

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS – MINUTES

April 26, 2016

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

1. EXECUTIVE 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

Val Bokma, Assistant to the Board

Others Present:

Greg McKenzie, Consultant

ORS 192.660(2)(i)—Evaluation of the Superintendent

Board Chair Wayne Clift called the meeting to order at 5:15 PM and moved the Board into executive session under ORS 192.660(2)(i)—evaluation of the Superintendent. The Board discussed the Superintendent's evaluation. Consultant Greg McKenzie from Window to Leadership, LLC, facilitated the discussion. Superintendent Mike Scott left the meeting at 5:16 PM. No action was taken. Board Chair Clift moved the Board out of executive session and recessed the meeting at 5:49 PM.

2. 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
Dayle Spitzer, Assistant Superintendent, School Performance
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Kona Lew-Williams, Director, Human Resources
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Diana Kleintob, Technology Support

Budget Committee Present:

Cathy Clark Thomas
Angie Ellis
Martin Granum
Betsy Julian
Jaime Rodriguez

Others Present:

Devin Hunter, HCU
Maureen Barnhart, HEA
Jill Golay, HEA
Kathy Fuller, Hillsboro Tribune

Board Chair Wayne Clift called the meeting to order at 5:53 PM.

a. Budget Update

Chief Financial Officer Adam Stewart discussed the most recent information regarding the 2015-16 and 2016-17 budgets, and the new State School Fund (SSF) estimate for the 2014-15 school year. The proposed budget for 2016-17, the second year of the biennium, is expected to continue the reinvestments that were approved for 2015-16, and will be presented to the Budget Committee for approval on May 5. The Board is scheduled to adopt the 2016-17 budget during their June 14 regular session.

b. Discuss Compensation for Nonunion Employees

Chief Human Resources Officer Debbie Ashley presented a proposal for a two-year compensation agreement with non-union employees (executive management, administrators, confidential, and supervisory-technical employees) that is similar to the multi-year agreements reached with the licensed and classified employee groups. The proposal is included in the Board packet.

Board members discussed an aspect of the proposal that would permit administrators to use tuition reimbursement funds to cover the cost of course-related books and fees, and increase the number of credit hours they can use for professional development. Board members asked how this compares with benefits received by other employee groups and the practices in other Districts. Superintendent Scott and Chief Human Resources Officer Ashley explained that funds might be used differently between employee groups, based on differences in the type of work, number of staff members in the group, and

other resources available; and that (as with the licensed employee group) there is a need for the District to offer more competitive compensation in order to retain a quality staff.

The Board is scheduled to take action regarding compensation for non-union employees during the June 14 regular session.

c. Board Discussion Time

1) National School Board Association (NSBA) Conference Reports

Board Chair Wayne Clift and Director Kim Strelchun shared highlights of the 2016 NSBA annual conference in Boston, which they attended on April 8-11.

2) Board Discussion

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

Recess Board Meeting

The meeting was recessed at 6:49 PM.

3. **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
Ted Zehr, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Gregg O'Mara, Director, Alternative Education
Brooke Nova, Coordinator, College and Career Pathways
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Martha Méndez Bolaños, Bilingual Interpreter / Translator
Diana Kleintob, Technology Support

Others Present:

Laura Bekken, HSF
Aron Carleson, HSF
Cristina Delgado,
 Adelante Mujeres
Maria Delgado,
 Adelante Chicas
Guillermima Tellez
 Adelante Chicas
Sal Garcia, CHS
Julie Kasper, CHS
Elizabeth Moore, CCAC
Wendy Roman, CHS
Josiah Sheffer, CHS
Ramona Toth, LHS
Lauren Weber, CHS
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

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

Board Chair Wayne Clift reconvened the meeting at 7:06 PM, and led the Pledge of Allegiance.

4. **RECOGNITION / STUDENT PRESENTATION**

Student Presentation: Century High School Student Leadership

Century High School leadership students Sal Garcia, Wendy Roman, Josiah Sheffer, and Lauren Weber, who will fill chairperson roles for the upcoming National Association of Student Councils' (NASC) National Leadership Conference, and their advisor, Julie Kasper, shared information regarding this event. The 2016 NASC National Leadership Conference will be held at Century High School on June 24-26.

5. Approval of Agenda

MAIN MOTION: Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to approve the agenda.

PRIMARY AMENDMENT TO MAIN MOTION: Director Glenn Miller MOVED, SECONDED by Director Kim Strelchun to suspend the rule limiting audience time to 30 minutes, for the April 26 regular session only.

SECONDARY AMENDMENT TO MAIN MOTION: Director Glenn Miller MOVED, SECONDED by Director Kim Strelchun to allow up to 60 minutes of audience time, for the April 26 regular session only.

The MOTION CARRIED (7-0).

VOTE ON MAIN MOTION: The MOTION CARRIED (7-0).

6. Audience Time

Nineteen audience members asked to address the Board:

- Eleven audience members asked to address the Board regarding agenda item 9f: Vote on Whether to Accept Draft Language for First Reading of Policy JHC: Student Health Services and Requirements, or Recommend Further Revisions. Their comments were received during the time scheduled for that agenda item.
- The following eight audience members addressed the Board regarding their concerns about the elimination of certain advanced / accelerated courses at Glencoe and Century High Schools.
 - Jenna Burke
 - Kesa Andrews
 - Boyd Phelps
 - Ruby Dawn Lyman
 - Amber Holland
 - Julie Hancock
 - Joel Fenner
 - Ashley Cox

Superintendent Scott thanked audience members for expressing their concerns. He assured them that their voices were heard, that District leaders are committed to resolving this matter, and that the District's goal is to offer the best options for all students. He apologized for inadequate communication regarding the course changes, and explained that, as more Advanced Placement (AP[®]) and dual credit courses have been added, the impact of the changes to advanced / accelerated courses was underestimated. Superintendent Scott also explained that the long-term solution for this situation will need to explore best practices at all of the high schools, and create consistency in high school curriculum districtwide.

7. REPORTS AND DISCUSSION

a. Hillsboro Schools Foundation Annual Report

Hillsboro Schools Foundation (HSF) President Laura Bekken presented the organization's annual report.

b. Chicas Youth Development Program Report

Cristina Delgado, Maria Delgado, and Guillermina Tellez shared information regarding the supports and opportunities that the Chicas Youth Development Program provides to

help ensure academic success for Latina girls in grades 3 through 12. The program is currently offered at seven Hillsboro schools (three elementary schools, two middle schools, and two high schools).

- c. First Reading – New Course Proposal: Introduction to Health Science Professions
Assistant Superintendent Travis Reiman, Citizens' Curriculum Advisory Committee (CCAC) Chair Elizabeth Moore, and Liberty High School Teacher Ramona Toth presented for first reading the new course proposal, "Introduction to Health Science Professions." Ms. Toth, a leader in the District's Health Services Career and Technical Education (CTE) program, submitted the proposal, which the CCAC unanimously supported for recommendation to the Board. The course proposal is included in the Board packet. If no public comments or questions are received regarding this course proposal during the review period, it will be placed on the consent agenda for approval during the next regular meeting.
- d. First Reading – New Course Proposal: Career Pathways Internship Elective
Assistant Superintendent Travis Reiman, CCAC Chair Elizabeth Moore, and District Coordinator of Career and College Pathways Brooke Nova presented for first reading the new course proposal, "Career Pathways Internship Elective." The course proposal was submitted by Ms. Nova, and unanimously supported by the CCAC for recommendation to the Board. The course proposal is included in the Board packet. If no public comments or questions are received regarding this course proposal during the review period, it will be placed on the consent agenda for approval during the next regular meeting.
- e. Financial Report (see written report)
Chief Financial Officer Adam Stewart presented the monthly financial report. The report is included in the Board packet.
- f. Policies – First Reading
Draft policies are included in the Board packet. 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) Student Attendance, Admissions, Discipline
Assistant Superintendent Dayle Spitzer presented the following policy revisions for first reading, explaining that the revisions reflect recent changes in legislation:
 - a) Policy JE/JED/JEDA: Student Attendance
 - b) Policy JEA: Compulsory Attendance
 - c) Policy JEC: School Admissions
 - d) Policy JFC: Student Conduct and Discipline
 - e) Policy JG: Student Discipline
 - f) Policy JGD: Suspension
 - g) Policy JGE: Expulsion

8. 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 Janeen Sollman, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Director Sollman observed that some of the retirees included in the personnel report have served with the District for many years, and requested that the length of service be added to future personnel reports for retirees.

Consent Agenda items were as follows:

- a. Approve Minutes of March 15, 2016, Board Meeting
- b. Approve Routine Personnel Matters
- c. Accept Donations
- d. Adjust Appropriations
- e. Approve Policy Revisions
(*These policies were presented for first reading on March 15, 2016*)
 - 1) Policy GBM: Staff Complaints
 - 2) Policy GBDA: Mother-Friendly Workplace

9. ACTION ITEMS

a. Inter-District Transfers

Director of Communications Beth Graser provided information regarding the inter-district transfer process, and the slots that are available at specific schools. She recommended that the District participate in this process (both to accept transfers to the District and to release students to attend other districts), and that a total of 50 Hillsboro School District slots be opened, with a limited number of openings identified at specific schools. She recommended that five kindergarten slots be opened, with placements to be finalized in August, based on available space.

Director Kim Strelchun MOVED, SECONDED by Director Erik Seligman, to adopt the plan presented for inter-district transfers for the 2016-17 school year. The MOTION CARRIED (7-0).

b. Approve Alternative Education Programs

Assistant Superintendent Travis Reiman, Executive Director Ted Zehr, and Director of Alternative Education Gregg O'Mara presented the District's 2016-17 alternative education programs for Board approval, as required by Board policy IGBHA: Alternative Education Programs. They explained that the schedule for annual approval of these programs was moved from fall to spring, in accordance with the Board's request, and that there are no changes to the programs for the 2016-17 school year. They also shared information regarding options that are being explored by District leaders for improving opportunities for students at Miller Education Center and District high schools to access college and career pathways.

Director Monte Akers requested enrollment and cost information for each alternative education program.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to approve this list of alternative programs. The MOTION CARRIED (7-0).

The list of 2016-17 alternative education programs is included in the Board packet.

c. Approve RFP for Elementary School Wireless Upgrades

Chief Information Officer Don Wolff asked the Board to authorize the administration to award contracts for the installation of cabling and wireless access points for wireless

infrastructure improvements at the District's 25 elementary schools. Because the requests for proposals (RFPs) closed on April 22, a formal review of the proposals could not be completed prior to posting the April 26 Board packet. However, the formal review was completed prior to the Board meeting. Chief Information Officer Wolff also discussed eRate funding, and explained that the eRate funding deadline is April 29.

Director Kim Strelchun MOVED, SECONDED by Director Glenn Miller, to authorize the administration to award the contracts for wireless access points and network switches, and for cabling and infrastructure implementation, as defined in the RFPs, as follows:

- Award the contract for wireless access points to CVE Technologies Group, in the amount of \$362,188.29;
- Award the contract for network switches to Frontier, in the amount of \$69,631.62;
- Award the contract for cabling and Infrastructure Implementation to the following contractors:
 - Diverse Communication (1 site), in the amount of \$40,389;
 - GB Manchester (10 sites), in the amount of \$311,681;
 - Hyperion Communications (14 sites), in the amount of \$371,765.

The MOTION CARRIED (7-0).

d. Adopt Form of Joinder to Property and Casualty Coverage for Education (PACE) Trust Agreement

Chief Financial Officer Adam Stewart presented the Property and Casualty Coverage for Education (PACE) Insurance Joinder to Trust Agreement for the Board's approval, explaining that most school districts in the state are PACE members, and each member board needs to approve any changes that occur. Chief Financial Officer Stewart also disclosed that he is a PACE trustee, in his second three-year term.

The Joinder and a summary of the changes are included in the Board packet.

Director Monte Akers MOVED, SECONDED by Director Janeen Sollman, to approve the Property and Casualty Coverage (PACE) Insurance Trust Joinder to Trust Agreement. The MOTION CARRIED (7-0).

e. Declare Surplus Property and Authorize Disposal by Public Auction

Chief Financial Officer Adam Stewart explained that Board policy DN: Disposal of District Property requires the Board to declare District property as surplus and authorize its disposal when such property is no longer useful to the District. He presented a list of such items, and asked that the Board declare them surplus, and authorize their disposal by public auction.

Director Monte Akers MOVED, SECONDED by Director Lisa Allen, to declare the attached list of items surplus, and authorize their disposal by public auction. The MOTION CARRIED (6-0). (Director Seligman was not present at the time of the vote.)

The list of surplus items is included in the Board packet.

f. Vote on Whether to Accept Draft Language for First Reading of Policy JHC: Student Health Services and Requirements, or Recommend Further Revisions

Chief Financial Officer Adam Stewart explained that during the April 5 Board meeting, Board members discussed at length whether or not the School-Based Health Center

(SBHC) at Century High School should be permitted to prescribe contraceptives, and voted on parameters for staff to use in drafting proposed language for use in renewing the SBHC contract and revising Board policy JHC: Student Health Services and Requirements. He explained that the draft language was included in the packet, for the Board to review and determine whether to accept it for first reading or request further revisions. The revised policy is scheduled to be presented to the Board for approval on May 24.

The following audience members expressed their concerns regarding this matter:

- Nora Cary O'Brien
- Kimberly Scott
- Nancy Hursh
- Kathy Mikitka
- Barbara Burr
- Joan Juenemann
- Lori Porter
- Lynn Harris
- Rowan Scott
- Elizabeth Christensen
- Tami Albertine

After receiving audience members' input, Board Chair Cliff provided guidelines for the Board's discussion of this topic. At 10:06 PM, he recessed the meeting.

Board Chair Cliff reconvened the meeting at 10:15 PM.

Board members discussed various aspects of the matter at length.

MAIN MOTION: Director Glenn Miller MOVED, SECONDED by Director Erik Seligman, that currently services (e.g., education and training) continue to be provided, and that oral contraceptives can be prescribed or dispensed only with permission of a parent or guardian (obtained in person or via telephone or email). However, if the student is 18 years of age, parental permission is not required.

FIRST AMENDMENT TO MAIN MOTION: Director Erik Seligman MOVED, SECONDED by Director Lisa Allen, to amend the motion, replacing the word "permission" with the word "notification."

The MOTION CARRIED (6-1), with Board Chair Wayne Cliff, and Directors Glenn Miller, Erik Seligman, Kim Strelchun, Lisa Allen, and Monte Akers voting in favor, and Director Janeen Sollman opposed.

VOTE ON MAIN MOTION: The MOTION CARRIED (6-1), with Board Chair Wayne Cliff, and Directors Glenn Miller, Erik Seligman, Kim Strelchun, Lisa Allen, and Monte Akers voting in favor, and Director Janeen Sollman opposed.

District staff were tasked with developing language that reflects the Board's decision, to be included in the SBHC contract and Board policy JHC; and working with Virginia Garcia staff to define parent notification processes. The policy will be presented to the Board for approve during the May 24 Board meeting.

10. NWRESD/HCU/HEA Reports

HCU President Devin Hunter discussed compensation for classified staff, and the importance of ensuring that staff members have adequate time, not only to be in the classroom with

students, but also to plan, collaborate, set-up, and clean up.

HEA President Maureen Barnhart discussed the opportunities to develop positive interactions and enforce consistent expectations that are lost when time is so tightly scheduled.

11. Superintendent's Time

Superintendent Mike Scott had no further comments.

12. Board of Directors' Time

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

13. Follow-Up Items

Request	Action
<ul style="list-style-type: none"> • <u>Consent Agenda</u> Add length of service for retirees to future personnel reports. 	<ul style="list-style-type: none"> • Will be provided, effective May 24
<ul style="list-style-type: none"> • <u>Alternative Education Programs</u> Enrollment and cost information for alternative education programs 	<ul style="list-style-type: none"> • Provided in a Board update
<ul style="list-style-type: none"> • <u>Policy JHC</u> Develop language that reflects the Board's decision regarding SBHC services, and work with Virginia Garcia staff to define parent notification processes 	<ul style="list-style-type: none"> • Will be provided prior to the May 24 Board meeting

14. Adjourn

The meeting was adjourned at 11:40 PM.




Approved May 24, 2016