

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
April 30, 2019  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. **Executive 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  
Val Bokma, Assistant to the Board

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

Board Chair Lisa Allen called the meeting to order at 5:18 PM, and moved the Board into executive session under ORS 192.660(2)(i) – evaluation of the Superintendent. The Board discussed the Superintendent’s evaluation with the Superintendent. No action was taken.

B. Recess Board Meeting

Board Chair Allen moved the Board out of executive session and recessed the meeting at 5:30 PM.

2. **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  
Kona Lew-Williams, Chief Human Resources Officer  
Michelle Morrison, Chief Financial Officer  
Casey Waletich, Chief Operations Officer  
Jordan Beveridge, Chief Information Technology Officer  
Saideh Haghighi, Director of Equity and Human Resources  
Arcema Tovar, Coordinator of Elementary Teaching and Learning  
Neill Twigg, TOSA – Physical Education  
Val Bokma, Assistant to the Board  
Diana Kleintob, Technology Support

Student Representatives Present:

Samanta Vega Contreras

Board Chair Lisa Allen reconvened the meeting at 5:35 PM. Student Representative Jessica Jose-Nickerson was unable to attend.

A. Discuss Boundary Adjustment Process

Superintendent Mike Scott presented a proposed boundary adjustment process for the Board’s review. The final process will be presented to the Board for approval during an upcoming Board meeting, and will be used to develop boundary recommendations

associated with the Brookwood Elementary School, North Plains Elementary School, and New South Hillsboro Elementary School construction projects.

B. Discuss Facility Naming Process

Superintendent Mike Scott presented a proposed process for naming new facilities. The final process will be presented to the Board for approval during an upcoming Board meeting, and will be used to recommend names for the new elementary schools to be constructed in North Plains and South Hillsboro. Board members discussed whether to revise policy FF: Naming Facilities, to allow the use of the names of persons who are living or have been deceased less than twenty years, but most Board members preferred to retain the current policy language.

C. Discuss Recommendations for Student Representatives to the Board of Directors

During the April 9 Board work session, Board Chair Lisa Allen, Directors Erika Lopez and Mark Watson, and Student Representatives Samanta Vega Contreras and Jessica Jose-Nickerson volunteered to serve on a subcommittee, interviewing the six students who applied to serve as Student Representatives to the Board of Directors for the 2019-20 school year. Based on these interviews, the subcommittee recommended that the following students be appointed:

- Andrew Goodwin from Glencoe High School
- Maria Aguilar from Hillsboro High School
- Danny Adzima from Miller Education Center (Big Picture Program)

The Board took action to accept the recommendations during the evening's regular session, and appointments will be scheduled during the June 11 regular Board meeting session.

Interview team members emphasized that all of the candidates had valuable strengths, and choosing between multiple candidates at the same location was difficult.

D. Teaching and Learning Report - Physical Education Requirements and Plan

Senate Bill 4A requires that students in kindergarten through eighth grade participate in a specific number of quality physical education instructional minutes per week, with a three-year phase-in, increasing the requirements in 2019-20, 2020-21, and 2021-22. Arcema Tovar, Coordinator of Elementary Teaching and Learning, and Neill Twigg, Physical Education Teacher on Special Assignment, reported on the implications of this legislation, and the District's plans regarding physical education. As the requirements gradually increase, challenges will include scheduling, staffing, funding, and facilities. Staff are collaborating with other districts, advocating for support, and anticipating guidance and / or adjustments from the Oregon Department of Education.

E. Update Regarding Consolidation of Classified Job Descriptions

Saideh Haghighi, Director of Equity and Human Resources, presented an update regarding the consolidation of classified job descriptions, which has been accomplished through a collaborative process between the District and Hillsboro Classified United (HCU). Because the consolidation results in revisions to the bumping chart and salary adjustments for approximately ten employees (none of whom will suffer a decrease in pay), the Board will be asked, during the regular session, to ratify a modification to the current contract with HCU. These changes will also be presented to HCU's bargaining

team and membership for approval. Following approval, information sessions for classified employees will be scheduled.

F. Discussion Time

1. Graduation and Awards Assembly Participation

Board members indicated their availability to participate in the 2019 graduation and awards ceremonies.

2. Planning in Response to May 8 Day of Action

Superintendent Mike Scott explained that a Memorandum of Understanding (MOU) with the Hillsboro Education Association (HEA) will be presented to the Board for approval during the regular session. The MOU includes school calendar changes and additional related details, such as arrangements regarding programs and events that are scheduled on May 8 and cannot be postponed.

3. NSBA Conference Report

Board Chair Lisa Allen presented an overview of the highlights of the National School Boards Association (NSBA) conference that she attended in Philadelphia, PA, on March 29 - April 1.

4. Discussion

This item was moved to the regular session, due to time constraints.

G. Recess Board Meeting

The meeting was recessed at 6:49 PM.

### 3. Regular 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  
Kona Lew-Williams, Chief Human Resources Officer  
Michelle Morrison, Chief Financial Officer  
Casey Waletich, Chief Operations Officer  
Jordan Beveridge, Chief Information Technology Officer  
Gregg O'Mara, Director of Alternative Education Programs  
Val Bokma, Assistant to the Board  
Marianna Roman, Bilingual Interpreter / Translator  
Gaspar Lopez Lopez, Bilingual Interpreter / Translator  
Diana Kleintob, Technology Support

Student Representatives Present:

Samanta Vega Contreras

Others Present:

Reedville STEAM Program -  
Students and Staff  
Scholarship Recipients:  
Erika Gonzalez-Moreno  
Jocelyne Angulo Mejia  
Chicas Youth Development  
Program: Staff, Participants,  
Parents  
EJ Payne, Hillsboro Downtown  
Partnership  
Jill Golay, HEA  
Devin Hunter, HCU

A. Call to Order and Flag Salute

Board Chair Lisa Allen reconvened the meeting at 7:02 PM and led the Pledge of Allegiance. Student Representative Jessica Jose-Nickerson was unable to attend.

B. Recognition / Student Presentation

1. Student Presentation: Reedville STEAM Students

Staff and students who participate in Reedville Elementary School's STEAM program shared information about the program, and the students discussed their experiences, processes, and programming projects.

2. Recognition: HSD Board of Directors' Scholarship Recipients

The Board recognized high school seniors Erika Gonzalez-Moreno (Glencoe High School) and Jocelyne Angulo Mejia (Hillsboro High School) for their accomplishment in being selected as the recipients of two \$2500 scholarships awarded by the Hillsboro School District (HSD) Board of Directors.

Funding for the HSD Board of Directors' scholarship was provided by the Oregon School Boards Association (OSBA), upon the HSD Board of Directors' completion of OSBA's year-long leadership training program. The Board used the funds to create two \$2500 scholarships, targeted for bilingual students in the District who plan to pursue teaching degrees and return to the District to teach.

C. Approval of Agenda

Director Kim Strelchun MOVED, SECONDED by Director Jaci Spross, to approve the agenda as printed.

Director Martin Granum MOVED, SECONDED by Director Erika Lopez, to removed Action Item F4 (*Approve Four-Party Memorandum of Understanding between Hillsboro School District, Washington County, Clean Water Services, and the City of Hillsboro for Surface Water Management*) from the agenda, and postpone it until the next regular meeting. The MOTION CARRIED (7-0).

Director Kim Strelchun MOVED, SECONDED by Director Jaci Spross, to approve the agenda as amended. The MOTION CARRIED (7-0).

D. Audience Time

No audience members asked to address the Board.

E. Consent Agenda

Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

1. Approve Minutes of March 12, 2019, Board Meeting
2. Approve Routine Personnel Matters
3. Approve Policy Revisions (presented for first reading on April 9, 2019)
  - a. Approve Revisions to Policies included in Annual Notifications to Staff, Students, and Families (part 1)
    - GBC: Prohibited Use of Official Position for Financial Gain
    - GBEA: Workers' Compensation Insurance (delete)
    - GBEC: Drug-Free Workplace (delete / replace)
    - GBG: Staff Participation in Political Activities
    - GBH/JECAC: Staff/Student/Parent Relations
    - GBMA: Whistleblower
    - GBNA: Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff

F. Action Items

1. Approve 2019-20 Alternative Education Programs

Director of Alternative Education Gregg O'Mara presented the annual review of the alternative education programs available to District students, and asked the Board to formally approve the programs for the 2019-20 school year. A list of the programs is included in the Board meeting packet.

Director Kim Strelchun MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the District's alternative programs. The MOTION CARRIED (7-0).

2. Approve Contract for Substitute Staffing Services between Hillsboro School District and ESS West, LLC

Chief Financial Officer Michelle Morrison discussed the recent Request for Proposals for substitute staffing services and the selection process, and recommended that the District award a 36-month service contract to ESS West, LLC, as detailed in the proposal, with an annual contract extension option, if mutually agreed to by both parties.

Director Erika Lopez MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the 36-month contract with an annual contract extension option between ESS West, LLC, and the Hillsboro School District to provide substitute staffing services, as defined in the request for proposals and in compliance with District policy. The MOTION CARRIED (7-0).

3. Approve Recommendations Regarding Student Representatives to the Board of Directors for the 2019-20 School Year

Director Kim Strelchun MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the interview team's recommendation that the following students be appointed on June 11 to serve as Student Representatives to the Board of Directors during the 2019-20 school year:

- Andrew Goodwin from Glencoe High School
- Maria Aguilar from Hillsboro High School
- Amanda (Danny) Adzima from Miller Education Center (Big Picture Program).

The MOTION CARRIED (7-0).

4. Approve Four-Party Memorandum of Understanding between Hillsboro School District, Washington County, Clean Water Services, and the City of Hillsboro for Surface Water Management

This item was removed from the agenda and postponed until the next regular session.

5. Award Contract for Ladd Acres Elementary School Domestic Water Line Repiping Project

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors award the Ladd Acres Domestic Water Line Repiping Project to Five Star Builders, Inc., in the amount of \$417,599.28. The MOTION CARRIED (7-0).

6. Ratify Modification to Current Contract with Hillsboro Classified United

Director Mark Watson MOVED, SECONDED by Director Kim Strelchun, that the Board of Directors ratify a modification to the current collective bargaining agreement with Hillsboro Classified United, effective July 1, 2019, through June 30, 2021, to implement the revised Classified Bumping Chart and Salary Schedule, as a result of the consolidation of the classified job descriptions. The MOTION CARRIED (7-0).

A summary of the contract modifications was presented during the work session.

7. Approve Memorandum of Understanding with Hillsboro Education Association

Superintendent Mike Scott explained that the Board approved revisions to the 2018-19 school calendar on April 29, so that staff could move forward with communications regarding the May 8 non-student day, and that a Memorandum of Understanding (MOU) with the Hillsboro Education Association is also needed, to include additional related details, including arrangements regarding programs and events that are scheduled on May 8 and cannot be postponed. He explained that HEA has already approved the MOU.

Director Yadira Martinez MOVED, SECONDED by Director Jaci Spross, that the Board of Directors approve the Memorandum of Understanding with the Hillsboro Education Association. The MOTION CARRIED (7-0).

G. Reports and Discussion

The following reports were presented to the Board:

1. Chicas Youth Development Program Report  
Presented by Chicas Development Program staff, participants, and parents.
2. Hillsboro 2035 Community Plan Update  
Presented by EJ Payne (Hillsboro Downtown Partnership) and Chief Communications Officer Beth Graser.
3. Strategic Plan Goals Update (Quarter 3)  
Presented by Chief Communications Officer Beth Graser.
4. Financial Report and Budget Development Update  
Presented by Chief Financial Officer Michelle Morrison. (The financial report is included in the Board meeting packet.)
5. 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.

- a. Policy KG and KG-AR(1): Community Use of District Facilities; KG-AR(2): Facility Use Fee Schedule; and KG-AR Attachments
  - KG: Community Use of District Facilities
  - KG-AR(1): Community Use of District Facilities
  - KG-AR(2): Facility Use Fee Schedule (proposed)
  - KG-AR Attachment A-1: Fee Schedule Worksheet - Day Care (delete)
  - KG-AR Attachment A-2: Fee Schedule Worksheet (delete)
  - KG-AR Attachment B: Application and Permit for Use of School Buildings and Facilities (delete)

In response to Director Jaci Spross' request for clarification regarding overnight stays by groups like marching bands, additional revisions will be made to policy KG and KG-AR(1).

H. HCU/ HEA Reports

HCU President Devin Hunter discussed the long-term impact of budget reductions on students, and the need for adequate funding for education.

HEA President Jill Golay discussed the need for adequate school funding and the importance of advocating to make a difference.

I. Discussion Time

1. Student Representatives' Time

Student Representatives provided brief summaries of their recent and upcoming activities, and discussed topics of interest at their schools.

2. Superintendent's Time

Superintendent Mike Scott discussed recent and upcoming District and community events.

3. Board of Directors' Time

Board members discussed their recent and upcoming activities, District and community events, the status of legislation, the need for adequate funding for schools, and their appreciation for staff.

J. Adjourn Regular Session

The meeting was adjourned at 9:31 PM.



Approved June 11, 2019