

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
February 28, 2017  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. **WORK SESSION**

Board Present:

Glenn Miller, Vice Chair  
Monte Akers  
Lisa Allen  
Janeen Sollman\*  
Kim Strelchun  
\*(speaker phone and in-person)

Budget Committee Present:

Nina Carlson  
Martin Granum  
Erika Lopez  
Teresa Mahoney  
Heather Monaghan

Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, School Performance  
Kona Lew-Williams, Chief Human Resources Officer  
Adam Stewart, Chief Financial Officer  
Beth Graser, Director, Communications  
Michelle Morrison, Director, Business Services  
Val Bokma, Assistant to the Board  
Devin Hunter, Technology Support

Others Present:

Melody Hansen, HCU  
Jill Golay, HEA  
Joe Vermeire, HEA

Board Vice Chair Glenn Miller called the meeting to order at 5:16 PM. Board Chair Wayne Cliff and Director Erik Seligman were unable to attend. Director Janeen Sollman initially attended via speaker phone, but arrived in person during the meeting.

a. Annual Student Achievement Report

Assistant Superintendent Dayle Spitzer presented student achievement data, including graduation data, for the 2015-16 school year, and discussed plans, processes, and resources for future improvement. The District's overall graduation rate increased by 1.28 percent from 2014-15 to 2015-16, and exceeds the state's graduation rate by 6.9 percent. However, graduation rates for some groups of students in the District decreased slightly. Assistant Superintendent Spitzer outlined actions that have been identified to assist staff members throughout the District in identifying, connecting with, and providing support to struggling students and their families.

b. Budget Update

Superintendent Mike Scott, Chief Financial Officer Adam Stewart, and Director of Business Services Michelle Morrison presented information regarding the development of the District's budget for the 2017 - 2019 biennium.

Revenue scenarios that were discussed included the Governor's budget proposal that was released in December (with a \$9.2 million shortfall for the District), the Co-Chairs of the Oregon Legislature's Joint Ways and Means Committee's initial budget proposal that was released in January (with a \$6.1 million shortfall for the District); and the statewide current service level (CSL) budget advocated by COSA / OSBA (Confederation of Oregon School Administrators / Oregon School Boards Association) (with a \$2 million shortfall for the District).

Additional challenges to developing a District budget at this time include questions regarding how ballot measure 98 will be implemented; conversations regarding PERS reform; and the introduction of legislation that includes school class size as a mandatory collective bargaining subject.

Because the next economic forecast is due from the State in May, after the District budget is scheduled to be proposed, it may be necessary for the District to prepare multiple versions of its budget, based on different funding scenarios, as has been done at times in the past.

Key points of the discussion also included funding sources in addition to the State School Fund, potential budget reduction areas, benchmarks in the development and implementation of the District's budget, the possibility of a tax surplus credit ("kicker"), and how this would impact the budget, and the question of whether and when to consider polling the community to find out if there is support for a local option levy.

Board and Budget Committee members discussed the importance of communicating with legislators regarding the need for stable and adequate education funding.

c. Bond / Long-Range Planning Update

CFO Stewart provided a summary of the information that was presented during the Bond Advisory Committee's February 16 community open house, where the public was invited to review and provide feedback regarding two bond package alternatives developed by the Bond Advisory Committee. He also presented a summary of the feedback that was received from community members. The Bond Advisory Committee will review all of the community feedback during its March 8 meeting, and determine whether to modify the bond package alternatives. Additional open houses will be held on March 23 (at Hillsboro High School) and April 6 (at Glencoe High School). Following these meetings, the Bond Advisory Committee will prepare a final recommendation to transmit to the Superintendent, to be presented to the Board for consideration.

Board members discussed bond package options, community suggestions, and timelines for polling.

d. High School Academic Program Development Process Update

Assistant Superintendent of Academic Services Travis Reiman presented an update on the high school academic program development work that has been accomplished to date, including an outline of the process that began in the fall, input that has been received from the public throughout the process, specific improvements that have been implemented, and future goals. He explained that the goal has been to develop programs at District high schools that reflect the community's core values around academic outcomes for students, and to identify the most effective ways to serve diverse learners. The outcome of the program development process is that the District will continue to support honors and accelerated options at schools, whether they are embedded options in core classes or separate sections.

The final 2017-18 high school course catalog is posted on the District's website. The District's move to a common course catalog is expected to create more opportunities for students to access programs at high schools throughout the District. Assistant

Superintendent Reiman anticipates that the program development process will become an annual cycle, to ensure ongoing relevance and continued improvement.

- e. Board Discussion Time  
Board members discussed District events and processes, legislative news and events related to education, and their recent and upcoming activities.
- f. Recess Board Meeting  
The meeting was recessed at 6:49 PM.

### **REGULAR SESSION**

#### Board Present:

Glenn Miller, Vice Chair  
Monte Akers  
Lisa Allen  
Janeen Sollman  
Kim Strelchun

#### Others Present:

Melody Hansen, HCU  
Jill Golay, HEA  
Joe Vermeire, HEA

#### Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, School Performance  
Kona Lew-Williams, Chief Human Resources Officer  
Adam Stewart, Chief Financial Officer  
Grant Corliss, Executive Director, Elementary Education  
Elaine Fox, Executive Director, Student Services  
Don Wolff, Chief Information Officer  
Beth Graser, Director, Communications  
Val Bokma, Assistant to the Board  
Martha Méndez Bolaños, Bilingual Interpreter  
Gaspar Lopez Lopez, Bilingual Interpreter  
Devin Hunter, Technology Support

2. Call to Order and Flag Salute  
Board Vice Chair Glenn Miller reconvened the meeting at 7:04 PM and led the Pledge of Allegiance. Board Chair Wayne Cliff and Director Erik Seligman were unable to attend.
3. Approval of Agenda  
Director Kim Strelchun MOVED, SECONDED by Director Lisa Allen, to approve the agenda. The MOTION CARRIED (5-0).
4. Audience Time  
The following audience members addressed the Board:
  - April Davis introduced herself as a school board candidate.
  - Stacy Roundtree (on behalf of herself and Kyle Roundtree) discussed District coaching decisions and administrative decisions at Hillsboro High School
  - Nikki Musser, Jayden Strickland, and Eric Godsey discussed District coaching decisions

5. REPORTS AND DISCUSSION

a. Policies—First Reading

*If no public comments or questions are received regarding these policies during the review period, they will be placed on the consent agenda for approval during the next regular meeting.*

1) Policy IKI: Academic Integrity

Assistant Superintendent Dayle Spitzer presented policy IKI: Academic Integrity for first reading. She explained that the proposed revisions streamline and clarify the language, and include a reference to Oregon Revised Statute (ORS) 339.250, which addresses the criteria for suspending or expelling a student.

The proposed policy revisions are included in the Board meeting packet.

2) Policy JOC: Legal Names of Students

Chief Information Officer Don Wolff presented policy JOC: Legal Names of Students for first reading. He explained that the proposed policy revisions are based on a recommendation from the Oregon School Boards Association, and that the District's computer system will allow the cross-referencing of students' preferred and legal names. He also explained that a copy of a court order will still be required to change students' legal last names in District records.

The proposed policy revisions are included in the Board meeting packet.

b. Financial Report

CFO Stewart presented the monthly financial report. The report is included in the Board meeting packet.

6. CONSENT AGENDA

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

Director Kim Strelchun MOVED, SECONDED by Director Monte Akers, to approve the Consent Agenda as printed. The MOTION CARRIED (5-0).

Consent Agenda items were as follows:

- a. Approve Minutes of January 10, 2017, Board Meeting
- b. Approve Minutes of January 24, 2017, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Approve Extension and Non-Extension of Temporary, Probationary, and Contract Teachers and Administrators
- f. Approve New High School Course Proposal: Advanced Placement Psychology  
*(This course proposal was presented for first reading on January 24, 2017)*
- g. Approve Revisions to Policy IL: Assessment Program; Delete Policy ILBA: Assessment Exemption  
*(These policy revisions were presented for first reading on January 24, 2017)*

7. ACTION ITEMS

a. Adopt Resolution to Admit Nonresident Students

Director of Communications Beth Graser presented a resolution to admit nonresident students for the 2017-18 school year, under the provisions of Oregon House Bill (HB) 3681, and a proposed list of open slots. She explained that the Board must take action by March 1 each year to determine whether or not the District will participate in

this open enrollment process and, if participating, must identify the number and location of any openings. She proposed that a total of 75 slots be opened in Hillsboro School District for the 2017-18 school year, and that up to ten of those slots be Districtwide kindergarten slots, with placement to be finalized in August, based on available space. She explained some schools do not have openings because of the enrollment growth they are experiencing.

Director Kim Strelchun MOVED, SECONDED by Director Lisa Allen, that the Hillsboro School District 1J Board of Directors resolves to admit nonresident students for the 2017-18 school year under the provisions of Oregon HB 3681, and that the Board directs the administration to determine and announce the number and location of available transfer slots, and to devise an equitable process by which students will be selected for the slots. The MOTION CARRIED (5-0).

b. Adopt Resolution Approving the Northwest Regional Education Service District (NWRES D) Local Service Plan

Superintendent Mike Scott explained that local school districts must annually approve their education service district's local service plan for the following year, and that area superintendents provide input during the development of the plan. Superintendent Scott outlined the major areas of support that Hillsboro School District (HSD) receives from NWRES D, and he recommended that HSD participate in NWRES D as a full member for the 2017-18 school year, receiving a direct payment of 50 percent of the NWRES D State School Fund attributable to HSD for the 2017-18 school year.

Director Monte Akers MOVED, SECONDED by Director Janeen Sollman, to adopt the resolution electing to receive 50 percent of the NWRES D State School Fund attributable to HSD for the 2017-18 school year, paid directly to HSD, and approving the NWRES D Local Service Plan for 2017-18. The MOTION CARRIED (5-0).

8. NWRES D/HCU/HEA Reports

HCU Secretary Melody Hansen reported that:

- HCU members have ratified the changes to the layoff and recall articles of the collective bargaining agreement;
- A comprehensive review of job classifications is scheduled to begin next school year;
- HCU has been holding clinics to share information regarding options for reducing the debt load for student loans;
- Oregon Intervention System (OIS) training is important in maintaining staff and student safety, and supporting students in achieving success, and is essential for substitutes, as well as contracted employees.

HEA President Jill Golay outlined the core values and mission of the Oregon Education Association (OEA) and Hillsboro Education Association (HEA), and said that the goals shared by these organizations and the District include providing safe and inclusive schools for all students and staff, ensuring that students succeed and thrive, and offering a world-class education so students graduate as productive and contributing members of society.

9. Superintendent's Time

Superintendent Scott discussed District and community events, and provided a brief summary of recent and upcoming activities.

10. Board of Directors' Time

Board members discussed student accomplishments, and District and community events, programs, and processes.

In response to a question regarding OIS training, Executive Director of Student Services Elaine Fox explained that the District now has four certified OIS trainers, the number of training opportunities has significantly increased, and training was offered to substitutes last year. However, the need for training still exceeds the District's capacity to provide it – in part, because OIS trainer certification is a long process (approximately two years), and also because of the number of staff and substitutes who need to be trained, the length of the training (a full two days) and the need for refresher training. The situation is expected to improve as more trainers become certified.

11. Follow-Up Items

Agenda Item / Request	Action

12. Executive Session

No executive session was called.

13. Adjournment

The meeting was adjourned at 8:02 PM.



Approved March 14, 2017