

## HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

August 13, 2013

District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

### Board Present:

Kim Strelchun, Chair  
Monte Akers, Vice Chair  
Adriana Cañas  
Wayne Clift  
Glenn Miller  
Erik Seligman  
Janeen Sollman

### Staff Present:

Mike Scott, Superintendent  
Debbie Ashley, Assistant Superintendent, Human Resources  
Steve Larson, Assistant Superintendent, School Performance  
Adam Stewart, Chief Financial Officer  
Beth Graser, Director, Communications  
Marva Wiebe, Assistant to the Board

### 1. Work Session

Board Chair Kim Strelchun called the meeting to order at 3:04 p.m. Superintendent Mike Scott and members of his cabinet reviewed the Strategic Plan strategies, year two actions, and year three draft goal statements with the Board in preparation for a discussion on goal setting. Board members asked questions regarding managing the District website, the revised hiring protocols, publicizing the need for bilingual teachers, the ability of parents to opt out of ESL services if desired, and the status of the new well at West Union Elementary School. Director Janeen Sollman reminded Superintendent Scott that she would like to serve on the anti-bullying committee that will be convened this year. Director Adriana Cañas recommended including special education representation on the committee. Board members worked in teams to generate ideas for evidence that would show progress in the goal areas. A final list of goal statements and evidence indicators, as well as a monthly Board reporting structure, will be shared at the September 10 work session.

Superintendent Scott then led the Board in a discussion of possible Board goals for the coming year. It was suggested Board members set one group goal and one personal goal aligned with the Strategic Plan. Director Wayne Clift expressed interest in developing a deeper understanding of dual language programs. Director Erik Seligman suggested the Board bring ideas to the September 10 work session. Assistant Superintendent Steve Larson offered to draft a personal goal for each Board member in a Strategic Plan focus area (e.g., technology for Director Miller, anti-bullying for Director Sollman, financial oversight for Director Akers) that they could refine at the work session. Director Clift commented that one of the Board's key responsibilities is the evaluation of the Superintendent; he would like that incorporated into the Board goals. Board members liked the idea of a book study, such as *The Five Dysfunctions of a Team*, for their group goal. Superintendent Scott felt that he listed too many goals last year, and would like to simplify his down to completing the agreed-upon Strategic Plan goals and delivering the desired Board professional development opportunities.

Board Chair Strelchun provided an update on bond campaign activities. A campaign committee has been formed (Citizens for Hillsboro Schools), with Board Chair Strelchun as the chair and Director Monte Akers as the treasurer. The committee has raised \$22,000 of its targeted \$50,000 in campaign funds, some of which have been spent to update the poll that was done last year. Board Chair Strelchun reminded Board members who may be volunteering on the bond campaign that no District equipment or resources may be used for the campaign; all work must be done on their personal devices. She clarified that the District may provide information to the Board as requested, but it must be strictly factual. She added that the District has typically run all bond materials through the Secretary of State's office for approval, and that campaign committee meetings are held every other Monday night at Coyote's on 53<sup>rd</sup> Street in Hillsboro. For the benefit of new Board members, Communications Director Beth Graser reviewed the process the District used to determine it would place a bond request on the November ballot, and answered Board members' questions regarding planned use of the bond funds.

Superintendent Scott listed the remaining work session discussion items, as it was time to move into the regular Board meeting. The Board agreed to reconvene the work session following the regular Board meeting. The meeting was recessed at 6:35 p.m.

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Others Present:

Maureen Barnhart, HEA  
Tami Miller

2. Call to Order and Flag Salute. Board Chair Strelchun reconvened the meeting at 6:44 p.m. and led the pledge of allegiance.
3. Approval of Agenda. Director Seligman moved to approve the agenda. Director Glenn Miller seconded the motion. The motion carried by a vote of 7-0.
4. Audience Time. Board Chair Strelchun explained the procedure for addressing the Board according to Policy BDDH: Public Participation in Board Meetings. No requests were received to address the Board.
5. Consent Agenda. Director Sollman moved to approve the Consent Agenda as printed. Director Seligman seconded the motion. The motion carried by a vote of 7-0. Consent Agenda items were as follows:
  - a. Approve minutes of July 23, 2013
  - b. Accept donations
6. Action Items
  - a. Readopt Board/Superintendent Working Agreements. Board Chair Strelchun explained that the working agreements were discussed and revised during the work session. Director Sollman moved to readopt the working agreements as amended in the work session. Director Miller seconded the motion. The motion carried by a vote of 7-0.
7. Reports and Discussion.
  - a. Financial Report. Chief Financial Officer (CFO) Adam Stewart reported that it is a busy time in the Business Office as staff prepare for benefits open enrollment. In addition, staff is wrapping up the previous fiscal year reports in preparation for the auditors' visit the third week of September. Director Clift asked about the man hours required for open enrollment. CFO Stewart explained that all staff members must re-enroll this year, and there are many new plans. Benefits staff is fielding employee phone calls and scheduling informational meetings throughout the District. Board Chair Strelchun asked if CFO Stewart needed to have the new audit committee members in place by the third week of September. He explained that he will not meet with the audit committee until the field work is completed in mid-November.
8. HCU/HEA Reports. HCU President Eric Weyrauch was not able to attend the meeting. HEA President Maureen Barnhart reported that HEA has three major goals this year:
  1. Collaborating with the District Evaluation Committee on the new evaluation tool, which provides an opportunity to elevate the profession of educators and facilitate the work to support learning communities.
  2. Working with OEA to lay the groundwork for legislation that will help Oregon develop a budget that includes adequate and stable funding for its public school system.
  3. Monitoring HEA's new contract and ensuring that what is implemented is what was agreed as important.

HEA has also committed to supporting the efforts of Citizens for Hillsboro Schools in passing the general obligation bond in November.

9. Audience Time. There were no additional requests to address the Board.
10. Superintendent's Time. Superintendent Mike Scott did not have any additional comments.
11. Board of Directors' Time. Director Adriana Cañas expressed her excitement about the beginning of a new school year.

Director Glenn Miller thanked Superintendent Scott for planning the Board retreat. He expressed appreciation for facilitator Greg McKenzie, and added that the work reinforced what he learned at the OSBA Summer Conference.

Director Erik Seligman recommended that Board meetings be videoed and broadcast so audience members can access them from home. Superintendent Scott reported that the idea was one of the remaining discussion items for the work session.

Director Monte Akers commented that he is very excited about the work the Board is doing this year.

Director Janeen Sollman expressed appreciation for the extended retreat time for the Board to work together. She commented that this was going to be a busy year, and asked when the New Teacher Inservice would be held. Communications Director Graser reported that the first day was next Wednesday, August 21, and that details would be included in the next Board update.

Director Wayne Clift thanked Superintendent Scott for the two-day retreat. He liked the format and appreciated the opportunity to get to know the new Board members better.

Board Chair Strelchun also appreciated the two-day retreat. She shared her excitement about fall and students returning to school. She reported that the bond campaign has consumed a great deal of her time this summer.

12. Work Session Resumed. Board Chair Strelchun recessed the regular Board meeting and reconvened the work session at 7:05 p.m.

Superintendent Scott explained that new legislation allows school districts to pull out a portion of their education service district (ESD) funding and receive it as pass-through dollars. CFO Stewart shared information on how ESD funding is distributed and the services the District receives. The Board asked questions regarding the cost-effectiveness of various services, and whether pulling out funds would have a detrimental effect on small districts who are not able to provide their own services. Superintendent Scott explained that other school districts are having the same discussions, and that more information would be coming. The deadline to inform the ESD of District plans is in November.

CFO Stewart reviewed the Board's budget and answered questions. Board members then brainstormed professional development ideas and topics for the coming year. Board Chair Strelchun commented that she liked the tours of dual language and special education programs. Director Clift would prefer to observe programs, such as the new math program, in a more natural setting for a longer period of time (e.g., a whole day) rather than a shorter large-group visit. Director Sollman reminded Board members they can contact a school principal and schedule an individual visit. Director Akers commented that he would like to sit in on teacher professional development opportunities. Director Seligman suggested visiting a professional learning community (PLC) meeting. Board Chair Strelchun recommended participating in Uniting to Understand Racism (UUR) training for those who have not done it. Other suggestions included the Liberty High School culinary arts program, the FEAST program at Miller Education Center, and a student-led tour like the one provided for Hillsboro Leadership participants.

Superintendent Scott asked for suggestions for activities to increase Board visibility and community engagement. Director Sollman suggested attending the District science fair, LEGO robotics demonstrations, STEM school activities, and the W. L. Henry enchilada night fundraiser. Superintendent Scott asked Board members if they were interested in having t-shirts they could wear to events. Communications Director Graser offered to check prices on t-shirts. Director Clift suggested

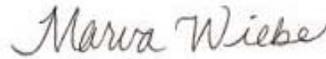
including City View Charter School in Board visits and on the recognition schedule. Director Akers suggested having a 4<sup>th</sup> of July parade entry separate from school marching bands.

The Board discussed the idea of broadcasting Board meetings and the possible methods (mounted stationary camera, providing a staff member for zooming and panning, live streaming, podcasts, and making the audio file available online following the meeting). Communications Director Graser will bring back some options and cost estimates for discussion.

Superintendent Scott described some of the committees on which Board members have participated in the past and the estimated time commitment for each. Board members expressed interest in volunteering for the following committees:

- Superintendent Evaluation – Directors Akers, Clift, and Sollman
- Long-Range Planning Committee – Directors Miller and Strelchun
- Bargaining – Director Strelchun
- Hillsboro Online Academy Steering Committee – Directors Akers, Miller, and Seligman
- School-Based Health Center Steering Committee – Director Cañas (Director Seligman is also interested if the meeting changes)
- Evaluation Committee – Director Strelchun
- Technology Committee – Director Miller
- Audit Committee – Directors Seligman and Miller

Director Akers brought up the topic of moving audience participation time to the beginning of Board meetings. Board members were in favor of the idea and directed administration to draft language changes to the administrative regulation for discussion and vote at the next Board meeting. The Board meeting was adjourned at 9:22 p.m.



Approved September 24, 2013