

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

August 17, 2016

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

Board Present:

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

Administration / 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
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Diana Kleintob, Technology Support

Others Present:

Greg McKenzie

WORK SESSION - Retreat

Board Chair Wayne Clift called the meeting to order at 8:37 AM, and explained that Director Erik Seligman would not be able to attend.

1. Team-Building Activity 1

Superintendent Scott led the Board in a team-building activity.

2. Planning Ahead

A. Strategic Plan: 2016-2021 Year 1 Planning

Superintendent Mike Scott and Cabinet members discussed goals and reporting procedures for Year 1 of the District's 2016-2021 Strategic Plan, and received feedback from Board members. Measurable goals that were discussed included increases in assessment scores, graduation rates, the number of students completing internships, the number of credits earned by English Language Learners, the use of highly effective strategies, staff participation in equity-focused professional development, and the employment of multicultural / multilingual staff. Process goals that were discussed included strengthening student-led anti-bullying efforts at the secondary level, convening a citizens' bond oversight committee and developing bond package options, and holding a Schools Summit to share the District's annual report and achievement metrics. The District's key academic indicators, and the tracking of assessment data for students who were previously (but are no longer) categorized as English Language Learners, was also discussed.

B. Bond / Local Option Discussion

Chief Financial Officer Adam Stewart, Director of Communications Beth Graser, and Superintendent Mike Scott shared information regarding the District's long-range planning process and goals. They discussed resources that may be needed to accommodate increased student enrollment, increasing PERS costs, and other challenges. The benefits and limitations of bond options (general obligation bond / local option levy), and the interrelated factors that must be considered in developing a bond / levy timeline were presented. No consensus was reached regarding bond options or a timeline, but Board members supported taking steps to

convene a Citizens' Bond Advisory Committee to develop a preliminary recommendation to be presented to the Board in February / March 2017, and they provided input on the roles and perspectives that are essential for an effective committee. Board members will provide additional suggestions for committee membership to Chief Financial Officer Stewart; and the Board will continue their discussion of options and timelines at a future meeting. The results of the November 2016 election is expected to provide additional information that will assist in the decision-making process.

Director of Communications Beth Graser presented the results of a communications survey conducted by MDC Research to provide insight into the community's perception of the District and potential support for a bond. She explained that the research is preliminary, and additional market research will be needed closer to the date of the bond.

C. Budget Process Discussion

Chief Financial Officer Adam Stewart and Director of Business Services Michelle Morrison presented information regarding the "Smarter School Spending for Student Success" program, developed by the Government Finance Officers Association to assist school districts in developing sustainable budgets that are focused on optimizing student achievement, while dealing with frequent revenue fluctuations. Chief Financial Officer Stewart and Director Morrison will receive training in the process, which involves District leaders and community representatives, and will be used to develop the 2017-18 proposed budget.

Communications Director Beth Graser presented budget reference materials, including an overview of the District's revenue, expenditures, and reinvestment priorities.

D. 2017-18 Meeting Dates

Board members discussed proposed Board meeting dates for the 2017-18 school year. The 2017-18 Board meeting dates are scheduled for approval during the regular June 2017 Board meeting.

3. Alternative Programs

This report was postponed, to allow additional time for other agenda items. It will be presented during a future Board meeting.

4. Information / Updates

A. Graduation Location – 2017

Casey Waletich, Executive Director of Facilities, Safety, and Operations, proposed that District high school graduation ceremonies be moved from Liberty High School to the Hillsboro Stadium. He explained that Liberty High School does not have adequate space to accommodate the growing number of graduating students and their family members, and that holding the ceremonies at the Hillsboro Stadium would cost less than holding them at Liberty High School.

Preliminary information regarding this matter was presented to the Board in May 2016, after which public input was requested. Approximately 80 percent of

respondents to a District survey favored moving graduation ceremonies to the Hillsboro Stadium.

The consensus of the Board was that the District should move forward with this change, effective June 2017.

B. Board / Superintendent Advisory Team (BSAT) Update and Proposal

Superintendent Scott presented an update on the Board / Superintendent Advisory Team, and proposed steps for obtaining feedback from a variety of students at all District high school locations. The proposal includes: attending IGNiTE (Inspiring Growth Now in Teacher Education) meetings bi-monthly, meeting with students at each high school, working with administrative and counseling staff to gather a diverse group of students, utilizing IGNiTE students to host community events, and selecting students who will make presentations at Board meetings every few months on topics related to the District's Strategic Plan goals.

Board members discussed the importance of hearing from students who have a broad selection of opinions.

ADDED AGENDA ITEM: Accelerated Learners Update

Assistant Superintendent of Academic Services Travis Reiman presented a schedule of events where community members and the Board will be invited to provide input regarding their core educational values. The process that will be used for establishing shared staff, student, and community values, and for developing a 2017-18 high school course catalog and a forecasting plan for future offerings that are based on those values, was presented during the July 12 Board meeting. Board members will receive status reports throughout this process.

Board members discussed the importance of receiving input from community members with a variety of experiences and viewpoints.

Board Chair Wayne Cliff recessed the meeting at 12:32 PM, and reconvened the meeting at 12:48 PM.

C. Lead Report Review and Explanation

Executive Director Casey Waletich reported on the District's lead testing process and follow-up plan for all sources of water in the District that could be used for public consumption. He explained that the District's environmental safety contractor, PBS, has gathered samples from all of these water sources, and lab results are expected in approximately five weeks. He described safety and communication steps that will be taken if elevated lead levels are determined to be present in any of these water sources. In addition to notifying the families of students at any impacted schools, staff will also post results on the District's website, as they are received.

D. Transgender Students' Needs

Superintendent Mike Scott presented information regarding the District's goals for creating safe and accessible spaces for all students. He discussed the importance of problem-solving, helping all students feel accepted, and working to ensure that

each building has options for students who may not feel comfortable or safe in certain settings for a variety of reasons.

5. Board Evaluation / Goal Setting

In February 2016, the Board adopted a process for conducting Board self-evaluations, which includes 360° feedback gathered from District and community leaders. Greg McKenzie (NextUp Leadership) presented a compiled report of this feedback, and facilitated a discussion of how trends in the responses could be used to improve the Board’s effectiveness. Board members will review the feedback, and will continue their discussions at a future meeting.

Board members reaffirmed their interest in developing a District evaluation process that will be aligned with the District Strategic Plan, and will constitute the third pillar of an evaluation system that includes the Superintendent and Board evaluation processes. A District evaluation process will be drafted and presented to the Board during a future meeting.

Mr. McKenzie recommended that the Board evaluation process be conducted every two to four years.

6. Team-Building Activity 2

Superintendent Scott led the Board in a team-building activity.

7. Board Professional Development

A. Professional Development Planning

Board members provided input regarding professional development opportunities for the 2016-17 school year.

Superintendent Scott discussed 2016-17 committee opportunities with Board members, who volunteered to serve on the following Superintendent’s committees:

Bargaining Team - Licensed (aligning sick leave article to new state law; reviewing stipends and job descriptions in preparation for future bargaining)	Director Monte Akers Director Kim Strelchun (alternate)
Bargaining Team - Classified (aligning sick leave article to new state law)	Director Lisa Allen Director Kim Strelchun (alternate)
College and Career Pathway Steering Committee	Director Janeen Sollman Director Kim Strelchun
Long-Range Facilities Planning Committee	Director Monte Akers Director Glenn Miller
Bond Committee	Director Kim Strelchun Director Glenn Miller
Budget Process Review Committee	Director Monte Akers Director Janeen Sollman* Director Lisa Allen* *(tentative – depending on meeting schedule)

Audit Committee	Director Monte Akers
Technology Input Committee	Director Glenn Miller
Extracurricular Advisory Committee	Director Kim Strelchun Director Monte Akers
School-Based Health Center Steering Committee	Director Janeen Sollman
Board / District Evaluation Committee	Board Chair Wayne Clift Director Lisa Allen
Board and Superintendent Student Input	Director Janeen Sollman Director Kim Strelchun Director Lisa Allen

B. Review of Board Budget

Chief Financial Officer Adam Stewart presented the Board of Directors' 2016-17 budget for review and discussion.

8. Teamwork / Communication

Superintendent Scott and Board members discussed communication and Board meeting efficiencies. There was a consensus that the current processes are working well.

9. Board Discussion Time

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

10. Adjourn

The meeting was adjourned at 3:58 PM.



Approved September 27, 2016