

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
November 14, 2017
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. **EXECUTIVE SESSION**

ORS 192.660(2)(d)—Labor Negotiator Consultation

Board Present:

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

Administration / Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Kona Lew-Williams, Chief Human Resources Officer
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board

Others Present:

Brian Hungerford, Attorney

Board Chair Lisa Allen called the meeting to order at 5:16 PM, and moved the Board into executive session under ORS 192.660(2)(d)—labor negotiator consultation. The Board discussed labor negotiations with its attorney; no action was taken. Board Chair Allen moved the Board out of executive session and recessed the meeting at 5:53 PM.

2. **WORK SESSION**

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
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

Others Present:

Kristen Miles, OSBA

Board Chair Lisa Allen called the meeting to order at 5:54 PM.

a. **Bond Election Results / Bond Update / Budget Update**

Chief Financial Officer Adam Stewart provided an update on the November 7 election results for Measure 34-278 (the Hillsboro School District bond), and presented a summary of bond work that is being accomplished and an outline of next steps.

- b. OSBA Promise Scholarship Program - Board Members' Roles and Responsibilities (Advanced)
Oregon School Boards Association (OSBA) Board Development Specialist Kristen Miles presented the third session in a series of workshops for school board members. Key topics included distributed leadership, professional learning communities, and the Board's project for the Promise Scholarship Program.
- c. Recess Board Meeting
The meeting was recessed at 6:56 PM.

REGULAR SESSION

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
Kona Lew-Williams, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Elaine Fox, Executive Director, Student Services
Beth Graser, Director, Communications
Michelle Morrison, Director, Business Services
Val Bokma, Assistant to the Board
Martha Méndez Bolaños, Bilingual Interpreter
Gaspar Lopez Lopez, Bilingual Interpreter
Diana Kleintob, Technology Support

Others Present:

Patterson Elementary
School Students and Staff
Rick Rainone,
Cornerstone Management
Group
Student Services Staff:
Sarah Walker
Matt Nova
Wendy Ramos
Devin Hunter, HCU
Jill Golay, HEA

3. Call to Order and Flag Salute
Board Chair Lisa Allen reconvened the meeting at 7:05 PM and led the Pledge of Allegiance.

Board members expressed appreciation for Director Kim Strelchun's hard work and leadership, which resulted in a successful bond campaign.

4. RECOGNITION / PRESENTATION

Student Presentation: Patterson Elementary School – The Wizard of Oz

Fourth, fifth, and sixth grade students from Patterson Elementary School performed a scene from their current play, "The Wizard of Oz."

5. Approval of Agenda

Director Kim Strelchun MOVED, SECONDED by Director Martin Granum, to approve the agenda. The MOTION CARRIED (7-0).

6. **Recess Board Meeting; Convene Meeting of the Local Contract Review Board**

Board Chair Lisa Allen recessed the Board meeting and convened a meeting of the Local Contract Review Board (LCRB) at 7:18 PM.

a. Findings of Fact for Use of a Construction Management / General Contractor (CM/GC) for Construction of the Addition / Renovation / Site Work at Reedville Elementary School

Cornerstone Management Group President Rick Rainone provided information regarding the construction management / general contractor (CM/GC) process, and presented the findings of fact for use of a CM/GC for the construction of the addition / renovation / site work at Reedville Elementary School. The findings of fact are included in the Board meeting packet.

The “Action Items” portion of this Board meeting agenda includes approval of the findings of fact. Following Board approval, a Request for Proposals (RFP) will be posted.

1) Public Hearing

Board Chair Lisa Allen declared the hearing of the Local Contract Review Board open at 7:28 PM, and asked for public testimony. Hearing no requests to comment, Board Chair Allen closed the LCRB hearing at 7:30 PM.

2) Local Contract Review Board Discussion

Prior to the public hearing, Board members asked clarifying questions regarding procedures for the review of bids and selection of contractors.

7. **Recess Meeting of the Local Contract Review Board; Reconvene Board Meeting**

Board Chair Lisa Allen recessed the meeting of the Local Contract Review Board and reconvened the Board meeting at 7:30 PM.

8. Audience Time

One audience member, Joe Everton, submitted a request to address the Board regarding an agenda item, the first reading of policy BDDH and BDDH-AR: Public Comment at Board Meetings. His comments were received during the discussion of this agenda item.

9. REPORTS AND DISCUSSION

a. Student Services Department Update

Executive Director of Student Services Elaine Fox presented a report on the work of the Student Services department, and answered Board members’ questions.

b. Financial Report

Chief Financial Officer Adam Stewart presented the monthly financial report. The report is included in the Board meeting packet.

Staff transitions that are planned to provide support for bond projects were also discussed.

c. 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 BDDH and BDDH-AR: Public Comment at Board Meetings; and Policy BDDC: Board Meeting Agenda

Joe Everton, a parent in the Hillsboro School District, addressed the Board regarding the proposed revisions to policy BDDH and BDDH-AR: Public Comment at Board Meetings.

Superintendent Mike Scott presented policy BDDH and BDDH-AR: Public Comment at Board Meetings, and policy BDDC: Board Meeting Agenda for first reading. Superintendent Scott explained that the revisions to BDDH, BDDH-AR, and BDDC are based on recommendations from OSBA, and the revisions to BDDH and BDDH-AR also incorporate input received from Board members and community members as a result of previous reviews of these documents.

Board members discussed the proposed revisions, the recommendations of OSBA, and public input that has been received; and they proposed additional revisions. Key points of the discussion included the importance of ensuring that the process for receiving input from the community is fair and equitable and aligns with legal requirements.

An updated first reading of BDDH and BDDH-AR will be included on the November 28 special session agenda, and these documents are scheduled to be presented to the Board for approval on December 12.

2) Policy GCDA/GDDA: Criminal Records Check / Fingerprinting; and IICC: Volunteers

Chief Human Resources Officer Kona Lew-Williams presented policy GCDA/GDDA: Criminal Records Check / Fingerprinting; and policy IICC: Volunteers for first reading. Policy GCDA/GDDA and policy IIC are included in the Board meeting packet.

3) Policy IGBI: Bilingual Education

Superintendent Travis Reiman presented policy IGBI: Bilingual Education for first reading. Policy IGBI policy is included in the Board meeting packet.

4) Policy KBA and KBA-AR: Public Records

Director of Communications Beth Graser presented policy KBA and KBA-AR: Public Records for first reading, explaining that KBA-AR is not an administrative regulation that requires Board adoption, but is provided with the policy for additional context. Policy KBA and KBA-AR are included in the Board meeting packet.

10. 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 Jaci Spross, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of October 10, 2017, Board Meeting
- b. Approve Minutes of October 24, 2017, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Approve Policy Revisions

The following policies were presented for first reading on October 24, 2017

- 1) Policy EFAA-AR: Reimbursable Meals and Milk Programs
- 2) Policy IGBAK: Special Education: Public Availability of State Application
- 3) Policy GBA: Equal Employment Opportunity
- 4) Policies Regarding School Admissions / Student Transfers
 - a) Policy JC: School Boundary Areas
 - b) Policy JECB: Admission of Nonresident Students
 - c) Policy JECBB: In-District Transfer Students
 - d) Policy JECBD: Homeless Students
 - e) Policy JECC: Assignment of Students to Schools
 - f) Policy JECF: Interdistrict Transfer of Resident Students

11. ACTION ITEMS

a. Amend Appointments of Budget Committee Members

Director of Business Services Michelle Morrison asked the Board to amend the October 24 appointments of Budget Committee members, explaining that on October 24, the candidates who were selected by the most Board members were not appointed to the positions with the longest terms. Director Morrison has contacted the Budget Committee members, and they are aware of the requested Board action.

Director Jaci Spross MOVED, SECONDED by Director Mark Watson, to amend the appointments of the selected candidates to the Budget Committee, appointing Christopher Clark to position 1, Michael Smith to position 2, Alexander Diaz to position 6, and Elizabeth Christensen to position 4. The MOTION CARRIED (7-0).

b. Recess Board Meeting, Reconvene Meeting of the Local Contract Review Board

Board Chair Lisa Allen recessed the Board meeting and reconvened the meeting of the Local Contract Review Board (LCRB) at 8:31 PM.

1) Approve Findings of Fact for Use of a Construction Management / General Contractor (CM/GC) for Construction of the Addition / Renovation / Site Work at Reedville Elementary School

Director Kim Strelchun MOVED, SECONDED by Director Jaci Spross, that the Board of Directors approve the Findings of Fact supporting a specific exemption from competitive bidding requirements for use of the Construction Management / General Contractor process for the project at Reedville Elementary School. The MOTION CARRIED (7-0).

c. Adjourn Meeting of the Local Contract Review Board, Reconvene Board Meeting

Board Chair Lisa Allen adjourned the meeting of the Local Contract Review Board and reconvened the Board meeting at 8:32 PM.

12. NWRES D/HCU/HEA Reports

HEA President Jill Golay thanked the Board for expressing their appreciation of staff during American Education Week, and discussed the success of the bond, the importance of ongoing collaboration to make a difference for students and staff, class size reductions, and advocacy work that focuses on stable and adequate funding.

HCU President Devin Hunter discussed the success of the bond; the impact that upcoming facilities and technology projects may have on staff in these departments; and the importance of adequate staffing, processes, and resources to support students with special needs.

13. Superintendent's Time

Superintendent Scott commended W. L. Henry staff and the community for the school's high level of parent participation in conferences, thanked everyone for their many hours of hard work on the bond, and discussed the recent OSBA convention.

14. Board of Directors' Time

Board members discussed the success of the bond and expressed their appreciation for all of the hard work over the past few years and throughout the community that led to this success.

Board members also discussed the recent OSBA convention.

Director Jaci Spross stated that she has been approached by community members with concerns about policy JHC: Student Health Services and Requirements, and asked that the Board discuss this topic at a future meeting. Board members agreed to add this policy to an upcoming Board meeting agenda for review and discussion.

Director Erika Lopez announced that she has been selected to serve on OSBA's Board Members of Color caucus, which was created to address issues that impact students of color.

Director Wayne Clift announced his resignation from the Hillsboro School District Board of Directors, which will be effective at the conclusion of the December 12, 2017, Board meeting, thanked everyone for the opportunity to serve, and said that he hopes to continue to serve in other capacities.

Board Chair Lisa Allen announced that she will be unable to attend the December 12 Board meeting.

15. Follow-Up Items

Agenda Item / Request	Action

16. Executive Session

No executive session was called.

17. Adjournment

The meeting was adjourned at 9:02 PM.

  

Approved December 12, 2017