

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
May 28, 2019
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. **Executive Session**

Board Present:

Lisa Allen, Chair
Erika Lopez, Vice Chair
Martin Granum
Yadira Martinez
Jaci Spross
Mark Watson

Staff Present:

Mike Scott, Superintendent
Val Bokma, Assistant to the Board

A. **ORS 192.660(2)(i)—Evaluation of the Superintendent**

Board Chair Lisa Allen called the meeting to order at 5:17 PM, and moved the Board into executive session under ORS 192.660(2)(i) – evaluation of the Superintendent. Director Kim Strelchun was unable to attend the meeting.

The Board discussed the Superintendent’s evaluation. Superintendent Mike Scott entered the meeting at 5:20 PM, and the Board discussed the evaluation with him. No action was taken.

Board Chair Allen moved the Board out of executive session and recessed the meeting at 5:31 PM.

2. **Work Session**

Board Present:

Lisa Allen, Chair
Erika Lopez, Vice Chair
Martin Granum
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
Casey Waletich, Chief Operations Officer
Jordan Beveridge, Chief Information and Technology Officer
Olga Acuña, Director, Federal Programs
Dorotea Lopez Perez, Early Learning Family Resources Manager
Val Bokma, Assistant to the Board
Diana Kleintob, Technology Support

Board Member-Elect Present:

See Eun Kim

Student Representatives Present:

Jessica Jose-Nickerson

HSD PAC Members Present:

Marisol Cariño - President
Francisca Alonso
Karen Moreno
Luis Nava
Guadalupe Sanchez
Maritza Sosa
Monica Uribe

Board Chair Lisa Allen reconvened the meeting at 5:35 PM. Director Kim Strelchun and Student Representative Samanta Vega Contreras were unable to attend the meeting.

A. Hillsboro School District Parent Advisory Committee Report and Discussion

Members of the Hillsboro School District Parent Advisory Committee (HSD PAC) presented an overview of their goals and accomplishments, and suggestions for improving parents' access to information that is important for student success.

B. Discuss Board Leadership

Board member-elect See Eun Kim was invited to join current Board members for a discussion regarding leadership positions for 2019-20. Vice Chair Erika Lopez expressed an interest in serving as the new Board Chair, and Director Martin Granum expressed an interest in serving as the new Board Vice Chair. The Board is scheduled to elect officers for 2019-20 during the June 11 Board meeting.

C. Discuss 2019-20 Board Meeting Schedule

Current Board members and Board member-elect See Eun Kim reviewed the proposed 2019-20 Board meeting schedule, and agreed that one of the meetings during the spring season should be scheduled as a half-day retreat.

D. Local Option Discussion

During previous discussions regarding the possibility of a local option levy, Board members decided to place this topic on hold until additional information became available regarding K-12 funding at the state level. In the context of recent information regarding the Student Success Act, Board members once again discussed the possibility and potential timeline for a local option levy. After a thorough discussion of the topic, Board members agreed to revisit the matter after additional information becomes available regarding anticipated legislation that will affect school funding. Board members agreed that, if they choose to move forward with a local option levy, communication regarding the school funding situation, including the impact of the Student Success Act, will need to begin early.

E. Discussion Time

Board members discussed legislation regarding the Public Employees Retirement System.

F. Recess Board Meeting

The meeting was recessed at 7:03 PM.

3. Regular Session

Board Present:

Lisa Allen, Chair
Erika Lopez, Vice Chair
Martin Granum
Yadira Martinez
Jaci Spross
Mark Watson

Board Member-Elect Present:

See Eun Kim

Student Representatives Present:

Jessica Jose-Nickerson

Others Present:

Tobias Elementary School
Staff and Students –
Tobi's TEAM
Representatives of
Kaiser Permanente
Devin Hunter, HCU
Jill Golay, HEA

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Jordan Beveridge, Chief Information and Technology Officer
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
Elaine Fox, Executive Director, Student Services
Becky Kingsmith, Coordinator, Secondary Teaching and Learning
Andy Byerley, High School Science and Math TOSA
Jennifer Johnson, Climate and Culture TOSA
Val Bokma, Assistant to the Board
Gaspar Lopez Lopez, Bilingual Interpreter / Translator
Diana Kleintob, Technology Support

A. Call to Order and Flag Salute

Board Chair Lisa Allen reconvened the meeting at 7:15 PM and led the Pledge of Allegiance. Director Kim Strelchun and Student Representative Samanta Vega Contreras were unable to attend the meeting.

B. Recognition / Student Presentation

1. Student Presentation: Tobi's TEAM

Members of Tobias Elementary School's Talented Entrepreneurs, Artists, and Makers (Tobi's TEAM) – an after-school STEAM-centered club at Tobias Elementary School – discussed their recent projects and shared information regarding textile manufacturing.

2. Recognition: Jennifer Johnson – Recipient of Kaiser Permanente's Thriving Schools Honor Roll Award

Board members joined representatives of Kaiser Permanente in recognizing Jennifer Johnson, Hillsboro School District's Climate and Culture Teacher on Special Assignment (TOSA), for her commitment to students and for championing a healthier school environment. Jennifer was nominated for the 2018-19 Kaiser Permanente Thriving Schools Honor Roll Award by several individuals at Kaiser Permanente and in the community. Recipients were selected by Kaiser Permanente national staff, and Jennifer was the only recipient in Oregon.

C. Approval of Agenda

Director Erika Lopez MOVED, SECONDED by Director Yadira Martinez, to approve the agenda as printed. The MOTION CARRIED (6-0).

D. Audience Time

The following audience members addressed the Board regarding non-agenda topics:

- Regarding National Gun Violence Awareness Day (June 8): Sharri Anderson and Linda Mokler
- Regarding advanced placement (AP) and STEM (Science-Technology-Engineering-Math) course offerings: Joe Everton
- Regarding equitable access for students to opportunities at all high schools: LaDonna Wolfe
- Regarding class size and mental health support for students and staff: Lynn Horihan
- Regarding the Century High School youth football program: Ed Hensley, Austin Ramsay, Steve Breault, Zander Breault, Kyra Ramsey, Rebecca Gring

E. Consent Agenda

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

Director Martin Granum MOVED, SECONDED by Director Mark Watson, to approve the Consent Agenda as printed. The MOTION CARRIED (6-0).

Consent Agenda items were as follows:

1. Approve Routine Personnel Matters
2. Approve ESEA Subgrant Application
3. Approve Policy Revisions (presented for first reading on May 14, 2019)
 - a. Approve Revisions to Policies Included in Annual Notifications to Staff, Students, and Families (part 2)
 - 1) Policies in Section G
 - GBN/JBA: Sexual Harassment
 - GCAB: Personal Electronic Devices and Social Media – Staff
 - 2) Policies in Section I
 - IB: Freedom of Expression
 - IBB: Freedom of Expression/Staff (delete)
 - IGAEB: Drug, Alcohol, and Tobacco Prevention, Health Education
 - IGBAG: Special Education – Procedural Safeguards
 - IGBAG-AR: Special Education – Procedural Safeguards
 - IGDA: Student Organizations
 - IIBGA: Electronic Communications System
 - IICB: Community Resources--Guest Speakers
 - IKI: Academic Integrity
 - ING: Animals in District Facilities
 - 3) Policies in Section J
 - JB: Equal Educational Opportunity
 - JE/JED/JEDA: Student Attendance
 - JEA: Compulsory Attendance
 - JFC: Student Conduct
 - JFCA: Student Dress and Appearance
 - JFCB: Care of District Property by Students
 - JFCC: Student Conduct on Buses (delete)
 - JFCEA: Gangs
 - JFCEB: Personal Electronic Devices and Social Media – Students
 - JFCF: Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student

- JFCG/JFCH/JFCI: Use of Tobacco Products, Alcohol, Drugs, or Inhalant Delivery Systems
 - JFG: Student Search and Seizure
 - JFH: Student Complaints
 - JG: Student Discipline
 - JGA: Corporal Punishment
 - JGAB: Use of Restraint and Seclusion
 - JGD: Suspension
 - JGDA: Discipline of Disabled Students
 - JGE: Expulsion
 - JHCCA: Students – HIV, HBV, and AIDS
 - JHCD/JHCDA: Medications
 - JHCD/JHCDA-AR: Medications
 - JHFA: Supervision of Students
 - JO/IGBAB: Education Records/Records of Students with Disabilities
 - JO/IGBAB-AR(1): Education Records/Records of Students with Disabilities Management
- 4) Policies in Section K-L
- KBE: Political Campaigns

In response to a Board member's question, Superintendent Mike Scott explained that student organizations post their purpose so students can determine whether they are interested in participating, and steps will be taken to ensure that the posted information for all student organizations also clarifies that all students are welcome.

F. Action Items

1. Accept Gifts and Donations

Director Martin Granum MOVED, SECONDED by Director Jaci Spross, that the Board of Directors accept the donations listed in the Board meeting packet. The MOTION CARRIED (6-0).

2. Approve Boundary Adjustment Process

Director Erika Lopez MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the proposed boundary adjustment process for 2019-2022. The MOTION CARRIED (6-0).

The boundary adjustment process was presented to the Board for review and input during the April 30 Board meeting.

3. Approve Facility Naming Process

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the proposed facility naming process. The MOTION CARRIED (6-0).

The facility naming process included input provided by the Board during a previous review.

4. Approve Financing of School Buses

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the financing of 13 vehicles on a five-year lease, with an annual payment not to exceed \$259,989.20, and adopt a resolution for reimbursement, as required by U.S. Bank Government Leasing. The MOTION CARRIED (6-0).

5. Approve Dedication of Deed to the City of Hillsboro for 13' Along Century High School Drake Street Frontage

Director Yadira Martinez MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the Dedication Deed included in the May 28 Board meeting packet, and authorize the Capital Projects Officer to sign the Dedication Deed to the City of Hillsboro for the property described in Exhibit A and depicted in Exhibit B. The MOTION CARRIED (6-0).

6. Approve Four-Party Memorandum of Understanding between Hillsboro School District, Washington County, Clean Water Services, and the City of Hillsboro for Surface Water Management

Capital Projects Officer Adam Stewart discussed the proposed Memorandum of Understanding between the Hillsboro School District, Washington County, Clean Water Services, and the City of Hillsboro for surface water management.

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the four-party Memorandum of Understanding between the Hillsboro School District, Washington County, Clean Water Services, and the City of Hillsboro for surface water management. The MOTION CARRIED (6-0).

7. Approve Increase in the Number of Inter-District Transfer Slots

Director Jaci Spross MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the recommendation to increase the number of available inter-district transfer slots to accommodate the number of incoming requests that have been received. The MOTION CARRIED (6-0).

G. Reports and Discussion

1. 2019 School Bond Project Scope and Budget Overview

Capital Projects Officer Adam Stewart presented an update on the status of bond projects throughout the District.

2. First Reading - Chemistry and Biology Materials Adoption

Assistant Superintendent Travis Reiman, Coordinator Becky Kingsmith, and Teacher on Special Assignment Andy Byerley presented the first reading of the proposed chemistry and biology science materials, provided an overview of the selection process, and discussed plans for professional development.

The recommendation of the chemistry adoption committee includes:

- Patterns Approach materials for lessons and units, labs, supplies and equipment.
- Supplemental text: World of Chemistry by National Geographic Learning (40 copies for each Chemistry classroom, including access to digital text and Spanish-language chapter summaries)
- Chromebooks (one cart of 40 devices for each Chemistry classroom)
- Additional instructional resources: POGIL (guided inquiry activities), Modeling Chemistry lessons to support conceptual development in Chemistry, Argument-Driven Inquiry to support evidence-based writing in Chemistry
- Highest projected cost: \$165,441

The recommendation of the biology adoption committee includes:

- Patterns Approach materials for lessons and units, labs, supplies, and equipment
- Supplemental text: Science Dimensions: Biology by Houghton, Mifflin, Harcourt (40 copies for each Biology classroom, including Spanish-language texts)

- Chromebooks (one cart of 40 devices for each Biology classroom)
- Additional instructional resources: SEPUP kits for hands-on inquiry and modeling tasks
- Highest projected cost: \$161,293

Resources have been allocated for these curriculum adoptions.

The Community Curriculum Advisory Committee voted on May 6 to recommend the adoptions to the Board of Directors, and the Board is scheduled to approve the adoptions on June 11.

3. Financial Report

Chief Financial Officer Michelle Morrison presented the monthly financial report, which is included in the Board meeting packet.

4. Policies – First Reading

The following policies were presented for first reading, and are included in the Board meeting packet. If no public comments or questions are received regarding these policies during the review period, they may be placed on the consent agenda for approval during the next regular Board meeting session.

- a. Policies included in Annual Notifications to Staff, Students, and Families (part 3)
 - GBDA: Mother-Friendly Workplace (Delete, Adopt)
 - IF: Curriculum Development (Delete / Adopt)
 - IGBBC: Talented and Gifted - Programs and Services
 - IIA: Instructional Resources / Instructional Materials
 - IIABB: Use of Commercially Produced Feature Films and Other Digital Media
 - JGEA: Alternative Education Programs Following Expulsion
 - JHFD: Student Vehicle Use
 - KLB: Complaints about Curriculum or Instructional Materials

Director Jaci Spross requested follow-up to ensure that all locations identified in policy GBDA are clearly adequate.

H. Information - Administrative Regulation Updates

1. Administrative Regulations Included in Annual Notifications to Staff, Students, and Families (part 2)

- GBDA-AR: Mother-Friendly Workplace (Delete)
- GCAB-AR: Social Media and Personal Electronic Devices – Staff (Delete)
- IF-AR: Curriculum Guide (Delete)
- IGBBC-AR: Complaints Regarding the Talented and Gifted Program
- IGDA-AR: Student Organizations
- IIBGA-AR: Electronic Communications System
- ING-AR(1): Service Animals in District Facilities
- ING-AR(2): Animals in Schools
- JB-AR(1): Equal Opportunity Plan (Students)
- JB-AR(2): Equal Opportunity Discrimination Complaint (Delete)
- JFCB-AR: Graffiti
- JFCEA-AR: Gang Dress, Attire, and/or Property
- JFCEB-AR: Personal Electronic Devices and Social Media – Students
- JFCF-AR: Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, or Teen Dating Violence Reporting Procedures – Student
- JFCG/JFCH/JFCI-AR: Alcohol Testing (Delete)

- JFG-AR: Student Search and Seizure
- JGAB-AR: Use of Restraint and Seclusion
- JGDA-AR: Discipline of Students with Disabilities
- JGE-AR(1): Expulsion Protocol
- JGE-AR(2): Expulsion Waiver
- JGE-AR(3): Example Student Expulsion Letter
- JO/IGBAB-AR(2): Education Records/Records of Students with Disabilities Management
- JO/IGBAB-AR(3): Request for Student Records (Delete)
- JO/IGBAB-AR(4): Establishing Fees for Copies of Educational Records
- KBE-AR: Use of District Facilities for Political Campaigns and Events (Delete)
- KLB-AR(1): Instructional Materials Reconsideration Procedure
- KLB-AR(2): Request for Reconsideration of Instructional Materials

In response to a Board member’s question regarding JFCEA-AR, Cabinet members provided a brief overview of the collaborative work between the District and partner organizations regarding gang enforcement, and will follow up with additional information.

I. HCU / HEA Reports

HEA President Jill Golay discussed HCU President Devin Hunter’s term of service, the May 8 Day of Action, funding for education, the recent election of School Board members, PERS legislation, staff retirements, and HEA events.

HCU President Devin Hunter discussed his term of service, the May 8 Day of Action, funding for education, the District budget, staffing reductions, the importance of collaboration, and the value of school libraries.

J. Discussion Time

1. Student Representatives' Time

Student Representative Jessica Jose-Nickerson discussed programs and events at Century High School.

2. Superintendent's Time

Superintendent Mike Scott discussed budget reductions and the District’s efforts to retain as many jobs as possible, the recent School Board election, District programs, and District and community events.

3. Board of Directors' Time

Board members discussed recent and upcoming District and community events, District programs, the impact of PERS legislation, conversations with the HSD PAC, and the recent School Board election.

K. Adjourn Regular Session

The meeting was adjourned at 9:34 PM.

L. Follow-Up Items

Agenda Item / Request	Action
<p><u>Policies – First Reading</u> Director Jaci Spross requested follow-up to ensure that that all locations identified in policy GBDA are clearly adequate.</p>	<p>Updates were included in the June 11 Board meeting packet.</p>

<p><u>Information - Administrative Regulation Updates</u> Staff members will follow up with additional information regarding the collaborative work between the District and partner organizations for gang enforcement.</p>	<p>Mike Scott will schedule additional information to be presented in a future board meeting</p>
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Briha Lopez

Roseanna D. Lora

Approved September 24, 2019