

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

February 24, 2015

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 (on speaker phone)
Janeen Sollman

Budget Committee Present:

Chris Barry
Cathy Clark Thomas
Angie Ellis
Betsy Julian
Jaime Rodriguez

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
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Diana Kleintob, Technology Support
Jessica Woodard, Technology Support

Others Present:

Lacey Beaty, SBHC
Brittany Ruffin, SBHC
Lisa Allen, CCAC
Bonnie Howden, CCAC
Irma Alonso
Mari Carmen Gaona
Devin Hunter, HCU
Maureen Barnhart, HEA
Luke Hammill, The Oregonian
Kathy Fuller, Hillsboro Tribune

1. WORK SESSION: 5:15 P.M.

Board Chair Kim Strelchun called the meeting to order at 5:18 p.m., and explained that Director Seligman would be participating via speaker phone.

First Reading – AdvancED Accreditation Process

Assistant Superintendent Steve Larson presented information regarding the AdvancED accreditation process. He explained that the District has been investigating various tools to help evaluate its efforts toward raising student achievement, and has decided to partner with AdvancED, the organization that accredits each of the District high schools, to pursue systems accreditation. Various aspects of the accreditation process were discussed, including:

- Description of the accreditation process
- Benefits of District-wide accreditation

- Cost of District-wide accreditation, compared with the cost of accrediting individual high schools
- AdvancED's qualifications, including internationally-recognized benchmarks

In order to proceed with the formal systems accreditation, AdvancED requires Board approval to enter into the process. Participation in the AdvancED accreditation process will be presented to the Board for approval during the March 17 Board meeting. Board members were directed to contact Assistant Superintendent Larson with any questions they may have during the review period.

School-Based Health Center Update

Virginia Garcia's School-Based Health Center (SBHC) Manager, Lacey Beaty, and SBHC Wellness Coordinator, Brittany Ruffin, discussed successes, challenges, and long-term plans for the SBHC at Century High School. The following key points were discussed:

- History of Virginia Garcia and local SBHCs
- Goals of the program
- Accessibility (scheduling / walk-in; cost / payments)
- Services provided / plans for new services
 - Projects / events
 - Number of patients
 - Anticipated impact of the plan to close Washington County health clinics
 - Information needed in order to determine whether to expand
- Communication / marketing (student involvement)

Boundary Discussion Procedure

Superintendent Mike Scott presented a revised process document to the Board for boundary adjustment discussions. The document incorporated feedback provided by Board members during the February 10 Board meeting. Board members suggested an additional revision, which will be made to the document. The revised document will be shared with stakeholders after the Board's final review.

Chief Financial Officer Adam Stewart provided clarification regarding the impact of boundary adjustments on bond obligations.

Budget Committee Update

Superintendent Scott and Chief Financial Officer Stewart shared 2015-16 budget information with the Board and Budget Committee, and led them in a discussion of priorities for a five-step reinvestment plan. Discussion points included:

- The reinvestment plan will utilize budget estimates, since it is too early to accurately predict funding or expenses
 - Funding variables include, but are not limited to, changes to the state funding calculations, student enrollment, Gain Share amounts, and bargaining
- As a result of recent changes in state funding calculations, the Co-Chairs' most recent budget results in a greater reduction in the District's budget than previously anticipated
- Board and Budget Committee members participated in an exercise to identify their values and funding priorities regarding various elements related to student success

- School principals and community members will also provide input, and a draft document incorporating all input received will be presented to the Board and Budget Committee during a future meeting
- Board and Budget Committee members suggested additional features for the document used in the activity

Board Discussion Time

Board members shared the following thoughts:

Director Miller:

- Attended a recent OSBA event and met with state legislators
- Was surprised to find out that seventy percent of college students who graduate as teachers in Oregon are not hired as teachers in Oregon
- Spoke with the Director of the Accrediting Board, who agrees that the requirements surrounding dual credit need to be revised
- Enjoyed the recent Hillsboro Schools Foundation Gala

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 (speaker phone)
Janeen Sollman

CCAC / Math Study Team:

Lisa Allen
Eddie Bolaños
Mark Coleman
Bonnie Howden
Ryan Hoxie
Steffan Ledgerwood
Nabil Zerizef

Others Present:

Patterson students and families
Martha Mendez Bolanos
Richard Brindos
Mindy Hawley, HMH
Kathy Mikitka
Shirley Pate
Larry Thompson, CVCS
Jack Rockwell
Jaime Rodriguez
Paul Peterson, NWRES
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

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
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Karen Murphy, Principal, North Plains Elementary School
Audrea Neville, Principal, Patterson Elementary School
Scott Schinderle, Principal, Groner Elementary School
Stephanie Blair, TOSA, Secondary Math
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator
Sindy AvilaGutierrez, Parent and Community Engagement Liaison
Diana Kleintob, Technology Support
Jessica Woodard, Technology Support

REGULAR SESSION 7:30 P.M.

Call to Order and Flag Salute. Board Chair Strelchun reconvened the meeting at 7:29 p.m., announced that Director Seligman would be attending the meeting via speaker phone, and led the Pledge of Allegiance.

3. RECOGNITION / PRESENTATION

Student Presentation: Patterson Elementary School Fourth Graders – Anti-Bullying Campaign

Patterson Elementary School fourth grade students shared their anti-bullying message, and invited Board and staff members to join their campaign.

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. Two audience members requested to address the Board on nonagenda items.

Kathy Mikitka discussed her ongoing concerns regarding policy IGAI: Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education; including Brad Victor's role in developing age-appropriate guidelines.

Jack Rockwell introduced himself as the volunteer coach for an athletic strength training group that was housed for several years at J. B. Thomas and South Meadows Middle Schools. He explained that school administrators have determined that space is no longer available for the group, and he requested continued support.

Superintendent Scott explained that there is competition for space in the schools, and principals have a fair amount of discretion in determining what programs to house; he said that Director of Safety and Operations Casey Waletich would contact Mr. Rockwell to discuss the matter. Board Chair Strelchun requested that Superintendent Scott provide follow-up information to the Board.

6. CONSENT AGENDA

Director Miller MOVED, SECONDED by Director Cañas, to approve the Consent Agenda as printed. The MOTION CARRIED (6-0). (Director Akers abstained from voting, stating that he has a family member on the contract extension list.)

Consent Agenda items were as follows:

- a. Approve Minutes of January 13, 2015, Board Meeting
- b. Approve Minutes of January 27, 2015, Board Meeting
- c. Approve Minutes of January 27, 2015, Public Hearing – City View Charter School Renewal Request
- d. Approve Parent Organization Activities for Liability Insurance Coverage
- e. Approve Routine Personnel Matters
- f. Approve Extension and Non-extension of Temporary, Probationary, and Contract Teachers and Administrators

7. ACTION ITEMS

a. Act on City View Charter School (CVCS) Renewal Request

Superintendent Scott summarized details of the CVCS request, and made the following recommendation to the Board:

- Approve the City View charter renewal for a period of ten years
- Approve an increase in the enrollment cap to 432 students
- Maintain CVCS's State School Fund (SSF) amount at 80 percent
- Reach an agreement with CVCS (within the 90-day period allowed for negotiating the charter) regarding additional services, up to a value of

\$70,000 (five percent of current CVCS per pupil ADMw), that can be provided to assist CVCS without reducing funds in the District's operating budget

Superintendent Scott and Chief Financial Officer Stewart explained the following:

- The recommendation to maintain the funding level at 80 percent is based on the District's current financial needs
- Chief Financial Officer Stewart and Director Akers recently met with CVCS's principal, business manager, and treasurer to identify services the District could provide that would help CVCS's bottom line without financial cost to the District (i.e., costs that would be absorbed because of the District's economy of scale); services that were discussed included: transportation, gym space, nutrition services, education service district services, participation in the District's substitute system, courier services
- The charter language will need to be flexible enough to include future possibilities, since the value of services (five percent of CVCS per pupil ADM) will change as CVCS's enrollment changes, and CVCS's needs may change during the ten-year period (e.g., if CVCS purchases a building)
- Staff will present a draft charter agreement to the Board at a future meeting

Director Clift MOVED, SECONDED by Director Sollman, to approve the City View charter renewal for a period of ten years; increase the enrollment cap to 432 students; charge District staff to work with CVCS to identify additional services that can be provided to assist them, up to a value of \$70,000 (five percent of current City View per pupil ADMw); and reserve the right to negotiate other terms and conditions of the contract. The MOTION CARRIED (7-0).

b. Adopt Resolution to Admit Nonresident Students

Director of Communications Beth Graser shared a list of available slots within the District for open enrollment, and discussed timelines for the open enrollment and inter-district transfer processes.

Director Akers MOVED, SECONDED by Director Miller, to adopt the following resolution: The Hillsboro School District 1J Board of Directors hereby resolves to admit nonresident students for the 2015-16 school year, under the provisions of Oregon HB 3681. The Board further directs administration to determine and announce the number and location of available transfer slots, and to devise an equitable process by which students will be selected for the slots. The MOTION CARRIED (7-0).

c. K-8 School Recommendation

District administrators presented for the Board's approval a recommendation to implement a K-8 program at Groner Elementary School. The transition plan includes adding up to two seventh grade classes at Groner Elementary School for the 2015-16 school year, with eighth grade classes to be added the following year.

Key points of the discussion included:

- Community interest in a K-8 program
- Benefits to students, including students in the Deaf and Hard-of-Hearing program

- Estimated cost
- Academic program
- Schedule (transportation, courses, after-school programs)
- Staffing / licensure
- Building capacity
- Transition plan
- Student transfers
- Communication plan

Director Sollman MOVED, SECONDED by Director Miller, to approve the K-8 recommendation. The MOTION CARRIED (7-0).

A revised version of policy IE: Organization of Instruction, which specifies the configuration of District schools, will be presented to the Board for first reading on March 17.

- d. Approve Proposal Regarding the November 2014 Inclement Weather Day
Assistant Superintendent Debbie Ashley presented a recommendation that the November 13 inclement weather day not be made up by staff members or students. She explained that the proposal takes into account several factors, including the following:
- The decisions of neighboring districts
 - Instructional seat time requirements for the granting of Carnegie units
 - Contractual obligations with bargaining units
 - Concerns regarding student attendance if the day were added back (because it would be a Monday)

Board members discussed options for scheduling inclement weather make-up days in future years.

Director Sollman MOVED, SECONDED by Director Cañas, to approve the proposal to not make up the November 2014 inclement weather day. The MOTION CARRIED (7-0).

Director Seligman, attending the meeting via speaker phone, left the meeting at 8:45 p.m.

8. REPORTS AND DISCUSSION

a. First Reading – Mathematics Materials Adoption

The first reading of the proposed adoption of instructional materials for high school mathematics courses was presented by Executive Director Reiman, members of the Math Study Team, and members of the Citizens' Curriculum Advisory Committee (CCAC). They recommended the adoption of Houghton Mifflin Harcourt's Algebra 1-Geometry-Algebra 2 (HMH:AGA) digital materials with:

- Class sets of 40 hardbound textbooks with teacher edition textbooks
- Physical teacher editions
- Class sets of 40 Chromebooks for student access to digital content

The cost of licenses, textbooks, and professional development is estimated at \$291,183. The cost of technology materials (Chromebooks and carts) is estimated at \$386,208.

The discussion included a summary of the following aspects of the math study process and implementation plan:

- Math study timeline
- Rating and review of materials
- Input gathered from students, staff, and parents
- Pilot process
- Professional development plans
- Benefits to students of integrating technology and curriculum
- Community information event
- Plans for evaluating the effectiveness of the materials

Board members were directed to contact Executive Director Reiman if they have any questions during the review period.

b. Kindergarten Update

Assistant Superintendent Steve Larson and North Plains Elementary School Principal Karen Murphy presented a report on the District's preparations for full-day kindergarten, which will be offered by Oregon school districts, effective autumn 2015. The following aspects of planning and preparation were discussed:

- Anticipated enrollment
- Anticipated cost
- Staffing and materials
- Facilities / classrooms
- Transportation
- Professional development and supports for teachers
- Staff enthusiasm
- Communication strategies / materials
- Transitioning students
- Scheduled events (registration, orientations, kindergarten fair)

Board members asked questions about the District's options and state funding.

c. Financial Report

Chief Financial Officer Stewart presented the monthly financial report, provided information regarding key department positions, and answered Board members' clarifying questions. The financial report is included in the Board meeting packet.

d. Policies—First Reading

1. Policy IKF: Graduation Requirements

Executive Director of Secondary Education Matt Smith presented the first reading of policy IKF: Graduation Requirements, and answered Board members' questions. He explained that the revisions are necessary in support of the District's college and career goals for students, and recent

legislative changes, and are based on recommendations from the District's Graduation Committee and the Oregon School Boards Association (OSBA).

Key points of the discussion included:

- The District's values for students
- The benefits of earning the Chancellor's diploma
- College admission requirements
- Creating a system where students feel confident to enroll in advanced-level classes
- Weighing the decrease in the required grade point average for the Chancellor's diploma with the increased requirement for the completion of advanced-level courses (balance between performance and content)
- Input from the community, parents, and college counselors
- Establishing common guidelines to honor students' accomplishments at all District high schools

Board members should contact Executive Director Smith with any questions or comments they may have during the review period. The policy will be presented for approval on March 17.

2. Policies KL: Public Complaints (revise) and KLD: Public Complaints about District Personnel (delete)

Assistant Superintendent of Human Resources Debbie Ashley explained that the proposed revision of policy KL: Public Complaints incorporates the District's current policy KLD: Public Complaints about District Personnel. The District is combining and streamlining two related policies, and moving certain details to the related administrative regulation, in accordance with guidance from OSBA.

Board members' questions or comments during the review period should be addressed to Assistant Superintendent Ashley. The policy will be presented for approval on March 17.

9. NWRESD/HCU/HEA Reports

HEA President Maureen Barnhart shared the following information:

- The Oregon Education Association (OEA) is working with the Oregon Department of Education (ODE) to ensure that assessments are tied to standards
- Board members are invited to attend OEA's 5th Annual Symposium, which will be held in Salem on March 7
- Board members are invited to participate in a 5K fun walk / run in support of school funding, organized by Washington County districts; the event will take place in Forest Grove on May 16, and proceeds will go to Cornelius Elementary School
- Association members will appreciate the Board's acknowledgement of their hard work, in their decision not to add a makeup day to this year's school calendar

HCU President Devin Hunter emphasized the essential contributions that classified staff make to student achievement, including nutrition services, recess supervision, and library support. He asked that Board members keep in mind the importance of classified staff to the District's educational plan during the budgeting process.

Northwest Regional Education Service District Assistant Superintendent Paul Peterson commended Executive Director Reiman for his team leadership.

10. Superintendent's Time. Superintendent Scott did not have any further comments

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

- Director Miller did not have any further comments
- Director Sollman
 - Encouraged participation in the upcoming Read Across America event at District schools
 - Commended staff for their thoughtful processes and diligent work
 - Spoke in appreciation of Hillsboro Schools Foundation's (HSF's) partnership and generosity
 - Discussed the recent HSF Gala and Auction
 - Suggested creating a student representative position for the Board, with a role that is similar to the Mayor's Youth Advisory Council in Hillsboro
- Director Akers shared that he is proud to be part of the Hillsboro School District and the work that is being done
- Director Cliff commended staff for their hard work and the quality of their presentations
- Director Cañas shared her excitement about the work that is being accomplished
- Board Chair Strelchun discussed the Confederation of Oregon School Administrators (COSA) / OSBA Legislative Day in Salem, and thanked Superintendent Scott for attending the event with her

12. Follow-Up Items

Request	Action
Follow-up on program space issue at school locations	Director Waletich has followed up with Mr. Rockwell
Draft CVCS charter agreement	To be presented at a future meeting

13. Executive Session. No executive session was called.

14. Adjournment. The meeting was adjourned at 10:13 p.m.



Approved March 17, 2015

A videotape of the Board meeting regular session is posted on the District's website at: <http://www.hsd.k12.or.us/AboutHSD/Governance/BoardofDirectors.aspx>
(Click on "Meeting Video.")

The Board meeting agenda and packet materials are also available on this link. (Click on "Meeting Schedule.")