

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

March 17, 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
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

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

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

Board Chair Kim Strelchun called the meeting to order at 5:16 p.m., and moved the Board into executive session under ORS 192.660(2)(d)—labor negotiator consultation. The Board discussed labor negotiations; no action was taken. Board Chair Strelchun moved the Board out of executive session and recessed the meeting at 5:32 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
Elaine Fox, Executive Director, Student Services
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Dayle Spitzer, Executive Director, Elementary Education
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board

Budget Committee Present:

Chris Barry
Nina Carlson
Cathy Clark Thomas
Angie Ellis
Betsy Julian
Jaime Rodriguez

Others Present:

Lisa Allen
Frank Angelo
Derek Brown
Tim Carlisle
Andy Duyck
Desi Kurtz
Joel Lupro

Hugh O'Donnell
Carolyn Ortman
Dick Schouten
Devin Hunter, HCU
Maureen Barnhart, HEA
Luke Hammill, The Oregonian
Kathy Fuller, Hillsboro Tribune

2. **WORK SESSION: 5:30 P.M.**

Board Chair Kim Strelchun reconvened the meeting at 5:32 p.m.

Annual Student Achievement Report / Data Analysis

Assistant Superintendent Steve Larson presented a comprehensive review of student performance data for the 2013-14 school year, including the updated *Report of Student Achievement*, and comparison data for districts throughout the state.

Key points of the discussion included:

- Programs and resources that would improve students' chances of success are limited by inadequate funding
- The transition to Smarter Balanced assessments will create challenges for comparing data for next year's report
- It may be helpful to develop different versions of the student achievement report, with different levels of detail, for various functions and audiences
- Additional information was requested regarding details of specific data points
- Board members discussed the advantages and disadvantages of moving forward with goal setting at this early stage in the development of the District's budget

Boundary Adjustment Proposal

Director Glenn Miller presented a proposal for the adjustment of boundaries between the Hillsboro and Beaverton School Districts, suggesting that Hillsboro School District trade an area of South Cooper Mountain to Beaverton School District, in exchange for a similarly-sized area in South Hillsboro. Director Miller clarified that the proposal was his own, and was not reviewed or endorsed by the District's Long-Range Planning Committee.

Key points of the discussion included:

- History of requests for boundary adjustments in South Cooper Mountain
- Needs and desires of the impacted students, families, and communities
- Impact on existing schools
- Proximity, configuration, and capacity of existing schools in the South Cooper Mountain area
- Anticipated population growth
- Funding for school construction and maintenance
- Interest of local City and County officials in the proposal

Board members' opinions ranged from strong disagreement with the proposal and the way it was initiated, developed, and presented, to an interest in considering the potential benefits of the proposal.

Superintendent Mike Scott discussed next steps, including:

- Scheduling a meeting between Hillsboro and Beaverton School District leaders
- Obtaining a legal opinion regarding the boundary adjustment proposal
- Estimating potential future growth in the proposed boundary adjustment areas
- Determining the potential impact to the local communities and schools, other areas of the District, the District's budget, and the District's long-range plan
- Obtaining feedback from the impacted communities to determine whether they support the proposal

- Developing a plan and timeline for communicating with stakeholders
 - Superintendent Scott expressed concern because impacted community members will read about the proposal in the newspaper before the District has had an opportunity to communicate with them

Budget Update

Superintendent Mike Scott and Chief Financial Officer Adam Stewart described three possible funding scenarios for the 2015-16 school year (reducing, sustaining, and reinvesting) and shared information regarding the most recent state budget forecast. They explained that advocacy is essential in order to obtain a level of education funding that will allow the District to sustain its current level of services or reinvest in its programs.

Highlights of the discussion included:

- Advocacy is needed before spring break because the legislature is attempting to finalize the education budget quickly – at a level that would result in a \$4.5 million reduction in the District’s budget (this would include rolling up current expenditures, increasing salaries, and adding full-day kindergarten)
- Although the proposed state education budget is an increase in absolute dollars, it represents a decrease in the percentage of state funds allocated for K-12 schools – even though the state’s revenue has increased
- The District’s 2015-16 budget needs to include roll-up costs and the increased expenses of full-day kindergarten (which are not fully funded by the state)
- An additional revenue forecast is expected; having the education budget finalized early may or may not be beneficial – depending, in part, on the funding level that is approved, and whether the kicker will be paid out
- Continuing to define reinvestment strategies will allow the District to show decision-makers the value of increased funding
- Examples of the potential impact of a \$4.5 million dollar reduction on staffing and the school calendar
- Comparison information regarding state funding for education nationwide
- Investment values identified by the Board and the District’s administrative team; community input on investment values is currently being gathered
 - Items not identified by survey responders as investment values cannot necessarily be identified as reduction areas, since the value of some essential staff and services are not readily apparent to those who don’t interact with them directly, and the survey was presented as a way to identify reinvestment (not “reduction”) areas
- Potential cost-saving strategies
- Communication with the community regarding the potential impact on the District of the proposed budget, and the need for advocacy, will continue
- The Board / Budget Committee will be provided additional opportunities for input, as the budget process continues

Board Discussion Time

This discussion did not take place, due to time constraints.

The meeting was recessed at 7:27 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
Elaine Fox, Executive Director, Student Services
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Dayle Spitzer, Executive Director, Elementary Education
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Becky Kingsmith, Coordinator, Teaching and Learning, Secondary
Brooke Nova, Coordinator, College and Career Pathways
Arcema Tovar, Coordinator, Elementary Curriculum / Assessment
Stephanie Blair, TOSA, Secondary Math
Sandie Grinnell, TOSA / Science and STE(A)M Coach Leadership
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

Others Present:

Glencoe High School students
Hillsboro High School students
Lisa Allen
Chris Barry
Aron Carlson
Shellie DeWhitt
Joel Lupro
Marla Lyle
Carissa Martus
Juanita Martus
Kathy Mikitka
Kimberly Scott
Devin Hunter, HCU
Maureen Barnhart, HEA
Paul Peterson, NWRES D

REGULAR SESSION **7:30 P.M.**

3. Call to Order and Flag Salute. Board Chair Strelchun reconvened the meeting at 7:37 p.m. and led the Pledge of Allegiance.

4. RECOGNITION / PRESENTATION
Student Presentation: Hillsboro High School College Application Week
Hillsboro High School counselor Marla Lyle shared information regarding the school's first annual College Application Week through the Oregon Department of Education's (ODE's) "Gear Up" program. She explained that the event reduces barriers for students by providing them with ample scheduled time to research their post-secondary options, create viable plans, gather their application resources, and complete at least one application to a post-secondary institution. The event also provides staff support to guide students through the financial aid and college entry application processes. Several students discussed the post-secondary opportunities they now have, as a result of their participation in this event. Ms. Lyle said that all of

the District's high schools are committed to participate in College Application Week next year.

5. APPROVAL OF AGENDA

Director Glenn Miller MOVED, SECONDED by Director Erik Seligman, to approve the revised agenda as printed, with the addition of a meeting of the District's Local Contract Review Board (LCRB). The MOTION CARRIED (7-0).

6. AUDIENCE TIME

Board Chair Stelchun 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 expressed her ongoing concerns regarding policy IGAI: Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education. She requested scientific evidence regarding the age appropriateness of teaching materials and Oregon state standards related to human sexuality. She also asked questions about the District's process for notifying parents in advance of sexual education instruction.

Superintendent Scott responded that Ms. Mikitka has not accepted Executive Director Travis Reiman's offers to meet with her to discuss her concerns. He also encouraged Ms. Mikitka to share her concerns with the Oregon Department of Education in Salem, where she can have an impact on the development of the education standards that are imposed throughout the state.

Joel Lupro commended staff members who were involved in the recent Smarter Balanced educational summit, and asked for information regarding the scheduling of Smarter Balanced assessments, and the eleventh grade Oregon Assessment of Knowledge and Skills (OAKS) test for science at Liberty High School.

Executive Director Matt Smith will communicate with Liberty High School principal Greg Timmons to ensure that parents can access these testing schedules.

7. CONSENT AGENDA

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

Consent Agenda items were as follows:

- a. Approve Minutes of February 10, 2015, Board Meeting
- b. Approve Minutes of February 24, 2015, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Authorize 2015 Migrant Summer School Application

8. ACTION ITEMS

a. Approve 2015-16 School Calendar

Assistant Superintendent Debbie Ashley recommended that the Board approve 2015-16 draft calendar B, with school beginning on September 8, after Labor Day, and fall conferences scheduled during the second week of November. She provided the following information:

- Two versions of the 2015-16 school calendar, with an optional alternate schedule for fall conferences, were presented to the Board for first reading during the February 10 meeting
- The recommendation is based on an analysis of the pros and cons of each calendar, and feedback gathered from the Board, District staff, and the community
- Draft calendar B includes 12 school days in June

Board members asked questions and discussed the following aspects of the matter:

- The comparative benefits of both draft calendars
- Decisions made by the District in previous years when Labor Day occurred later in September
- Feedback received from the community
- Options for potential inclement weather make-up days
- The potential impact of inclement weather make-up days on summer programs and university schedules
- The need for students, staff, and community members to be informed of the school-year calendar – and any changes to it – as early as possible

Approval of the 2016-17 school year calendar will be scheduled on an earlier Board meeting agenda in 2015-16.

Director Cañas MOVED, SECONDED by Director Miller, to approve 2015-16 draft calendar B, which begins school on September 8, after Labor Day, and schedules fall conferences during the second week of November. The MOTION CARRIED (7-0).

b. Adopt Mathematics Instructional Materials

Executive Director Travis Reiman presented the Math Study Team's recommendation for the adoption of Houghton Mifflin Harcourt AGA materials as the core instructional materials for high school Algebra, Geometry, and Algebra II; and approval of the District's plan to evaluate and utilize, on an ongoing basis, open educational resources (OERs) for all high school mathematics courses. The first reading of this proposal was presented on February 24. No additional comments or questions were received during the Board review period.

Board members commended everyone who contributed to this effort for their hard work, thoroughness, and transparency.

Director Miller MOVED, SECONDED by Director Seligman, to adopt Houghton Mifflin Harcourt AGA materials as the core instructional materials for high school Algebra, Geometry, and Algebra II; and approve the District's plan to evaluate and utilize, on an ongoing basis, OERs for all high school mathematics courses. The MOTION CARRIED (7-0).

c. Approve Participation in AdvancED Accreditation Process

Assistant Superintendent Larson presented for approval the recommendation to proceed with AdvancED systems accreditation. The first reading of this proposal was presented on February 24. It is anticipated that the assessments and

evaluations intrinsic to this process will be valuable for the District's continuous improvement and development of future strategic plans.

Board members asked questions and discussed the anticipated cost of accreditation (budgeted at \$12,000) and an overview of the process.

Director Monte Akers MOVED, SECONDED by Director Janeen Sollman, to approve the recommendation to proceed with AdvancED systems accreditation. The MOTION CARRIED (7-0).

d. Approve Financing of School Buses

Chief Financial Officer Stewart requested approval to enter into a new five-year lease for the purchase of ten full-sized and seven special needs school buses. He explained that the full-sized buses are needed to support full-day kindergarten, which will require transporting 750-800 additional students on approximately ten additional routes each morning and afternoon, and the special needs buses are required to accommodate growth in the District's special education program.

Chief Financial Officer Stewart also explained that the District receives funds from the state that are designated for the replacement of school buses, and are not part of the general fund, and that the District will be reimbursed 70 percent of the depreciable cost of the buses.

Board members asked questions and discussed the following aspects of the matter:

- Timeline requirement for purchase of the buses
- Reimbursement / depreciation of the buses
- The District's decision to offer full-day kindergarten
- Other expenses related to full-day kindergarten

Director Akers MOVED, SECONDED by Director Miller, to approve the financing of 17 school buses on a five-year lease, with an annual payment of \$415,462.84. If approved, the Board will be asked on April 28, 2015, to adopt a resolution required by U.S. Bank Government Leasing. The MOTION CARRIED (7-0).

e. Award Bid for Transportation Bus Yard Expansion

Chief Financial Officer Stewart requested that the Board authorize the administration to award a contract for Transportation Bus Yard improvements to Evergreen Pacific, the apparent low bid for this project, in the amount of \$544,416. Chief Financial Officer Stewart shared the following information:

- The paved portion of the Transportation bus yard is currently at capacity, and accommodating additional buses will require improvements to the remaining two acres of land at the Transportation Department
- The City of Hillsboro has requirements regarding the completion of specific improvements, applications for permits, and payment of system development charges
- In order to accomplish the required work during the summer, the District needs to begin applying for permits now

- This project is included on the District's High Priority Maintenance List; it has been budgeted and will be paid for from the Construction Excise Tax fund
- At a future date, as the District continues to grow, the Long-Range Planning Committee may explore the option of constructing a satellite bus yard on property owned by the District near Liberty High School

Director Sollman MOVED, SECONDED by Director Miller, to authorize the administration to award the contract for the improvements to the Transportation Bus Yard to Evergreen Pacific in the amount of \$544,416. The MOTION CARRIED (7-0).

f. Award Bid for Brick Sealer at Eight School Sites

Chief Financial Officer Stewart requested that the Board authorize the administration to award a contract for the application of brick sealer on eight school buildings to Evergreen Pacific, the apparent low bid, in the amount of \$155,250. He explained that this is one of the highest priority items on the Long-Range Planning Committee's High Priority Maintenance list. The original sealer was applied to these buildings at construction, and it is now necessary to remove the original sealer and reapply a new treatment in order to prevent water intrusion into the building envelope. The project will be funded with bond interest.

Director Sollman MOVED, SECONDED by Director Seligman, to award a contract for the application of Brick Sealer on eight school buildings to Evergreen Pacific in the amount of \$155,250. The MOTION CARRIED (7-0).

Board Chair Strelchun called for a motion to revise the agenda, moving item 9a, the College and Career Pathway presentation, forward on the agenda. Director Sollman MOVED, SECONDED by Director Miller, to move item 9a, the College and Career Pathway presentation, forward to the next item on the agenda. The MOTION CARRIED (7-0).

9. REPORTS AND DISCUSSION

a. College and Career Pathway Update – Human Resources

Executive Director Reiman, College and Career Pathways (CCP) Coordinator Brooke Nova, Glencoe High School instructor Shellie DeWhitt, and District students shared information regarding classroom and internship experiences within the Human Resources Career Learning Area (CLA). Key points of the discussion included:

- Career opportunities
- Credit earnings available
- Dual credit cost savings
- The benefits of internships, and the impact these experiences have on students' lives and career plans

Board members and Superintendent Scott commended staff and students for their presentation, the success of the program, creating learning opportunities, and their accomplishments. Executive Director Reiman thanked the members of the College and Career Pathway steering committee for their participation, and

Ms. Nova thanked Board members who attended the recent CCP field trip, stating that their participation is very meaningful for staff.

8. ACTION ITEMS (continued)

- g. Approve Resolution Agreement for Adoption of Amended 403(b) Plan Document
Chief Financial Officer Stewart requested that the Board approve a resolution for adoption of an amended 403(b) plan document, reassigning the District roles of 403(b) plan administrator and coordinator from the Chief Financial Officer position to the Director of Business Services position. This change will align the plan document with business office protocol. In order to reassign these roles, the vendor requires resolution approval by the Board of Directors.

Director Seligman MOVED, SECONDED by Director Sollman, to approve the resolution agreement for adoption of an amended 403(b) plan document. The MOTION CARRIED (7-0).

h. Approve Policy Revisions

1. Policy IKF: Graduation Requirements

Executive Director Matt Smith presented policy IKF: Graduation Requirements for approval, explaining that the changes align with the District's goals for student success. The policy was presented for first reading on February 24. Following the first reading, a correction was made to the number of elective and total credits required for a standard diploma. No public questions or comments were received during the review period.

Board members asked questions about next steps and a communication plan. Director Clift requested a future report on preparations and implementation readiness.

Director Clift MOVED, SECONDED by Director Sollman, to approve the recommended revisions to policy IKF: Graduation Requirements. The MOTION CARRIED (7-0).

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

Assistant Superintendent Ashley presented the revision of policy KL: Public Complaints and deletion of policy KLD: Public Complaints about District Personnel, explaining that the District is incorporating the District's current policy KLD: Public Complaints about District Personnel into the revised version of policy KL: Public Complaints, and moving some details to the related administrative regulation, in accordance with guidance from OSBA. The policy revisions were presented for first reading on February 24, and no public questions or comments were received during the review period.

Director Sollman MOVED, SECONDED by Director Seligman, to approve the recommended revisions to policy KL: Public Complaints, and the deletion of policy KLD: Public Complaints about District Personnel. The MOTION CARRIED (7-0).

i. Approve Declaration of Emergency for Water Damage Repairs and Water Pipe Replacement at North Plains Elementary School and Exemption from Competitive Bidding

Board Chair Strelchun recessed the Board meeting and convened a meeting of the Local Contract Review Board (LCRB) at 9:31 p.m.

Chief Financial Officer Stewart explained the following:

- A hot water line burst and caused flooding at North Plains Elementary School on the evening of March 16
- A sleeve has been applied to the pipe, but a section of the pipe will need to be replaced
- It is anticipated that the cost of repairs may exceed the threshold at which competitive bidding is required
- In order to bypass the bidding process and facilitate repairs immediately, the Board needs to declare an emergency
- In order to minimize disruption to instruction, the repairs should be completed over spring break

Director Cliff read the following resolution:

DECLARATION OF EMERGENCY – We, the members of the Hillsboro School District Board of Directors, declare an emergency to facilitate immediate repairs to the District property at North Plains Elementary School as the result of a burst hot water line that happened on March 16, 2015. This resolution is being adopted in conformance with Oregon Public Contracting Statute ORS 279C, dealing with the emergency exception to the competitive bid requirement. This will allow the necessary repairs to be conducted over spring break.

Director Sollman SECONDED the motion. The MOTION CARRIED (7-0).

Board Chair Strelchun adjourned the meeting of the LCRB and reconvened the Board meeting at 9:34 p.m.

9. REPORTS AND DISCUSSION (continued)

b. Science Adoption Update

Executive Director Reiman introduced the District's Science Study Team leaders, their goals, and their draft timeline. Key points of the discussion included:

- Aspirational and measurable goals
- Educational equity
- Setting high standards for all students
- Providing the necessary supports for all students to excel
- Transition from the OAKS science assessment to the Next Generation Science Standards (NGSS)

Board Chair Strelchun requested information regarding the degree of overlap that exists between NGSS and National Core Art Standards. District staff will research this information.

c. Arts Investment Update

Executive Director Reiman and Quatama Elementary School music teacher Carissa Martus thanked the Board for investing in the arts, and reported on the District's use of budgeted funds. Key points of the discussion included:

- The District's utilization of \$130,000 budgeted for the arts for the 2014-15 school year
- How the District's investment in the arts is benefiting students
- Music honors earned by District students
- Identifying the District's future vision for the arts

Board Chair Strelchun announced that theater students at all four District high schools have qualified for state and national competitions.

d. Strategic Plan Performance Update

Executive management reported on progress that occurred in each area of the District's Strategic Plan during the months of December, January, and February.

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. Policy IE: Organization of Instruction

Assistant Superintendent Larson presented policy IE: Organization of Instruction for first reading, explaining that the policy revision reflects the Board's February 24 decision to move forward with a K-8 configuration at Groner Elementary School, and allows for future configuration changes, if the Board approves such changes in the future.

The policy will be presented for approval on April 28.

10. NWRESD / HCU / HEA Reports

Northwest Regional Education Service District (NWRESD) Assistant Superintendent Paul Peterson was present, but did not address the Board.

Hillsboro Education Association (HEA) President Maureen Barnhart spoke about the commitment of District teachers to providing a quality education for students, and their disappointment in Oregon state legislators.

Hillsboro Classified United (HCU) did not address the Board.

11. Superintendent's Time

Superintendent Scott spoke about the District's recent participation in an English Language Learners (ELL) conference, and commended student participants for their outstanding panel discussion regarding the benefits of being bilingual.

12. Board of Directors' Time

Board members shared the following thoughts:

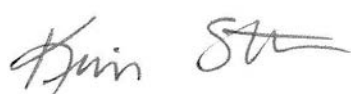
- Director Seligman commended Liberty High School theater students for their engaging production of *The Adams Family*, and said that his daughter thoroughly enjoyed it
- Director Cañas declined the opportunity to share, due to the lateness of the hour
- Director Clift described his enjoyment of this month’s high school theater productions; he also expressed his appreciation for the opportunity to participate in Board focus groups, gaining valuable input from various groups within the community, and he thanked community members for their input
- Director Akers expressed disappointment regarding aspects of the boundary adjustment discussion that took place earlier in the evening; he recommended that Board members review the boundary adjustment proposal professionally, focusing solely on the facts of the matter, and refraining from making discrediting personal remarks
- Director Sollman said she is pleased that the idea of having a student representative to the Board is being explored; she also said that health education is essential for the health, safety, and welfare of students
- Director Miller thanked the audience for attending the meeting, and said that disagreements are part of the decision-making process
- Board Chair Strelchun thanked Superintendent Scott and Director Graser for strongly encouraging advocacy, and urged everyone to continue challenging state legislators for adequate funding; she also expressed appreciation for the display of student art work, a reminder of the Board’s purpose; and she thanked Hillsboro Hops for the work they are doing to bring turf fields to the community

13. Follow-Up Items

Request	Action
Additional information regarding specific data points on the Annual Report of Student Achievement	To be provided in an update
Future report on preparations and implementation readiness for new graduation requirements	To be provided in an update
Information regarding the degree of overlap that exists between NGSS and National Core Art Standards.	To be provided in an update

14. Executive Session. No executive session was called.

15. Adjournment. The meeting was adjourned at 10:30 p.m.




Approved April 28, 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.")