

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

August 17, 2015

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

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
Lisa Allen
Erik Seligman
Janeen Sollman
Kim Strelchun

Administration / Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Casey Waletich, Executive Director, Facilities, Safety, Operations
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Diana Kleintob, Technology Support
Jessica Woodard, Technology Support

Others Present:

Maureen Barnhart, HEA

WORK SESSION

Board Chair Wayne Clift called the meeting to order at 8:13 a.m.

1. Team-Building Question 1

Superintendent Scott led the Board in a team-building activity.

2. Teamwork / Communication

Board members discussed their reasons for serving on the Hillsboro School District Board of Directors, and their values and goals. They also discussed communication and working relationships.

Board Chair Clift recessed the meeting at 9:37 a.m., and called the meeting to order again at 9:55 a.m.

2. Teamwork / Communication (continued)

Board members discussed Board meeting efficiencies and protocol. They agreed that the routine start time for Board work sessions will be changed to 5:15, and the start time for regular sessions will be changed to 7:00.

The Board / Superintendent Working Agreements were reviewed. There was a consensus that no revisions to the current working agreements are needed. The working agreements are scheduled for readoption on September 22.

Board Chair Clift recessed the meeting at 12:03 p.m., and called the meeting to order again at 12:25 p.m.

3. Team-Building Question 2

Superintendent Scott led the Board in a team-building activity.

4. Board Development

Board members discussed professional development opportunities for 2015-16, reviewed their budget, and discussed the development of an integrated District / Board / Superintendent evaluation process.

5. Team-Building Question 3

Superintendent Scott led the Board in a team-building activity.

6. Planning Ahead

a. Perception Plan

Director of Communications Beth Graser presented a report on planned activities for building relationships throughout the community, and increasing awareness of the District's values and accomplishments.

b. Strategic Plan

An overview of the District's Strategic Plan Year 4 accomplishments was presented.

Superintendent Scott and Cabinet members discussed goals and reporting procedures for Year 5 of the District's Strategic Plan.

The process for developing the District's 2016-2021 Strategic Plan was discussed.

Board Chair Cliff recessed the meeting at 2:48 p.m., and called the meeting to order again at 3:07 p.m.

6. Planning Ahead (continued)

c. Superintendent's Committee Opportunities

Superintendent Scott discussed 2015-16 committee opportunities with Board members, who volunteered to serve on the following Superintendent's committees:

- Bargaining Team – Licensed
 - Director Sollman
 - Director Strelchun (alternate)
- Bargaining Team - Classified
 - Director Akers
- College and Career Pathway Steering Committee
 - Director Strelchun
 - Director Sollman
 - Director Allen
- Long-Range Facilities Planning Committee
 - Director Miller
 - Director Akers
- Strategic Plan 2016-2021 Development Committee
 - Director Strelchun
 - Director Akers
 - Director Allen
- School-Based Health Center Steering Committee
 - Director Sollman
 - Director Seligman (depending on meeting schedule)

- Board Evaluation Committee
 - Director Allen
 - Director Clift
 - Director Akers
 - Technology Input Committee
 - Director Miller
 - Director Seligman
 - Board and Superintendent Advisory Team
 - Director Sollman
 - Director Allen
 - Middle School Configuration Study Team
 - Director Clift
 - Audit Committee
 - Director Allen
- d. Student Achievement - Smarter Balanced Assessment Consortium (SBAC) Results Update and Lessons Learned
Assistant Superintendent for School Performance Dayle Spitzer presented an update on SBAC testing.
- e. 2016-17 Board Meeting Dates
Board members discussed proposed meeting dates for the 2016-17 school year. These dates are scheduled for approval during the regular June 2016 Board meeting.
7. Team-Building Question 4
Superintendent Scott led the Board in a team-building activity.
8. Information / Updates
- a. Third-Party Substitute Management
Chief Financial Officer Adam Stewart and Director of Business Services Michelle Morrison provided information regarding potential third-party management of the District's substitutes. A Cost Analysis and Report will be presented to the Board in September, after which the District will issue a Request for Procurement (RFP) for this service.
 - b. Boundary Update
Chief Financial Officer Adam Stewart provided an update on the request for boundary adjustments between the Hillsboro and Beaverton school districts.
 - c. Efficiencies Exploration - Energy Manager
Executive Director of Facilities, Safety, and Operations Casey Waletich provided information regarding the District's plan to hire a Resource Conservation Manager, who will be responsible for developing, monitoring, and evaluating the District's energy conservation program, for the purpose of optimizing District-wide energy consumption and minimizing utility consumption. The District plans to fund the position by utilizing a portion of the savings generated. *(This item was moved forward on the agenda.)*

Chief Financial Officer Adam Stewart and Director of Business Services Michelle Morrison presented information regarding the potential to use Qualified Energy Conservation Bond (QECB) revenue to finance District energy conservation improvements, with the bond debt service to be paid by a combination of guaranteed energy savings, Senate Bill (SB) 1149 reimbursements, and other sources. A financing resolution will be presented to the Board at a future date.

d. Flier Distribution

Director of Communications Beth Graser discussed proposed changes to the District's flier distribution process, with an increased reliance on electronic postings, and less distribution of paper materials. Criteria for distributing materials will be drafted and provided to the Board for review.

e. Student Representative Update

Superintendent Mike Scott presented an update on the Board and Superintendent Advisory Team (BSAT). He reported that students participating in the IGNiTE program ("Inspiring Growth Now in Teacher Education") were targeted as potential members of the team, and 15 students have indicated their interest. The team will meet with Superintendent Scott on a monthly basis. At the end of the school year, the Board will review its April 7, 2015, decision regarding the level of student involvement.

9. Metro Policy Advisory Committee

a. Discuss Metro Policy Advisory Committee Candidates

Board members discussed the two candidates for the Metro Policy Advisory Committee (MPAC) member and alternate positions.

b. ACTION ITEM: Approve the Nomination of MPAC Members

Director Seligman MOVED, SECONDED by Director Miller, to approve the nomination of Kent Zook for the Metro Policy Advisory Committee member position.

The MOTION FAILED (2-5), with Directors Seligman and Miller voting in favor, and Directors Sollman, Strelchun, Allen, Akers, and Clift opposed.

Director Strelchun MOVED, SECONDED by Director Akers, to approve the nomination of John Hayes for the Metro Policy Advisory Committee member position.

The MOTION CARRIED (5-2), with Directors Sollman, Strelchun, Allen, Akers, and Clift voting in favor, and Directors Seligman and Miller opposed.

Director Strelchun MOVED, SECONDED by Director Allen, to approve the nomination of Kent Zook for the Metro Policy Advisory Committee alternate position.

The MOTION CARRIED (7-0).

The Board secretary will notify the Metro Council Office of the Board's nominations.

10. Board Discussion Time

Board members provided brief summaries of their recent activities, and discussed District events and processes. Director Lisa Allen reported that she expects to be unavailable for the September 8 Board meeting.

The meeting was adjourned at 5:28 p.m.



Approved September 22, 2015