

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
April 25, 2017
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. **EXECUTIVE SESSION**

ORS 192.660(2)(i)—Evaluation of the Superintendent

<u>Board Present:</u>	<u>Administration / Staff Present:</u>
Wayne Clift, Chair	Mike Scott, Superintendent
Monte Akers	Val Bokma, Assistant to the Board
Lisa Allen	
Janeen Sollman	
Kim Strelchun	

Board Chair Wayne Clift called the meeting to order at 5:19 PM, and moved the Board into executive session under ORS 192.660(2)(i)—evaluation of the Superintendent. Directors Glenn Miller and Erik Seligman were unable to attend the meeting.

The Board discussed the Superintendent's evaluation with the Superintendent. No action was taken. Board Chair Clift moved the Board out of executive session and recessed the meeting at 5:40 PM.

2. **WORK SESSION**

<u>Board Present:</u>	<u>Staff Present:</u>
Wayne Clift, Chair	Mike Scott, Superintendent
Glenn Miller, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Monte Akers	Dayle Spitzer, Assistant Superintendent, School Performance
Lisa Allen	Kona Lew-Williams, Chief Human Resources Officer
Janeen Sollman	Adam Stewart, Chief Financial Officer
Kim Strelchun	Beth Graser, Director, Communications
	Michelle Morrison, Director, Business Services
<u>Budget Committee Present:</u>	Val Bokma, Assistant to the Board
Nina Carlson	Diana Kleintob, Technology Support
Martin Granum	
Matthew Long	<u>Others Present:</u>
Erika Lopez	Deanna Palm, Bond Advisory Committee Co-Chair
Teresa Mahoney	Jerry Willey, Bond Advisory Committee Co-Chair
Heather Monaghan	Jeremy Wright, Wright Public Affairs

Board Chair Wayne Clift called the meeting to order at 5:43 PM. Director Erik Seligman was unable to attend.

a. **Board Discussion Time**

This agenda item was postponed until the end of the meeting, due to time constraints.

b. Bond Advisory Committee Update / Recommendations

Superintendent Mike Scott and Chief Financial Officer Adam Stewart reported on the work of the District Bond Advisory Committee, and presented the committee's bond recommendation to the Board. Key points of the recommendation include:

- The recommended bond program totals \$408 million, with a project list that includes 34 projects and will ultimately touch each school throughout the District with some level of physical improvement. (The list of projects is included in the Board packet, and is posted on the District's website.)
- The recommended bond program will renew the current \$2.24 / \$1,000 bond tax rate, and will not result in an increase to the current tax rate paid by District residents and businesses.
- It is recommended that the bond program be placed before District voters in November 2017.

Additional priority projects, which could not be included in the recommended bond package, would also be scheduled if additional funding became available.

Bond Advisory Committee co-chairs Deanna Palm and Jerry Willey spoke about the committee's process, goals, and recommendation. Chief Financial Officer Stewart and Superintendent Scott thanked the co-chairs and all members of the Bond Advisory Committee for their hard work over the past several months.

Jeremy Wright, president of Wright Public Affairs, presented a report on the results of the polling of District residents regarding a bond and a levy, explaining that the community is very sensitive to tax increases, and polling responses indicate support for a bond tax rate renewal, but not currently for a levy. Mr. Wright explained that passing a levy would require a robust campaign with significant resources, and at least a year of communicating about the District's story. He also explained that a successful campaign requires a significant level of commitment. Director Strelchun requested that a future work session agenda include time for Board members to discuss the necessary level of support, prior to the scheduled May 23 vote on the bond recommendation. She also stated that all of the Board candidates, participating in the forum, expressed their willingness to support a bond and to work toward its success.

c. Budget Update

Superintendent Mike Scott and Chief Financial Officer Adam Stewart presented information regarding variables beyond the District's control that may impact the District's budget after approval / adoption (including the revenue level and potential legislative action). They also discussed the history of budget reductions in the District; reviewed the roles of the Budget Committee and the Board in the budget cycle; and presented revised budget recommendations, based on input received during the April 4 Board work session and recent developments.

The District is continuing to base its budget on a target statewide revenue of \$8.15 billion, which will result in a shortfall of approximately \$7.5 million for the District. Reduction areas have been identified for this level of funding, and contingency plans have been identified in case more or less revenue is actually received. Identified reduction areas include a combination of cost reductions at the central office and schools, and a one-time use of reserve funds.

On May 4, the Budget Committee is scheduled to review the budget document, receive the budget message, provide community perspective, and approve the proposed budget for 2017-18. On May 16, the next revenue forecast from the State is expected. On June 13, the Board is scheduled to conduct a budget hearing, and adopt resolutions to set the appropriation level, set the tax rate, and adopt the 2017-18 budget. Planning for the next budget cycle will begin in November.

Board and Budget Committee members, Superintendent Scott, and Chief Financial Officer Stewart discussed the implications of the proposed reduction plan, and the importance of advocating for revenue reform.

d. 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
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
Beth Graser, Director, Communications
Gregg O'Mara, Director, Alternative Education
Don Wolff, Chief Information Officer
Val Bokma, Assistant to the Board
Gaspar Lopez Lopez, Bilingual Interpreter
Diana Kleintob, Technology Support

Others Present:

Devin Hunter, HCU
Jill Golay, HEA
HSD State Champions and
their Coaches

3. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 7:09 PM, and led the Pledge of Allegiance. Director Erik Seligman was unable to attend.

4. RECOGNITION / PRESENTATION

Recognition: HSD 2016-17 State Champions

The Board recognized Hillsboro School District 2016-17 state champions and their coaches for their accomplishments.

5. Approval of Agenda

Director Glenn Miller MOVED, SECONDED by Director Janeen Sollman, to approve the agenda. The MOTION CARRIED (6-0).

6. Audience Time

Kristy Kottkey addressed the Board regarding the importance of funding innovative school programs that benefit students.

7. REPORTS AND DISCUSSION

a. Announcement of Bond Advisory Committee Recommendations

Superintendent Mike Scott presented highlights of the bond recommendation that was discussed in depth during the work session. The recommendation is included in the Board packet and posted on the District website. The Board is scheduled to take action on the recommendation during the May 23 regular session.

b. Financial Report

Chief Financial Officer Stewart presented the monthly financial report. The report is included in the Board meeting packet.

c. 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 LGA: Compliance with Standards

Assistant Superintendent Travis Reiman presented policy LGA: Compliance with Standards for first reading, explaining that the proposed revisions were recommended by Oregon School Boards Association (OSBA) to align with current legislative requirements.

2) Policy IIA: Instructional Resources / Instructional Materials

Assistant Superintendent Travis Reiman presented policy IIA: Instructional Resources / Instructional Materials for first reading, explaining that the revisions were recommended by OSBA to align with current legislative requirements.

Directors Monte Akers and Glenn Miller expressed their concerns that implementing the proposed revisions would severely restrict the materials that would be permissible, and they requested that the text restricting materials that reflect a “bias” be exchanged for language that is less subjective and allows opposing viewpoints.

Staff will research the District’s options for meeting the legal requirements related to this issue.

3) Policy ING: Animals in District Facilities

Chief Financial Officer Adam Stewart presented policy ING: Animals in District Facilities for first reading. He explained that OSBA recommends limiting animals in school district facilities to include only animals that directly support academic content standards and service animals, and including the Americans with Disabilities Act (ADA) definition of “service animal” in the policy for clarification.

Board members asked for additional information regarding the process that is used to determine whether an animal will be permitted for instructional purposes, and the factors that are considered.

Staff will follow up with additional information.

4) Policy IIBGA: Electronic Communications System

Chief Information Officer Don Wolff presented policy IIBGA: Electronic Communications System for first reading, explaining that OSBA has

recommended the revisions, which primarily address social media and the requirement for administrative regulations related to the use of the District's electronic communications system / information.

8. 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 (6-0).

Consent Agenda items were as follows:

- a. Approve Minutes of February 7, 2017, Board Meeting
- b. Approve Minutes of February 28, 2017, Board Meeting
- c. Approve Minutes of March 14, 2017, Board Meeting
- d. Approve Routine Personnel Matters
- e. Accept Donations
- f. Adopt Revised Planning Calendar for 2017-18 Budget
- g. Approve Policy Revisions

The following policies were presented for first reading on March 14, 2017

- 1) Policy EBC/EBCA: Emergency Procedures and Disaster Plans; and Policy EBCB - Emergency Drills and Instruction
- 2) Policy ECACB – Use of Drones on District Property; and Policy KGB - Public Conduct on District Property

9. ACTION ITEMS

a. Inter-District Transfers

Director of Communications Beth Graser provided information regarding the House Bill 2747 inter-district transfer process, and the slots that are available at specific schools. She recommended that the District participate in this process, opening a total of 30 Hillsboro School District slots, with a limited number of openings identified at specific schools. She recommended that up to 10 kindergarten slots be opened districtwide, with placements to be finalized in August, based on available space. She also recommended that up to 50 Hillsboro School District students be released to attend other districts.

Director Graser provided an overview of factors that were considered in developing the recommendation, including available space and the number of transfers that were approved during the open enrollment process that closed in March.

Director Monte Akers MOVED, SECONDED by Director Glenn Miller, to adopt the plan presented for inter-district transfers for the 2017-18 school year. The MOTION CARRIED (6-0).

b. Approve 2017-18 Alternative Education Programs

Director of Alternative Education Gregg O'Mara presented the annual review of the alternative education programs available to Hillsboro School District students, and asked the Board to formally approve the programs for the 2017-18 school year. He also presented an update on the District's work to implement its new Big Picture program, which is being offered as an option for incoming ninth grade students in 2017-18.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to approve the District's 2017-18 alternative programs. The MOTION CARRIED (6-0).

c. Adopt K-8 Science Instructional Materials

Assistant Superintendent Travis Reiman asked the Board to adopt Amplify Science K-5 and 6-8 as the core instructional materials for K-8 science, and approve the proposed complementary investment in instructional technology. The first reading of the K-8 science instructional materials was presented to the Board on March 14, 2017.

Assistant Superintendent Reiman explained that the District has been saving \$400,000 per year for the past three years to fund this curriculum update.

Director Monte Akers MOVED, SECONDED by Director Glenn Miller, to adopt Amplify Science K-5 and 6-8 as the core instructional materials for K-8 science, and approve the proposed complementary investment in instructional technology. The MOTION CARRIED (6-0).

d. Approve Financing of School Buses

Chief Financial Officer Adam Stewart asked the Board to approve the financing of eleven (11) vehicles on a five-year lease, with an annual payment of \$268,774.48, and adopt a resolution for reimbursement, as required by U.S. Bank Government Leasing. He explained that the District receives funds from the state that are designated for the replacement of school buses, and the District has an ongoing schedule to replace buses that no longer meet emissions standards. The eleven vehicles to be purchased include eight special needs buses, two conventional buses, and one shop truck.

Board members asked whether the smaller buses could be used for trips when fewer students need to be transported, and whether there is any monetary value in the retired buses that do not meet emissions standards. Staff will gather this information and follow up with the Board.

Director Glenn Miller MOVED, SECONDED by Director Monte Akers, to approve the financing of eleven (11) vehicles on a five-year lease, with an annual payment of \$268,774.48, and adopt a resolution for reimbursement, as required by U.S. Bank Government Leasing. The MOTION CARRIED (6-0).

10. NWRESD/HCU/HEA Reports

HCU President Devin Hunter discussed HCU's participation in the First Book program, and the recent First Book event at Witch Hazel Elementary School. Mr. Hunter invited classified staff and their principals to contact HCU to schedule First Book events at their schools.

HEA President Jill Golay discussed upcoming HEA events and activities, including recognizing fourth year teachers as they achieve contract status, phone banking for school board candidates, the upcoming third annual 5K (with proceeds this year to benefit Cornelius Elementary School), and communications with legislators. She also spoke about the importance of class size in teacher effectiveness and student success.

11. Superintendent's Time

Superintendent Scott discussed District events and programs, and thanked staff members for their sustained efforts to successfully develop and implement significant projects,

including the selection of science materials for adoption, the bond recommendation, and the mentoring of students.

12. Board of Directors' Time

Board members provided brief summaries of their recent and upcoming activities, and expressed appreciation for the work of the Bond Advisory Committee and the Science Study Team.

Director Kim Strelchun announced that she would not be able to attend the May 9 Board meeting in person, but might be able to attend remotely.

13. Follow-Up Items

Agenda Item / Request	Action
Provide alternative language for policy IIA: Instructional Resources / Instructional Materials	Alternative language provided
Provide additional information regarding the process / criteria for determining whether an animal will be permitted in schools for instructional purposes	Information provided
Provide information regarding whether smaller buses can be used for trips when fewer students need to be transported, and whether there is any monetary value in the retired buses that do not meet emissions standards	Information provided

14. Executive Session

No executive session was called.

15. Adjournment

The meeting was adjourned at 8:43 PM.



Approved May 23, 2017