

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
September 25, 2018  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. **WORK SESSION**

Board Present:

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

Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, School Performance  
Beth Graser, Chief Communications Officer  
Michelle Morrison, Chief Financial Officer  
Casey Waletich, Chief Operations Officer  
Val Bokma, Assistant to the Board  
Diana Kleintob, Technology Support  
Sean Patrovsky, Technology Support  
Kelli Waibel, Technology Support

Student Representatives Present:

Jessica Jose-Nickerson  
Samanta Vega Contreras

Budget Committee Applicants

Present:

Nina Carlson  
Elizabeth Christensen  
Kyle Taylor

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

A. Discuss Budget Committee Applications / Introduce Applicants

Positions 3 and 4 on the District's Budget Committee are currently vacant, with terms that ended on June 30, 2018. The following candidates have applied to serve on the Budget Committee:

- Nina Carlson (position 3, requesting reinstatement)
- Elizabeth Christensen (position 4, requesting reinstatement)
- Kyle Taylor (new application)

Chief Financial Officer Michelle Morrison introduced the candidates, who briefly addressed the Board regarding their qualifications and interest in serving.

On October 23, Board members are scheduled to select and appoint Budget Committee members to serve in the vacant positions.

B. Citizens' Curriculum Advisory Committee Candidates - Selection Process

Assistant Superintendent Travis Reiman explained that additional community members have applied to serve on the Citizens' Curriculum Advisory Committee (CCAC), and that more candidates are needed in order for a full committee to be appointed. He recommended that the Board select and appoint candidates at this time, and the

application window be extended until a full committee has been appointed. He explained that the CCAC leaders have approved this recommendation.

As of September 25, the following candidates had applied to serve on the CCAC:

- Chris Adzima
- Allan Rodrigo Aguilar Vargas
- Patrick McGuire
- Lizzy Bou (student, Century High School)
- Wendy Romeli Echeverria-Garcia (student, Glencoe High School)

Board members discussed committee membership and recruiting, and agreed that if two students from the same school applied, they could both potentially be appointed to serve on the committee.

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

- Board Chair Lisa Allen selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Director Martin Granum selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Director Erika Lopez selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Director Yadira Martinez selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Director Jaci Spross selected Chris Adzima, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Director Kim Strelchun selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Director Mark Watson selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Student Representative Jessica Jose-Nickerson selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia
- Student Representative Samanta Vega Contreras selected Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire, and students Lizzy Bou and Wendy Romeli Echeverria-Garcia

Based on these selections, it was determined that all of the candidates would be appointed during the regular session.

C. Erin's Law Update

Assistant Superintendent Travis Reiman presented an overview of the curriculum requirements of Senate Bill (SB) 856, which expanded Oregon Health Education standards to include annual lessons on sexual abuse prevention. He discussed the steps the District will take to ensure compliance with this law, and responded to questions regarding the cost of implementing these changes.

Assistant Superintendent Reiman also explained that the CCAC will be reviewing the standards and the District's instruction plan this year, and making a recommendation to the Board; and he announced that an informational meeting has been scheduled on October 4 at the library.

D. High School Schedule Update

Assistant Superintendent Dayle Spitzer presented an update on the initial research and discussions of a team of Office for School Performance leaders, high school stakeholders, and interested staff who are analyzing the effectiveness of the District's current high school bell schedule, researching other options that might be more effective, and discussing the possibility of considering a high school schedule change that has been requested by some of the District's teacher leaders. The committee's priorities include maximizing staff members' time with students in order to optimize learning and create more effective connections between students and staff, and meeting the District's goal that all students graduate career- and college- ready. The team's next steps will include surveying stakeholders (students, families, and staff), analyzing data and input received via the survey, evaluating models, and drafting a recommendation. If a change is recommended, a plan will be developed to support students, staff, and families through the transition process.

E. Middle School Redesign Update

Executive Director Audrea Neville presented an update on the work of the middle school redesign committee, which has been meeting over the past year to review best practices and available resources for a possible middle school redesign, with a focus on providing support for middle school students' social, emotional, and academic needs, and their future career and college success. The committee is examining schedule models and considering the length of time students are enrolled at each school level, advisory programs, daily schedules, and the use of technology. After completing their analysis of schedule models, the committee intends to request input from stakeholders.

F. Discuss Board Goals

Board members discussed their goals for the 2018-19 school year. Based on the discussion, Board Chair Lisa Allen will draft goals that the Board will review and discuss during a future meeting.

G. Board Discussion Time

Board members, Student Representatives, and the Superintendent discussed school programs, recent and upcoming activities, and goals and priorities. Director Kim Strelchun expressed her interest in attending the NSBA 2019 Advocacy Conference, rather than the NSBA 2019 Annual Convention. The Board's consensus was in support of Director Strelchun attending the Advocacy Conference.

H. Recess Board Meeting

The meeting was recessed at 6:42 PM.

## 2. REGULAR SESSION

### Board Present:

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

### Student Representatives Present:

Jessica Jose-Nickerson  
Samanta Vega Contreras

### Others Present:

Sharon Angal, Quatama  
Elementary School  
Matt Buckingham, Citizens' Bond  
Oversight Committee  
Aron Carleson, Hillsboro Schools  
Foundation  
Devin Hunter, HCU  
Jill Golay, HEA

### Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, School Performance  
Beth Graser, Chief Communications Officer  
Michelle Morrison, Chief Financial Officer  
Adam Stewart, Capital Projects Officer  
Casey Waletich, Chief Operations Officer  
Val Bokma, Assistant to the Board  
Martha Méndez Bolaños, Bilingual Interpreter / Translator  
Gaspar Lopez Lopez, Bilingual Interpreter / Translator  
Diana Kleintob, Technology Support  
Sean Patrovsky, Technology Support  
Kelli Waibel, Technology Support

### A. Call to Order and Flag Salute

Board Chair Lisa Allen reconvened the meeting at 7:01 PM and led the Pledge of Allegiance.

### B. Action Item

#### 1. Appoint Student Representatives to the Board of Directors and Administer the Oath of Office

Director Jaci Spross MOVED, SECONDED by Director Kim Strelchun, that the Board of Directors appoint Jessica Jose-Nickerson and Samanta Vega Contreras to serve as Student Representatives to the Board of Directors for the 2018-19 school year. The MOTION CARRIED (7-0).

Board Chair Lisa Allen administered the oath of office for the position of Student Representative to the Board of Directors to Jessica Jose-Nickerson and Samanta Vega Contreras.

### C. Student Presentation / Recognition

#### 1. Recognition: Sharon Angal, Quatama Elementary School Teacher, Recipient of Presidential Award

Sharon Angal, third grade teacher at Quatama Elementary School, was recognized for her accomplishment in receiving a Presidential Award for Excellence in Mathematics and Science Teaching (PAEMST), and for her excellence in teaching and her commitment to students. The PAEMST is the

highest recognition available for K-12 math and science teachers in the United States.

D. Approval of Agenda

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

E. Audience Time

No requests to address the Board were submitted.

F. Reports and Discussion

*Note: The following report was presented at this time: Agenda Item F2: Hillsboro Schools Foundation – Annual Report.*

1. Citizens' Bond Oversight Committee Report

*Note: This report was presented following agenda item F2: Hillsboro Schools Foundation – Annual Report.*

Citizens' Bond Oversight Committee Chair Matt Buckingham and Capital Projects Officer Adam Stewart presented the initial report of the Citizens' Bond Oversight Committee to the Board of Directors. The report included an overview of the progress and expenditures on the 2018 bond projects; preparation, planning, and anticipated challenges for the 2019 bond projects; and the status of the bond contingency funds. The anticipated challenges are primarily related to increased competition for tradespeople and materials, and potential cost increases for materials, as a result of the unprecedented growth in the Portland metro area and potential tariffs on steel and other construction essentials.

2. Hillsboro Schools Foundation - Annual Report

Hillsboro Schools Foundation (HSF) Executive Director Aron Carleson presented an overview of HSF's fundraising work, community partnerships, and recent grants for innovative programs, which benefit students throughout the District. She announced HSF's latest initiative, the funding of robust technology exploration classes in all four middle schools.

HSF has invested nearly \$4 million in Hillsboro Schools since 2001. Fundraising events include the annual phone-a-thon, with District high school students participating, which is scheduled on October 8; and the annual gala, which is scheduled on February 23, 2019.

Superintendent Mike Scott and Board Chair Lisa Allen thanked HSF for their partnership and all of the valuable work they do to benefit students.

3. Present Superintendent's Goals for 2018-19

Superintendent Mike Scott presented his goals for the 2018-19 school year. Superintendent Scott's goals are included in the Board meeting packet.

4. Financial Report

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

G. 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:

1. Approve Minutes of June 26, 2018, Board Meeting
2. Approve Minutes of August 6, 2018, Board Meeting
3. Approve Routine Personnel Matters
4. Accept Gifts and Donations
5. Readopt Board / Superintendent Working Agreements
6. Approve Policy Revisions (presented for first reading on June 26, 2018)
  - a. Policy DN: Disposal of District Property
  - b. Policy EEACA: School Bus Driver Examination and Training
  - c. Policies Regarding Personnel
    1. Policy GCA: License Requirements
    2. Policy GCI/GDI: Assignments and Transfers
    3. Policy GCPB/GDPB: Resignation of Staff
  - d. Policy ECG: Vehicle Idling

H. Action Items

1. Appoint Citizens' Curriculum Advisory Committee Members

Director Erika Lopez MOVED, SECONDED by Director Jaci Spross, that the Board of Directors appoint the slate of candidates identified during this evening's work session to the open positions on the CCAC, as follows:

- Appoint the following candidates to the CCAC two-year positions: Chris Adzima, Allan Rodrigo Aguilar Vargas, Patrick McGuire
- Appoint the following candidates to the two-year student positions: Lizzy Bou, Wendy Romeli Echeverria-Garcia

The MOTION CARRIED (7-0).

Assistant Superintendent Travis Reiman explained that the CCAC application window will remain open so additional candidates may apply.

2. Appoint Audit Committee

Director Jaci Spross MOVED, SECONDED by Director Kim Strelchun, to appoint directors Yadira Martinez, Martin Granum, and Erika Lopez to the audit committee. The MOTION CARRIED (7-0). Directors Martinez, Granum, and Lopez accepted the appointments.

3. Accept OSCIM Grant and Authorize Signing of Agreement

Chief Financial Officer Michelle Morrison explained that the District has been awarded a \$6 million grant under the Oregon Schools Capital Improvement Matching (OSCIM) grant program. In order to finalize the grant, the Board must accept the grant and authorize the District's Chief Financial Officer to execute the grant agreement. The grant agreement form and the resolution accepting the grant award and authorizing approval of the agreement are included in the Board meeting packet.

Director Mark Watson MOVED, SECONDED by Director Kim Strelchun, that the Board of Directors accept the OSCIM Grant award in the amount of \$6,000,000 and authorize the District's Chief Financial Officer to execute the OSCIM Grant Agreement in substantially the form attached to the resolution. The MOTION CARRIED (7-0).

4. Award Contract for Construction Management / General Contractor Services for 2019 High School, Middle School, and Elementary School Projects

Capital Projects Officer Adam Stewart explained that, in June 2018, the Board of Directors, acting as the Local Contract Review Board, approved the use of the Construction Management / General Contractor alternative construction method for the summer 2019 bond construction projects. Capital Projects Officer Stewart provided information regarding the responses received and the selection process, and presented the interview team's recommendations. This information is included in the Board meeting packet.

Director Kim Strelchun MOVED, SECONDED by Director Erika Lopez, that the Board of Directors award the contract for Construction Management / General Contractor services as follows:

- Glencoe High School addition / renovation, Hillsboro High School renovation, and Miller Big Picture renovation to LCG Pence
- Evergreen Middle School addition / renovation, Brown Middle School renovation, and Poynter Middle School renovation to P&C Construction
- Mooberry Elementary School renovation / gym / portable classroom replacement to Inline Construction
- Eastwood renovation / gym / portable classroom replacement to Five Star Builders

The MOTION CARRIED (7-0).

I. HCU / HEA Reports

HCU President Devin Hunter welcomed the Student Representatives; provided an overview of the work accomplished by classified employees; discussed the bus driver shortage; and emphasized the value of staff recognition, appreciation, respect, guidance, training / tools, and taking action to resolve complaints.

HEA President Jill Golay welcomed the Student Representatives; discussed HEA membership; and provided an overview of HEA's recent work and accomplishments, including the receipt of a \$15,000 grant for implementing the My School My Voice checklist.

J. Student Representatives' Time

Student Representatives briefly discussed recent and upcoming events and topics that are currently impacting students at their schools.

K. Superintendent's Time

Superintendent Mike Scott welcomed the Student Representatives, thanked the carpenters who built the new dais extension, provided a brief summary of his recent activities, and discussed upcoming events.

L. Board of Directors' Time

Board members welcomed the Student Representatives; provided brief summaries of their recent and upcoming activities; expressed appreciation for the work of Hillsboro Schools Foundation, the Citizens' Bond Oversight Committee, and District staff and students; and discussed the importance of advocating for a statewide funding solution for education.

Board Chair Lisa Allen reminded everyone that the October 2 work session will be held at the Hillsboro Civic Center and include a joint session with the Hillsboro City Council.

M. Adjourn Regular Session

The meeting was adjourned at 9:02 PM.



Approved October 23, 2018