



# Hillsboro School District 1J

September 11, 2018  
Board Meeting

## Board of Directors

Lisa Allen • Martin Granum • Erika Lopez • Yadira Martinez • Jaci Spross • Kim Strelchun • Mark Watson

**HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS**  
Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, OR

**Board Meeting Agenda**  
**September 11, 2018**  
**5:15 PM**

Please note that the estimated times listed below for specific agenda items are subject to change; if audience members wish to be present for specific agenda items, they are encouraged to arrive at least 15 minutes prior to the estimated time.

**1. 5:15 PM - Work Session**

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|---|----|
| A. OSBA Policy Rewrite Process - Orientation<br>Presenter: Peggy Holstedt, OSBA<br>Time: 5:15 PM, 60 minutes  | 4  |
| B. Board Evaluation Report<br>Presenter: Greg McKenzie, NextUp Leadership<br>Time: 6:15 PM, 30 minutes  | 5  |
| C. Discuss Board / Superintendent Working Agreements<br>Presenter: Mike Scott, Lisa Allen<br>Time: 6:45 PM, 15 minutes                                    | 6  |
| D. Metro Council's Affordable Housing Ballot Measure - Informational Presentation<br>Presenter: Tom Hughes, Metro Council<br>Time: 7:00 PM, 10 minutes    | 7  |
| E. Recess Meeting<br>Time: 7:10 PM  |    |
| F. Break<br>Time: 10 minutes  |    |
| G. Reconvene Meeting<br>Time: 7:20 PM   |    |
| H. Discuss Citizens' Curriculum Advisory Committee (CCAC) Applications /<br>Introduce Candidates<br>Presenter: Travis Reiman<br>Time: 7:20 PM, 30 minutes | 8  |
| I. Culture of Care Training<br>Presenter: Dayle Spitzer, Grant Corliss, Audrea Neville<br>Time: 7:50 PM, 30 minutes                                       | 10 |
| J. <u>ACTION</u> : Nominate OSBA Board Members<br>Presenter: Lisa Allen<br>Time: 8:20 PM, 5 minutes   | 11 |
| K. <u>ACTION</u> : Nominate OSBA Legislative Policy Committee Members<br>Presenter: Lisa Allen<br>Time: 8:25 PM, 5 minutes                                | 12 |
| L. Board Discussion<br>Time: 8:30 PM, 20 minutes  |    |
| 1. NSBA Conference Planning   |    |
| 2. Board Discussion Time  |    |

M. Adjourn

Time: 8:50 PM

N. Next Meetings of the Board of Directors:

- September 25, 2018 - Regular Session
- October 2, 2018 - Joint Work Session with City of Hillsboro

The complete Board meeting packet may be downloaded from the District website at: <https://www.hsd.k12.or.us/board>.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**OREGON SCHOOL BOARDS ASSOCIATION**  
**POLICY REWRITE PROCESS ORIENTATION**

**SITUATION**

During the upcoming school year, Oregon School Boards Association (OSBA) will be working with District administrators to review all District policies and administrative regulations and recommending any revisions that may be needed to align these documents with current legal requirements and best practices for policy documentation. As part of this process, all District policies will be presented to the Board for revision or readoption. This evening, OSBA staff will present an overview of the process and its objectives.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors listen to this report and ask any questions they may have.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**BOARD EVALUATION REPORT**

**SITUATION**

In February 2016, the Board adopted a self-evaluation process, as one element of a coordinated evaluation system, which also includes the Superintendent and District evaluation processes.

This evening, Board members will review a compiled report of their reflections regarding standards and indicators for the 2017-18 school year, and discuss how this information can be used as they plan for the year ahead.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors review and discuss the Board evaluation report.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**DISCUSS BOARD / SUPERINTENDENT WORKING AGREEMENTS**

**SITUATION**

The ongoing duties of the Board include resource allocation, formulating policy, and interacting with the community in support of the District's mission. In order to effectively meet the District's challenges, it is essential that Board members and the Superintendent function together as a leadership team. The Board / Superintendent working agreements, which have been developed to facilitate the team members' unified, effective leadership, are annually reviewed, updated as needed, and readopted by the Board.

Tonight's discussion will include a review of the Board / Superintendent working agreements, including revisions that were suggested by the Board during their August 6 retreat. The working agreements are tentatively scheduled to be readopted by the Board during their September 25 meeting.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors review the draft revisions to the Board / Superintendent working agreements and provide input.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**METRO COUNCIL'S AFFORDABLE HOUSING BALLOT MEASURE –**  
**INFORMATIONAL PRESENTATION**

**SITUATION**

On June 7, 2018, the Metro Council referred a general obligation bond for affordable housing to the Portland region's voters. They also adopted the Metro chief operating officer's recommendation for the proposed bond's goals, outcomes, and implementation.

This evening, representatives from the Metro Council will present information regarding the proposed bond measure. This report is informational, and is not a request for Board action. Additional information about the measure is available at the following link:

<https://www.oregonmetro.gov/public-projects/affordable-housing-bond-information>

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors listen to this report and ask any questions they may have.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**DISCUSS CITIZENS' CURRICULUM ADVISORY COMMITTEE APPLICATIONS /**  
**INTRODUCE APPLICANTS**

**SITUATION**

In accordance with policy IFF, the Board of Directors has established the Citizens' Curriculum Advisory Committee (CCAC) to provide for citizen involvement in the development of the schools' curriculum and instructional programs, and input into those curricular areas identified by the Board. The CCAC consists of parents and/or community members who reside in the District attendance area, and includes student representation, as appropriate.

CCAC members are appointed by the Board. The term of service for CCAC members is two years, and terms are staggered so that one-half of members' terms end each year. CCAC members who apply for reinstatement may be appointed by the Board to serve as many consecutive terms as are deemed appropriate.

The Board, in consultation with the CCAC chair and District staff, determines the number of participants that is sufficient to fulfill the responsibilities of the committee. In 2014, the Board agreed that the number of adult members serving on the committee in previous years (14) would serve as a baseline for the CCAC, with a goal of appointing four additional student members. If more or fewer qualified candidates apply, the Board, in consultation with District staff and the CCAC chair, will have the discretion to adjust the number of members, and define the process for appointing them.

Information regarding CCAC members who remained active on the committee throughout the 2017-18 school year is provided below:

- Seven active CCAC members have continuing terms
- Four CCAC members whose terms are ending have expressed an interest in reapplying
- Last year, the Board appointed all five of the students who applied. Three of the five students became participating members of the committee. Two of the three participating students have graduated, and of those two, one intends to apply as a college student (regular member) and one has not indicated whether she intends to reapply. The third participating student will continue serving on the committee as a high school student.

Based on the baseline of 14 committee members identified in 2014, CCAC leaders and District staff recommend that a combination of seven new and reinstated committee members and three new student members be appointed. Together with the seven continuing members whose terms will not expire until June 2019, this will result in a committee of 14 members plus four student members.



CCAC openings were advertised during the summer, and four new membership applications were received, including one student application. Some applications for reinstatement are still anticipated, and recruitment is continuing. CCAC leaders and District staff have agreed to extend the application deadline to September 18. Updates will be provided to the Board as applications are received.

During the September 11 work session, the Board is scheduled to review the CCAC applications that have been received, and these applicants will have an opportunity to introduce themselves to Board members and share their reasons for applying to serve on the committee. During the September 25 work session, the Board is scheduled to select a slate of candidates, who will be appointed during the September 25 regular session. New members who are appointed by the Board on September 25 will be able to participate in the first CCAC meeting of the 2018-19 school year on October 1.

## **RECOMMENDATION**

The Superintendent recommends that the Board of Directors review and discuss applications for the CCAC and meet the applicants.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**CULTURE OF CARE TRAINING**

**SITUATION**

In order to meet the District's goal of "every student known by name strength and need," the Office for School Performance has been working on supporting new learning for staff regarding school culture and care of our students. Level supervisors will explain the various supports and professional development opportunities for school staff related to creating a Culture of Care. Efforts throughout our system will be discussed, as well as work in motion at each level of our k-12 district.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors listen to this report and ask any questions that they may have.

**HILLSBORO SCHOOL DISTRICT 1J**  
**September 11, 2018**  
**NOMINATE MEMBERS TO OSBA BOARD OF DIRECTORS—**  
**POSITION 20**

**SITUATION**

Oregon School Boards Association (OSBA) is seeking nominations for several positions on the OSBA board of directors. Nominations are open until September 28, 2018.

Historically, Washington County school districts (Banks, Beaverton, Forest Grove, Gaston, Hillsboro, Sherwood, and Tigard-Tualatin) have been represented by positions 15 and 16, which are staggered, two-year terms. Last year, position 16 was filled on schedule for a two-year term. Position 15, which would ordinarily be on schedule to be filled this year, is not up for election because it is currently held by President LeeAnn Larsen, who will become past president in 2019. However, nominations are open for a new Washington County position, position 20, which was added by a 2017 membership vote to represent the growing Washington County population, and will initially be filled for a one-year term.

Candidates for the OSBA Board of Directors must be nominated by official action of a member board within their region, using an official nomination form, within the timelines specified by OSBA, and based on the following provisions:

- Candidates must be active members of a local board that is a dues-paying member of OSBA within the represented area.
- The nomination must be an official action of the local board in the represented area.
- Candidates must complete an OSBA Board of Directors Candidate Questionnaire form and Candidate Resume form.

In October, OSBA will distribute official ballots to member boards. Each member board shall have one vote for each open OSBA board position in their geographic area. Voting will open on November 12, and close on December 14. Newly elected members of the OSBA board will officially take office on January 1, 2019.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors discuss potential nominees for OSBA board service. If a Board member expresses interest in serving, the Superintendent recommends that the Board of Directors take action on the following motion:

*I move that the Board of Directors nominate [insert candidate name] for the OSBA Board of Director position 20.*

**HILLSBORO SCHOOL DISTRICT**  
**September 11, 2018**  
**NOMINATE MEMBERS TO OSBA LEGISLATIVE POLICY COMMITTEE—**  
**POSITION 20**

**SITUATION**

Oregon School Boards Association (OSBA) is seeking nominations for position 20 on the OSBA Legislative Policy Committee (LPC). Nominations are open until September 28, 2018.

The LPC consists of the voting members of the OSBA board of directors and 19 representatives who are nominated and elected by local school boards from 14 regions throughout the state. Washington County school districts have historically been represented by LPC positions 15 and 16, both of which were filled last year for two-year terms and will be up for election again next year. This year, a new position, position 20, which was added by a 2017 membership vote to represent the growing Washington County population, and will be filled for a one-year term.

Candidates for the OSBA LPC must be nominated by official action of a member board within their region, using an official nomination form, within the timelines specified by OSBA, and based on the following provisions:

- Candidates must be active members of a local board that is a dues-paying member of OSBA within the represented area.
- The nomination must be an official action of the local board in the represented area.
- Candidates must complete an OSBA LPC Candidate Questionnaire form and Candidate Resume form.

In October, OSBA will distribute official ballots to member boards. Each member board shall have one vote for each open OSBA LPC position in their geographic area. Voting will open on November 12, and close on December 14. Newly elected members of the LPC will officially take office on January 1, 2018.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors discuss potential nominees to the OSBA Legislative Policy Committee. If a Board member expresses interest in serving, the Superintendent recommends that the Board of Directors take action on the following motion:

*I move that the Board of Directors nominate [insert candidate name] for the OSBA Legislative Policy Committee position 20.*