

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS – MINUTES

June 14, 2016

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

1. WORK SESSION

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
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
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Sev Flores, Technology Support

Others Present:

Frank Angelo,
Angelo Planning Group
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

Board Chair Wayne Clift called the meeting to order at 5:17 PM. Director Lisa Allen was unable to attend the meeting.

a. Budget Reinvestment Update - Talented and Gifted (TAG) / Athletics / Activities / the Arts

Executive Director Ted Zehr and Assistant Superintendent Travis Reiman presented information regarding the utilization of reinvestment funds that were approved in the 2015-16 budget for the talented and gifted (TAG) program, high school athletics and activities, and the arts. They explained that District leaders plan to expand reinvestments beyond Tier 1 athletic programs for 2016-17. Rian Petrick, the District's new Director of Extracurricular Programs and Community Outreach, and an advisory team will begin reviewing programs in July, identifying priorities so that funding can be made available as it is received.

b. Presentation of District Long-Range Facility Plan

Chief Financial Officer Adam Stewart and Frank Angelo (of the Angelo Planning Group) presented the final draft version of the District Long-Range Facility Plan. The District's Long-Range Planning Committee (LRPC) worked for several months with Mr. Angelo to prepare the plan, which was designed to comply with the requirements of Oregon Revised Statute (ORS) 195.110 and includes information related to student enrollment trends, population forecasts, facility conditions, new facility needs, and key recommendations of the LRPC regarding the most appropriate methods for accommodating the current and anticipated student population. Upon Board approval (June 14, regular session), the recommendations will be incorporated into the comprehensive plans of the City of Hillsboro and Washington County. The plan will also be used as the basis for discussions regarding a District bond program.

Board and staff members discussed bond election timelines and the establishment of a Bond Committee. Further discussion will be scheduled during a future Board meeting.

c. Board Leadership Planning

Board Chair Wayne Clift and Vice Chair Glenn Miller expressed their availability to continue in their current positions through the 2016-17 school year, and several Board members expressed their support. Board Chair Clift also explained that Director Lisa Allen, who was not able to attend the meeting, has expressed her willingness and availability to serve as Vice Chair, and he read a statement she had prepared outlining her qualifications. He explained that Director Allen clarified in a recent conversation that she is willing to be considered for this role in a future year, if Vice Chair Miller wishes to continue for another year in his current role. Board Chair Clift added that Director Allen will be available to speak regarding her preference during the July 12 Board meeting. Board members will appoint their 2016-17 Chair and Vice Chair on July 12.

d. Board Discussion Time

Board members discussed District events and processes. Superintendent Scott and staff members provided information regarding the recent student walk-out, including the District administrative team's actions to support school administrators and teachers, the importance of students staying in school and engaging in meaningful conversation, and the consequences for students who left campus.

Recess Board Meeting

The meeting was recessed at 6:52 PM.

REGULAR SESSION

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
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
Val Bokma, Assistant to the Board

Others Present:

Glencoe High School Robotics
Team (Shockwave)
Students and Advisors
Devin Hunter, HCU
Maureen Barnhart, HEA

Martha Méndez Bolaños, Bilingual Interpreter / Translator
Gaspar Lopez Lopez, Hispanic Community Outreach Worker
Sev Flores, Technology Support

2. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 7:04 PM, and led the Pledge of Allegiance. Director Lisa Allen was unable to attend the meeting.

3. RECOGNITION / STUDENT PRESENTATION

Student Presentation: Glencoe High School – Team Shockwave

Students from Glencoe High School's robotics team, Shockwave, demonstrated their most recent competitive robot, and discussed their team's structure, participants, and outreach projects, and their year of successful competitions.

4. *Recess Board Meeting, Convene Budget Hearing*

5. Hold Budget Hearing

Board Chair Wayne Clift announced the final public hearing prior to Board adoption for the 2016-17 budget. He declared the Budget Hearing open at 7:19 PM, and asked for public testimony. Hearing no requests to comment, Board Chair Clift closed the Budget Hearing.

6. *Adjourn Budget Hearing, Reconvene Board Meeting*

7. Approval of Agenda

Director Kim Strelchun MOVED, SECONDED by Director Erik Seligman, to approve the agenda. The MOTION CARRIED (6-0).

8. Audience Time

Tim Carlisle, retiring District librarian, addressed the Board regarding the importance of school libraries and teacher librarians for student success.

Superintendent Scott commended Mr. Carlisle for his vision, passion, and lasting impact on the District's school libraries.

9. REPORTS AND DISCUSSION

a. Announce Budget Committee Vacancies

Chief Financial Officer Adam Stewart announced that there will be four vacancies on the Budget Committee, effective July 1, 2016, since the terms of three committee members will expire on June 30, and one member is resigning her position because she will no longer be a resident of the District. These positions are currently held by Betsy Julian (position 1), Chris Barry (position 5), Cathy Clark Thomas (position 6), and Angie Ellis (position 7). Chief Financial Officer Stewart stated that he has not yet been able to confirm whether any of these committee members wish to reapply.

Budget Committee vacancies will be advertised throughout the District and the community, and applications will be accepted through September 6, 2015.

b. Announce Citizens' Curriculum Advisory Committee Vacancies

Assistant Superintendent Travis Reiman announced that, effective July 1, 2016, there will be ten open positions on the Citizens' Curriculum Advisory Committee (CCAC), including four student positions, due to a combination of resignations, expiring terms, and positions that remained open during the 2015-16 school year. Committee members serve two-year terms and may reapply when their terms expire. Vacancies will be advertised throughout the District and community. The Board will review the applicant list in August, and appoint committee members in September. The first CCAC meeting of 2016-17 is scheduled to take place on October 3.

Board members discussed other potential opportunities for student participation on District committees. This topic will be readdressed during a future Board meeting.

c. Financial Report (see written report)

Chief Financial Officer Adam Stewart presented the monthly financial report. He explained that the transition to an automated system for student accident reporting was completed during the 2016-17 school year, and data from this system will be used to identify trends and develop focused trainings to improve safety. The financial report is included in the Board packet.

10. CONSENT AGENDA

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

Director Glenn Miller MOVED, SECONDED by Director Erik Seligman, to approve the Consent Agenda as printed. The MOTION CARRIED (6-0).

Consent Agenda items were as follows:

- a. Approve Minutes of May 5, 2016, Budget Committee Meeting
- b. Approve Minutes of May 10, 2016, Board Meeting
- c. Approve Minutes of May 24, 2016, Board Meeting
- d. Approve Routine Personnel Matters
- e. Accept Donations
- f. Adjust Appropriations
- g. Approve Policy Revisions

The following policy was presented for first reading on April 26, 2016:

- 1) Policy JEC: School Admissions

The following policy was presented for first reading on May 24, 2016:

- 1) Policy JFCF - Hazing, Harassment, Intimidation, Menacing, Bullying, Cyberbullying, Teen Dating Violence, Domestic Violence – Student

11. ACTION ITEMS

- a. Adopt Resolutions to Adopt 2016-17 Budget, Appropriate 2016-17 Budget, and Impose 2016-17 Taxes and Categorize Tax Levy

Chief Financial Officer Adam Stewart presented the resolutions to adopt and appropriate the 2016-17 budget in the total amount of \$295,280,232; and to impose and categorize taxes at the rate of \$4.9749 per \$1,000 of assessed value for operations, and in the amount of \$32,604,207 for bonds. The 2016-17 Proposed Budget was presented and approved during the May 5, 2016, Budget Committee meeting.

Director Monte Akers MOVED to increase the 2016-17 expenditures for extracurricular activities by \$200,000, and reduce revenues by \$140K, by reducing the District's "pay to play" fees for activities. The MOTION FAILED for lack of a second.

Director Glenn Miller MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors adopt the Resolutions to Adopt the 2016-17 Budget, Appropriate the 2016-17 Budget, and Impose 2016-17 Taxes and Categorize the Levy as shown in the Board packet. The MOTION CARRIED (6-0).

- b. Approve Compensation for Non-Union Employees (2016-2018)

Chief Human Resources Officer Debbie Ashley presented recommendations regarding compensation for executive management, administrators, confidential, and supervisory-technical employees. These employees are not included in a bargaining unit, and their compensation is authorized by the Board of Directors, subsequent to performance review and approval of the planned budget, and after receiving recommendations from the Superintendent.

Chief Human Resources Officer Ashley explained that a two-year agreement is recommended for these employees, similar to the agreements reached with the licensed and classified employee groups, and that the recommendation reflects input received during the April 26 Board discussion of the initial proposal. Details of the recommendation are included in the Board packet.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors approve the 2016-2018 individual contracts with executive management, administrators, confidential, and supervisory-technical employees. The MOTION CARRIED (6-0).

c. Review Superintendent's Performance and Approve Performance Evaluation

Board Chair Wayne Clift stated that the Board has completed their annual review of Superintendent Mike Scott's performance. Board Chair Clift read the evaluation letter into the record. The letter is included in the Board meeting packet, and will be placed in Superintendent Scott's personnel file.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors commend the Superintendent for his leadership of the District, and direct that his evaluation letter be placed in his personnel file. The MOTION CARRIED (6-0).

d. Approve Extension of Superintendent's Contract

Director Kim Strelchun MOVED, SECONDED by Director Glenn Miller, that the Board of Directors approve the 2016-17 individual contract with the Superintendent, with a one-year extension through June 30, 2019.

Board Chair Wayne Clift explained that the contract was developed by the Board Chair and the District's legal counsel, based on the Board's direction, which included extending the District's recent efforts to develop competitive compensation packages for its various employee groups to include the Superintendent's position.

The MOTION CARRIED (6-0).

e. Approve Strategic Plan 2016-2021

Director Beth Graser presented the District's 2016-2021 Strategic Plan for approval. The new Strategic Plan encompasses three elements: 1) the overarching plan, which should remain consistent throughout the five years; 2) the annual Report of Student Achievement (Key Academic Achievement Indicators); and 3) annual work plans and SMART goals. Director Graser explained that, contingent upon Board approval, the plan will be effective July 1, 2016, and details regarding communication plans and progress reports will be established during a future meeting.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors approve the HSD Strategic Plan for 2016-2021.

Director Monte Akers expressed his concern that the proposed Strategic Plan does not include a five-year vision statement. Superintendent Scott explained that the vision statement cannot be accurately developed until after the August retreat, when the Board is scheduled to make important decisions regarding possible bond and / or levy elections. Board Chair Clift said that the Board will establish measurements, based on the groundwork of the Strategic Plan, and in conjunction with the interrelated Superintendent / Board / District evaluation processes that the Board has been developing.

The MOTION CARRIED (5-1), with Director Monte Akers opposed.

f. Adopt District Long-Range Facility Plan

Chief Financial Officer Adam Stewart presented the District Long-Range Facility Plan for adoption. He explained that the plan was prepared by the District’s Long-Range Planning Committee and the Angelo Group; that Mr. Frank Angelo discussed the plan with the Board during the work session; and that the plan is intended to be maintained as a living document, and used as a basis of planning for the District.

Director Monte Akers MOVED, SECONDED by Director Glenn Miller, that the Board adopt the District Long-Range Facility Plan, as presented. The MOTION CARRIED (6-0).

g. Approve 2016-17 Board Meeting Dates

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board approve the Board meeting schedule for the 2016-17 school year. The MOTION CARRIED (6-0). The schedule is included in the Board meeting packet.

12. NWRES/D/HCU/HEA Reports

HCU President Devin Hunter expressed appreciation for a community that supports education, and Board members who demonstrate mutual respect, even when disagreeing. He also discussed the importance of ensuring that District and school leaders understand the changes in the classified bargaining agreement.

HEA President Maureen Barnhart commended the educators, partners, and community members who work together to enable students to succeed. She also announced that she will be moving into a fourth grade classroom at Lenox Elementary School in the fall.

13. Superintendent’s Time

Superintendent Mike Scott thanked HEA President Maureen Barnhart for her years of service and collaboration; he thanked Assistant Superintendent Debbie Ashley for her years of service and accomplishments; he thanked the Board for his evaluation; and he expressed appreciation for the efforts of staff members throughout the District.

14. Board of Directors’ Time

Board members discussed District events, programs, and processes, and provided brief summaries of their recent and upcoming activities. They also thanked Assistant Superintendent Debbie Ashley, Librarian Tim Carlisle, HEA President Maureen Barnhart, and retirees throughout the District for their service and contributions.

15. Follow-Up Items

Agenda Item / Request	Action
<ul style="list-style-type: none"> Several items requiring further discussion are being added to future Board meeting agendas 	

16. Adjourn
The meeting was adjourned at 8:49 PM.

D. Wayne Piff

Valeriej Bakema

Approved July 12, 2016