

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
October 28, 2014
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

Board Present:

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

Others Present:

Andrew Chipps
OJ Gulley
Diana Kleintob
Monique Lamirault
Kathy Wilson-Fey
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune
Hannah Leone, The Oregonian

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Adam Stewart, Chief Financial Officer
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Dayle Spitzer, Executive Director, Elementary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Casey Waletich, Director, Safety and Operations
Scott Schinderle, Principal, Groner Elementary School
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board

1. Work Session

Board Chair Kim Strelchun called the meeting to order at 5:30 p.m.

a. Safety Update

Superintendent Mike Scott and District staff members shared information regarding the following programs that have been established to protect the safety of students:

- Incident Response Planning
- Care Teams
- Student Threat Assessment
- Flight Team

Board members commended staff for flexibility in developing plans that provide the best support for staff, students, and the community, and for the depth of assistance they provide. They also emphasized the importance of ensuring that parents are aware of the available resources and the steps that are being taken to keep students safe.

Superintendent Scott commended staff members involved in these programs for their hard work, expertise, and dedication, explaining that they are highly esteemed beyond the District.

b. Elementary Report Card Update

Executive Director of Elementary Education Dayle Spitzer shared information regarding the new report cards that will be sent to families in November. She explained that the report card aligns with the state standards, and assists in discussions between teachers, parents, and students regarding progress toward educational goals and standards. Executive Director Spitzer discussed the development of the new report card, and the training and supports that have been made available for parents and teachers. She added that feedback will be requested from teachers and parents throughout the year, and the Report Card Committee will reconvene to review the feedback.

Board members asked clarifying questions, discussed ideas for communicating with parents, and commended staff for their work.

c. Budget Candidate Update

Director Akers provided an update on the results of the Budget Committee candidate interviews conducted by the interview team (Directors Akers, Miller, and Cañas) on October 23. Director Akers explained that the team interviewed five capable, talented people, and those who were not selected for the Budget Committee should be offered opportunities to serve on other committees. The interview team unanimously recommended that Jaime Rodriguez and Betsy Julian be appointed to the Budget Committee. Finalists will be appointed during the regular session.

d. Discuss Superintendent Evaluation Tool

Superintendent Scott explained that the Superintendent / Board Evaluation Committee has been working with consultant Greg McKenzie to revise the evaluation standards for the Superintendent, and develop evaluation standards for the Board. The committee will present a recommendation to the Board at a future meeting.

Director Sollman shared that a future step in the process will be the development of a District evaluation, and Director Clift discussed the need for the District's policies to be aligned with the new process.

e. Board Discussion Time

The Board discussed the following items:

- American Education Week, and the value of staff recognition; Directors Sollman and Akers volunteered to serve on a Superintendent's subcommittee to plan staff recognition events
- Directors Sollman and Cañas discussed the life-changing moments and role models that inspire students to believe in their own vast potential, and the importance of these moments and role models to the District's work with equity and diversity

The meeting was recessed at 7:18 p.m.

Board Present:

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

Others Present:

Stephanie Blair
Iris Chapman
Jill Golay
Sandie Grinnell
Betsy Julian
Ashley Loberger
Sheryl Loberger
Karissa Pavlik
Paul Peterson, NWRES D
Lori Porter
Jaime Rodriguez
Kimberly Scott
Donna Servignat
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune
Hannah Leone, The Oregonian

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Adam Stewart, Chief Financial Officer
Elaine Fox, Executive Director, Student Services
Travis Reiman, Executive Director, School Performance
Loren Rogers, Executive Director, Facilities and Transportation
Matt Smith, Executive Director, Secondary Education
Dayle Spitzer, Executive Director, Elementary Education
Don Wolff, Chief Information Officer
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Saideh Haghighi, Director, Equity and Human Resources
Casey Waletich, Director, Safety and Operations
Kona Williams, Director, Human Resources
Brooke Nova, Coordinator, College and Career Pathways
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator

7:30 p.m. Regular Session

2. Call to Order and Flag Salute. Board Chair Strelchun reconvened the meeting at 7:32 p.m. and led the Pledge of Allegiance.

3. Recognition/Presentation

Recognition

The Board recognized Hillsboro High School's drama students for their work on their current production, *Night of the Living Dead*. Teacher John Monteverde shared that this production has been instrumental in increasing student engagement in the school's theatre program, with a record-breaking total of more than 100 student auditions. He added that Hillsboro High School will also continue to present traditional productions, with Shakespeare and Cole Porter productions planned.

Presentation

Students from Glencoe High School's robotics team, Shockwave, demonstrated their most recent competitive robot, discussed its design, and described their upcoming build

season and competition schedule. They also discussed their community activities supporting other Hillsboro youth, and thanked the District and the Board for their support.

4. Approval of Agenda

Director Sollman MOVED, SECONDED by Director Cañas, to approve the agenda. The MOTION CARRIED (7-0).

5. Audience Time

Board Chair Strelchun explained the procedure for addressing the Board according to policy BDDH: Public Participation in Board Meetings. Three requests were received to address the Board on agenda items (adopting the Drug, Alcohol, and Tobacco Prevention Plan, and the first reading of policy IGAI).

6. Consent Agenda

Director Sollman MOVED, SECONDED by Director Seligman, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of September 9, 2014, Board Meeting
- b. Approve Minutes of September 23, 2014, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Adjust Appropriations

7. Action Items

a. Proclaim American Education Week

Board Chair Strelchun read the following proclamation into the record:

WHEREAS public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility, and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS education employees, be they licensed, classified and technical support staff, or administrators, work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS our nation is celebrating the week of November 16-22, 2014, as American Education Week;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Hillsboro School District does proclaim the week of November 16-22, 2014, as American

Education Week in Hillsboro School District, with the theme “Great Public Schools: A Basic Right and Our Responsibility.”

The Board of Directors further encourages all citizens to extend their commitment to public education and to the future of our children by supporting our community’s schools through the contribution of time and energy.

Director Sollman MOVED, SECONDED by Director Miller to proclaim November 16 – 22, 2014, as American Education Week in the Hillsboro School District. The MOTION CARRIED (7-0).

b. Appoint Budget Committee Members

Chief Financial Officer Stewart explained that five candidates applied for the two vacant Budget Committee positions. Director Akers shared the interview subcommittee’s recommendation that Jaime Rodriguez and Betsy Julian be appointed into the vacant positions.

Director Akers MOVED, SECONDED by Director Cañas, to appoint Jaime Rodriguez and Betsy Julian to the Budget Committee. The MOTION CARRIED (7-0).

Board members thanked the Budget Committee candidates, and expressed the hope that those who were not selected for the Budget Committee will be available to contribute their valuable skills on other committees.

c. Approve Education Service District Level of Participation

Superintendent Scott discussed the District’s participation options and the recommendation that was presented during the October 14 work session. He explained that the District plans to continue purchasing services from NWRESA.

Director Miller MOVED, SECONDED by Director Sollman, to request that 75 percent of NWRESA State School Fund revenues received on behalf of the Hillsboro School District for the 2015-16 school year be distributed directly to the Hillsboro School District. The MOTION CARRIED (7-0).

d. Adopt 2014-15 Drug, Alcohol, and Tobacco Prevention Plan

Director of Safety and Operations Casey Waletich presented the 2014-15 Drug, Alcohol, and Tobacco Prevention Plan for Board approval. Annual Board review and adoption of this plan is required by policy IGAEB. The plan was presented for first reading on September 23. As requested during that meeting, statewide Student Wellness Survey data has been added to the plan.

Audience member Jaime Rodriguez introduced himself as the chair of Hillsboro Empowers Youth (HEY), expressed support for the District’s 2014-15 Drug, Alcohol, and Tobacco Prevention Plan, and encouraged the District to develop more partnerships with community members, including nonprofit organizations that are doing similar work. He also discussed HEY’s work in the schools and in engaging parents, including those who speak only Spanish.

Director Miller MOVED, SECONDED by Director Akers, to adopt the 2014-15 Drug, Alcohol, and Tobacco Prevention Plan. The MOTION CARRIED (7-0).

e. Approve RFP for Wireless Upgrades

Chief Information Officer Don Wolff requested that the Board award a contract to Christenson Electric for \$119,017 to provide wireless infrastructure improvements at the four high schools. He provided the following information:

- The District issued a Request for Procurement (RFP) for the installation of cabling and wireless access points
- The RFP is for installation only; the wireless access points and any networking equipment required to complete the project will be purchased through an existing state contract
- The funding for these infrastructure upgrades was included in the District's approved 2014-15 budget
- Christenson Electric received the highest score in the formal review of the proposals

Director Sollman MOVED, SECONDED by Director Akers, to authorize the administration to award the contract to provide wireless infrastructure improvements, as defined in the RFP, in the amount of \$119,017, to Christenson Electric. The MOTION CARRIED (7-0).

f. Approve Policy Revisions

1. Policy EBCB: Emergency Drills

Director Waletich presented policy EBCB: Emergency Drills for approval, explaining that the policy was presented for first reading on September 23, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Sollman, to approve the recommended revisions to policy EBCB: Emergency Drills. The MOTION CARRIED (7-0).

2. Policy KGB: Public Conduct on District Property

Director Waletich presented policy KGB: Public Conduct on District Property for approval. This policy was presented for first reading on September 23. No public questions or comments were received during the review period.

Director Miller MOVED, SECONDED by Director Sollman, to approve the recommended revisions to policy KGB: Public Conduct on District Property. The MOTION CARRIED (7-0).

3. Policy GCN/GDN: Evaluation of Staff

Director of Human Resources Kona Williams presented policy GCN/GDN: Evaluation of Staff for approval. The policy was presented for first reading during the September 23 Board meeting, at which time there was an interest in further addressing the policy to provide consistency in the level of detail regarding

evaluation schedules for classified and licensed staff. Further revisions have been made to the policy, based on this feedback. No public questions or comments were received during the review period.

Director Sollman MOVED, SECONDED by Director Cañas, to approve the recommended revisions to policy GCN/GDN: Evaluation of Staff. The MOTION CARRIED (7-0).

4. Policy IGBHB: Establishment of Alternative Education Programs

Executive Director of Secondary Education Matt Smith presented policy IGBHB: Establishment of Alternative Education Programs for approval. This policy was presented for first reading on September 23. No public questions or comments were received during the review period.

Director Sollman MOVED, SECONDED by Director Cañas, to approve the recommended revisions to policy IGBHB: Establishment of Alternative Education Programs. The MOTION CARRIED (7-0).

8. Reports and Discussion

a. College and Career Pathway Update

Executive Director for School Improvement Travis Reiman, College and Career Pathways Coordinator Brooke Nova, Century High School Career and Technical Education (CTE) instructor Tim Morley, and District students shared information regarding the College and Career Pathways (CCP) project, focusing specifically on the Industrial and Engineering Systems Career Learning Area (CLA). The report included information regarding dual credit opportunities, focused programs of study, and hands-on learning experiences, with students discussing how the unique classroom and internship experiences have influenced their career plans. Executive Director Reiman and Ms. Nova also explained CCP program goals, discussed community partnerships, and shared labor market statistics regarding available jobs in this CLA.

Board members and Superintendent Scott commended District staff for their valuable work in creating opportunities for students, and thanked students for sharing their perceptions and experiences.

b. Math and Science Adoption Updates

Executive Director Travis Reiman shared information regarding the status of the District's current math and science adoption studies, and discussed the following:

- The District's guiding principles for curriculum adoptions
- The complexity of the curriculum adoption process
- The challenging decisions required for balancing investments in paper and technology materials
- The essential benefits that technological materials provide to students
- Concerns related to purchasing and using technological materials
- The District's partnership with the Oregon Department of Education (ODE), comparing and analyzing digital and paper materials, and identifying the best available materials

- The materials piloting programs that are currently in progress in the District, and opportunities for Board and Citizens' Curriculum Advisory Committee (CCAC) members to visit classrooms where these programs are taking place
- Informational nights that are being planned for parents

A report of the study teams' findings and recommendations will be presented to the Board at a future meeting.

Board members expressed support and appreciation for the educational benefits that students are experiencing, and thanked staff members for being thorough in their research.

c. Strategic Plan Performance Updates

Staff presented a new reporting format for Strategic Plan progress, providing updates in each of the five focus areas for August through early October.

d. October 1 Enrollment Report

Assistant Superintendent of Human Resources Debbie Ashley presented the annual enrollment report, as of October 1, 2014. The report is included in the Board meeting packet.

e. Risk Management Annual Report

Chief Financial Officer Adam Stewart presented the annual risk management report. Board members asked clarifying questions. The report is included in the Board meeting packet.

f. Support Services Annual Report

Chief Financial Officer Stewart presented the annual report of Support Services departments' activities for the previous school year, and answered Board members' clarifying questions. The report is included in the Board meeting packet.

g. Financial Report

Chief Financial Officer Stewart presented the monthly financial report and answered Board members' clarifying questions. The report is included in the Board meeting packet.

h. Policies—First Reading

1. Policy EBBB: Injury / Illness Reports

Chief Financial Officer Stewart presented policy EBBB: Injury / Illness Reports for first reading, and answered Board members' clarifying questions.

2. Policy GBA: Equal Employment Opportunity

Director of Equity and Human Resources Saideh Haghighi presented policy GBA: Equal Employment Opportunity for first reading. Director Akers requested clarification regarding the preference granted in hiring and promoting veterans. The requested information will be provided in a Board update.

3. Policy GCDA/GDDA: Criminal Records Check / Fingerprinting
Director of Human Resource Kona Williams presented policy GCDA/GDDA: Criminal Records Check / Fingerprinting for first reading. Board members asked clarifying questions.
4. Policy CCG: Licensed Evaluation – Administrators
Director Williams presented policy CCG: Licensed Evaluation – Administrators for first reading. Board members asked clarifying questions.
5. Policy IGAI: Human Sexuality, AIDS / HIV, Sexually Transmitted Diseases, Health Education
Executive Director Reiman presented policy IGAI for first reading, explaining that the revised policy is based on a review by District staff of Oregon Administrative Rules (OARs) related to creating a safe learning environment for students, Oregon Health Education Standards, and Oregon School Boards Association's (OSBA's) recommendations (which reflect the legal requirements).

Audience member Kimberly Scott introduced herself as a parent with three children in the District, and shared her concerns regarding the educational materials, the program presentation, the process of notifying parents, and the alternative plan for those who choose to opt out. Executive Director Reiman will contact Ms. Scott to further discuss her concerns and provide clarification regarding the District's processes.

Audience member Lori Porter introduced herself as a previous teacher with many years of experience, and the director of Parents' Rights in Education. She stated that she was speaking on behalf of several parents and guardians who are concerned about what ODE deems to be healthy sexuality. She expressed her concerns that ODE's standards may not reflect the values of many parents in the community, and that the language in the policy is not clearly defined.

Board members discussed the audience members' concerns, asked questions about the District's current processes for parent notification and opting out, and suggested that the policy review period be extended beyond November 18.

Superintendent Scott and Executive Director Reiman will meet to discuss the reported concerns and will further investigate the legal requirements.

6. Policy IGBBA: Identification – Talented and Gifted, and Policy IGBBC: Programs and Services – Talented and Gifted
Executive Director Reiman presented policies IGBBA: Identification – Talented and Gifted and IGBBC: Programs and Services – Talented and Gifted for first reading. He discussed the programs and services available, and the District's work with community partners.
7. Policy JGAB: Use of Restraint and Seclusion
Executive Director of Student Services Elaine Fox presented policy JGAB: Use of Restraint and Seclusion for approval.

9. NWRESD/HCU/HEA Reports

HCU President Devin Hunter stated that many classified staff members do not feel valued or secure in their jobs. He suggested that this situation might be an unintentional consequence of the focus on student achievement, and requested that principals be encouraged to consider the messages that their words and actions convey to classified staff, since principals lay the foundations in the schools for the community of trust that is essential for providing a high-quality education for students.

HEA President Maureen Barnhart spoke about the need for students to not only meet academic standards, but also develop into life-long learners. She shared that research shows that teacher expertise is one of the most important factors in student achievement, and that teachers need professional development and individual time with students; she also emphasized the need for safe environments for students, where they feel confident in the supports that are available to help them overcome obstacles and succeed.

10. Superintendent's Time

Superintendent Scott's comments included the following highlights:

- Discussed his recent visit to Quatama Elementary School, stating that he was impressed with the expertise of the teachers, and that staff members spoke highly to him of their new principal
- Discussed his recent visit to W. L. Henry Elementary School, and his enjoyable discussion with 2nd graders regarding jobs in the community

11. Board of Directors' Time

Board members shared the following thoughts:

- Director Seligman thanked the Board Chair for running an efficient meeting
- Director Cañas
 - Shared that OregonLive featured a Liberty High School student, who also serves on the Mayor's Youth Advisory Council, in the first of a series of interviews
 - Shared that a discussion with her classmates in her Master's degree program (many of whom work as classified staff members) related to Mr. Hunter's message, and emphasized the need to recognize the importance of ALL staff members
- Director Clift discussed the work of the Graduation Requirements Committee, and spoke about the importance of setting high standards for students, who will impressively reach beyond them
- Director Miller thanked audience members for attending, and said that he enjoyed the student presentations
- Director Sollman
 - Shared that her employer participated in manufacturing day, and forty Beaverton School District students attended; described the excitement of watching students make connections and realize their potential
 - Shared that Donors Choose provides a direct means of benefiting students, includes a large variety of opportunities, and is tax deductible
- Director Akers

- Thanked audience members who addressed the Board for their input
- Shared that he has been observing professional learning communities (PLCs) at the secondary schools, and is impressed with the plans that are in place to help students
- Board Chair Strelchun
 - Enjoyed seeing the students who presented and hearing about what they are doing
 - Shared information about school theatrical productions that are currently showing

12. Follow-Up Items

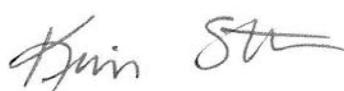
Request	Action
Clarification regarding veteran's preference for hiring and promotions	Provided in a Board update
Concerns regarding policy IGAI	Superintendent Scott and Executive Director Reiman will meet to discuss the reported concerns and will further investigate the legal requirements

13. Executive Session

No executive session was called.

14. Adjournment

The meeting was adjourned at 9:51 p.m.

Approved December 9, 2014