

## HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

November 17, 2015

District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

### 1. **5:15 p.m. Executive Session**

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

**Board Present:**

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

**Staff Present:**

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
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

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 5:34 p.m.

### 2. **5:30 p.m. Work Session**

**Board Present:**

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

**Staff Present:**

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Debbie Ashley, Chief Human Resources Officer  
Adam Stewart, Chief Financial Officer  
Don Wolff, Chief Information Officer  
Beth Graser, Director, Communications  
Val Bokma, Assistant to the Board  
Laurie Boyd, Assistant to the Superintendent  
Vince O'Rourke, Technology Support

**Others Present:**

Ed Bartholomy  
Desi Kurtz  
Devin Hunter, HCU  
Maureen Barnhart, HEA  
Jill Golay, HEA  
Kathy Fuller, Hillsboro Tribune

Board Chair Wayne Clift called the meeting to order at 5:34 p.m.

- a. AdvancED Accreditation Activity  
Assistant Superintendent Travis Reiman presented a report on the AdvancED process for Districtwide accreditation, and requested that Board members provide input to be included in the District's internal review.
- b. Strategic Planning – 2016-2021  
Director of Communications Beth Graser presented a draft process and timeline for developing the District's 2016-2021 Strategic Plan. Board members discussed the relationship between the strategic planning process, the budget development process, and the District's five-step reinvestment plan. Superintendent Scott explained that the draft process / timeline was designed to serve as a roadmap, with input gathered throughout the process. The consensus of the Board was to support moving forward with the proposed 2016-2021 Strategic Plan process and timeline.
- c. Boundary Adjustment Discussion  
Board Chair Wayne Clift presented the boundary adjustment recommendation of the Hillsboro and Beaverton School Districts' joint boundary adjustment work group, and described the process of developing the recommendation. Board members discussed the merits of the recommendation, and their concerns, and requested additional information. The recommendation, which is included in the Board packet, is scheduled for first reading during the November 17 Board meeting regular session, and for action during the December 8 Board meeting regular session.
- d. Board Discussion Time
  - 1) North Hillsboro Industrial Renewal Area  
Board members discussed whether to support the North Hillsboro Industrial Renewal Area in a public letter. After considering various aspects of the matter, it was decided that Director Lisa Allen will draft a letter of support, to be presented to the Board during the December 8 Board meeting.
  - 2) Board Discussion  
Board members provided brief summaries of their recent activities, and discussed District events and processes.
- e. Recess Board Meeting  
The meeting was recessed at 6:56 p.m.

**7:00 p.m. Regular Session**

Board Present:

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

Others Present:

Irma Alonso  
Marisol Cariño  
Stephanie Clift  
Heriberta Diaz  
Mary Carmen Gaona  
Elizabeth Garcia  
Coleen Garrett  
James Gleason  
Laura Gomez  
Bill Kness  
Begoña Rodriguez Liern  
Katie Willis  
Chris Willis  
Devin Hunter, HCU  
Maureen Barnhart, HEA  
Jill Golay, HEA  
Kathy Fuller, Hillsboro Tribune

Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Debbie Ashley, Chief Human Resources Officer  
Adam Stewart, Chief Financial Officer  
Grant Corliss, Executive Director, Elementary Education  
Elaine Fox, Executive Director, Student Services  
Casey Waletich, Executive Director, Facilities, Safety, Operations  
Ted Zehr, Executive Director, Secondary Education  
Don Wolff, Chief Information Officer  
Beth Graser, Director, Communications  
Carol Hatfield, Director, Transportation Services  
Cindy Longway, Director, Nutrition Services  
Martha Guise, Principal, Century High School  
Denise Siems, District Nurse  
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  
Vince O'Rourke, Technology Support

3. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 7:08 p.m., and led the Pledge of Allegiance.

4. RECOGNITION / STUDENT PRESENTATION

Recognition – Sonrise Church: Pastor James Gleason, and Volunteer Coordinators Coleen Garrett and Katie Willis

Sonrise Church members Katie Willis and Coleen Garrett, Pastor James Gleason, and the church congregation were recognized for their invaluable service to the District, and their ongoing generosity. Ms. Willis and Ms. Garrett share the District's volunteer coordinator position, connecting students and staff in need with groups that can assist them. They also help coordinate District events, assist with student art displays, and distribute school supplies and other donations. This part-time volunteer coordinator position was offered to the District by Pastor James Gleason in 2012.

5. Approval of Agenda  
Director Kim Strelchun MOVED, SECONDED by Director Lisa Allen, to approve the agenda. The MOTION CARRIED (7-0).
6. Audience Time  
Two requests to address the Board were received:
  - Bill Kness discussed the Thoughtexchange surveys, and asked how the data is being used.
  - Stephanie Clift suggested a revision to the draft 2016-17 school calendar.
7. REPORTS AND DISCUSSION
  - a. Migrant / Bilingual / English Language Learner Programs – Parent Advisory Council Report  
Leaders of the District’s Parent Advisory Council (PAC) for Migrant / Bilingual / English Language Learner programs reported on their goals and activities for the current school year.
  - b. First Reading – Boundary Adjustment Recommendation  
Board Chair Wayne Clift presented for first reading a boundary adjustment resolution, based on the unanimous recommendation of the Hillsboro and Beaverton School Districts’ joint boundary adjustment work group. Board Chair Clift outlined the process and criteria used to develop the recommendation, and expressed appreciation for the feedback that was provided throughout the process. He reported that the Beaverton School District Board of Directors discussed the recommendation during their meeting on the previous evening, and that both districts’ Boards of Directors are scheduled to take action on the recommendation in December.
  - c. First Reading – 2016-17 School Calendar  
Assistant Superintendent Debbie Ashley presented for first reading a draft 2016-17 school calendar, with a school start date of September 6. She reported that the majority of community and staff members who responded to the District’s calendar survey prefer to have school begin after Labor Day, and she responded to Board members’ questions regarding the implications of other potential calendar variations. As a result of this discussion, staff will explore additional calendar options to present during the December 8 Board meeting.
  - d. Support Services Annual Report (see written report)  
Chief Financial Officer Adam Stewart presented the Support Services Annual Report. This report is included in the Board packet.
  - e. Local Wellness Program Assessment (see written report)  
Chief Financial Officer Adam Stewart presented the Local Wellness Program Assessment Report, and explained that the Oregon Department of Education requires an annual evaluation of the District’s wellness program. The report is included in the Board packet.
  - f. Risk Management Annual Report (see written report)  
Chief Financial Officer Adam Stewart presented the Risk Management Annual Report. This report is included in the Board packet.

- g. Strategic Plan Performance Update  
District administrators reported on Strategic Plan focus area accomplishments through October 2015. The report is available on the District's website.
- h. Financial Report (see written report)  
Chief Financial Officer Adam Stewart presented the monthly financial report, explaining that month-end cash flow information was not included in the report, due to the early timeline for November Board meeting packet materials. This report is included in the Board packet.
- i. 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) Policy GBEC: Drug-Free Workplace; and Policy GBK/JFCG/KGC: Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems  
Assistant Superintendent Debbie Ashley presented for first reading policy GBEC: Drug-Free Workplace; and policy GBK/JFCG/KGC: Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems. The policy revisions are included in the Board packet, and are scheduled for Board approval on December 8.
  - 2) Policy JHCD: Nonprescription Medication, and Policy JHCDA: Prescription Medication  
Executive Director Elaine Fox presented policy JHCD: Nonprescription Medication, and policy JHCDA: Prescription Medication for first reading. The policy revisions are included in the Board packet, and are scheduled for Board approval on December 8.

8. CONSENT AGENDA

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

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

Consent Agenda items were as follows:

- a. Approve Minutes of October 13, 2015, Board Meeting
- b. Approve Minutes of October 27, 2015, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Approve Policy Revisions

*The following policies were presented for first reading on October 27, 2015:*

- 1) Policy GBE: Staff Health and Safety
- 2) Policy EFA: Local Wellness Program; Policy EFAA: District Nutrition and Food Services; and EFAA-AR: Reimbursable School Meals

9. NWRESD/HCU/HEA Reports

HEA President Maureen Barnhart discussed parent conferences and the importance of smaller class sizes.

HCU President Devin Hunter discussed the impact of school boundaries on the lives of students and their families, and the importance of opportunities for regular communication between classified staff members and their supervisors.

10. Superintendent's Time

Superintendent Mike Scott discussed recent District events.

11. Board of Directors' Time

Board members provided brief summaries of their recent and upcoming activities.

12. Follow-Up Items

Request	Action
<ul style="list-style-type: none"> <li>• Boundary Adjustment Discussion                             <ul style="list-style-type: none"> <li>○ Additional cost information</li> <li>○ Share public feedback between Hillsboro and Beaverton School Districts</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Provided in a Board update</li> <li>○ Information is being shared</li> </ul>
<ul style="list-style-type: none"> <li>• College and Career Exploration Report</li> </ul>	<ul style="list-style-type: none"> <li>• Will be presented during a future meeting</li> </ul>
<ul style="list-style-type: none"> <li>• Explore additional calendar options</li> </ul>	<ul style="list-style-type: none"> <li>• Will be presented in December</li> </ul>

13. Adjourn

The meeting was adjourned at 9:14 p.m.




Approved December 8, 2015