

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
October 10, 2017
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. **WORK SESSION**

Board Present:

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

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Brian Haats, Director, Human Resources
Saideh Haghighi, Director, Equity and Human Resources
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Diana Kleintob, Technology Support

Board Chair Lisa Allen called the meeting to order at 5:18 PM. She announced that Director Martin Granum would be arriving late; and that Oregon School Boards Association (OSBA) Board Development Specialist Kristen Miles would be unable to attend the meeting and, therefore, the Promise Scholarship Program training would be rescheduled. (Director Granum arrived at 5:25 PM.)

a. Bond Update

The bond update was moved to a later time on the agenda, pending Director Granum's arrival.

b. Evaluation Overview – Human Resources Department Report

Chief Human Resources Officer Kona Lew-Williams, and Human Resource Directors Saideh Haghighi and Brian Haats presented an overview of the District's evaluation process and timelines for all employee groups. Key points of the discussion included the development of the current electronic evaluation system, which includes evaluations that are specifically tailored to the work of each employee group; the collaboration between various stakeholders in developing this evaluation system; legal requirements regarding evaluations; professional development support for staff members; and evaluation cycles.

a. Bond Update (*moved from an earlier time on the agenda*)

Chief Financial Officer Adam Stewart presented a draft schedule of the construction projects that have been approved to be included in the \$408 million bond package that will be presented to voters on the November 7, 2017, ballot. The draft schedule is included in the Board packet and posted on the District website.

Chief Financial Officer Stewart also provided an overview of the District's staffing plan for bond implementation, contingent upon a successful election. The plan identifies staff members / positions that will support the work of the bond with an effort ranging from part-time to full-time through the 2021-22 school year. In addition, Cornerstone Management Group will be providing project management

services. The cost of the staffing plan is within the amount reviewed by the Bond Advisory Committee in the bond budget.

Board members asked clarifying questions regarding the transition of staff members' current responsibilities, and the transition following the completion of the bond projects.

- c. Northwest Regional Education Service District (NWRES D) Update / Input
Superintendent Mike Scott presented an overview of the services that Northwest Regional Education Service District (NWRES D) provides to participating school districts, and the decisions that local school boards make each year regarding participation in NWRES D for the following year and approval (by participating districts) of the local service plan. If districts choose to opt out, they must submit their requests to the ESD board by November 1 of the year prior to the school year for which the request is being made. Superintendent Scott recommended that Hillsboro School District retain its level of participation for the 2018-19 school year, receiving a direct payment of 50 percent of the NWRES D State School Fund attributable to Hillsboro School District.
- d. OSBA Promise Scholarship Program - Board Members' Roles and Responsibilities (Advanced)
Because OSBA Board Development Specialist Kristen Miles was unable to attend the meeting, the Promise Scholarship Program training will be rescheduled.

Board members discussed their priorities for the project they will complete as part of the OSBA Promise Scholarship Program. Areas of focus included engagement with diverse communities, completion of a hands-on service project, and team building. The discussion included the importance of identifying a project that will provide meaningful support to the community. Superintendent Scott will gather ideas from District staff who are involved in outreach, and Board members will provide additional input.

- e. Review Board Meeting Topic Schedule / Discuss Priorities
Superintendent Mike Scott presented a draft schedule of Board meeting topics for the 2017-18 school year, explaining that some items are annual or regularly scheduled topics, and others are added as situations arise. He invited Board members to identify areas of interest and their priorities for additional topics. Topics that were discussed included field trip follow-up discussions, stable and adequate funding for education, advocacy, the bond, the Public Employees Retirement System (PERS), policies, community engagement, graduation rates, programs that help students succeed, Strategic Plan goals, and reports from departments within the District.
- f. Board Discussion Time
 - 1) American Education Week Brainstorming
Board members agreed that they would like to honor District staff during American Education week (November 13-17) by continuing the tradition of delivering notes of appreciation and baskets of apples to staff at their work locations. Communications Department staff will coordinate details and provide additional information to Board members.

- 2) Board Discussion
Board members briefly discussed their recent and upcoming activities and the following topics: community engagement, bond work, seismic safety, audience comments during Board meetings, and programs and events that benefit students and the community.

- g. Adjourn Board Meeting
The meeting was adjourned at 7:00 PM.

A handwritten signature in cursive script, appearing to be the initials 'JA'.A handwritten signature in cursive script that reads 'Valerie J. Bakema'.

Approved November 14, 2017