

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

July 31, 2017

The River House, 4000 SE Rood Bridge Road, Hillsboro, OR 97123

WORK SESSION / RETREAT

Board Present:

Lisa Allen, Chair
Kim Strelchun, Vice Chair
Wayne Cliff
Martin Granum
Erika Lopez
Jaci Spross
Mark Watson

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Casey Waletich, Executive Director, Safety, Facilities, Operations
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Sev Flores, Technology Support

Others Present:

Kristen Miles, OSBA
Rick Rainone, Cornerstone
Management Group, Inc.

Board Chair Lisa Allen called the meeting to order at 8:35 AM.

Breakfast and Team-Building Activity 1

Superintendent Mike Scott led the Board in a team-building activity.

The Changing Role of Public Education

Superintendent Scott and District administrators provided information regarding changes that have occurred in education over the years in the areas of leadership, school performance, academic services, facilities, safety, human resources, budgeting, communication, and community outreach. These changes are related to developments in the understanding of students' abilities, the needs and rights of students, and societal expectations.

Strategic Planning – 2016-2021 Strategic Plan

Director of Communications Beth Graser reported on the outcomes of the District's 2016-17 Strategic Plan goals, presented a proposal regarding the 2017-18 work plan and goals, and received feedback from Board members.

Director Graser also received feedback from Board members on proposed metrics for the new District evaluation process, which is being developed to align with the District's Strategic Plan and to complement the District's Superintendent and Board evaluation processes.

Board members will contact Director Graser with any additional questions or suggestions they may have, and a follow-up discussion will be scheduled during the September 12 Board work session. The District evaluation process is scheduled for adoption on September 26.

Break

The meeting was recessed at 10:30 AM and reconvened at 10:42 AM.

Team-Building Activity 2

Superintendent Mike Scott led the Board in a team-building activity.

Information / Updates

- Bond Update
Superintendent Mike Scott, Chief Financial Officer Adam Stewart, and Cornerstone Management Group President Rick Rainone presented information regarding the \$408 million bond that was approved by the Board in May to be included on the November 2017 ballot. Key points of the discussion included an overview of the work to be included in the bond, the process / timeline, scheduling / prioritization, finances, and communications plan.
- Safety Responses
Superintendent Mike Scott and Executive Director of Safety, Facilities, and Operations Casey Waletich discussed the District's procedures for responding to school safety threats and assisting principals in ensuring that community members, students, and staff receive accurate, timely information.

Board Professional Development Discussion

Due to scheduling constraints, this discussion was moved to a later time on the agenda.

Break

The meeting was recessed at 1:10 PM and reconvened at 1:23 PM.

Team-Building Activity 3

Superintendent Mike Scott led the Board in a team-building activity.

Oregon School Boards Association (OSBA) Promise Scholarship Program

OSBA Board Development Specialist Kristen Miles presented the first session in a series of workshops for school board members.

Board members discussed the importance of updating District policies and administrative regulations with OSBA's recommended revisions, as they are received. Board members were asked to notify Superintendent Scott if they would like to participate on a policy committee, to assist in prioritizing policy updates, which OSBA generally provides on a quarterly basis.

The meeting was recessed at 2:56 PM and reconvened at 3:08 PM.

Team-Building Activity 4

Superintendent Mike Scott led the Board in a team-building activity.

Board Professional Development Discussion

This discussion was moved from an earlier time on the agenda.

Superintendent Scott discussed professional development opportunities for Board members, and received Board members' suggestions. The discussion included mentoring, attending conferences, topics for Board meeting agendas, field trips, and committee participation.

Review of Board Budget

Chief Financial Officer Adam Stewart and Director of Business Services Michelle Morrison presented the Board's budget for the 2017-18 school year, and provided information regarding purchasing and expense reimbursement procedures. Superintendent Scott outlined the procedure for accessing professional development funds.

ACTION ITEMS:

Board Chair Lisa Allen explained that the Board needs to take action on the following items before the next scheduled Board meeting.

- Approval of Election Resolution and Notice of Measure Election, including the Caption, Question, and Summary, for the November 2017 Bond Election

Chief Financial Officer Adam Stewart explained that, in order to place the \$408 million bond package on the November 2017 ballot, the Board must approve an election resolution and a notice of measure election, which includes the ballot caption, question, and summary; and these documents must be filed with the County Elections Office no later than September 7. The Board is being asked to approve these items during the work session because this is the Board's last meeting prior to the filing deadline.

Chief Financial Officer Stewart explained that District staff and representatives of the District's bond counsel, bond underwriter, and communications consultant worked together to ensure that the documents provide accurate, descriptive information that meets the Secretary of State's specific criteria.

Board members reviewed the documents and requested that the measure summary be revised to eliminate any potential confusion, since it specifically included improvements to Reedville Elementary and Hillsboro High School, but did not appear to include the expansion of Glencoe High School and Evergreen Middle School (which were also part of the approved bond package). Chief Financial Officer Stewart worked with the District's bond counsel to develop the following revision to the original measure summary: "Improvements to Reedville Elementary / Hillsboro High School" was changed to "Improvements to and expansion of existing schools."

Director Kim Strelchun MOVED, SECONDED by Director Jaci Spross, to approve the election resolution and notice of measure election, including the caption, question, and summary, which has been amended to include "improvements to and expansion of existing schools," as read by Chief Financial Officer Stewart, for the November 2017 bond election. The MOTION CARRIED (7-0).

The election resolution and notice of measure election were included in the Board meeting packet.

- Approve Revised 2017-18 Board Meeting Dates

Superintendent Scott presented revisions to the approved 2017-18 Board meeting schedule. The revisions included combining the Budget Committee meeting(s) with the April 24 (and, if needed, May 8) Board meeting(s), and moving the June 12 meeting to June 26. Superintendent Scott explained that these revisions would streamline the meeting schedule and allow additional flexibility for other events.

Director Jaci Spross MOVED, SECONDED by Director Kim Strelchun, to approve the revised Board meeting dates for the 2017-18 school year. The MOTION CARRIED (7-0).

The proposed schedule was included in the Board meeting packet.

Board Discussion Time

Board Chair Lisa Allen requested Board members' feedback on her suggestion that the Board Chair and Superintendent's positions in the Boardroom be moved from the center to the right end of the dais. She explained that technology support staff have confirmed that this is feasible. Board members expressed support for the suggestion.

Superintendent Mike Scott presented the outline of a proposal for establishing a student representative position for the Board, including eligibility criteria, a selection process, and participation guidelines. Students would begin serving in this role in the 2018-19 school year. Board members will review the information and provide feedback during a future meeting. Board / Superintendent Advisory Committee meetings with students will continue.

Board Chair Lisa Allen proposed that the Board proactively seek out dialogue with community groups, inviting a different group to attend Board meetings each month or every other month. Board members discussed various aspects of this proposal, including whether it would be more effective for a team of Board / Cabinet members to visit the community groups, how these interactions relate to bond work, and the importance of maintaining relationships with nonprofit organizations and interacting with local government groups. This topic will be discussed further during a future meeting.

Board members discussed potential changes to the protocol for public comment / audience participation time during Board meetings. Key points of the discussion included the importance of receiving community input, the scheduling of audience time on the agenda, additional venues for receiving community input, topics that may be addressed during public meetings, procedures for inviting written input on topics that cannot be addressed during public meetings, procedures for following up with community members regarding their concerns, and information presented by OSBA during the 2017 summer board conference. The discussion will be continued during a future meeting, after OSBA's specific recommendations for policy revisions are received.

Final Team Builder / Adjourn

Due to time constraints, Board members did not participate in a final team builder.

The meeting was adjourned at 4:56 PM.



Approved September 26, 2017