

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
April 10, 2018  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. **EXECUTIVE SESSION**

**ORS 192.660(2)(i)—Evaluation of the Superintendent**

**Board Present:**

Lisa Allen, Chair  
Kim Strelchun, Vice Chair  
Martin Granum  
Erika Lopez\*  
Yadira Martinez  
Jaci Spross  
Mark Watson

\*on speaker phone

**Administration / Staff Present:**

Mike Scott, Superintendent  
Val Bokma, Assistant to the Board

Board Chair Lisa Allen called the meeting to order at 5:17 PM, and moved the Board into executive session under ORS 192.660(2)(i)—evaluation of the Superintendent. Director Erika Lopez attended the executive session via speaker phone. The Board discussed the Superintendent's evaluation with the Superintendent. No action was taken. Board Chair Allen moved the Board out of executive session and recessed the meeting at 5:52 PM.

2. **WORK SESSION**

**Board Present:**

Lisa Allen, Chair  
Kim Strelchun, Vice Chair  
Martin Granum  
Erika Lopez\*  
Yadira Martinez  
Jaci Spross  
Mark Watson

\*on speaker phone

**Staff Present:**

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, School Performance  
Beth Graser, Chief Communications Officer  
Kona Lew-Williams, Chief Human Resources Officer  
Michelle Morrison, Chief Financial Officer  
Adam Stewart, Capital Projects Officer  
Don Wolff, Chief Information Officer  
Grant Corlis, Executive Director of Schools  
Rian Petrick, Director, Extracurricular Programs, Community Outreach  
Val Bokma, Assistant to the Board  
Diana Kleintob, Technology Support

**Budget Committee Present:**

Elizabeth Christensen  
Christopher Clark  
Alexander Diaz  
Heather Monaghan  
Michael Smith

**Others Present:**

Kristen Miles, OSBA

Board Chair Lisa Allen called the meeting to order at 5:55 PM.

a. **2018-19 Budget Development Discussion**

Superintendent Mike Scott and Chief Financial Officer Michelle Morrison presented information regarding the District's budget planning process for the 2018-19 school

year, and an outline of proposed strategies to balance the 2018-19 budget. The Superintendent and executive leadership team have identified a \$3.7 million shortfall for the District, and their proposed strategies include leveraging other funds, as appropriate, and reducing costs in identified areas.

The proposed budget will be presented to the Budget Committee on April 24, and the Board is scheduled to adopt the District budget on June 26.

b. Bond Update

Capital Projects Officer Adam Stewart presented an overview of bond construction projects that are scheduled for the summer of 2018, and activities that are currently taking place to prepare for these projects. He also discussed the Citizens' Bond Oversight Committee's meeting and reporting schedule.

c. Extracurricular Programs and Community Outreach Report

Director of Extracurricular Programs and Community Outreach Rian Petrick presented an overview of work that is being done to enhance the connectedness of all District students, to ensure that every student is known by "name, strength and need," and to improve the quality, accessibility, and financial stability of K-12 extracurricular activities. The report included information regarding the value of school-based extracurricular activities, work that is being done to improve accessibility for all students, and updates on projects, programs, and revenue.

d. Teaching and Learning Report – A Culture of Care

Assistant Superintendent Dayle Spitzer and Executive Director Grant Corliss presented an overview of the effects of trauma on a student's ability to learn, steps that educators can take to mitigate these impacts, and work that is being done to create a "culture of care" in buildings throughout the District.

The meeting was recessed at 7:51 PM and reconvened at 8:00 PM.

e. OSBA Board Development Workshop Series – Promise Scholarship Program

Oregon School Boards Association (OSBA) Board Development Specialist Kristen Miles facilitated a discussion regarding the development of the Board's community engagement project for the OSBA Promise Scholarship program. The project will focus on improving the accessibility of District-level information, Board policies, and Board activities for parents who traditionally have not been able to access the information and activities. During a recent listening session, Spanish-speaking community members discussed their challenges in accessing information needed for their students' success. Board members discussed steps they could take to make this information more accessible, reaching a consensus that effective activities for Board members could include attending listening sessions, Parent Advisory Committee meetings, and multicultural community events; and adopting an equity policy. Ms. Miles will draft a project outline and monitoring plan for the Board to review.

Following completion of the Promise Scholarship Program requirements, the Board will receive scholarship funds to disperse to students. A plan for distributing the funds will be discussed during a future Board meeting.

- f. Human Resources Report on Hiring: Diversifying the Workforce  
One of the goals in the District's Strategic Plan is to diversify the workforce as a tenet of supporting success for all students. Chief Human Resources Officer Kona Lew-Williams reported on the District's progress toward meeting this goal.
- g. ACTION: Approve Inclement Weather Makeup Proposal  
Chief Human Resources Officer Kona Lew-Williams explained that inclement weather this past winter resulted in school being closed for one full day (February 21) and two partial days (early release on February 20 and delayed start on February 22). In accordance with the District's guidelines for determining whether to make up inclement weather school closure days, Chief Human Resources Officer Lew-Williams recommended that the school closure day not be made up, explaining that this is the District's normal practice when only one full day of school is missed, and takes into account instructional seat time requirements and other relevant factors.
- Director Martin Granum MOVED, SECONDED by Director Jaci Spross, to approve the proposal to not make up the February 21, 2018, inclement weather day. The MOTION CARRIED (7-0).
- h. Board Discussion Time
- 1) Discuss Board Meeting Efficiencies  
Board members agreed upon processes for engaging in discussion and taking action during Board meetings.
  - 2) Board Discussion  
Board members provided brief summaries of their recent and upcoming activities and discussed District processes.
- i. Adjourn Board Meeting  
The meeting was adjourned at 9:43 PM.



Approved May 22, 2018