

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
April 9, 2019
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. **Executive Session**

Board Chair Lisa Allen called the meeting to order at 5:08 PM, and moved the Board into executive session under ORS 192.660(2)(b), Complaint Hearing Deliberations; ORS 192.660(2)(k), School Safety; and ORS 192.660(2)(i), Evaluation of the Superintendent.

A. **ORS 192.660(2)(b)—Complaint Hearing Deliberation**

Board Present:

Lisa Allen, Chair
Erika Lopez, Vice Chair
Martin Granum
Yadira Martinez
Jaci Spross
Kim Strelchun
Mark Watson (on speaker phone)

Staff and Others Present:

Mike Scott, Superintendent
Nancy Hungerford, Attorney (on speaker phone)
Val Bokma, Assistant to the Board

The Board deliberated with their attorney regarding a complaint. (Director Mark Watson and Attorney Nancy Hungerford attended via speaker phone.) No action was taken. Attorney Nancy Hungerford left the meeting at 5:25 PM.

B. **ORS 192.660(2)(k)—School Safety**

Board Present:

Lisa Allen, Chair
Erika Lopez, Vice Chair
Martin Granum
Yadira Martinez
Jaci Spross
Kim Strelchun
Mark Watson (on speaker phone)

Staff and Others Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Michelle Morrison, Chief Financial Officer
Beth Graser, Chief Communications Officer
Casey Waletich, Chief Operations Officer
Jordan Beveridge, Chief Information and Technology Officer
Brian Hungerford, Attorney (on speaker phone)
Val Bokma, Assistant to the Board

Cabinet members and attorney Brian Hungerford joined the meeting at 5:26 PM. (Mr. Hungerford attended via speaker phone.) The Board received counsel from their attorney regarding a school safety issue. No action was taken. Director Watson left the meeting at 6:16 PM.

C. ORS 192.660(2)(i)—Evaluation of the Superintendent

Board Present:

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

Staff and Others Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Kona Lew-Williams, Chief Human Resources Officer
Michelle Morrison, Chief Financial Officer
Beth Graser, Chief Communications Officer
Casey Waletich, Chief Operations Officer
Jordan Beveridge, Chief Information and Technology Officer
Greg McKenzie, Consultant
Val Bokma, Assistant to the Board

Consultant Greg McKenzie joined the meeting at 6:17 PM. The Board discussed the evaluation of the Superintendent. No action was taken. Board Chair Allen moved the Board out of executive session and recessed the meeting at 6:22 PM.

2. Work Session

Board Present:

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

Administration / Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Jordan Beveridge, Chief Information and Technology Officer
Beth Graser, Chief Communications Officer
Kona Lew-Williams, Chief Human Resources Officer
Michelle Morrison, Chief Financial Officer
Adam Stewart, Capital Projects Officer
Casey Waletich, Chief Operations Officer
Olga Acuña, Director, Federal Programs
Rian Petrick, Director, Extra-curricular Activities and
Community Outreach
Karen Murphy, Principal, Free Orchards Elementary School
Brooke Nova, Coordinator, Career and College Pathways
Sarah Keller, Teacher on Special Assignment
Val Bokma, Assistant to the Board
Kelli Waibel, Technology Support

Student Representatives Present:

Jessica Jose-Nickerson
Samanta Vega Contreras

Budget Committee Present:

Nina Carlson
Christopher Clark
Alexander Diaz
Matthew Long
Heather Monaghan
Michael Smith
Kyle Taylor

Others Present – Cornelius City Officials:

Jeffrey Dalin, Mayor
Dave Schamp, Council President
John Colgan, Councilor
Luis Hernandez, Councilor
Rob Drake, City Manager
Ryan Wells, Community Development Director
Debby Roth, City Recorder

Board Chair Lisa Allen reconvened the meeting at 6:31 PM. Director Mark Watson was unable to attend.

A. Hillsboro School District Board of Directors' Discussion with Cornelius City Officials

The Board met with Cornelius City Officials to discuss matters of mutual interest.

1) Introductions

Meeting participants introduced themselves and discussed their school experiences.

2) Overview of HSD Career and College Pathways Programs

Assistant Superintendent Travis Reiman and Coordinator Brooke Nova presented an overview of the District's Career and College Pathways programs, including program development timelines; partnerships with organizations in the community; pathways centered at each high school location; the shuttle system that improves students' options for attending programs not at their home school; and plans for growth, expansion, and communication with students, families, and potential partners.

3) School Bond Projects Update: Highlights, Priorities, Benefits, and Impact to the Community: Free Orchards Elementary School, Evergreen Middle School, and Glencoe High School

Capital Projects Officer Adam Stewart presented an update on the bond projects at Free Orchards Elementary School, Evergreen Middle School, and Glencoe High School, discussing furniture, technology, building and grounds improvements, building capacity, and demographic projections.

4) Overview of Free Orchards Elementary School Programs, Activities, and Highlights

Free Orchards Elementary School Principal Karen Murphy discussed activities, programs, and services available to students at Free Orchards Elementary School.

5) Future Partnership and Collaboration Opportunities

Board members and City leaders discussed potential future collaborative opportunities. Suggestions included Board members participating in Cornelius community events, students participating as Youth Advisory Council members, and expanding career and college pathway options. Funding limitations and suggested funding sources were also discussed.

B. Recess Board Meeting

The meeting was recessed at 7:16 PM, and Cornelius City Officials left the meeting.

C. Reconvene Board Meeting

Board Chair Lisa Allen reconvened the meeting at 7:28 PM.

D. Budget Development Update

Superintendent Mike Scott presented an outline of proposed strategies for balancing the District's 2019-20 budget, based on an anticipated reduction of \$9.6 - \$11.3 million. Although the State's funding level for schools has not yet been determined, this projected shortfall is based on budgets developed by the Governor and the Co-Chairs.

The proposed strategies for the District's budget included staffing reductions and changes in the staffing ratio; adjustments in the work calendars and work hours for specific positions; leveraging other funds, as appropriate; and reducing discretionary budgets. Targeted investments approved in previous budget years are also being reviewed.

Superintendent Scott discussed the values and considerations underlying the proposal and explained that, after so many years of budget reductions, there are no longer any “good” options for absorbing additional reductions. He also discussed the timelines for planning next year’s assignments, notifying staff, and adopting the budget.

Board and Budget Committee members discussed the proposal at length, asked clarifying questions, and provided input. It was agreed that a special session would be scheduled on Tuesday, April 16, so that Board and Budget Committee members could review a revised budget plan, which staff will develop, based on this discussion.

The proposed 2019-20 budget is scheduled to be presented to the Budget Committee on May 9, and the Board is scheduled to adopt the District budget on June 11.

E. PK-21 Universal Supports Update

Office for School Performance staff presented an update regarding the universal access to supports that the District is aspiring to provide for students, in order to improve their academic and social/emotional well-being and life success. This work is aligned with the District’s Strategic Plan commitment to know every student by name, strength, and need, and includes partners throughout the community.

F. Facility Use Fees Update

Director Rian Petrick presented a revised facility use fee structure proposal, which incorporated input that Board members provided during the February 26 Board meeting. Board members discussed the revised proposal, provided input, and asked clarifying questions. The facility use fee structure proposal is scheduled to be presented to the Board on April 30, in the proposed revisions to policy KG: Community Use of District Facilities and its associated administrative regulations.

G. Student Representative Selection Planning

Each year, the Board appoints up to three students to serve as Student Representatives to the Board of Directors. Six students applied for the 2019-20 positions. Board members agreed that all six students would be invited to interview. Board Chair Lisa Allen, Directors Erika Lopez and Mark Watson, and Student Representatives Samanta Vega Contreras and Jessica Jose-Nickerson volunteered to serve on the interview committee. Board members agreed on the interview questions and timeline.

H. ACTION: Approve Scholarship Committee Recommendation

Directors Kim Strelchun, Erika Lopez, and Jaci Spross, who interviewed applicants for the Board of Directors’ two \$2500 scholarships, explained that all of the candidates were impressive and deserving, and recommended that the scholarships be awarded to Jocelyne Angulo Mejia and Erika Gonzalez-Moreno. Board members discussed details regarding the scholarship disbursement.

Director Martin Granum MOVED, SECONDED by Director Yardira Martinez, that the Board of Directors approve the recommendation of the Scholarship Committee that scholarships be awarded to Jocelyne Angulo Mejia and Erika Gonzalez-Moreno on April 30, in the amount of \$2500 each. The MOTION CARRIED (6-0).

I. ACTION: Approve Inclement Weather Makeup Proposal

Chief Human Resources Officer Kona Lew-Williams explained that, as a result of inclement weather, school had a delayed start of two hours on Monday, February 25, 2019, and the

District was closed on Wednesday, February 27, 2019. Because students were in school on February 25, 2019, and inclement weather resulted in only one District closure day, Ms. Lew-Williams proposed that the school closure not be made up. Her proposal takes into account the District's legal requirements and contractual obligations.

Director Jaci Spross MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the proposal to not make up the February 27, 2019, inclement weather day. The MOTION CARRIED (6-0).

J. ACTION: Approve Inter-District Transfer Plan

Chief Communications Officer Beth Graser asked the Board to approve up to 60 slots at identified locations for students wishing to transfer into the District under House Bill 2747.

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors adopt the plan presented for inter-district transfers for the 2019-20 school year. The MOTION CARRIED (6-0).

K. ACTION: Adopt Revised Planning Calendar for the 2019-20 Budget

Chief Financial Officer Michelle Morrison presented revisions to the planning calendar for the 2019-20 budget. The original budget planning calendar was approved by the Board on December 11, 2018. Revisions include shifts in the publication dates to reflect the Hillsboro Tribune's current publication schedule, and changes in the scheduling of the budget workshop and budget updates, which are conducted with Budget Committee members during Board work sessions. The revised budget planning calendar is included in the Board meeting packet.

Director Erika Lopez MOVED, SECONDED by Director Jaci Spross, that the Board of Directors adopt the revised budget planning calendar for the 2019-20 budget.

Director Jaci Spross MOVED, SECONDED by Director Kim Strelchun, to amend the motion to include on the budget planning calendar the special work session that has now been scheduled with the Budget Committee on April 16. The amended MOTION CARRIED (6-0).

The original MOTION CARRIED (6-0).

L. Policies - First Reading

The following policies were presented for first reading, and are included in the Board meeting packet. If no public comments or questions are received regarding these policies during the review period, they may be placed on the consent agenda for approval during the next regular Board meeting session.

1) Policy Updates for the Annual Notification of Staff, Students, and Families

- a. GBC: Prohibited Use of Official Position for Financial Gain
- b. GBEA: Workers' Compensation Insurance (delete)
- c. GBEC: Drug-Free Workplace (delete / replace)
- d. GBG: Staff Participation in Political Activities
- e. GBH/JECAC: Staff/Student/Parent Relations
- f. GBMA: Whistleblower
- g. GBNA: Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff

M. Discussion Time

Board members, Student Representatives to the Board, and the Superintendent discussed District events and processes, and provided brief summaries of their recent and upcoming activities.

3. Adjourn

The meeting was adjourned at 10:00 PM.

A handwritten signature in black ink, appearing to be the initials 'JA'.A handwritten signature in black ink that reads 'Valerie J. Balema'.

Approved June 11, 2019