

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
October 24, 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
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Diana Kleintob, Technology Support

Budget Committee Candidates

Christopher Clark
Michael Smith
Ian King

Board Chair Lisa Allen called the meeting to order at 5:16 PM.

a. Budget Committee Candidates – Introduction / Selection Process

Director of Business Services Michelle Morrison explained that four Budget Committee positions are currently vacant. Terms for two of the positions will expire on June 30, 2020. Two additional positions are open, as a result of the election of the incumbents to the Hillsboro School District Board of Directors. Term expiration dates for the vacant positions are provided below:

<u>Position</u>	<u>Term Ending Date</u>
1	June 30, 2020
2	June 30, 2020
4	June 30, 2018
6	June 30, 2019

Director Morrison explained that nine applications were received for the vacant positions (including one application for reappointment), but three of the applications have been withdrawn. She introduced the following applicants, who addressed the Board regarding their qualifications and interest in serving on the Budget Committee:

- Chris Clark
- Michael Smith
- Ian King

The following candidates were unable to attend the Board meeting:

- Aaron Carkin
- Elizabeth Christensen
- Alexander Diaz

Board members selected their preferred candidates and read the names aloud, in order to identify a slate of candidates to be appointed during the regular session.

- Board Chair Lisa Allen selected Aaron Carkin, Alexander Diaz, Christopher Clark, and Michael Smith.
- Director Kim Strelchun selected Elizabeth Christensen, Christopher Clark, Michael Smith, and Ian King.
- Director Jaci Spross selected Aaron Carkin, Alexander Diaz, Christopher Clark, and Michael Smith.
- Director Wayne Clift selected Alexander Diaz, Christopher Clark, Michael Smith, and Ian King.
- Director Erika Lopez selected Elizabeth Christensen, Alexander Diaz, Christopher Clark, and Michael Smith.
- Director Mark Watson selected Elizabeth Christensen, Christopher Clark, Michael Smith, and Ian King.
- Director Martin Granum selected Elizabeth Christensen, Alexander Diaz, Christopher Clark, and Michael Smith.

Based on these selections, the following slate of candidate was identified, to be appointed during the regular session: Christopher Clark (position 4), Michael Smith (position 6), Alexander Diaz (position 2), and Elizabeth Christensen (position 1).*

**NOTE: Following the Board meeting, it was discovered that there was an error in the appointments, so that the candidates who were selected by the most Board members were not appointed to the positions with the longest terms. During the November 14 regular session, Board members will amend the appointments, as follows: Christopher Clark (position 1), Michael Smith (position 2), Alexander Diaz (position 6), and Elizabeth Christensen (position 4).*

Director Martin Granum encouraged those who were not selected for the Budget Committee to contact Chief Financial Officer Adam Stewart regarding opportunities to serve on the citizens' bond oversight committee following the election.

b. Bargaining Process Overview

Chief Human Resources Officer Kona Lew-Williams presented an overview of collective bargaining, including the purpose and process of bargaining, preparations for bargaining, and the role of the School Board.

c. Teaching and Learning Report: Bilingual Program Model / Dual Language / Bilingual Seal

Assistant Superintendents Travis Reiman and Dayle Spitzer provided an overview of the District's bilingual program model, the dual language program, and the bilingual seal, and the benefits these programs provide for students. Key points of the report and discussion included options that are available for students, data regarding students served, the value of multilingualism, best practices, equitable outcomes, ongoing language learning, staffing, and professional development.

d. Discuss Revisions to Policy BDDH: Public Participation in Board Meetings; and BDDH-AR: Board Agenda Card

Superintendent Mike Scott presented draft revisions of the current Board policy BDDH: Public Participation in Board Meetings, and BDDH-AR: Board Agenda Card, based on recommendations from OSBA, and input that Board members provided during previous work sessions. Board members reviewed the draft documents, provided additional feedback, and discussed the implementation of the policy and alternate channels for receiving comments that cannot be heard during public meetings.

Policy BDDH and BDDH-AR, updated with Board members' additional recommendations, are scheduled to be presented to the Board for first reading on November 14.

d. Board Discussion Time

1) OSBA Promise Scholarship Program – Board Project

As a followup to the October 10 Board discussion regarding the Board's goals for the OSBA Promise Scholarship Program project, Superintendent Scott suggested that a sub-group of Board members be invited to meet with the District-level Parent Advisory Committee to receive input regarding areas where the Board could make a meaningful contribution. Board members expressed support for this idea, while emphasizing that their project must not only provide a community service, but also improve their effectiveness as a team.

2) OSBA Conference Planning

Board members discussed plans for attending the OSBA annual convention in November.

3) Board Discussion Time

Board members discussed the November 7 election, and their participation in recent and upcoming events.

e. Recess Board Meeting

The meeting was recessed at 6:52 PM.

REGULAR 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
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Nate Roedel, Executive Director, Nutrition Services
Val Bokma, Assistant to the Board
Martha Méndez Bolaños, Bilingual Interpreter
Gaspar Lopez Lopez, Bilingual Interpreter
Diana Kleintob, Technology Support

Others Present:

Devin Hunter, HCU
Jill Golay, HEA

2. Call to Order and Flag Salute
Board Chair Lisa Allen reconvened the meeting at 7:05 PM and led the Pledge of Allegiance.
3. Approval of Agenda
Director Kim Strelchun MOVED, SECONDED by Director Wayne Clift, to approve the agenda. The MOTION CARRIED (7-0).
4. Audience Time
No audience members requested to address the Board.
5. REPORTS AND DISCUSSION
 - a. October 2 Enrollment Report
Chief Financial Officer Adam Stewart and Chief Human Resources Officer Kona Lew-Williams presented the annual October enrollment report, which is included in the Board meeting packet. The report includes current and historical enrollment data and staffing ratios. Chief Financial Officer Stewart explained that the enrollment data aligns with the District's budget and staffing levels, although data indicating an unexpected decrease in enrollment between the sophomore and junior student populations will be reviewed. Chief Human Resources Officer Lew-Williams explained that the Human Resources department partners with the Office for School Performance and building principals to identify areas where unique needs may require additional staffing beyond the formula.
 - b. Summer School Program Report
Director of Federal Programs Olga Acuña presented the annual summer school program report, and discussed the variety of opportunities for students, benefits of the programs, student and staff participation, and funding. The report is included in the Board meeting packet.
 - c. Financial Report
Chief Financial Officer Stewart presented the monthly financial report, which is included in the Board meeting packet, and discussed the development of the Comprehensive Annual Financial Report.

d. Policies—First Reading

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 EFAA-AR: Reimbursable Meals and Milk Programs

Executive Director of Nutrition Services Nate Roedel presented policy EFAA-AR: Reimbursable Meals and Milk Programs for first reading. He explained that the revisions are based on recommendations from OSBA to align with new federal and state requirements, and that there is not enough data available at this time to estimate the financial impact of the changes. The administrative regulation is included in the Board meeting packet.

2) Policy IGBAK: Special Education: Public Availability of State Application

Chief Financial Officer Adam Stewart presented policy IGBAK: Special Education: Public Availability of State Application for first reading. He explained that the proposed revisions are based on recommendations from OSBA to align the policy with the provisions of the Every Student Succeeds Act of 2015 (ESSA). This policy is included in the Board meeting packet.

3) Policy GBA: Equal Employment Opportunity

Chief Human Resources Officer Kona Lew-Williams presented policy GBA: Equal Employment Opportunity for first reading. She explained that OSBA has recommended the policy revisions in order to align the language with current statutes. This policy is included in the Board meeting packet.

4) Policies Regarding School Admissions / Student Transfers

Director of Communications Beth Graser presented several policies regarding school admissions and student transfers for first reading. She explained that adopting the language recommended by OSBA will align the policies with current legislation and streamline future policy revisions. She also explained that revisions to additional policies regarding school admissions and student transfers may be presented at a future meeting.

The policies, which are listed below, were included in the Board meeting packet:

- a) Policy JC: School Boundary Areas
- b) Policy JECB: Admission of Nonresident Students
- c) Policy JECBB: In-District Transfer Students (proposed new policy)
- d) Policy JECBD: Homeless Students
- e) Policy JECC: Assignment of Students to Schools
- f) Policy JECF: Interdistrict Transfer of Resident Students

Key points of the discussion included:

- Transportation resources, schedules, responsibility
- The inter-district transfer process
- Requests for transfers within the District
- Student safety
- Removing barriers and providing resources for students who are homeless

6. 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 Martin Granum, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of September 12, 2017, Board Meeting
- b. Approve Minutes of September 26, 2017, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Readopt Board / Superintendent Working Agreements
- f. Approve Policy Revisions

The following policies were presented for first reading on September 26, 2017

- 1) Policy IGBC: Title IA / Parental and Family Involvement
- 2) Policy IGBAC: Special Education – Personnel and Policy GCL/GDL: Staff Development
- 3) Policy IGBBA: Identification – Talented and Gifted; and Policy IGBBB: Identification – Talented and Gifted Students among Nontypical Populations (deleting policy IGBBB)
- 4) Policy GBH/JECAC: Staff/Student/Parent Relations
- 5) Policy JEA: Compulsory Attendance
- 6) Policy KAB: Parental Rights
- 7) Policy IFF: Citizens' Curriculum Advisory Committee

7. ACTION ITEMS

- a. Proclaim American Education Week

Board Chair Lisa Allen read the following proclamation into the record:

***Whereas** public schools are the backbone of our society, providing young people with the tools they need to maintain our nation's precious values of freedom, civility, and equality; and*

***Whereas**, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and*

***Whereas** education employees, be they licensed, classified and technical support staff, or administrators, work tirelessly to serve our children and communities with care and professionalism; and*

***Whereas** our nation is celebrating the week of November 13-17, 2017, as American Education Week;*

***Now, therefore, be it resolved** that the Board of Directors of Hillsboro School District does proclaim the week of November 13-17, 2017, as American Education Week in Hillsboro School District, with the theme "Great Public Schools: A Basic Right and Our Responsibility."*

The Board of Directors further encourages all citizens to extend their commitment to public education and to the future of our children by supporting our community's schools through the contribution of time and energy.

Director Jaci Spross MOVED, SECONDED by Director Erika Lopez, to proclaim November 13-17, 2017, as American Education Week in the Hillsboro School District. The MOTION CARRIED (7-0).

b. Appoint Budget Committee Members

Director Kim Strelchun MOVED, SECONDED by Director Martin Granum, that the Board appoint the slate of candidates identified during the work session to the four vacant positions on the Budget Committee, as follows:*

- o Appoint Elizabeth Christensen to position 1, which expires on June 30, 2020
- o Appoint Alexander Diaz to position 2, which expires on June 30, 2020
- o Appoint Christopher Clark to position 4, which expires on June 30, 2018
- o Appoint Michael Smith to position 6, which expires on June 30, 2019

The MOTION CARRIED (7-0).

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c. Approve Appointment of Metro Policy Advisory Committee (MPAC) Member / Alternate

Board Chair Lisa Allen explained that two positions representing school districts are currently vacant on the Metro Policy Advisory Committee – a member position and an alternate position. On September 26, 2017, the Hillsboro School District Board of Directors nominated Director Mark Watson to serve on the MPAC. No alternates have been nominated at this time.

Director Martin Granum MOVED, SECONDED by Director Wayne Clift, to approve the appointment of Mark Watson to the Metro Policy Advisory Committee. The MOTION CARRIED (7-0).

8. NWRESA/HCU/HEA Reports

HCU President Devin Hunter discussed the importance of collective bargaining, the collaborative review of classified job descriptions that is currently in process, and the value of the relationship between the union and the human resources department, wherein both parties work together to resolve concerns so that staff can enjoy a positive environment and community.

HEA President Jill Golay thanked Board members for recognizing staff and expressing appreciation for their hard work. She also discussed upcoming events, the difficulties that result from teachers having to share science manuals, collaborating with District leaders to create positive experiences and success for all students, the relationship between class size and behavior issues, and the importance of advocating for additional school funding.

9. Superintendent's Time

Superintendent Mike Scott discussed District events, programs, and processes, and provided a brief summary of his recent and upcoming activities.

10. Board of Directors' Time

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

11. Follow-Up Items

Agenda Item / Request	Action

12. Executive Session

No executive session was called.

13. Adjournment

The meeting was adjourned at 8:33 PM.



Approved November 14, 2017