction, and will share their knowledge with the Board.

Strategy II

- Board members will seek multiple opportunities to share their work on how school boards can affect student achievement with various community stakeholders through attendance at community events, school visits, etc.

Strategy III

- Board members will participate in professional development activities to increase their cultural competency and awareness of equitable practices, and will share their knowledge with the Board.

Strategy IV

- A Board member will participate on the Long-Range Facilities Planning Committee.
- A Board member will participate on the School-Based Health Center Steering Committee.

Strategy V

- The Board will gain an understanding of the District's Crisis Management Plan.
- The Board will gain an understanding of their role during a crisis.

Review Board/Superintendent Working Agreements. The Board reviewed their draft Board/Superintendent Working Agreements prior to presenting them for first reading during the regular session portion of the meeting. Board members suggested additional revisions, which will be made during the review period.

Discuss Budget Committee Applications. The Board reviewed the nine applications received for openings on the Budget Committee. Chief Financial Officer Adam Stewart explained that applicants were scheduled to be appointed at the October 25 Board meeting. He asked for volunteers to interview the applicants and put forward a recommendation to the entire Board for appointment. Directors Kim Strelchun, Carolyn Ortman, and Monte Akers volunteered to interview applicants along with Mr. Stewart.

Additional Items.

- Director Kim Strelchun invited a Board member to attend the Any Given Child launch event with her on Thursday, October 6, from 6:00-7:30 p.m.
- Director Wayne Clift asked for additional information regarding item 7d. on the Consent Agenda.
- Director Adriana Cañas asked if the District would apply for a waiver of NCLB requirements. Superintendent Scott explained that the topic would be discussed at the next county superintendents' meeting.
- Director Carolyn Ortman shared her copy of the Intel Schools of Distinction booklet, and encouraged Board members to review it as it might provide additional ideas for instructional options.

Board Chair Sollman adjourned the work session at 7:22 p.m.

Board Present:

Janeen Sollman, Chair
Rebecca Lantz, Vice Chair
Monte Akers
Adriana Cañas
Wayne Clift
Carolyn Ortman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Lu Biado, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Jim Harrington, Chief Technology Officer
Dave Parker, Executive Director, School Performance
Kathi Robinson, Executive Director, School Performance
Scott Schinderle, Executive Director, Student Services
Beth Graser, Director, Communications
Travis Reiman, Director, ESL/Migrant Education
Laurie Boyd, Superintendent Secretary
Marva Wiebe, Board Secretary

Others Present:

Roger Will, principal
Janet Rabe, teacher
Jill Butcher, teacher
Glen Mason, parent volunteer
Tori Butcher, Hilhi student
Tyler Um, Farmington View student
Elizabeth Nahl, HEA
Rick Wahlstrom, NWRES D
Aron Carleson, HSF
Kathy Fuller, Hillsboro Argus
Wendy Owen, The Oregonian
Debbie Juth
Glenn Miller
Lisa Pohlitz

3. Call to Order and Flag Salute. Board Chair Sollman called the regular session meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
4. Recognition/Presentation. The Board recognized Farmington View Elementary School staff, students, parents, and community volunteers for Farmington View's selection as an Intel School of Distinction in the area of elementary science. Director Adriana Cañas presented the award on behalf of the Board. Director Cañas also acknowledged Hillsboro Schools Foundation (HSF) Executive Director Aron Carleson in the audience, explaining that some of the programs at Farmington View were funded by grants from HSF.
5. Approval of Agenda. Director Carolyn Ortman moved to approve the agenda. Director Kim Strelchun seconded the motion. The motion carried by a vote of 7-0.
6. Audience Time. Board Chair Sollman explained the procedure for addressing the Board according to Policy BDDH: Public Participation in Board Meetings. No requests were received to address the Board.

7. Consent Agenda. Director Lantz moved to approve the Consent Agenda as printed. Director Ortman requested to amend the motion to include a minor revision to the minutes; following Board approval of the request, Director Ortman then seconded the amended motion. The motion carried by a vote of 7-0. Consent Agenda items were as follows:

a. Approve minutes of August 23, 2011

b. Approve routine personnel matters:

Ratify the acceptance of the resignation of the following licensed personnel:

Alicia Bermudez Richard Turner Molly Falleur
 Leslie Koziol Laurie Dilbeck

Approve the employment of the following supervisor-specialist-technical personnel:

Ann Ballard

Approve the employment of the following licensed personnel in the 2011-12 school year who have held temporary status:

Kara Fritz John Gill Lisa Scharosch

Approve the employment of the following intern-teacher personnel:

Flurry Stone Kristen Iverson Lynette Thompson

Approve the employment of the following licensed personnel in the 2011-12 school year:

Bryce Bennett Dale Blem Andrea Brock
 Jacob Bustamante Clemente Campos Morgan Carey
 Charles Chung Elissa Cirignotta Cecilia Dean
 Chris Elkorek Melanie Fielder Troy Hall
 Jennifer Haller Amanda Harkins Laura Harlin
 Betsy Haskins Gloria Hernandez Abby Jones
 Anna Lehman Stephanie Lowman Kristin Milio
 Matthew Odman Sarah Rios-Lopez Daniel Robertson
 David Rose Alicia Sypal Stephanie Vanoudenhaegen
 Jeffery Wright

c. Accept donations that are valued at \$500 or more:

- Donation of backpacks and school supplies from TriQuint Semiconductor to be distributed to needy students in the Hillsboro School District. The estimated value of the donation is \$500.
- Donation of \$1,975 from the Intel Matching Gifts to Education program to be distributed as follows:
 - o \$63 to Imlay Elementary School for general education
 - o \$482 to Jackson Elementary School for general education
 - o \$125 to Glencoe High School band program
 - o \$392 to Glencoe High School science program
 - o \$913 to Glencoe High School theatre program
- Donation of \$5,725 from the Intel Volunteer program to Hillsboro High School for general education.
- Donation of \$500 from Macy's Foundation Earning for Living program to Lenox Elementary School for general education.
- Donation of \$711 from Portland General Electric to be distributed to the following schools for general education:
 - o \$180 to Imlay Elementary School
 - o \$531 to Rosedale Elementary School

d. Adjust appropriations:

FUND	DESCRIPTION		ADJUSTED APPROPRIATION	PREVIOUS APPROPRIATION	TOTAL ADJUSTMENT
203	Title I Summer Migrant	Increase Instruction	\$237,204.00	\$207,445.00	\$29,759.00
203	Title I Summer Migrant	Decrease Support	\$0.00	\$20,000.00	(\$20,000.00)
146	Enhancement IDEA	Increase Support	\$9,482.34	\$0.00	\$9,482.34

144	OEA Choice Trust	New Support	\$25,000.00	\$0.00	\$25,000.00
167	Kaiser Wellness Program	Increase Support	\$11,725.88	\$0.00	\$11,725.88

8. Action Items

- a. Appoint Audit Committee. Chief Financial Officer Stewart explained that the Board annually appoints members to an Audit Committee. The Audit Committee meets with District auditors prior to the audit to ask questions and share any concerns they might have, and afterward to discuss the audit findings in detail. Last year, Directors Adriana Cañas, Rebecca Lantz, and Janeen Sollman served on the committee. Board Chair Sollman asked for Board members with an interest in serving on the committee. Directors Monte Akers, Kim Strelchun, and Wayne Clift expressed interest. Director Ortman moved to appoint Directors Akers, Strelchun, and Clift to the Audit Committee. Director Lantz seconded the motion. The motion carried by a vote of 7-0.
- b. Nominate Member to OSBA Board of Directors, Position 16. Board Chair Sollman explained that school boards in Washington County are represented by two positions on the Oregon School Boards Association board of directors. Position 16, currently held by Patti McLeod, expires December 31 and is up for nomination. Board Chair Sollman called for nominations to the OSBA board of directors, position 16. Hearing no nominations, Board Chair Sollman closed the nominations.
- c. Nominate Members to OSBA Legislative Policy Committee (LPC). Board Chair Sollman explained that school boards in Washington County are represented by positions 15 and 16 on the Oregon School Boards Association LPC, both of which are up for nomination. Board Chair Sollman called for nominations to the OSBA LPC. Director Monte Akers expressed an interest in serving on the LPC. Director Strelchun nominated Director Akers. Director Akers was selected by a vote of 7-0 as the Hillsboro School District nominee for the OSBA Legislative Policy Committee, position 15. He affirmed that he is willing to serve and will submit the required packet of information by the September 30 deadline.

9. Reports and Discussion.

- a. 2011-12 Board Goals—First Reading. Superintendent Mike Scott asked the Board to consider the first reading of their 2011-12 Board Goals. He explained that the Board spent time during the September 8 full-day work session discussing their goals for the year, which were reviewed and further revised during the work session earlier in the evening. The goals are scheduled for adoption at the October 25 Board meeting.
- b. 2011-12 Superintendent Goals. Superintendent Scott presented his goals for 2011-12. He explained that they were written to support and align with the Strategic Plan and Board's goals, and would in turn drive department and school goals. He will provide quarterly updates on his goals progress in December, March, and June. The Superintendent's goals are:
 - Direct the selection of staff, programs, instructional strategies, and assessment practices that provide the greatest leverage toward improving student performance for all students, with a heightened focus on the achievement of English language learners.
 - Direct the development and implementation of project management plans for the Board-adopted student learning options.
 - Direct the implementation of communication practices that result in consistent and relevant information being shared with all stakeholders.
 - Direct the development of systems that result in engagement opportunities for stakeholders.
 - Direct the development and implementation of professional development for staff that increases awareness and implementation of equitable practices.
 - Direct the development of a long-range plan that leads to the prioritization of resources for the construction and maintenance of facilities that will accommodate future student enrollment needs.

- Direct the allocation of resources that ensures that staff and students are trained in emergency protocols and procedures.
- c. Board/Superintendent Working Agreements. Superintendent Scott explained that at the full-day work session he and the Board developed draft working agreements for 2011-12, which were refined further during the September 27 work session. The working agreements were presented for first reading, and are scheduled for adoption at the October 25 Board meeting.
- d. 2011 Summer School Programs Report. Assistant Superintendent Steve Larson reported that the District served 1,600 students in various summer programs. All programs were grant funded, and included the Nike Summer Literacy Academy, Dual Language Summer School (funded with a grant from Hillsboro Schools Foundation), Extended School Year services for special education students, Migrant Summer School, and Family University. Director Cañas commented that she was able to visit Family University a couple of times through her work with the Fire Department, adding that there was a lot of positive feedback from families on the new program. Board Chair Sollman also appreciated the opportunity to visit the Nike Summer Literacy Academy and the Dual Language Summer School, commenting that the experience and enthusiasm of the teachers really added to the program.
- e. Math Adoption Update. Assistant Superintendent Larson provided an update on the Grade K-5 math adoption approved by the Board in May. He reported that all math materials have arrived, and teachers participated in professional development during the summer. Assistant Superintendent Larson explained that the amount of focus on teacher-leaders is a unique part of this adoption. Director Strelchun commented that she was able to spend some time in a second grade classroom and see the math materials in use; student engagement seemed to be very high. She asked about plans for the Grade 6-12 math adoption. Chief Financial Officer Stewart explained that the District allocated \$400,000 in each of the last two years in order to purchase the Grade K-5 materials. An additional \$400,000 is allocated this year, but will not be sufficient to implement Grade 6-12 materials. Assistant Superintendent Larson explained that new course standards have been developed for Grade 6-12 mathematics, and teachers are developing authentic materials for those new standards. He added that the District would focus on professional development for Grade 6-12 teachers that is consistent with where the District wants to go with a math adoption. Board Chair Sollman commented that she was able to see the new math materials in use during a visit to Orenco Elementary School and also witnessed high student engagement.
- f. Technology Plan Update. Superintendent Scott explained that school districts must submit an updated technology plan to the Oregon Department of Education every three years. The technology plan is not only a compliance requirement, but also presents an opportunity to ensure the District's technology vision is aligned with its Strategic Plan, and technology is integrated into the curriculum in a very real way.

Chief Technology Officer Jim Harrington reported that the District will implement a Technology Study Team (TST) this year, and asked about Board interest in serving on the team. He explained that the 2009 technology plan update focused on ensuring compliance with all standards. The 2012 update will focus on planning for the future in terms of how the District moves technology forward as an integral component to make the organization more efficient and improve student achievement. Mr. Harrington explained that the TST will include stakeholders along the whole continuum of technology use. Directors Cañas, Ortman, and Sollman expressed interest in the TST. Mr. Harrington and Superintendent Scott will follow up with Board members who expressed interest in the study team.

- g. Financial Report. Chief Financial Officer Adam Stewart reported on the fourth year of Oregon Educators Benefit Board (OEBB) open enrollment process. He commended Benefits Supervisor Lori Newsome and other Business Office staff for a great job. In addition, Mr. Stewart reported

that Business Manager Sarah Foote would be leaving the District to stay home with her new baby. He is in the process of filling her position.

10. NWRES D/HCU/HEA Reports. NWRES D Chief Information Officer Rick Wahlstrom reported on the ESD's new Hillsboro Education Center, which is at the site of the former Miller Education Center East. He extended the ESD's appreciation for the District's sale of the property. The new facility includes an autism training center and an early education center; 277 children are currently being served at the facility.

HCU President Carol Conner was unable to attend the meeting.

HEA President Elizabeth Nahl thanked District staff members who have helped to answer her questions, in particular Adam Stewart, Yvonne Dukart, Dave Parker, Travis Reiman, Lu Biado, Lauri Lewis, and Steve Larson. She commented that everyone has different roles, but the same goal. She shared her thoughts from the first day of school, and the reassurance every parent feels in seeing a professional teacher in front of their child's classroom. Ms. Nahl expressed her hope that the District will be able to equalize technology and physical school buildings districtwide. She thanked the Board for their time and support of Hillsboro's teachers.

11. Audience Time. There were no requests to address the Board.
12. Superintendent's Time. Superintendent Mike Scott congratulated the Farmington View staff for their Intel School of Distinction award. He commented that he enjoyed participating in the trip to Washington, DC, for the awards ceremony, and would like to have had every Farmington View teacher there to receive recognition for their remarkable work.
13. Board of Directors' Time. Director Adriana Cañas thanked the Hillsboro Schools Foundation for grant funds that helped Farmington View achieve their recognition. She enjoyed the visit to Washington, DC, as part of the group attending the awards ceremony, and the opportunity to see some of the memorials. She wished that every child in the United States could visit the nation's capitol.

Director Wayne Clift added his congratulations to Farmington View. He commented that STEM programs are very dear to his heart, and he hopes that the District will take the techniques, teaching, and focus of the STEM programs at Farmington View and apply them throughout the District. He encouraged staff to be creative in looking at how those advantages can be provided for more students.

Director Rebecca Lantz had no additional comments.

Director Monte Akers expressed his appreciation for all District employees, and affirmed that the Board is here for everyone's success, including students, teachers, and support staff.

Director Carolyn Ortman commented that one of the reasons Intel selected Farmington View for the School of Distinction award was that many parts of their program can be replicated at other schools; that makes it an even nicer award.

Director Kim Strelchun also congratulated Farmington View. She reported that she had an opportunity to visit Lincoln Street Elementary School for their community garden celebration, which resulted from another partnership. Director Strelchun commented that often when you see a pocket of greatness, it is often not only due to District efforts, but also due to the contributions of community partners, such as Intel, the Hillsboro Schools Foundation, and parent volunteers. She would like to find more ways to invite parents in to the schools.

Board Chair Janeen Sollman extended her congratulations to Farmington View. She recalled a parent meeting a few years ago on STEM education at the secondary level where she heard many voices in the audience asking about elementary STEM education. She commented that it is very

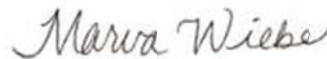
exciting and gratifying to see that realized at Farmington View. Board Chair Sollman also acknowledged the Family Resource Center for providing clothing and other needed items for students and their families. In addition, she attended a presentation by Emerge, an organization that promotes the participation of women in political office, and encouraged others to view the presentation online.

14. Follow-Up Items.

Request	Action
Revisions to Board Goals and Working Agreements	Provided in an update on September 30
Budget Committee interview schedule	October 13, 2011
Copies of Intel Schools of Distinction booklet	Digital copy provided in September 30 update
Follow up on interest in Technology Study Team	Carolyn Ortman and Adriana Canas will participate on the TST; Janeen Sollman will participate on one of the work groups
Additional information on the Grade 6-12 Math Adoption	Will be provided at October 25 Board work session

15. Executive Session. No executive session was called.

16. Adjournment. The meeting was adjourned at 9:00 p.m.



Approved October 25, 2011