

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

September 22, 2015

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

1. EXECUTIVE SESSION 5:15 PM

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
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent

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

Board Chair Wayne Clift 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 Clift moved the Board out of executive session, and recessed the meeting at 5:39 p.m.

2. WORK SESSION 5:35 PM

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
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Sindy AvilaGutierrez, Parent and Community Engagement Liaison
Devin Hunter, Technology Support

CCAC Candidates:

Irma Alonso
Heriberta Diaz
Laura Gomez
James Havice
Meghan McCrary
Linda Osuna
Kimberly Scott
Katherine Swartz
Kimberly Wenger

Others Present:

Jill Golay
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

Board Chair Wayne Clift reconvened the meeting at 5:39 p.m.

Introduction of Citizens' Curriculum Advisory Committee (CCAC) Applicants

Assistant Superintendent Travis Reiman introduced Citizens' Curriculum Advisory Committee (CCAC) candidates, who spoke to the Board about their interest in serving on the committee. Assistant Superintendent Reiman also summarized recent changes to District policy IFF-AR: Citizens' Curriculum Advisory Committee.

Review Budget Committee Applications

Chief Financial Officer Adam Stewart discussed Nina Carlson's application for reappointment as a Budget Committee member, and recruitment for the remaining Budget Committee vacancy. Board members agreed to reappoint Ms. Carlson during the regular session, and review new applications for the remaining position, as they are received.

Third-Party Substitute Management Cost Analysis and Report

Chief Financial Officer Adam Stewart presented the Final Cost Analysis and Report for Substitutes as a Contracted Service, and recommended that vendor proposals be solicited for this service. The Cost Analysis and Report is included in the Board packet.

Flyer Distribution Update

Director of Communications Beth Graser presented the District's revised flyer distribution guidelines. The guidelines are included in the Board packet, and posted on the District's website.

Board Discussion Time

Board members provided brief summaries of their recent activities, and discussed District events and processes.

The meeting was recessed at 6:44 p.m.

REGULAR SESSION **7:00 PM**

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
Grant Corliss, Executive Director, Elementary Education
Elaine Fox, Executive Director, Student Services
Ted Zehr, Executive Director, Secondary Education
Casey Waletich, Executive Director, Facilities, Safety, and Operations
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Gregg O'Mara, Director, Alternative Education
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Sindy AvilaGutierrez, Parent and Community Engagement Liaison
Martha Mendez Bolanos, Migrant Home School Consultant
Gaspar Lopez Lopez, Hispanic Community Outreach Worker
Devin Hunter, Technology Support

Others Present:

Irma Alonso
Jason Carver
Heriberta Diaz
Jill Golay
Laura Gomez
Mindy Mellom
The Murtha Family
Nabil Zerizef
Shawn Husted, HCU
Maureen Barnhart, HEA

3. **Call to Order and Flag Salute**

Board Chair Wayne Clift reconvened the meeting at 7:00 p.m., and led the Pledge of Allegiance.

4. **APPROVAL OF AGENDA**

Director Glenn Miller MOVED, SECONDED by Director Kim Strelchun, to approve the agenda. The MOTION CARRIED (7-0).

5. **AUDIENCE TIME**

Board Chair Wayne Clift explained the procedure for addressing the Board according to policy BDDH: Public Participation in Board Meetings. No requests to address the Board were received.

6. **REPORTS AND DISCUSSION**

a. **Summer School Program Report**

Assistant Superintendent Travis Reiman presented the annual summer school program report. The report is included in the Board packet.

b. **Present Superintendent's Goals**

Superintendent Mike Scott publicly presented his goals for the 2015-16 school year.

c. **Financial Report**

Chief Financial Officer Adam Stewart presented the monthly financial report. This report is included in the Board packet.

d. Policies – First Reading

If no public comments or questions are received regarding these policies during the review period, they will be placed on the consent agenda for approval during the next regular meeting.

- 1) Executive Director Casey Waletich presented policy JFCG/JFCH/JFCI - Use of Tobacco Products, Alcohol, Drugs, or Inhalant Delivery Systems; and policy KGB - Public Conduct on District Property for first reading. These policy revisions are scheduled for approval on October 27. The policy revisions are included in the Board packet.
- 2) Executive Director Waletich presented policy KG: Community Use of District Facilities (revised to include previous KGC text); and Policy KGC: Community Use of District Facilities – Private Gain (deleted) for first reading. These policy revisions are scheduled for approval on October 27. The policy revisions are included in the Board packet.

7. CONSENT AGENDA

Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.

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

Consent Agenda items were as follows:

- a. Approve Minutes of July 21, 2015, Board Meeting
- b. Approve Minutes of August 17, 2015, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Approve Parent Organization Activities for Liability Insurance Coverage
- f. Approve Contract for Juice Products
- g. Readopt Board / Superintendent Working Agreements

8. ACTION ITEMS

a. Appoint Citizens' Curriculum Advisory Committee (CCAC) Members

Assistant Superintendent Travis Reiman asked the Board to appoint members to the open positions on the CCAC for two-year terms.

Director Kim Strelchun MOVED, SECONDED by Director Glenn Miller, to appoint the slate of nine candidates as CCAC members. The MOTION CARRIED (7-0).

The CCAC candidates listed below were appointed to two-year positions with terms ending on June 30, 2017:

- Irma Alonso Castillo
- Heriberta Diaz
- Laura Gomez
- James Havice
- Meghan McCrary
- Linda Osuna
- Kimberly Scott

- Katherine Swartz
- Kimberly Wenger

The first 2015-16 meeting of the CCAC is scheduled for October 12.

b. Appoint Audit Committee Members

Chief Financial Officer Stewart explained the role of the Audit Committee, and reminded the Board that, during the August 17 Board retreat, Director Lisa Allen expressed a willingness to serve on the committee. Director Monte Akers also volunteered to serve on the Audit Committee.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to appoint Directors Lisa Allen and Monte Akers to the Audit Committee. The MOTION CARRIED (7-0).

c. Appoint Budget Committee Member

Chief Financial Officer Adam Stewart asked the Board to take formal action to reappoint Nina Carlson to position 3 on the District's Budget Committee, and to leave the position 4 vacancy open for candidates to apply.

Director Glenn Miller MOVED, SECONDED by Director Janeen Sollman, to reappoint Nina Carlson to the Budget Committee. The MOTION CARRIED (7-0).

d. Approve 2015-16 Alternative Education Programs

(This item was delayed until after agenda item 8g, "Nominate OSBA Legislative Policy Committee Members.")

e. Approve Resolution Regarding Energy Savings Performance Contract – Authorization to Proceed

Chief Financial Officer Stewart presented information regarding the Districtwide energy savings project, and requested the Board's authorization to proceed to the next phase. He explained that savings on the identified projects are guaranteed by Ameresco, and that funding sources will include project savings, the Oregon Department of Energy's QECB (Qualified Energy Conservation Bond) program, and the District's reimbursements from Senate Bill 1149.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to approve the resolution authorizing the Energy Savings Performance Contract between Ameresco and Hillsboro School District to move from the Technical Energy Audit to the Design and Construction phase, as detailed in the Project Development Plan, and contingent upon the procurement of low-interest financing; and further authorized Director of Business Services Michelle Morrison, Chief Financial Officer Adam Stewart, and Executive Director of Facilities, Safety, and Operations Casey Waletich to sign documents related to the Design and Construction Contract for the Project Development Plan. The MOTION CARRIED (7-0).

f. Nominate Oregon School Boards Association (OSBA) Board Members

Board Chair Wayne Clift opened the floor to nominations for position 16 on the OSBA board of directors. No Board members expressed interest in this opportunity. Board Chair Clift closed the nominations.

g. Nominate OSBA Legislative Policy Committee Members

Board Chair Wayne Clift opened the floor to nominations for positions 15 and 16 on the OSBA Legislative Policy Committee (LPC).

Director Janeen Sollman MOVED, SECONDED by Director Monte Akers, to nominate Director Kim Strelchun for position 15 on the OSBA Legislative Policy Committee. The MOTION CARRIED (6-1), with Director Erik Seligman opposed.

Elections will be conducted during the December 8 Board meeting, and newly elected OSBA LPC members will officially take office on January 1, 2016.

d. Approve 2015-16 Alternative Education Programs

(This item was moved from an earlier position on the agenda.)

Director of Alternative Education Gregg O'Mara presented the District's alternative education programs for annual approval, and students Joel and Tyler Murtha spoke about the benefits of attending Miller Education Center. The program report is included in the Board packet.

Director Erik Seligman MOVED, SECONDED by Director Janeen Sollman, to approve the list of alternative programs. The MOTION CARRIED (7-0).

Board members discussed changing the scheduling of this annual report to coincide with the District's budget process, so that program needs can be considered during budget planning.

10. NWRESD / HCU / HEA Reports

HCU 1st Vice President Shawn Husted reported on concerns regarding adequate custodial staffing.

HEA President Maureen Barnhart discussed ways that teachers are using assessments to improve student achievement, and shared her concern about the District's proposal regarding substitutes as a contracted service.

11. Superintendent's Time

Superintendent Scott discussed recent District events and activities, and provided a brief report on the Board / Superintendent Advisory Team.

12. Board of Directors' Time

Board members provided brief summaries of their recent activities on behalf of the District.

13. Follow-Up Items

Request	Action
<ul style="list-style-type: none">• Summer programs<ul style="list-style-type: none">○ Cost to District○ Date range of programs	<ul style="list-style-type: none">• Information will be provided in an update

The meeting was adjourned at 8:20 p.m.



Approved October 27, 2015