

# HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS – MINUTES

May 24, 2016

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

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

Board Chair Wayne Clift called the meeting to order at 5:16 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. Superintendent Mike Scott joined the meeting at 5:48 PM, and the Board discussed the evaluation with him. No action was taken. Board Chair Clift moved the Board out of executive session and recessed the meeting at 6:14 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

Casey Waletich, Executive Director, Facilities, Safety, Operations

Beth Graser, Director, Communications

Michelle Morrison, Director, Business Services

Val Bokma, Assistant to the Board

Laurie Boyd, Assistant to the Superintendent

Jessica Woodard, Technology Support

### Others Present:

Brian Hungerford, attorney

Devin Hunter, HCU

Maureen Barnhart, HEA

Board Chair Wayne Clift reconvened the meeting at 6:15 PM.

### a. 2017 Graduation Ceremonies Update

Casey Waletich, Executive Director of Facilities, Safety, and Operations, explained that the District's four comprehensive high schools have held their graduation ceremonies at Liberty High School for the past several years, but as graduating classes have grown larger, challenges have developed regarding capacity, class size, parking, and cost. Executive Director Waletich provided information regarding the possibility of holding graduation ceremonies at Hillsboro Stadium, explaining that this would resolve the issues of capacity, class size, and parking, and would significantly reduce the District's expenses. He said that the greatest concern would be the possibility of rain, and discussed options for addressing this concern.

Board members discussed various aspects of the proposal, and asked that students' families be given an opportunity, during the current graduation season, to provide input regarding their priorities (e.g., the capacity for all family members to attend graduation ceremonies versus the risk of rain). Superintendent Mike Scott and Executive Director Waletich will plan next steps.

b. Discuss Board Meeting Dates for 2016-17

Board members discussed the proposed 2016-17 Board meeting dates, which are included in the Board packet. The August retreat is expected to be scheduled from 8:30 AM to 4:00 PM. The Board will approve their 2016-17 meeting schedule on June 14.

c. Discuss Parameters for Superintendent's Contract

The Board discussed the Superintendent's contract with the District's attorney, Brian Hungerford. Mr. Hungerford provided information regarding the compensation packages for superintendents in comparable districts, explaining that there are few school districts in Oregon similar in size to the Hillsboro School District, and that some of the factors to be considered include longevity, the complexity of the District, and the number of schools, staff members, and students. Board members discussed the comparative data, various compensation options, and the District's recent efforts to develop competitive compensation packages for its various employee groups. Mr. Hungerford asked the Board to provide direction to Board Chair Cliff and himself that they can use to draft a contract proposal for the Board's review. The Board is scheduled to approve the extension of the Superintendent's contract during the June 14 regular session.

d. Board Discussion Time

Board members discussed District events and processes, and provided brief summaries of their recent and upcoming activities. Director Lisa Allen stated that she will not be able to attend the June 14 Board meeting.

Recess Board Meeting

The meeting was recessed at 7:01 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  
Casey Waletich, Executive Director, Facilities, Safety, Operations  
Beth Graser, Director, Communications  
Val Bokma, Assistant to the Board

Others Present:

North Plains Senior Plaza  
Cindy Hirst  
Wayne Holm  
Virginia Garcia Memorial Health Center  
Lacey Beatty  
Paje Stelling  
Lisa Poehlitz, NWRES  
Devin Hunter, HCU  
Maureen Barnhart, HEA  
Kathy Fuller, Hillsboro Tribune

Laurie Boyd, Assistant to the Superintendent  
Gaspar Lopez Lopez, Hispanic Community Outreach Worker  
Jessica Woodard, Technology Support

3. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 7:11 PM, and led the Pledge of Allegiance.

4. RECOGNITION / STUDENT PRESENTATION

Student Presentation: Lenox Elementary School Band

The Lenox Elementary School Band performed three songs.

5. Approval of Agenda

Director Glenn Miller MOVED, SECONDED by Director Lisa Allen, to suspend the rule limiting audience time to 30-minutes, and to allow one hour of total audience time (for agenda and non-agenda items). Board members discussed prioritizing requests to speak, if one hour is not adequate, or extending audience time to more than one hour. The MOTION CARRIED (7-0).

Director Lisa Allen MOVED, SECONDED by Director Janeen Sollman, to approve the agenda. The MOTION CARRIED (7-0).

6. Audience Time

Several audience members asked to address the Board regarding agenda and non-agenda items. Audience members' comments regarding agenda item 9g (Approve Policy JHC: Student Health Services and Requirements) were received during the time scheduled for that agenda item.

The following audience members addressed the Board regarding non-agenda items:

- Regarding accelerated courses / high school curriculum:
  - Kesa Andrews (United for Choices for All Students)
  - Jenna Burke
- Regarding racial tension, equity, and student safety:
  - Eddie Bolaños (United We Stand)
  - Edgar Valencia (United We Stand / Hillsboro High School)
  - Melina McGlothen (United We Stand / Century High School)
  - Ana Sally Gonzalez Barragan (United We Stand / Glencoe High School)
  - Adolfo Garza-Cano (MEChA / Portland Association of Teachers)
  - Anastasia Hernandez
  - Gavayne Mata (MEChA / Liberty High School)
  - Randy Martinez (MEChA / Liberty High School)
  - Luis Nava (LULAC / Portland)

Board Chair Wayne Cliff explained that, although requests had been received for the School-Based Health Center discussion to be moved to an earlier time on the agenda, the reason for its placement as the last action item was to allow adequate time for the Board to reach a decision without impacting other business that needed to be conducted.

## 7. REPORTS AND DISCUSSION

- a. First Reading – 2016-2021 Strategic Plan  
Director of Communications Beth Graser presented the 2016-2021 Strategic Plan for first reading, describing the development of the plan, and explaining that the new plan is student-focused, rather than systems-focused. Director Kim Strelchun requested that a communication plan be implemented in the fall to engage parent clubs. The 2016-2021 Strategic Plan will be presented to the Board for approval on June 14.
- b. Financial Report (see written report)  
Chief Financial Officer Adam Stewart presented the monthly financial report. The report is included in the Board packet.
- c. 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) Policy JFCF - Hazing, Harassment, Intimidation, Menacing, Bullying, Cyberbullying, Teen Dating Violence, Domestic Violence – Student  
Casey Waletich, Executive Director of Facilities, Safety, and Operations, presented revisions to policy JFCF for first reading, explaining that the revisions are based on recommendations from Oregon School Boards Association (OSBA) and the District's legal counsel, to align the policy with new legal requirements.

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 Erik Seligman, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of April 5, 2016, Board Meeting
- b. Approve Minutes of April 26, 2016, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Approve Consolidated ESEA Subgrants
- f. Approve Groner Elementary School Name Change (K-8)
- g. Approve New Course Proposals

*The following new course proposals were presented for first reading on April 26, 2016*

- 1) Introduction to Health Science Professions
- 2) Career Pathways Internship Elective

- h. Approve Policy Revisions

*The following policies were presented for first reading on April 26, 2016*

- 1) Student Attendance, Admissions, Discipline Policies
  - a) Policy JE/JED/JEDA: Student Attendance
  - b) Policy JEA: Compulsory Attendance
  - c) Policy JFC: Student Conduct and Discipline
  - d) Policy JG: Student Discipline
  - e) Policy JGD: Suspension
  - f) Policy JGE: Expulsion

9. ACTION ITEMS

- a. Elect NWRESD Board Member

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors elect Lisa Poehlitz to the NWRESD board of directors' zone 3 position.

Director Erik Seligman expressed concerns about the advertising of the vacancy, stating that NWRESD's process of notifying superintendents and posting vacancies on their website does not constitute adequate advertising; and he suggested that the Board delay making the appointment, and announce an open period to provide an additional opportunity for candidates to apply.

Board members discussed NWRESD's posting and election process and timeline. Candidate Lisa Poehlitz, who was present in the audience, was asked to provide clarification. She explained that NWRESD conducts elections for its board members, that Hillsboro School District's role is to vote on zone 3 candidates, and that Hillsboro School District has the option of inviting candidates to a work session, if desired, to obtain background information prior to the election. Ms. Poehlitz also explained that Hillsboro School District will not have representation on the NWRESD board, if it does not elect a candidate to the zone 3 position.

The MOTION CARRIED (6-1), with Director Erik Seligman opposed.

Board Chair Wayne Cliff directed Superintendent Mike Scott to contact NWRESA, and request more transparency in future elections.

b. Award Facilities Contracts

Executive Director Casey Waletich asked the Board to authorize the administration to award the following facilities contracts. He provided background information, and answered clarifying questions.

1) Award Contract for Hillsboro High School Auditorium Lighting Controls Replacement Project

- Authorize the administration to award the contract for the Hillsboro High School auditorium lighting controls replacement project to Stoner Electric in the amount of \$201,774

2) Award Contract for North Plains Elementary School Domestic Water Pipe Replacement Project

- Authorize the administration to award the contract for the North Plains Elementary School domestic water pipe replacement project to Evergreen Pacific in the amount of \$249,900

Director Glenn Miller MOVED, SECONDED by Director Erik Seligman, that the Board of Directors collectively approve both contracts. The MOTION CARRIED (7-0).

c. Adopt Resolution Approving Supplemental Pupil Transportation Plan

Chief Financial Officer Adam Stewart presented the District's Supplemental Transportation Plan for approval, explaining that Oregon statutes set transportation limits of one mile and 1.5 miles, respectively, for elementary and secondary students; and that, in order for the District to receive reimbursement for the cost of transporting students within those limits, a supplemental transportation plan must be adopted by the Board and forwarded to the Oregon Department of Education, specifying areas that have been identified as potentially hazardous.

Director Janeen Sollman suggested that it would be helpful to have a timeline for addressing sidewalk issues. Chief Financial Officer Stewart will work on this with City and County representatives.

Director Monte Akers MOVED, SECONDED by Director Glenn Miller, that the Board of Directors adopt the supplemental transportation plan. The MOTION CARRIED (7-0).

d. Vote on North Plains Senior Plaza Tax Exemption Request

Chief Financial Officer Adam Stewart explained that the Hillsboro School District Board of Directors recently received a request from the board of directors of the North Plains Senior Plaza to extend a 20-year tax exemption that will be expiring soon. He explained that the North Plains Senior Plaza provides affordable housing to elderly persons who earn less than 50% of the area median income; the value of the taxes that would be generated by the property for the school District is estimated at \$6400 per year; and the North Plains Elementary School Board of Directors approved the current tax exemption prior to the District's unification.

Cindy Hirst and Wayne Holm, of the North Plains Senior Plaza board of directors, explained how senior citizens whose sole income is from Social Security will be impacted if the tax exemption is not extended. They also explained that Oregon statutes require that the tax exemption be approved by more than 51 percent of the taxing

districts, and Hillsboro School District is the last approval needed. The City of North Plains approved a 20-year tax exemption, and the Washington County Fire District approved a five-year tax exemption. Ms. Hirst explained that if 51 percent of the taxing districts do not approve the tax exemption, the North Plains Senior Plaza will be required to pay all of the property taxes – not only the amount due to organizations that did not approve the tax exemption – and the increased housing expenses would create significant hardship for the residents.

Board members discussed the District's obligations, and the needs of students and community members. Director Kim Strelchun requested information regarding previous tax exemption requests that the District has received.

Director Glenn Miller MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors extend the tax exemption, as presented in the Board packet. The MOTION CARRIED (5-2), with Directors Monte Akers and Erik Seligman opposed. The approved resolution extends the tax exemption for 20 years.

e. Award Contract for Substitute Staffing Services

Chief Financial Officer Adam Stewart explained that the District issued a request for proposals (RFP) to solicit price and service scope offers from qualified contractors to provide substitute staffing service, after the completion of a cost analysis, which demonstrated potential savings. He asked the Board to authorize the administration to award a 36-month contract to EMS Subdesk, LLC, to provide substitute staffing services, as defined in the RFP and in compliance with District policy, and with contract pricing not to exceed the limits identified in the March 2016 cost analysis. He described the anticipated benefits to the District (including increased efficiency and cost savings), and benefits to substitutes (including increased take-home pay / no PERS deductions). Board members discussed various aspects of the proposal, including feedback from substitutes, the anticipated impact on hard-to-fill positions, and the possibility of offering incentives in certain situations.

Director Erik Seligman MOVED, SECONDED by Director Kim Strelchun, that the Board approve the contract for substitute services, as presented in the Board packet. The MOTION CARRIED (7-0).

f. Approve Financing of School Buses

Chief Financial Officer Adam Stewart requested that the Board approve the financing of ten (10) school buses on a five-year lease, with an annual payment of \$259,115.74, and adopt a resolution for reimbursement, as required by U.S. Bank Government Leasing. He explained that the District receives funds from the state that are designated for the replacement of school buses, and the District has an ongoing schedule to replace buses that no longer meet emissions standards.

Director Monte Akers MOVED, SECONDED by Director Lisa Allen, that the Board approve the financing of ten (10) school buses. The MOTION CARRIED (5-0). (Directors Glenn Miller and Janeen Sollman were not present in the room at the time of the vote.)

Board Chair Wayne Clift recessed the meeting at 9:04 PM.

Board Chair Clift reconvened the meeting at 9:16 PM.

- g. Approve Policy JHC: Student Health Services and Requirements (includes language regarding School-Based Health Center services)

Board members agreed to extend total audience time for this meeting beyond the hour that was approved earlier in the evening. The following audience members addressed the Board regarding School-Based Health Center services:

- Katie Riley
- Makaila Wilde
- Paje Stelling (representing Virginia Garcia Memorial Health Clinic)
- Theresa Ruesink
- Sierra Prior
- Nancy Hursh
- Taylor Smith
- Angie Muller
- Rachel Goldberg (representing Planned Parenthood Advocates of Oregon)
- Andy Jewell
- Katherine Vickers
- Kelli Horvath (representing Congresswoman Suzanne Bonamici)
- Patrick Weis
- Janae Sargent
- Bobbi Wolf
- Sarah Johnson
- Kathy Whorowski
- Mary Nolan (representing Planned Parenthood Advocates of Oregon)
- Kathy Mikitka
- Lisa Maloney
- Gabe Mendez
- Bart Rask
- Paul Erickson
- Martha Vanderzanden
- Zachary Winger
- Lynn Harris
- Winsvey Campos
- Barbara Burr
- Elia Tellez
- Kimberly Scott
- Dan Scott
- Janamarie Elison
- Laura Palmetter

Board Chair Wayne Clift summarized the process to date, and the factors that have been considered, as the Board works toward a decision regarding whether or not contraceptives may be prescribed and / or dispensed at the School-Based Health Center (SBHC) at Century High School. He explained that there are legal concerns regarding the parental notification requirement that was included in the policy JHC revisions that were approved by the Board for first reading on April 26. He read aloud the April 26 first reading revisions that relate to SBHC services:

School-based health clinics will provide health services in accordance with Oregon laws and best medical practices. School-based health providers shall observe the District's Health curriculum and the high school learning targets in Sexual Health and the Prevention and Control of Disease, which are aligned with the Oregon State Standards in Health Education. The District promotes abstinence as the safest, most effective method of protection from HPV, STD/HIV, Hepatitis B and C, and pregnancy.

School-based health providers may also provide accurate and balanced information regarding the proper use and effectiveness of any contraceptive or disease-reduction method.

School-based health center providers may only prescribe oral contraceptives for students under the age of 18 with prior parental/guardian notification; they may prescribe oral contraceptives for students 18 and older without parent/guardian notification. No other contraceptives shall be prescribed, administered or dispensed at the school-based health center.



Board Chair Cliff then read aloud proposed language from Virginia Garcia Memorial Health Center (VGMHC) regarding SBHC services:

VGMHC will provide health services in accordance with Oregon laws and best medical practices. School-based health providers shall observe the District's Health curriculum and the high school learning targets in Sexual Health and the Prevention and Control of Disease, which are aligned with the Oregon State Standards in Health Education. The District promotes abstinence as the safest, most effective method of protection from HPV, STD/HIV, Hepatitis B and C, and pregnancy.

VGMHC may also provide accurate and balanced information regarding the proper use and effectiveness of any contraceptive or disease-reduction method.

VGMHC is limited to only prescribing oral contraceptives. While observing all applicable federal and state laws regarding confidentiality and consent, School-based health providers will make a best effort to involve and notify students' parents or guardians prior to prescribing these contraceptives. No other contraceptives shall be prescribed, administered or dispensed at the school-based health center.

Board members discussed at length many aspects of the matter, including:

- Differing perspectives and convictions among Board members and among community members
- Legal aspects of parental notification / consent and the availability of medical services
- Students' needs and options
- The role, mission, and obligations of the District and the Board
- The function and obligations of Virginia Garcia Memorial Health Center
- The need for a formal agreement with VGMHC regarding contraceptives

FIRST MAIN MOTION: Director Erik Seligman MOVED, SECONDED by Director Glenn Miller, that the Board adopt the following language regarding SBHC services for policy JHC: Student Health Services and Requirements. This is the language that was approved for first reading on April 26.

School-based health clinics will provide health services in accordance with Oregon laws and best medical practices. School-based health providers shall observe the District's Health curriculum and the high school learning targets in Sexual Health and the Prevention and Control of Disease, which are aligned with the Oregon State Standards in Health Education. The District promotes abstinence as the safest, most effective method of protection from HPV, STD/HIV, Hepatitis B and C, and pregnancy.

School-based health providers may also provide accurate and balanced information regarding the proper use and effectiveness of any contraceptive or disease-reduction method.

School-based health center providers may only prescribe oral contraceptives for students under the age of 18 with prior parental/guardian notification; they may prescribe oral contraceptives for students 18 and older without parent/guardian

notification. No other contraceptives shall be prescribed, administered or dispensed at the school-based health center.

Board Chair Cliff invited Lacey Beatty, Director of Virginia Garcia's School-Based Health Centers, to clarify VGMHC's perspective regarding the difference between the District's proposed (first reading) language, and VGMHC's proposed language. Ms. Beatty emphasized that VGMHC values parental involvement and strongly encourages students to discuss decisions regarding contraception with their parents. However, state law requires that students have access to contraceptive services, even if their parents do not approve. She explained that VGMHC's proposed language, limiting available services, is not what VGMHC would ideally want to do, but is a sincere attempt to fulfill the District's requirements in a manner that is legal and manageable. She added that it would be impossible for the District to inspect whether VGMHC was meeting the requirements of the District's proposal, without violating HIPAA and FERPA laws (the Health Insurance Portability and Accountability Act of 1996 and the Family Educational Rights and Privacy Act).

FIRST AMENDMENT TO FIRST MAIN MOTION: Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, to amend the main motion and replace the third paragraph of the proposed text with the following language: "Virginia Garcia Medical Health Center is limited to only prescribing oral contraceptives. While observing all applicable federal and state laws regarding confidentiality and consent, school-based health providers will make a best effort to involve and notify students' parents or guardians prior to prescribing these contraceptives. No other contraceptives shall be prescribed, administered, or dispensed at the school-based health center."

The MOTION FAILED (3-4), with Directors Janeen Sollman, Kim Strelchun, and Lisa Allen voting in favor, and Directors Erik Seligman, Glenn Miller, and Monte Akers, and Board Chair Wayne Cliff opposed.

VOTE ON FIRST MAIN MOTION: The MOTION FAILED (2-5), with Directors Erik Seligman and Glenn Miller voting in favor; and Directors Janeen Sollman, Kim Strelchun, Lisa Allen, Monte Akers, and Board Chair Wayne Cliff opposed.

SECOND MAIN MOTION: Director Monte Akers MOVED, SECONDED by Director Glenn Miller, that the Board adopt policy JHC, with the following language regarding school-based health center services:

School-based health clinics will provide health services in accordance with Oregon laws and best medical practices. School-based health providers shall observe the District's Health curriculum and the high school learning targets in Sexual Health and the Prevention and Control of Disease, which are aligned with the Oregon State Standards in Health Education. The District promotes abstinence as the safest, most effective method of protection from HPV, STD/HIV, Hepatitis B and C, and pregnancy.

School-based health providers in the Hillsboro School District may also provide accurate and balanced information regarding the proper use and effectiveness of any contraceptive or disease reduction method, but will not prescribe or dispense contraceptives.

VOTE ON SECOND MAIN MOTION: The MOTION CARRIED (4-3), with Directors Monte Akers, Glenn Miller, and Erik Seligman, and Board Chair Wayne Clift voting in favor; and Directors Kim Strelchun, Janeen Sollman, and Lisa Allen opposed.

- 10. NWRESD/HCU/HEA Reports  
HEA President Maureen Barnhart discussed the contract for substitutes, student safety, and the District’s Strategic Plan.  
  
HCU President Devin Hunter discussed the importance of consistency in Special Education programs.
- 11. Superintendent’s Time  
Superintendent Mike Scott discussed District events.
- 12. Board of Directors’ Time  
Board members discussed District events, programs, and processes, and Board protocol; and provided brief summaries of their recent and upcoming activities.
- 13. Follow-Up Items

Agenda Item / Request	Action
<p><u>2017 Graduation Ceremonies Update</u></p> <ul style="list-style-type: none"> <li>• Seek community input on priorities</li> </ul> <p><u>2016-2021 Strategic Plan</u></p> <ul style="list-style-type: none"> <li>• Implement a communication plan in the fall to engage parent clubs</li> </ul> <p><u>Elect NWRESD Board Member</u></p> <ul style="list-style-type: none"> <li>• Contact NWRESD and request additional transparency in future elections</li> </ul> <p><u>Adopt Resolution Approving Supplemental Transportation Plan</u></p> <ul style="list-style-type: none"> <li>• Work with City and County representatives to create a timeline for addressing sidewalk issues</li> </ul> <p><u>Vote on North Plains Senior Plaza Tax Exemption Request</u></p> <ul style="list-style-type: none"> <li>• Provide information regarding previous requests the District has received for tax exemptions</li> </ul>	<ul style="list-style-type: none"> <li>• Community input is being gathered</li> <li>• Administrators will develop a communication plan</li> <li>• NWRESD has been asked to provide additional notice of future vacancies on their board of directors</li> <li>• Chief Financial Officer Stewart will work with City and County representatives</li> <li>• Information was provided in a Board update</li> </ul>

13. Adjourn  
The meeting was adjourned at 12:12 AM.

*D. Wayne Elft*

*Valerie J. Bakema*

Approved June 14, 2016