

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS – MINUTES

February 23, 2016

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

1. WORK SESSION

Board Present:

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

Others Present:

Hailey Bourassa
Rhonda de Soto
Manuel Loredo
Jose Orozco
Jaime Rodriguez
Maureen Barnhart, HEA
Devin Hunter, HCU

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
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Kona Williams, Director, Human Resources
Karen Murphy, Principal, North Plains Elementary School
Val Bokma, Assistant to the Board of Directors
Marleen Zytniowski, Communications Specialist
Jessica Woodard, Technology Support

Board Chair Wayne Clift called the meeting to order at 5:31 PM.

a. Annual Student Achievement Report

Assistant Superintendent Dayle Spitzer presented student achievement data for the 2014-15 school year. She explained how the information is obtained, and its importance in preparing students for success, and evaluating the District's progress toward ensuring that all students graduate with college- and career-readiness skills.

b. Full-Day Kindergarten Update

Assistant Superintendent Dayle Spitzer and North Plains Elementary School Principal Karen Murphy provided an overview of the District's transition to full-day kindergarten, the supports that have been provided for teachers, and future plans for the program.

c. Teacher Evaluation Report / Update

Human Resources Director Kona Williams and Hillsboro Education Association (HEA) President Maureen Barnhart presented an overview of the District's licensed evaluation process, and the supports that have been established for staff members. The new process is the result of collaboration between the District and HEA, and fulfills the requirements of Senate Bill (SB) 290, which focuses on instructional practices and developing clear targets to advance student learning.

d. Board Discussion Time

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

Recess Board Meeting

The meeting was recessed at 6:30 PM.

REGULAR 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
Dayle Spitzer, Assistant Superintendent, School Performance
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Don Wolff, Chief Information Officer
Grant Corliss, Executive Director, Elementary Education
Elaine Fox, Executive Director, Student Services
Ted Zehr, Executive Director, Secondary Education
Beth Graser, Director, Communications
Kona Williams, Director, Human Resources
Claudia Ruf, Principal, Glencoe High School
Karen Shea, Assistant Principal, Glencoe High School
Stephanie Blair, TOSA / Secondary Math
Adrienne Galvez, TOSA / Migrant Education
Val Bokma, Assistant to the Board of Directors
Marleen Zytniowski, Communications Specialist
Martha Méndez Bolaños, Bilingual Interpreter / Translator
Sindy AvilaGutierrez, Parent / Community Engagement Liaison
Jessica Woodard, Technology Support

Others Present:

Evergreen Middle School students
and families
Irma Alonso
David Boucib
Hailey Bourassa
Rhonda de Soto
Heriberta Diaz
Elizabeth Garcia
Laura Gomez
Marsha Kelly
Manuel Loredo
George Lubbes
Chris Mixer
Chris Mixer
Madeline Mixer
Jose Orozco
Luis Rios
Jaime Rodriguez
Maureen Barnhart, HEA
Devin Hunter, HCU

2. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 6:58 PM, and led the Pledge of Allegiance. He also announced that a motion would be needed during the meeting to modify the agenda (moving the student presentation to a later time) and to approve the most recent version of the consent agenda, which includes a corrected personnel report.

3. RECOGNITION / STUDENT PRESENTATION

Student Presentation: Evergreen Middle School Choir

This item was moved to a later time on the agenda.

4. Approval of Agenda
Director Glenn Miller MOVED, SECONDED by Director Monte Akers, to approve the amended agenda. The MOTION CARRIED (7-0).

5. Audience Time
Audience members Jaime Rodriguez thanked Board members and the Superintendent for their participation in recent events to benefit students and engage community members. He also asked that the Board rescind its January 12 vote to oppose a minimum wage increase, and that wages for all Hillsboro School District staff members be increased to at least \$13.50 per hour.

6. REPORTS AND DISCUSSION
 - a. Migrant / Bilingual / English Language Learner Programs – Parent Advisory Council Report
Members of the District’s Migrant / Bilingual / English Language Learner Parent Advisory Council (PAC) discussed strategies for student success, focusing on the importance of parent and family engagement.

3. RECOGNITION / STUDENT PRESENTATION

Student Presentation: Evergreen Middle School Choir

The Evergreen Middle School Choir performed two musical numbers.
This item was moved from an earlier time on the agenda.

6. REPORTS AND DISCUSSION (continued)

- b. First Reading – New Course Proposal: Financial Algebra
Assistant Superintendent Travis Reiman and Glencoe High School Assistant Principal Karen Shea presented for first reading a proposal for a new high school course, entitled “Financial Algebra.” Assistant Superintendent Reiman explained that the Citizens’ Curriculum Advisory Committee (CCAC) has recommended the course for Board approval. Upon approval, the course will replace the “Trigonometry / Algebra / Geometry” course at Glencoe High School, as a more rigorous and relevant math experience.
- c. Financial Report (see written report)
Chief Financial Officer Adam Stewart presented the monthly financial report. The report is 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 Kim Strelchun MOVED, SECONDED by Director Lisa Allen, to approve the Consent Agenda in its most recent version. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of January 12, 2016, Board Meeting
- b. Approve Minutes of January 26, 2016, Board Meeting
- c. Approve Routine Personnel Matters
- d. Approve Extension and Non-extension of Temporary, Probationary, and Contract Teachers and Administrators

8. ACTION ITEMS

a. Adopt Resolution to Admit Nonresident Students

Director of Communications Beth Graser presented a resolution to admit nonresident students for the 2016-17 school year, under the provisions of Oregon House Bill (HB) 3681, and a proposed list of open slots. She explained that the Board must take action on whether or not the District will participate in this open enrollment process and, if participating, must identify the number and location of any openings.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to have the school district participate in the 2016-17 open enrollment, as guided by House Bill 3681, and direct administration to determine and announce the number and location of available transfer slots. The MOTION CARRIED (7-0).

b. Adopt Board Evaluation Tool / Process

Board Chair Wayne Clift presented for adoption the new Board evaluation tool / process. The document is included in the Board packet.

Director Glenn Miller MOVED, SECONDED by Director Erik Seligman, to adopt the new Board evaluation tool / process. The MOTION CARRIED (7-0).

c. Adopt Resolution Modifying Hillsboro School District's Level of Participation, and Approving the Northwest Regional Education Service District's (NWRES D's) Local Service Plan for 2016-17

Superintendent Mike Scott presented a resolution modifying Hillsboro School District's (HSD's) level of participation in NWRES D, and approving the NWRES D Local Service Plan for 2016-17. He explained that the Board is required to determine HSD's level of participation in NWRES D prior to March 1; and that, as a result of changes at NWRES D, the services that are offered now have a greater value and relevance to HSD's work. Therefore, he recommended that HSD participate as a full member of NWRES D for the 2016-17 school year, receiving a direct payment of 50 percent of the NWRES D State School Fund attributable to HSD for the 2016-17 school year.

Director Janeen Sollman MOVED, SECONDED by Director Kim Strelchun, to adopt the resolution electing to receive 50 percent of the NWRES D State School Fund attributable to HSD for the 2016-17 school year, paid directly to HSD, and approving the NWRES D Local Service Plan for 2016-17. The MOTION CARRIED (7-0).

d. Approve Financial Report Action Plan for Fiscal Year 2014-15

Chief Financial Officer Adam Stewart presented for Board approval the "Financial Report Action Plan for Fiscal Year 2014-15" for the two deficiencies that were listed in the 2014-15 HSD Comprehensive Annual Financial Report. He explained that legislation requires that a written response be prepared by the District, approved by Board, and forwarded to the Secretary of State. The Financial Report Action Plan is included in the Board packet.

Director Monte Akers MOVED, SECONDED by Director Janeen Sollman, to approve the Financial Report Action Plan for Fiscal Year 2014-15. The MOTION CARRIED (7-0).

e. Adopt Resolution Authorizing Energy Project Financing

Chief Financial Officer Adam Stewart presented for the Board's approval a resolution authorizing Qualified Energy Conservation Bond (QECB) financing for a list of energy-saving projects that the Board approved in September 2015, contingent upon the

procurement of low-interest financing. He explained that the energy management company, Ameresco, guarantees the cost of the projects, and 90 percent of the engineered savings that have been identified. The net savings over the term of the contract is anticipated to be \$75,000; and the District will continue to realize savings from the completed projects after the debt service is paid off. Chief Financial Officer Stewart also explained that the net interest rate on the bonds is close to 0 percent, because the QECB program is an interest rate reimbursement program, and the District’s scheduled interest reimbursement rate is almost exactly equal to the interest rate that the District will be paying.

Director Monte Akers MOVED, SECONDED by Director Lisa Allen, to authorize the District’s Chief Financial Officer to negotiate the financing terms of the Energy Project within the parameters of the authorizing resolution. The MOTION CARRIED (7-0).

9. NWRESD/HCU/HEA Reports

HCU President Devin Hunter spoke about the importance of clear, consistent, documented expectations for classified staff, regarding the scope of tasks and what is required to complete them.

HEA President Maureen Barnhart, who co-presented a report during the work session, had no further comments to share.

10. Superintendent’s Time

Superintendent Mike Scott discussed District programs and events.

11. Board of Directors’ Time

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

12. Follow-Up Items

Request	Action
Provide Migrant / Bilingual / English Language Learner Programs PAC meeting dates.	Information provided.
Update Glencoe High School math sequence flow chart.	Flow chart updated.
Provide clarification regarding savings guaranteed by Ameresco.	Clarification provided.

13. Adjourn

The meeting was adjourned at 8:34 PM.




Approved March 15, 2016