

# September 11, 2023 TTSD School Board Work Session & Meeting Minutes Tigard-Tualatin School District, 23J

*The minutes are official after Board approval and will be posted at [www.ttsdschools.org](http://www.ttsdschools.org)*

## **Board Members Present:**

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

## **Administrators Present:**

Dr. Susan Rieke-Smith, Superintendent  
Dr. Lisa McCall, Assistant Superintendent  
David Moore, CFO  
Traci Rose, Director, Communications  
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  
Len Reed, Director, Human Resources  
Jarvis Gomes, Operations Administrator  
Amber Fields, Director, Secondary Education  
Bobbie Brown, Principal, Deer Creek ES  
Tim Gross, Principal, CF Tigard ES  
Cori Waufle, Principal, Deer Creek ES  
Jordan Mills, Principal, Mary Woodward ES  
Andy Van Fleet, Fowler MS

## **Others Present:**

Patty Roberts, Executive Assistant  
Lisa Burton, Community Relations Manager  
Jeff Smith, Superintendent's Husband  
Tammy Moore, CFO's Wife & Community Member  
Thor Kuhn, Teacher & Technology Specialist  
Paul Verstraete, District Assessment Coordinator  
Owen Ahlbrecht, Student Representative, Tigard HS

Atticus Beckley, Student Representative, CCHS  
Jamie Hartmann, Student Representative, Tualatin HS  
Olivia Trone, Student Representative, Tualatin HS  
Rima Hussein, Student Representative, Tigard HS  
Octavia Horne, Culturally Responsive Liaison  
Jacob DeGraw, Chair, EEAC  
Nynna Lee, Member, EEAC  
Cleon Cox, Community Member  
Michael Braxton, Community Member, via Zoom  
Dina Christophersen, Associate Principal, Deer Creek ES  
Marnie Samuelson, Teacher, Mary Woodward ES  
N. Paige Walker Otto, Teacher, Mary Woodward ES  
Colleen Frye, Teacher, Mary Woodward ES  
Amanda Thompson, Teacher, Mary Woodward ES  
Sarah Bell, Teacher, Mary Woodward ES  
Melanie Bailey, Teacher, Mary Woodward ES  
Stephanie Burke, Teacher, Deer Creek ES  
Ann Cox, Teacher, Mary Woodward ES  
Angelita Miller, Associate Principal, Durham ES  
Stephany Weedon, Teacher, Durham ES  
Janae Knutson, Teacher, Fowler MS  
Amanda Apple, Teacher, Fowler MS  
Kristina Gray, Teacher, Fowler MS  
Amy Krebs, Teacher, Mary Woodward ES  
Caroline Westman, Teacher, Bridgeport ES  
Jessica Renhard, Associate Principal, Tigard HS  
Jen Cannon, Teacher, Mary Woodward ES  
Stacey Johnston, Teacher, Mary Woodward ES  
Meredith Allen, Teacher, Mary Woodward ES  
Tim Blackburn, Associate Principal, Bridgeport ES  
Abra Carlson, LSA, Bridgeport ES  
Christopher Harvey-Foltz, Associate Principal, HMS  
*And*  
Members of the Community via the Internet

## **I. WORK SESSION ~ Time: 4:35 PM**

### **A. Equity Audit Review and Discussion – Presenter: Chair Tristan Irvin ~ Time: 4:35 PM**

Chair Irvin welcomed everyone in attendance and she shared that this will be the first of several work sessions that we'll have throughout the year to evaluate our strategic plan and how it aligns with the data we have gathered from the equity audit. This meeting will give us the opportunity to “set the table” with regards to the documents found in the agenda, and the overall alignment to the goals and measures put forward in the strategic plan. The second meeting will focus on a continued look at pay-to-play fees and additional barriers to students playing sports, as well as revisiting the Extracurricular Equity Fund. The last meeting will concentrate around the budget – are our investments placed where we want them? Are we getting the ROI that we wanted and anticipated?

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Chair Irvin shared that the goal for this work session is to have a formative conversation that centers the equity audit data and the strategic plan goals and measures. During this work session we will be looking at those documents to answer the following questions:

- Is there alignment between the equity audit and the strategic plan?
- Are there gaps and/or areas where we may want to make revisions or adjustments to the strategic plan measurements?

The Board and guests discussed the Equity audit summary, Strategic Plan Insights, 2022-2023 and the Strategic Plan, in detail, as found in the agenda. Their full discussion can be found on the [TTSD YouTube Channel](#), [a link is found here](#).

**II. ADJOURN WORK SESSION ~ Time: 6:03 PM**

**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. This Board meeting was streamed live on the [TTSD YouTube Channel](#). She shared that the Board had met in a Work Session prior to this meeting for an Equity Audit Review.

**IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:31 PM**

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Superintendent Rieke-Smith shared that there is amendment to the order of the agenda items, this evening, and she shared that we will move Recognition & Good News item C. Golden Hedgehog Awards Presentation to become item A. She said there are no other changes to the agenda. Chair Irvin asked for a MOTION to approve the agenda and Consent Agenda, as amended. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda consisting of the August 28, 2023 TTSD Board Regular Meeting Minutes, January 9, 2023 TTSD Board Executive Session & Regular Meeting Minutes, Human Resources/Personnel Report, June 30, 2023 Bond Financial Report, Cabinet and Assistant Superintendent Contract Revision, and Proclamation: Hispanic Heritage Month, as amended. Director Miles 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. Golden Hedgehog Awards Presentation ~ Time: 6:33 PM**

Dr. Sue Rieke-Smith, Superintendent, shared that as articulated in Board Policy ACC, the Tigard-Tualatin School District is committed to every student achieving academic proficiency in reading and math. In support of this commitment, the Superintendent has established annual student proficiency growth goals of 5% or more for all K-8 students in reading and math and 8% annually for historically underserved student population to achieve the district target of 80% or more students who are proficient in reading and math by 2027. Student growth is measured by formative assessment results from Spring of the following year to Spring of the current school year.

This evening Dr. Rieke-Smith will present the 2022-2023 Golden Hedgehog Awards to:

- Bridgeport ES for meeting the 5% and 8% goals in Reading academic outcomes;
- CF Tigard ES for meeting the 5% and 8% goals in Reading academic outcomes;
- Deer Creek ES for meeting the 5% goal in Math academic outcomes;
- Durham ES for meeting 5% goal in Math and 8% goal in Reading academic outcomes;
- Mary Woodward ES for meeting 5% goal in Math and 8% goal in Reading academic outcomes; and
- Fowler MS for meeting 8% goal in Math academic outcomes.

Each school received a Hedgehog poster that reflects their 5% and 8% goal growth.

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B. Introduction of New TTSD Administrators ~ *Time: 6:40 PM*

Traci Rose, Community Relations Director, shared that this year TTSD welcomes three new principals, three new associate principals, two new associate directors, one new administrator III, one new manager, and one new Director of Human Resources, this fall. The following Directors introduced our new Administrators: Dr. Lisa McCall, Assistant Superintendent, introduced Tim Gross, new Principal at CF Tigard ES, and Dr. Bobbie Brown, new Principal at Tualatin ES, and Tim Blackburn, new Associate Principal at Bridgeport ES. Amber Fields, Director of Secondary Education, introduced Chris Harvey-Foltz, new Associate Principal at Hazelbrook MS, Jessica Renhard, new Associate Principal at Tigard HS, and Melissa Baran, new Principal at Tigard HS. Dr. Zinnia Un, Director of Equity and Inclusion, introduced Colleen Nakanishi, new social Service Coordinator/Manager. Todd Robson, Director of Teaching & Learning, introduced Alyson McKay, new Title III Administrator. Carol Kinch, Director of Student Services, introduced Kelly Shelton, new Associate Director of Student Services. Dr. Sue Rieke-Smith, Superintendent, introduced Len Reed, new Director of Human Resources, and Brian Bailey, new Associate Director of Human Resources.

C. OASBO Outstanding Service Award & GFOA Excellence in Financial Reporting Award ~ *Time: 6:44 PM*

Dr. Sue Rieke-Smith shared that TTSD CFO, David Moore, has received the Oregon Association of School Business Officials, (OASBO) Outstanding Service Award, for 2023. Dr. Rieke-Smith read the following Outstanding Service Award announcement for David Moore: “David Moore has served in public education for 28 years. As the Chief Financial Officer for Tigard-Tualatin School District, he is an outspoken advocate for public education, a leader among peers and often one of the first to offer support and guidance to new business managers. David has spent hours advocating at the Oregon Legislature. He serves as the Chair of the OASBO Audit Committee auditing the Association's finances. Colleagues of David's say he treats everyone with respect, kindness and patience. That he holds himself accountable and crafts questions for clarity to get answer that help all schools of all sizes and locations. David is a true champion for students in Oregon.” Dr. Rieke-Smith also recognized Director Moore’s wife, Tammy, who was in attendance this evening, and thanked her for all of the hours that she has allowed TTSD to have David on site and has taken away from your personal life. We cannot do this work without your support!

Dr. Rieke-Smith shared that TTSD’s annual comprehensive financial report for the year ended June 30, 2022, which was awarded the Certificate of Achievement for Excellence in Financial Reporting by Government finance Officers Association of the United States & Canada (GFOA). The Certificate of Achievement, awarded to David Moore, CFO and Sarah Mehrabzadeh, Controller, is the highest form of recognition for excellence in state and local government financial reporting.

Board Members shared the following comments:

- This is a point of pride for TTSD. I first met CFO Moore when I was part of the budget committee and I found him so helpful in understanding my role being on the budget committee, and what an honor to be on the board of a district that has received such an honor for our CFO. I could not be prouder of our district. Thank you for representing us so well.
- I’ll echo those sentiments of pride for our school district, our school board, for having this point of pride of you winning these awards. From a board member side, the way that Director Moore explains everything, I think is one of the best things for us because you do that with such grace and you make it so easy for us to understand what is happening. Thank you.
- I echo the other comments and appreciate the great work and having that source of excellence in our district. We’ve seen a lot of achievement in our work today and this is an excellent bright spot. Thank you.
- It comes as no surprise that we received the GFOA award, again. We have always had good CFO’s, and 10-years ago, when David came in, I could tell we had a really great CFO.
- Thank YOU!

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**VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:58 PM**

**Briana Castellanos-Zuniga**, Tigard HS Student Representative, and Lily Story, Tualatin HS Student Representative were absent.

**Jamie Hartmann**, Tualatin HS Student Representative, shared;

- Sports:
  - Football went to Tacoma Washington last Friday, and they won
- School lunch thing, students and teachers are skipping breakfast, and using the 10:30 time for breakfast. \

**Olivia Trone**, Tualatin HS Student Representative, shared;

- Students are excited for the new school year
- Students and teachers are not happy about the 10:30 lunch, but we will deal with it.
- I am the ASB president at Tualatin HS and we have new Affinity Reps in our class, and it's been really good and we are working on planning our events with a more inclusive equitable lens with their voices and we have a lot of student diversity already. I think things are going to go really well.
- Our TuHS welcome back assembly is this Friday, with the whole school.
- Sports:
  - Girls Soccer won first two games and are doing well
  - Cross-County meets are going well and I think they've scored well.

**Atticus Beckley**, CCHS Student Representative, shared;

- I met with my principal and we went over a few different things that he had wanted me to mention
  - He feels the staff communication has improved a lot and the way things are running seem to be very smooth.
- I have noticed:
  - There has been a lot more attendance at CCHS
  - Freshman Orientation went very well, and are working at building relationships
  - Starting a new 9<sup>th</sup> grade cohort
  - Relaunching the student youth advisory board
  - I have noticed ignorance and bigotry at school

**Owen Ahlbrecht**, Tigard HS Student Representative, shared;

- There is a fresh energy in the building, and students are excited to meet their new teachers and their new Admin. Team.
- Students are not feeling great about the new 10:30 AM lunch, and we understand that it was due to federal law that we had to move it to 10:30 AM.
- Fall sports are in full swing:
  - THS Football won their first two games, and it was good to see Dr. Sue cheering along the game!
  - Girls Soccer is still #1 in the state.
  - Cross Country has a lot of talent.

**Rima Hussein**, Tigard HS Student Representative, shared;

- I have noticed that the past few weeks, and right before school started was there was not much communication from the school, students didn't know that there was going to be picture day before school started, or about any of the club meetings, due to them not being on the Instagram, which is where everything is like kind of put out.

**VII. SUPERINTENDENT & BOARD COMMUNICATION ~ 7:03 PM**

Dr. Sue Rieke-Smith, Superintendent shared: [her comments can be found here](#).

- Lunch issue
- Transgender

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- HS Schedule
- Strong start of the new school year; students of 2036 started today.
- Enrollment Report
- Alberta Rider Cabin
- Goats at Deer Creek Elementary School
- Bethlehem House of Bread

Board members shared:

- I appreciate all things that happened during the pre-service week, so that teachers & students could feel safe to be at school. My own students feel welcome at their schools.
- Great to be back from vacation. My family was tired the first week of school. There was a strong start and engagement seems up and processes seemed a lot smoother this year, as we recover from our shutdown time period.
- I have heard about the early morning lunch, and some are concerned about those who rely on school lunch having more difficulty bringing in snacks later in the day. Hopefully we can figure out something for snacks for those students that get hungry in the afternoon.
- I have also heard comments about a shortage of foreign language classes, especially at the middle school level, and I am excited to hear our projections might be coming in and it's also exciting that people are excited to take foreign language classes.
- Overall, a fun and exciting start to the school year. I know Templeton ES has more time for Science and Writing, because they were able to bring in more dedicated specials teachers and I was able to also go to the CFT PSO meeting and look at some of the great work they're doing.
- I visited several schools on the first day. And it was amazing. Art Rutkin ES, Bridgeport ES and Byrom ES.
- I was called to TuHS on Friday, and invited to visit the [Intercambio](#) class. It is a peer mentoring program to help to reduce the racial opportunity gap. Students were bonding, learning about each other, etc.
- I tried to visit my own daughter's 8<sup>th</sup> grade class, and she wouldn't let me.
- I appreciate the student reps for their reflections on the beginning of school.
- I've heard really good things about communication and the strong start this year, and I appreciate all of the hard work that has gone into the strong start this year. I really appreciate the enthusiasm and the energy that has gone into starting school really strong. Thank you!
- I attended the Back-To-School event. There was great energy, a Relay race, an incredible spoken word. It seems to be a lovely start of school.

#### **VIII. PUBLIC COMMENT ~ 7:19 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.

There was one written public comment, from:

Nicole Savara-Brown, Tigard Community Member, [provided comments found here, regarding the future plans to update the Fowler MS field.](#)

#### **IX. REPORTS & DISCUSSIONS ~ 7:20 PM**

A. **Enrollment Update** – Presenter: Len Reed ~ Time: 7:20 PM

Human Resources Director Len Reed and David Moore, CFO, shared information regarding the current

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enrollment information found in the agenda. She reviewed the staff additions due to increased enrollment at each school. Director Reed shared that the district numbers continue to climb but we are still below the number of student enrollment based on where we are at this point compared to last year. She said the TTSD currently has 11,312 students, and last year, at this time we were at 11,466 students. However, as a result we do have some bubble areas, especially in elementary, that we have had to address over the last few weeks and through the summer, for example:

- Alberta Rider ES: have had bubbles in 1<sup>st</sup> grade, where they have done a blend and have received an additional instructional aid to be able to provide support in that blend.
- Bridgeport ES: has received an FTE to address the 1<sup>st</sup> grade bubble.
- Byrom ES: has received three (3) FTE's; one for Kinder, one for four/five blend, and one for two/three blend.
- CFT ES: has received two (2) FTE's to address first and second grade.
- Deer Creek ES: has received one (1) FTE to address their Kinder numbers.
- Durham ES: received two (2) LSA's to help within the context of their student body.
- Metzger ES: received two (2) FTE's to address second grade and also two (2) LSA's, for classroom context and TWI
- Templeton ES: received three (3) FTE's to address Kindergarten, a 4/5 blend, and first grade.
- Tualatin ES: also received three (#) FTE's to address for four/five, third and second grades, and there is a potential that we may be looking at additional support for first grade.

We are still monitoring and talking with Administrators and Administrators are connecting with their staff and their association amongst what is going on in the buildings. We try really hard to prioritize our Title 1 schools.

At the Secondary Level:

- Twality MS shared that they needed more spaces in their health PE classes and they requested a 0.5 FTE, which we were able to grant.
- Fowler MS needed a 0.17, so a section, a class also for health and PE, again which we were able to grant.
- Now we are waiting for that 10-day drop. We don't know who will actually show up. And this is a time where counselors are taking a look at those actual numbers and are balancing classes, making movements throughout these next couple of weeks.
- Also, some educators want higher enrollment because they know attrition and also because they don't want kids to miss out on their program.

Board members provided the following questions & comments:

- The 17 FTE that we have put into ES and we had some in reserve? Do we still have reserves? Do we have any secondary teachers in reserves?
- We are at 11, 312 enrollment; what was projected for this year?
- In looking at the numbers, the pattern is unnaturally clean, and when we look at those numbers, I feel we can see our future.
- I was surprised by the relatively small number of students at MITCH Charter school. I am a little bit concerned for them.

**B. Report Summary of First Week of School** – Presenter: Dr. Lisa McCall and Amber Fields ~ *Time: 7:31 PM*

Dr. Lisa McCall, Assistant Superintendent and Amber Fields, Director of Secondary Education, shared a glimpse of the first week of school, using a [PPT and video's, found here](#). Director Fields shared that our theme this year is "Lift Every Voice". There has been a lot of student led work, through Web leaders and Link Crew, with an emphasis on building relationships, embedded SEL, discourse in action and expectations & norms. Dr. McCall said that along with Life Every Voice, is that bridge to academic rigor, as a focus. It is clear around building of expectations and norms, speaking of the routines, classroom agreements, that are student-led. We've opened the doors to our new school, Art Rutkin ES and I heard one of the students, at dismissal, tell the principal "can I stay here, do I have to go home?"

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Board members provided the following questions & comments:

- This is one of my favorite presentations of the year. It is fun to have the videos and all the connections with everyone.
- I really appreciate that the focus of the first week of school is setting the conditions.
- I appreciate the great work and with the doors open, students making new friends and learning new things.

The Board observed a moment of silence to honor the memory of those who were killed in the September 11<sup>th</sup> attacks.

**IX. BOARD MEMBER REFLECTION TIME ~ Time: 7:42 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. *There were no comments.*

**X. ADJOURN ~ 7:43 PM**

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 7:43 PM.

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

APPROVED BOARD MEETING

DATE: 09/25/23

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CHAIRMAN:

CLERK:

