

October 23, 2023 TTSD School Board Work Session and Meeting Minutes

Tigard-Tualatin School District, 23J

The minutes are official after Board approval and will be posted at www.ttsdschools.org

(Please access the online video of this meeting for full verbiage in its entirety on the [TTSD YouTube Channel](#))

Board Members Present:

Tristan Irvin, Chair
David Jaimes, Vice Chair
Kristen Miles
Jill Zurschmeide
Crystal Weston

Alysa Gilliat, STUDD Student, Tigard HS
Ephram Woolsey, STUDD Student, Tigard HS
Brooke Wittgow, STUDD Student, Tigard HS
Reese Scott, STUDD Student, Tigard HS
Evianna Conroy, STUDD Student, Tigard HS
Stanley Sanchez, STUDD Student, Tigard HS
Connie Ramaekers, STUDD Advisor, Tigard HS
Olivia Berck, LEAP Student, Tualatin HS
Hannah Shelley, LEAP, George Fox Intern, Tualatin HS
Oliver Karmakar, LEAP Student, Tualatin HS
Cyndy Hillier, LEAP Advisor, Tualatin HS
Madeline Herbert, LEAP, George Fox Intern, Tualatin HS
Katt Beckley, Parent, Creekside Community HS
Barb Thomason, Community Member
Roberta Giese, Community Member
Robin Bridgeman, Parent, Hazelbrook MS & Tualatin HS
Vikki Villarreal, Washington County
Kristin Giboney, TTSD Alliance
Chris Beckley, Parent, Creekside Community HS
Lara Kopacek, Parent, Hazelbrook MS
Victoria King, Parent, Hazelbrook MS
Lynda Boatwright, Community Member
Trudy Mills, Community Member
Anna Murphy, Parent & Community Member
Meagyn Karmakar, Parent, Twality MS & Tualatin HS
Mathew Uretsky, Associate Professor, PSU
Brad Vest, Parent, Twality MS
Caroline Westman, Parent, Bridgeport ES
Karen Ludes, Parent, Tigard HS
Kelsey Hutchinson, Parent, TualatinES & HazelbrookMS
And
Members of the Community via the Internet

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
Dr. Lisa McCall, Assistant Superintendent
David Moore, CFO
Len Reed, Director, Human Resources
Susan Barnard, Director, IT
Darin Barnard, Director, Bond/Operations
Carol Kinch, Director, Student Services
Dr. Zinnia Un, Director, Equity & Inclusion
Todd Robson, Director, Teaching & Learning
Jarvis Gomes, Operations Administrator

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Manager
Brian Miller, SRO
Nick Nunn, SRO
Stace Shillitto, Safety & Security Manager
Thor Kuhn, Teacher & Technology Specialist
Owen Ahlbrecht, Student Representative, Tigard HS
Jamie Hartmann, Student Representative, Tualatin HS
Atticus Beckley, Student Representative, Creekside CHS
Rima Hussein, Student Representative, Tigard HS
Lily Story, Student Representative, Tualatin HS
Olivia Trone, Student Representative, Tualatin HS
Briana Castellanos Zuniga, Student Representative, THS

I. WORK SESSION ~ 5:00 PM

Chair Irvin convened this Board Work Session of the Tigard-Tualatin School District Board of Directors to order at 5:00 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She welcomed everyone to this meeting. Chair Irvin shared that this is the third work session regarding new policy and Student Rights & Responsibilities Handbook.

- A. Review Board Policy ACB: Every Student Belongs and ACB-AR(1): Bias Incidents Complaint Procedure & ACB-A(2): Educational Equity Advisory Committee; JF/JFA: Student Rights and Responsibilities; JFC: Student Conduct; and JFCM: Threats of Violence – Presenter: Chair Irvin and Dr. Sue Rieke-Smith ~ Time: 5:00 PM

2023-2024 Tigard-Tualatin School District Board of Directors:

Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors

Chair Irvin discussed the creation of an “Acts of Aggression & Violence” policy. She has asked Director Zurschmeide and Director Miles to fine tune this new draft policy, after its review, this evening. She noted that Director Zurschmeide and Director Miles have a unique set of skills when it comes to drafting policy. [A copy can be found here.](#)

Dr. Rieke-Smith, Superintendent shared that this new policy will be impactful for our district and also across the State. She discussed a detailed timeline for this policy, and asked the Board for consideration of extending the timeline into December so that there is opportunity for the Behavior Committee, as well as teachers, classified staff, administrators, student and parents, to review this draft policy and provide their feedback. The draft will then be presented to the District Policy Committee, in which Director Miles and Director Weston sit, to finish this policy to a first reading at the November 20, 2023 board meeting and for second reading and adoption at the December 11, 2023 board meeting.

There was discussion regarding what information should be included within this new policy and how it will work in conjunction with the Student Rights & Responsibilities Handbook and our current policies. There was discussion that included:

- Adding clear consequences
- Student code of conduct
- Cross references to laws and other policies
- If referrals to law enforcement authorities will be included
- Referencing our current reporting systems
- Include references to “Safe Oregon”
- References to EASH Committee
- How to include centering equity, like in our Strategic Plan work
- Accountability, & Disproportionate Outcomes
- Reviewing data
- Improving the learning environment
- Asking the Educational Equity Advisory Committee (EEAC) to review and for suggestions
- Students with disabilities
- Student evaluations
- Definitions of offenses

Director Miles & Director Zurschmeide feel they have enough information to complete a DRAFT policy to present to the District Policy Committee, the Behavior Committee, for the Violence & Aggression Policy Community Session, and for the Board. This draft board policy will be brought to the board for a first reading on November 20, 2023.

II. ADJOURN WORK SESSION ~ 6:07 PM

At 6:07 PM, Chair Irvin adjourned this TTSD Board Work Session.

III. REGULAR SESSION ~ 6:30 P.M.

A. CALL TO ORDER

Chair Irvin convened this Board meeting of the Tigard-Tualatin School District Board of Directors to order at 6:30 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She noted that the Board had met in a Work Session to begin the development of the Acts of Aggression & Violence Board Policy. This Board meeting was streamed live on the [TTSD YouTube Channel](#).

IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:30 PM

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Superintendent Rieke-Smith shared that there are no changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the Human Resources/Personnel Report, Preliminary September Financial

Report and PROCLAMATION for Red Ribbon Week, as presented. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as presented. Director Jill Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

V. RECOGNITION AND GOOD NEWS ~ 6:33 PM

A. Red Ribbon Week – Presenter: Lisa Burton ~ Time: 6:33 PM

Lisa Burton, Community Relations Manager, introduced Connie Ramaekers, THS Students Against Underage Drinking and Drug Use (STUDD) Advisor and Cyndy Hillier, TuHS Leadership Education Advocacy and Prevention (LEAP) Advisor, and their student leaders, who include from STUDD: Alysa Gilliat, Brooke Wittgow, Reese Scott, Evianne Conroy, Stanley Sanchez and Ephram Woolsey and from LEAP: Olivia Berck, Lily Story, and Oliver Karmakar, also presenting were: Hannah Shelley and Madeline Herbert, George Fox University Interns, and they shared information about various upcoming activities, including Red Ribbon Week, October 23-31, as found in a PowerPoint presentation, a link can be found in the agenda.

Board members asked and shared:

- This is one of my favorite presentations. Thank you for everything that you do. I think it's a very worthy cause.
- I hadn't heard this presentation before, because I am new on the Board and it is so great to hear your creativity with an emphasis on fun.
- Thanks to everyone for coming out with all this great work, and I really appreciate it. I think it's an important issue in our community and it's great to see leadership coming from young people and from the teachers and staff that are supporting the work as well. And, thank you so much for working with our littles at the elementary level.
- Thank you, you are all such eloquent speakers. And the way you bring our communities together.
- It was mentioned that the Board did approve a Proclamation, found in the Consent Agenda, recognizing October 23-31 as Red Ribbon Week.
- I appreciate that you're here expressing so many positive ways to bring our community together and it is incredibly important and needed, especially now.

Director Weston, made a motion for the Board to approve a resolution in support of restricting the sale of flavored tobacco products and protecting kids from a lifetime of nicotine addiction. It was noted that each Board member had not received a copy of this resolution and this motion was tabled until a future meeting.

VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:40 PM

Rima Hussein, Tigard HS Student Representative, shared;

- Yesterday we held our trunk or treat event, and a lot of clubs and affinity groups participated in.
- Last week THS held a Senior assembly where we learned more about our cap and gowns.
- Conferences will be held on Thursday and Friday of this week.

Briana Castellanos-Zuniga, Tigard HS Student Representative, shared;

- Our Football team is currently at 4 wins and 4 losses, and we are hoping to get another win this week against Tualatin.
- Girls Volleyball is headed to their first playoff game against Sheldon.
- Girls Soccer had an amazing Senior night against Lake Ridge, and
- Boys Soccer tough loss on their Senior night, last week.
- Intercambio interviewed 8th grade middle schoolers, and we have our 2023-2024 eighth graders for the year.

Atticus Beckley, Creekside Community HS Student Representative, shared;

- Last week I attended our new advisory and I am looking forward to our future meetings.
- CCHS attendance is about the same, which is still great. I have noticed that there is a lot less conflict between teachers and students, and I think this has to do with getting settled back into school and that the environment has been improving.

Jamie Hartmann, Tualatin HS Student Representative, shared;

- It feels like student's are really back in the groove of things and starting to have their first real test of the year and it just feels like the school year has really started.
- Homework club has expanded to Tuesday, Wednesday and Thursday, to give students the support they need and then they have a ride home after.
- Sports:
 - On Friday Tualatin hopes to continue its 1,460-day streak of not losing to Tigard HS in football.

Lily Story, Tualatin HS Student Representative, shared;

- Overwatch had its first win of the year for E-Sports.
- Intercambio held its interviews

VII. SUPERINTENDENT & BOARD COMMUNICATION ~ 6:56 PM

Dr. Sue Rieke-Smith, Superintendent shared:

- Met with all of our Student Reps this morning, virtually, for our monthly meeting.
- Earlier this evening, part of our collective work, a first read of a new policy regarding Acts of Aggression and Violence. She explained that there will be a first reading of the new policy at the November 20, 2023 board meeting, and between November 6th and November 20th there will be opportunity for the community, as a whole, parents, students, staff, in addition to the Tigard-Tualatin Education Association (TTEA) Behavior Committee, to come together and process this draft policy, and provide input relative to what parts of the policy that resonates with them and where there are gaps and to provide input as to how we might close those gaps, with a second reading to the Board at the December 11, 2023 board meeting. Also, I will be meeting with the State and Federal representatives to update them on the work that we are doing regarding this policy, which is the first of its kind.
- I will be meeting with the New TTSD Alliance for Safety and Education, tomorrow. This newly formed parent group has brought forward their concerns relative to safety and education.
- Department of Education and Governor's office to discuss State level support for the work that we are doing in terms of education and assessment.
- I want to share our deep gratitude for our parents, who continue to advocate for their students in their efforts to make our district stronger.
- Reminder: Family Partnership Days will be held on Thursday and Friday.
- I will be volunteering at the Tigard-Tualatin Schools Foundation, fundraising event, Art in the Burbs, this weekend, to wrap purchases.

Board members shared:

- I appreciate the work that our staff has been doing on policies pertaining to discipline. And we have more work to do to encourage a safe school atmosphere, as shown by our data and illustrated by stories from parents and teachers.
- Research to consider while we are drafting policies, include:
 - Parenting research on behavior;
 - Economic and marketing perspectives on changing behavior;
 - Positive behavior interventions and support;
 - Reducing discipline referrals

- Pay attention to the proper metric;
- Input from the community.
- I had the opportunity to attend the Sit with Sue at Hazelbrook MS, and it was really great to hear the staff perspective.
- And I am looking forward to this policy work, particularly that we're going to open it up to getting some feedback prior to our second reading.
- It feels like the real work is starting now, as the Board is getting really busy.
- Sit with Sue's at Hazelbrook MS and Byrom ES in the last two weeks, were very informative.
- The Curriculum Adoption committee is in full force working on K-5 Math Curriculum.
- The Tualatin Pumpkin Regatta was a GREAT event, yesterday. Look for photos on Tualatin Chamber Facebook Account.
- Last couple of weeks, I went to Deer Creek, Art Rutkin, and Durham ES and shared highlights.
 - Saw Ignite Program in progress.
 - WAM Program, in the portables (additional gym space)
 - Creating new "norms" at our new school.
- Regarding the policy work and as we continue to listen to what our constituents, and our families are saying and working to be open and reflective of hearing, as a board, our charge and what we can do and then how we can help the district and have conversations that can affect change.
- Several birthdays to celebrate, including: Director Robson, Mr. Dr. Sue, THS Student Representative, Owen Ahlbrecht, CCHS Student Representative, Atticus Beckley, Assistant Superintendent, Dr. Lisa McCall, Director Susan Barnard, and Operations Administrator, Jarvis Gomes.

VIII. PUBLIC COMMENT ~ 7:17 PM

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel.

- Victoria King, 97062, [District Response to Ongoing Violence at Hazelbrook Middle School.](#)
- Laura Kopacek, 97062, [My concerns/experiences at Hazelbrook Middle School.](#)
- Kristen Giboney, 97062, [Read a letter to read from a teacher regarding what is going on in the classrooms and within the district.](#)
- Katt Beckley, 97223, [Regarding current events which is one of aggression or violence.](#)

IX. REPORTS & DISCUSSIONS ~ 7:34 PM

A. Cyber Security Month – Presenter: Susan Barnard ~ Time: 7:34 PM

Susan Barnard, IT Director, shared that the purpose of this agenda item is to inform the Board regarding the Importance of Cyber Security Month: Safeguarding our School Community, that included:

- Today's Presentation
- What IS Cyber Security
- Cybersecurity Standards
 - Sanitize
 - Safeguard Student, Teacher and Staff devices
 - Protect the Identities of Students, Teachers & Staff
 - Perform Regular Maintenance
- K-12 Cyber Incident Trends and Threats

- Local: Cyber Attacks on K-12 Schools
- Help students take ownership of their digital lives.
- Digital Drama Unplugged
- What You'll Need... in class, for families,
- Explore: Where do people Stand?
- Common Sense Education (Digital Drama Unplugged)
- Online Safety: What Every Educator Needs to Know
- Phishing, Bitcoin, Cryptocurrency
- Cybersecurity Initiatives at TTSD
- The Role of the School Board & District Leadership in Cybersecurity
- Think before you click...

Board members provided the following questions & comments:

- Thank you!
- Every time I hear you say inconvenient, it tells me that it's really important.

B. First Reading: Board Policies – Presenter: Len Reed ~ *Time: 7:48 PM*

Len Reed, Human Resources Director, presented the proposed updates to Board Policy BD/BDA - Board Meetings and Board Policy BDC - Executive Sessions for a first reading and she noted that the updates are due to legislation changes.

Board members provided the following questions & comments:

- There were several editing changes requested
- There was discussion regarding the proposed email notice/disclaimer, which is a recommended change

These policies will be brought back to the board for second reading at the November 6, 2023 Board meeting, for second reading.

X. ACTION ITEMS ~ *Time: 8:08 PM*

A. Portland State University and Tigard-Tualatin School District Partnership – Presenter: Kathy Wilson-Fey ~ *Time: 8:08 PM*

Kathy Wilson-Fey, TTSD Mental Health & Wellness Coordinator, and Mathew Uretsky, PSU Associate Professor, School of Social Work, shared information regarding the PSU & TTSD Partnership. They shared that this proposal will take steps to create a more robust, collaborative partnership between PSU and TTSD. The process will include the PSU School of Social Work grant proposals that can lead to joint projects including research, developing teaching and learning initiatives, and bolstering mental health support for students. The focus of the initial PSU grant proposal to identify and address critical obstacles hindering math education and student equity within our community. They discussed information from the Executive Summary and referred to the National Science Foundation Partnership Development Grant, found in the agenda.

Board members provided the following questions & comments:

- What does this partnership look like in our schools?
- Tell us more about the goals for the program? What data will be collected and how we're going to disaggregate the data?
- Thank you and this is an interesting topic.
- There was discussion regarding anxiety and other behaviors.

Director Zurschmeide made a MOTION to approve the partnership between Portland State University and the Tigard-Tualatin School District, as presented. Vice Chair Jaimes seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

2023-2024 Tigard-Tualatin School District Board of Directors:

Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors

B. Division 22 Assurances – Presenter: Todd Robson ~ *Time: 8:30 PM*

Todd Robson, Director of Teaching & Learning, shared information using a PowerPoint presentation found in the agenda. He shared:

- Division 22 Standards Assurances for the 2022-23 School Year
- What are the Division 22 Standards?
- Division 22 Rule Categories
- Snapshot: Division 22 Rules
- What are the requirements for each of the rules
- What are the Division 22 Standards Assurances?
- Division 22 Standards & Assurances of Compliance “Our Why”
- What happens if the district is out of compliance
- Report for the 2022-23 School Year
- Division 22 Standards Waivers for 2022-23
- Rules that Were New in 2022-23
- New/Revised Rules & Requirements
- District Report on Compliance with Division 22 Standards
- Looking Ahead: Compliance for the 2023-24 SY
- New/Revised Rules & Requirements
- Potential Rule Changes
- Questions?

Board members provided the following questions & comments:

- There were no questions

Vice Chair Jaimes made a MOTION to approve the Division 22 Assurances, as presented. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

C. Resolution 2324-04, Findings of Fact for Exemption from Competitive Bidding Fowler Sewer Replacement Project – Presenter: David Moore ~ *Time: 8:42 PM*

David Moore, CFO, and Darin Barnard, Operations Director shared that the Board is asked to consider approval of Resolution 2324-04, which adopts Findings of Fact granting Exemption from Competitive Bidding for the Fowler Sewer Replacement Project by means of qualifications plus a bid and authorizing selection by a Request for Proposals (RFP) procurement process. This process will allow the district to consider qualifications in addition to the bid amount to ensure that the contractor has the qualifications and experience to do the project

Board members provided the following questions & comments:

- I appreciate it when we get the qualifications plus bid when we are doing technical work like this.

Director Weston made a MOTION to approve Resolution 2324-04 adopting Findings of Fact granting exemption from competitive bidding for the Fowler Sewer Replacement Project by means of qualifications plus a bid and authorizing selection by RFP, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

D. Resolution 2324-05: Findings of Fact for Exemption from Competitive Bidding Summer 2024 Boiler Replacement Projects – Presenter: David Moore ~ *Time: 8:47 PM*

David Moore, CFO, and Darin Barnard, Operations Director, shared that the Board is asked to consider approval of Resolution 2324-06, which adopts Findings of Fact granting Exemption from Competitive Bidding for the 2024 Summer Boiler Replacement Projects at Tualatin High School, Bridgeport Elementary, Byrom Elementary and Hazelbrook Middle School by means of qualifications plus a bid authorizing selection by a Request for Proposals (RFP) procurement process. This process will allow the district to consider qualifications in addition to the bid amount to ensure that the contractor has the qualifications and experience to do the project as well as

obtain a competitive price for work. The bid prices will be one of the factors that will be ranked along with qualifications and experience in determining the highest ranked proposer best able to do the work.

Board members provided the following questions & comments:

- There were no questions.

Director Zurschmeide made a MOTION to approve Resolution 2324-05 adopting Findings of Fact granting exemption from competitive bidding for the Summer 2024 Boiler Replacement Projects by means of qualifications plus a bid and authorizing selection by RFP, as presented. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

IX. BOARD MEMBER REFLECTION TIME ~ Time: 8:48 PM

Chair Irvin noted that this agenda item is provided for the Board to provide reflection at the end of their meeting to have an opportunity to discuss, or talk about items to have on a future agenda or if there is something that the Board would like to talk through. This agenda item is available on an as needed basis.

- Chair Irvin, consider a resolution regarding tobacco and vape products for our November 6, 2023 Board meeting agenda.
- Director Weston, made a general comment that we have been discussing difficult topics and I want to recognize the difficulty of this for the community and everyone participating and the importance of being careful with our words. I appreciate all the comments coming in and the dialog with the community.
- Director Zurschmeide, I have concerns on the way public comment was handled this evening. We had an anonymous letter read by somebody who showed up in-person, but it wasn't the words of the person who showed up that we were listening to. And it's not normally the board's typical behavior to receive anonymous comments in that way. I would say that if you want to make comments to the board during public comment, you have to make yourself publicly known.
- Lily Story, Tualatin HS Student Representative, shared that she appreciates all the public comments tonight.

X. ADJOURN ~8:53 PM

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 8:53 PM.

APPROVED BOARD MEETING

This Board Meeting was streamed on the [TTSD YouTube Channel](#).

DATE: November 20, 2023

CHAIRMAN: _____

CLERK: _____

2023-2024 Tigard-Tualatin School District Board of Directors:

Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors