

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

November 18, 2014

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

Board Present:

Kim Strelchun, Chair
Wayne Clift, Vice Chair
Monte Akers
Adriana Cañas*
**arrived at approximately 5:50*
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
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board

Others Present:

Brian Hungerford, attorney

1. **EXECUTIVE SESSION: 5:30 P.M.**

ORS 192.660(2)(d)—Labor Negotiator Consultation

Board Chair Kim Strelchun called the meeting to order at 5:30 p.m., and moved the Board into executive session under ORS 192.660(2)(d)—labor negotiator consultation. The Board discussed labor negotiations with their attorney; no action was taken. Board Chair Strelchun moved the Board out of executive session and recessed the meeting at 5:59 p.m.

Board Present:

Kim Strelchun, Chair
Wayne Clift, Vice Chair
Monte Akers
Adriana Cañas
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
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board

Others Present:

Lisa Allen
Ryan Hoxie
Dan Bloom
Raney Bloom
Rachael Kitchens
Georgia Perry
Lori Porter
Reagan Roper
Devin Hunter, HCU
Charlotte Schuster, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

2. WORK SESSION: 6:00 P.M.

Board Chair Kim Strelchun reconvened the meeting at 6:01 p.m.

Schoology Demonstration

Don Wolff and Ryan Hoxie shared information regarding Schoology, a learning management system that allows staff to develop and manage electronic or online classrooms, and promotes collaboration between learners and teachers in different classes around the state, the country, and the globe. The presentation included a discussion of online classroom options (e.g., flipped classrooms and differentiation tools), open education resources, and storing / sharing digital resources. Board members asked questions about the system's capabilities and how it is utilized, and about the District's communication with staff members.

Academic Achievement Indicators Discussion

Assistant Superintendent Steve Larson presented a revised draft of the District's Key Academic Achievement Indicators document, based on input received from the Board during the August retreat. He explained that the tool, in its fourth year of use, is continuing to develop. Board members asked questions and provided recommendations, which will be utilized in preparing the District's annual student achievement report.

The following focus areas were agreed upon:

- 5th grade reading
- 8th grade math
- 9th grade credits earned

- Graduation rate
- Participation in the Chancellor's diploma program
- Closing the achievement gap

Staff reports to the Board will focus on the identified indicators, and these indicators will be considered in determining how to utilize the District's resources.

Legislative Priorities Input

The Board discussed the development of legislative priorities for use during the 2015 Legislative Session. Discussions will continue during the December and January Board meetings.

Update on Policy IGAI: Human Sexuality, AIDS / HIV, Sexually Transmitted Diseases, Health Education

Executive Director Travis Reiman provided an update on the status of policy IGAI, which was presented for first reading during the October 28 Board meeting. Key points of the report included the following:

- District staff have investigated concerns expressed by a District parent regarding notification, confirmed that communication did occur, and identified areas for improvement
- The Citizens' Curriculum Advisory Committee (CCAC) has been asked to review state law, District policy, and the teaching and communication materials utilized by the District, and provide their perceptions
- Steps are being identified to ensure that parents and students are aware of their rights, and teachers and principals have the tools they need
- The District has a timeline for fulfilling the Division 22 requirements related to health education

Board members discussed the importance of communicating with parents regarding available options, and ensuring that materials are available for their review, and asked questions about the Division 22 timeline and any options that the District might have.

Board Discussion Time

Board members shared the following thoughts:

Board Chair Strelchun:

- Discussed staff recognition during American Education Week, and the Board's plans for celebrating District staff at each school this year
- Many people at the OSBA convention (including the Oregon Education Investment Board Director at College and Career Readiness) commended the District for the high quality of its college and career program, and for the workshop conducted by Superintendent Scott and Assistant Superintendent Larson

Director Miller:

- Shared that the OSBA convention was worth attending, the key note speakers were fascinating, and he looks forward to sharing the information that he acquired

The meeting was recessed at 7:24 p.m.

Board Present:

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

Others Present:

Lisa Allen
Sindy Avila
Ryan Hoxie
Irma Alonso
Mark Brumley
John DeZell
Laura Gomez
Nancy Hursh
Rachael Kitchens
Karissa Pavlik
Georgia Perry
Lori Porter
Kimberly Scott
Brian Zmolek
Paul Peterson, NWRES D
Lisa Poehlitz, NWRES D
Devin Hunter, HCU
Charlotte Schuster, HCU
Maureen Barnhart, HEA
Jill Golay, HEA
Kathy Fuller, Hillsboro Tribune
Hannah Leone, The Oregonian

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Saideh Haghighi, Director, Equity and Human Resources
Jon Pede, Director, Student Services
Kona Williams, Director, Human Resources
Karen Shea, Assistant Principal, Glencoe High School
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator

REGULAR SESSION 7:30 P.M.

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

4. RECOGNITION / PRESENTATION

Recognition: National Merit Scholarship Commended Students

The eight District students whose Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®) scores qualified them as Commended Students were recognized by the Board for their accomplishment.

Presentation: North Plains Elementary School Choir

North Plains Elementary School's fourth, fifth, and sixth grade choir performed three seasonal songs.

5. APPROVAL OF AGENDA

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

6. AUDIENCE TIME

Board Chair Strelchun explained the procedure for addressing the Board according to policy BDDH: Public Participation in Board Meetings. Seven audience members requested to address the Board on nonagenda items.

Concerns about childrens' future and success:

- Parent Advisory Council (PAC) leaders Irma Alonso and Laura Gomez

Concerns about sexual education:

- John DeZell
- Rachael Kitchens
- Lori Porter
- Nancy Hursh
- Georgia Perry

Superintendent Scott said that Executive Director Reiman will contact Ms. Hursh and Ms. Perry to answer their questions about changes in health curriculum and access to CCAC meetings.

7. CONSENT AGENDA

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

Consent Agenda items were as follows:

- a. Approve Routine Personnel Matters
- b. Accept Donations

8. ACTION ITEMS.

a. Approve Policy Revisions

1. Policy EBBB: Injury / Illness Reports

Chief Financial Officer Adam Stewart presented policy EBBB for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Miller, to approve the recommended revisions to policy EBBB: Injury / Illness Reports. The MOTION CARRIED (7-0).

2. Policy GBA: Equal Employment Opportunity

Director of Equity and Human Resources Saideh Haghighi presented policy GBA for approval. This policy was presented for first reading on

October 28, and no public questions or comments were received during the review period.

Director Miller MOVED, SECONDED by Director Seligman, to approve the recommended revisions to policy GBA: Equal Employment Opportunity. The MOTION CARRIED (7-0).

3. Policy GCDA/GDDA: Criminal Records Check / Fingerprinting

Director of Human Resources Kona Williams presented policy GCDA/GDDA for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Miller, to approve the recommended revisions to policy GCDA/GDDA: Criminal Records Check / Fingerprinting. The MOTION CARRIED (7-0).

4. Policy CCG: Licensed Evaluation – Administrators

Director Williams presented policy CCG for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Cañas, to approve the recommended revisions to policy CCG: Licensed Evaluation – Administrators. The MOTION CARRIED (7-0).

5. Policy IGBBA: Identification – Talented and Gifted, and Policy IGBBC: Programs and Services – Talented and Gifted

Executive Director Travis Reiman presented policies IGBBA and IGBBC for approval. These policies were presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Miller MOVED, SECONDED by Director Akers, to approve the recommended revisions to policy IGBBA: Identification – Talented and Gifted, and policy IGBBC: Programs and Services – Talented and Gifted. The MOTION CARRIED (7-0).

6. Policy JGAB: Use of Restraint and Seclusion

Student Services Director Jon Pede presented policy JGAB for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Cañas MOVED, SECONDED by Director Seligman, to approve the recommended revisions to policy JGAB: Use of Restraint and Seclusion. The MOTION CARRIED (7-0).

9. REPORTS AND DISCUSSION

a. Northwest Regional Education Service District (NWRES D) Annual Report

NWRES D Assistant Superintendent Paul Peterson and board member Lisa Poehlitz reviewed highlights of the NWRES D annual report, and acknowledged a District teacher who recently received a \$1000 grant from the NWRES D Foundation. Mr. Peterson also shared that NWRES D will rebate \$170,633 to the Hillsboro School District for services delivered below the anticipated cost in the 2013-14 school year.

b. Staffing Calculation Report

Assistant Superintendent of Human Resources Debbie Ashley described the processes used to calculate enrollment projections, determine staffing allocations, and make staffing adjustments after the initial staffing process has been completed. Board members asked clarifying questions.

c. First Reading—High School Course Modification Proposal: Advanced Placement Human Geography

A course modification proposal has been submitted, requesting that Glencoe High School's Advanced Placement (AP) Human Geography course be made available to freshman as a credit-bearing social studies course, as an optional replacement for World Studies, a course taken by most freshmen. Executive Director Travis Reiman and CCAC Chair Lisa Allen presented the proposal for first reading, explaining that the 16-member CCAC unanimously supports the request.

Board members spoke in favor of the modification and asked clarifying questions. Director Clift asked whether there is an AP class that does not qualify for mapping to a related credit. Executive Director Reiman will research the question.

d. Citizens' Curriculum Advisory Committee (CCAC) Activity Update

Ms. Allen provided an update of recent committee activities, and shared highlights of the committee's 2014-15 work plan, including the following information:

- Revisions to the selection process for committee members have been beneficial
- Four of the committee members are students; having the students' perspectives represented is helpful
- 2014-15 CCAC officers include Ms. Allen as the committee chair, and Eddie Chavez Bolaños as the vice chair
- One committee member recently resigned, due to scheduling conflicts with another commitment

Board members thanked Ms. Allen, Executive Director Reiman, and CCAC committee members for their work; and requested advance agendas for the monthly CCAC meetings.

e. 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.

f. Policies—First Reading

1. Policies GBN/JBA: Sexual Harassment and GBNA: Hazing / Harassment / Intimidation / Bullying / Menacing / Cyberbullying

Director Haghighi presented policies GBN/JBA and GBNA for first reading. Board members asked questions about the District's policy that addresses teen dating violence, and about staff training related to the policy revisions. Director Haghighi will research the requested policy information. She explained that the District's annual staff training will include these policy revisions.

Director Sollman produced a Healthy Teen Relationship Act Toolkit published by The Oregon Coalition Against Domestic and Sexual Violence. In response to Board members' requests, District staff will obtain permission to share this document with the entire Board.

The policy will be presented for approval on December 9.

2. Policy LBE: Public Charter Schools

Assistant Superintendent Larson presented policy LBE for first reading. The policy will be presented for approval on December 9.

10. NWRESA/HCU/HEA Reports.

HEA President Maureen Barnhart's comments included the following:

- Discussed the significance of American Education Week
- Shared that improvement is needed in the District's music programs, electives, and physical education programs
- Expressed dissatisfaction with the continued lack of resources and crowded classrooms
- Shared that HEA will be seeking support from legislators for funding to:
 - Recruit and retain highly qualified educators
 - Support efforts toward engaging and challenging learners to ensure academic excellence
 - Achieve the schools that students deserve

HCU First Vice President Charlotte Schuster shared the following thoughts:

- Classified staff are essential to the District's mission to engage and challenge all learners to ensure academic excellence. The essential contributions of these staff members include, but are not limited to:
 - Having the first and last interactions with students each day
 - Keeping the buildings clean
 - Maintaining the heating and plumbing systems
 - Preparing hot meals (sometimes the only meal a student may have each day)
 - Supporting classroom teachers
 - Transporting students safely

- Providing technology and office support
- Processing payroll

Ms. Schuster emphasized the importance of thanking these staff members for their valuable contributions to the safety, success, and well-being of students.

11. Superintendent's Time. Superintendent Scott's comments included the following highlights:

- Thanked Board Chair Stelchun and Director Miller for attending the OSBA conference, and explained that the time spent sharing together and interacting with members of other Districts was valuable
- Thanked Board Chair Stelchun and Assistant Superintendent Larson for their work on the OSBA conference presentation

12. Board of Directors' Time. Board members shared the following thoughts:

Director Seligman:

- Regarding sexual education:
 - Thanked audience members who spoke
 - Observed that this is a matter of concern to the public
 - Emphasized the importance of openness in handling this subject

Director Cañas:

- Expressed gratitude for the opportunity to serve on the Board, learning from her colleagues, implementing change, and experiencing personal growth through relationships

Director Clift:

- Discussed the nature of gratitude
- Expressed gratitude for the opportunity to work with the District
- Expressed appreciation for District staff who maintain the buildings

Director Miller:

- Thanked those who presented during the meeting
- Described the recent OSBA conference as fascinating and challenging
- Expressed appreciation for the opportunity to serve on the Board

Director Sollman:

- Expressed appreciation for parents who addressed the Board
- Regarding health education:
 - Emphasized that the priority of the District's health education is the safety and well-being of students
 - Discussed the complexity of health education and the state's health education standards
 - Emphasized the importance of having factual information
 - Stated that students feel passionately that knowledge is crucial for their safety and well-being
 - Emphasized the role of parents in instilling values and morals in their children
 - Commended the policy revision and communication plan proposed by District administrators, and emphasized that communication is key
- Thanked Board Chair Stelchun and Director Miller for attending the OSBA conference and sharing what they learned

Director Akers:

- Regarding the high school drama programs:
 - Expressed appreciation for the high school drama students and staff

- Described his recent enjoyment of *Night of the Living Dead* at Hillsboro High School and *The Book of Days* at Glencoe High School, and the high level of quality of these presentations
- Shared that he is looking forward to seeing drama presentations at Liberty and Century High Schools
- Described the recent meeting regarding the Glencoe football team as an ideal example of successful communication and decision-making with conflicting perspectives

Director Strelchun:

- Thanked staff for providing a Spanish version of the Board agenda card
- Shared that District students preparing to graduate are ready for the adventures that await them, even though the District’s budget in recent years has not allowed them to be granted all of the opportunities that Board members and staff wanted to provide for them

13. Follow-Up Items

| Request | Action |
|---|----------------------------------|
| Explanation of why AP European History at Liberty High School qualifies as an elective credit only, and not a social studies credit | To be provided in a Board update |
| Provide reference to policies that addresses teen dating violence | Provided in a Board update |
| Share Healthy Teen Relationship Act Toolkit with the entire Board | Provided in a Board update |

14. Executive Session. No executive session was called.

15. Adjournment. The meeting was adjourned at 9:24 p.m.




Approved January 27, 2015