

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
November 19, 2019  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. **WORK SESSION**

Board Present:

Erika Lopez, Chair  
Martin Granum, Vice Chair  
Lisa Allen - phone  
See Eun Kim  
Yadira Martinez  
Jaci Spross  
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  
Adam Stewart, Capital Projects Officer  
Casey Waletich, Chief Operations Officer  
Rose Roman, Assistant to the Board  
Debra Kleintob, Technology Support  
Audria Neville, Executive Director of Schools  
Francesca Sinapi, Executive Director of Schools

Student Representatives Present:

Danny Adzima  
Maria Isabel Aguilar Alvarado  
Andrew Goodwin

Board Chair Erika Lopez called the meeting to order at 5:17 PM.

A. Legislative Priorities Input and Planning

Chief Communications Officer Beth Graser lead a discussion on any known legislation that might be brought forth in the upcoming short session of the Oregon Legislature. Board members discussed class size, vaccinations, school based health center, college credits, and current service level.

B. Bond Update and Preview of Board Action Items

Capital Projects Officer Adam Stewart provided an update on Bond activities that are currently taking place, previewed regular session items, and discussed current budgets.

C. Continuous Improvement Plan (CIP) and Student Success Act (SSA) Update

Assistant Superintendent Travis Reiman gave an update on the Hillsboro School District's development of the Continuous Improvement Plan (CIP). He presented a slideshow of photographs of the planning and predicted the plan to be ready by March 2020, approximately.

D. Safety Update - Role of Board Members in an emergency

Chief Operations Officer Casey Waletich reviewed the Incident Command System (ICS) Structure in case of an emergency and what the Board's role is in a District emergency as outlined in the Emergency Operation Plan (EOP). The Board listened to the information and asked questions.

E. Discrepant Discipline Update

Assistant Superintendent Dayle Spitzer presented a slideshow and gave an update on the progress made, challenges still being tackled and the plans to continue the work.

- F. Student Mentoring and Equity: Latino Youth Program  
Assistant Superintendent Dayle Spitzer introduced Miriam Miranda Diaz who gave a presentation and slideshow on the Latino Youth Program. Four students shared their experiences in the program, which is currently in its third year. Board members listened to the report and asked questions of the presenters.
  
- G. Recognitions and Proclamations  
Due to time constraints, this agenda item was not presented and will be rescheduled for a later date
  
- H. Discussion Time  
Due to time constraints, this agenda item was not presented.
  
- I. Recess Board Meeting  
The Board recessed at 6:58 PM.

a. **REGULAR SESSION**

Board Present:

Erika Lopez, Chair  
Martin Granum, Vice Chair  
Lisa Allen - by phone  
See Eun Kim  
Yadira Martinez  
Jaci Spross  
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  
Adam Stewart, Capital Projects Officer  
Casey Waletich, Chief Operations Officer  
Rose Roman, Assistant to the Board  
Angie Jimenez Morales, Bilingual Interpreter / Translator

Student Representatives Present:

Danny Adzima  
Maria Isabel Aguilar Alvarado  
Andrew Goodwin

A. Call to Order and Flag Salute

Board Chair Erika Lopez reconvened the meeting at 7:09 PM and led the Pledge of Allegiance.

B. Recognition / Student Presentation

Century High School Counterpoint Choir - Student Performance  
Director Jaci Spross introduced the Century High School Counterpoint Choir and their instructor Mary Kay Babcock. The CHS Counterpoint Choir performed three pieces for the Board.

C. Approval of Agenda

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

D. Audience Time

One audience member requested to address the Board regarding the following non-agenda items. Chris Adzima- Parent of HSD student, Big Picture student. Mr. Adzima spoke to the benefits that the Big Picture program had on his student's life and his concerns of cuts in the program.

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 Mark Watson, to approve the Consent Agenda as printed.  
The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of October 29, 2019, Board meeting
- b. Approve Routine Personnel Matters
- c. Oregon English Language Learners Report 2017-18

F. Action Items

1. Elect Members to OSBA Board of Directors and Legislative Policy Committee

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, that the Board of Directors *cast its vote for Maureen Wolf for the OSBA Board of Directors, position 16.*

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, that the Board of Directors *cast its vote for Becky Tymchuk for the OSBA Legislative Policy Committee, position 16.*

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, that the Board of Directors *cast its vote for Erika Lopez for the OSBA Board of Directors, position 20.*

The MOTION CARRIED (7-0).

2. Accept Gifts and Donations

Chief Financial Officer Michelle Morrison presented the donations over five thousand dollars reported during the month of October 2019.

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors accept the gifts and donations listed in the Board meeting packet. The MOTION CARRIED (7-0).

The Board of Directors thanked the various organizations that made contributions.

3. Recess Board Meeting; Convene Meeting of the Local Contract Review Board

Board Chair Erika Lopez adjourned the meeting and reconvened the meeting in the capacity of the Local Contract Review Board at 7:35 PM.

- a. Approve Declaration of Emergency Siting of Portable Classrooms at Hillsboro High School and Exemption from Competitive Bidding  
Adam Stewart

Director See Eun Kim MOVED, SECONDED by Director Yadira Martinez that the Board of Directors declare an emergency and exemption from competitive bidding requirements for siting of portable classrooms at Hillsboro High School in order to complete the construction project by the start of the 2020-21 school year.

The MOTION CARRIED (7-0).

Capital Projects Officer Adam Stewart discussed the emergency conditions at Hillsboro High School that required prompt executive of contract.

4. Adjourn Meeting of the Local Contract Review Board; Reconvene Board Meeting

Board Chair Erika Lopez adjourned the meeting of the Local Contract Review Board and reconvened the regular Board meeting at 7:37 PM.

5. Award Contract for Construction Management/General Contractor Services

Capital Projects Officer Adam Stewart reviewed the scoring criteria and responses to the project bids for the interior renovation, site improvement and gymnasium projects at North Plains, Minter Bridge and WL Henry Elementary Schools.

Director Martin Granum MOVED, SECONDED by Director Mark Watson that the Board of Directors award the contract for interior renovations, site improvements and gymnasium construction at North Plains and Minter Bridge Elementary Schools to Five Star Builders.  
The MOTION CARRIED (7-0).

Director Yadira Martinez MOVED, SECONDED by Director Jaci Spross that the Board of Directors award the contract for interior renovations, site improvements and gymnasium construction at WL Henry Elementary School to Emerick Construction.  
The MOTION CARRIED (7-0).

Vice Chair Martin Granum congratulated the committee for choosing local firms.

#### G. Reports and Discussions

##### 1. Strategic Plan Update

Chief Communications Officer Beth Graser updated the Board on the six SMART goals for the 2019-20 school year.

- 1) Train 200 teachers to use Synergy to track name strength need
- 2) Increase awareness of internships
- 3) Climate and culture goal at schools met
- 4) 3% SBAC increase, 5% increase in underserved populations
- 5) 5% increase in language scaffolds
- 6) 90% or high on track graduation in 10<sup>th</sup> grade

The Board listened to the update and asked clarifying questions.

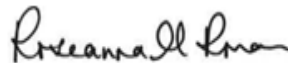
##### 2. Bond Oversight Committee Report

Capital Projects Officer Adam Stewart and the Citizen's Bond Oversight Committee Chairman Matt Buckingham provided detailed information on summer 2019 bond projects, schedules and budgets and answer Board members' questions regarding the bond program and Citizen Bond Oversight Committee activities.

##### 3. First Reading - New High School Course Proposals

Assistant Superintendent Travis Reiman introduced three proposed courses and presentations were made. Adaptive PE teacher Marty Policar presented a slideshow on Unified PE, in which students earn a general education PE credit in a positive and inclusive environment. Associate Coordinator of Early Learning and Career and College Pathways Kelly Purdy presented information and a slideshow on O-ACE Aerospace, outlining the demand for jobs in aviation and the opportunities for traditionally underrepresented groups in aviation. Hillsboro High School Science teacher Brian Pendergrass presented information and a slideshow on a Biomanufacturing course, along with information on the grants applied for to gain funding.

4. Financial Report (*see written report*)  
Chief Financial Officer Michelle Morrison presented the financial report and Board members asked questions.
5. Student Options Planning  
Assistant Superintendent Dayle Spitzer provided a districtwide overview of our success and challenges with options programs, and information regarding the District's plan for a new building to serve student needs. Board members and student representatives listened to the information and asked clarifying questions.
6. Support Services Report  
Due to time constraints, this agenda item was not presented and will be rescheduled for a later date.
7. Safety Department Report  
Due to time constraints, this agenda item was not presented and will be rescheduled for a later date.
- H. Policies - First Reading  
Superintendent Mike Scott presented the Board with policies from section J for first reading.
- I. HCU / HEA Reports  
HCU President Melody Hansen thanked the Board again for approving the bus driver pay increase, informed the Board that this led to increase in applications to fill bus driver positions, and the need for driver trainers and trained substitutes. HEA President Jill Golay highlighted American Education week, thanked the Board for the apple baskets, thanked Adam Stewart and Mike Scott for the recent safety walk at Hilhi, and spoke about last week's parent teacher conferences.
- J. Discussion Time  
Student Representatives' Time  
Student Representatives Danny Adzima, Andrew Goodwin, and Maria Isabel Aguilar Alvarado each discussed programs and events at their high schools.  
  
Superintendent's Time  
Superintendent Mike Scott thanked the Board for their time and thanked everyone who makes our school run.
  - 1) Board of Directors' Time
  - 2) Board members discussed District events and programs, and provided brief summaries of their recent and upcoming activities.
- K. Adjourn Meeting  
The meeting was adjourned at 10:13 PM.



Approved December 10, 2019