

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS
Administration Center, 3083 NE 49th Place, Hillsboro, OR 97124

Board Meeting Agenda
Tuesday, September 13, 2022
5:15 PM

Please note that the estimated times for specific items on Board meeting agendas 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 - Executive Session**
 - A. Call to Order Executive Session
Presenter: Mark Watson
Time: 5:15 PM
 - B. ORS 192.660(2)(d) - Labor Negotiator Consultation
Presenters: Kona Lew-Williams / Michelle Morrison
Time: 5:15 PM, 15 minutes
 - C. ORS 192.660(2)(e) - Real Property Transaction
Presenters: Michelle Morrison / Travis Reiman
Time: 5:30 PM, 20 minutes
 - D. Recess Executive Session
Presenter: Mark Watson
Time: 5:50 PM
2. **5:50 PM - Work Session**
 - A. Call to Order
Presenter: Mark Watson
Time: 5:50 PM
 - B. Strategic Planning Process Update
Presenter: Beth Graser
Time: 5:50 PM, 60 minutes
 - C. Board Goals Discussion
Presenter: Mark Watson / Mike Scott
Time: 6:50 PM, 15 minutes
 - D. Board Working Agreements Discussion
Presenter: Mark Watson / Mike Scott
Time: 7:05 PM, 5 minutes
 - E. Human Resources Staffing Update
Presenter: Kona Lew-Williams
Time: 7:10 PM, 10 minutes
 - F. Summer School Update
Presenter: Audrea Neville
Time: 7:20 PM, 10 minutes
 - G. Student Services Update
Presenters: Travis Reiman / Elaine Fox
Time: 7:30 PM, 20 minutes
 - H. Discussion Time
Time: 7:50 PM, 10 minutes
-Manufacturing Month Proclamation
-Student Reps
-Superintendent
-Board Members

- I. Recess Board Meeting
Time: 8:00 PM
- J. Next Meetings of the Board of Directors
 - September 27, 2022 Board Work / Regular Session
 - October 11, 2022 Board Work Session

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 13, 2022
STRATEGIC PLANNING PROCESS UPDATE

SITUATION

The strategic planning process kicked off in earnest in mid-August, with a two-day meeting of the Core Team and a one-day meeting of the Instructional Focus Team. Our consultant, Lauren Klaffky, will join us to recap some of the data highlights that were shared with these teams, the work completed thus far, and the plan for the coming months.

RECOMMENDATION

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

Hillsboro School District



Strategic Planning Board Update

Mike Scott, *Superintendent*

Facilitated by: Performance Fact, Inc.
Hillsboro, OR | September 13, 2022

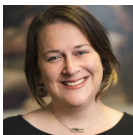


Facilitators



Mutiu O. Fagbayi
President/CEO

"Moo-tee-oo Fa-gb-ayee"



Lauren Klaffky
Senior Associate

- ▶ Valerie Balanon, *Creative Specialist*
- ▶ Kaye Jadrych, *Executive Administrative Specialist*
- ▶ Amreet Waters, *Director, Client Relations & Project Management*

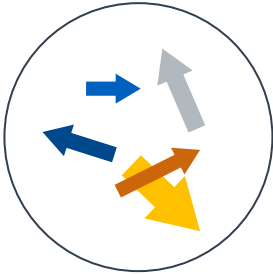
A **facilitator** is a guide. A guide does not command or control.

However, a facilitator does direct, leaving it up to you to follow.

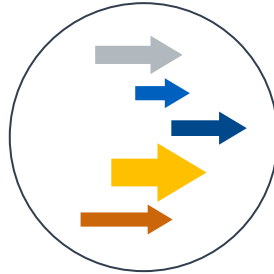


Why Plan?

Misalignment



Alignment



A primary aim of *planning* is unity of purpose, or **alignment**

Alignment: *getting people, process, program and structure on the same page, going in the same direction.*



Embracing Diverse Voices & Perspectives

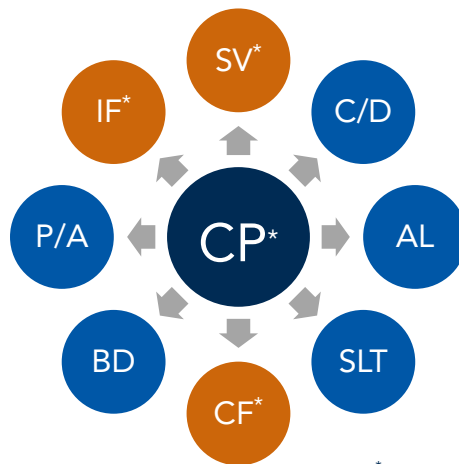
Meaningful engagement strengthens understanding, appreciation and commitment.



Embracing Diverse Voices & Perspectives

Core Planning Team (CPT) ...

- ❑ Diverse team; includes all stakeholders
- ❑ Stewardship of the process and products
- ❑ "Integrator" of input from all perspectives
- ❑ Co-facilitator of "reality check" sessions
- ❑ 20-150 people

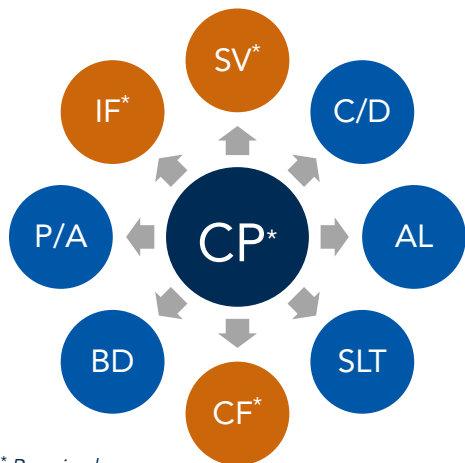


* Required



Embracing Diverse Voices & Perspectives

"Reality Check" Teams & Listening Sessions ...



* Required

- ❑ SV = Student Voice Team
- ❑ IF = Instructional Focus Team
- ❑ C/D = Campus/Department Team
- ❑ P/A = Principals/Administrators Team
- ❑ AL = Alignment Team
- ❑ BD = Board Review Team
- ❑ CF = Community Forums
- ❑ SLT = Superintendent's Leadership Team



1	Board	April 12 Sep 13 Oct 11 Nov TBD Jan TBD
2	Student Voice Team	May 24, 25, 26 Oct 11 Nov 1
3	Core Planning Team	Aug 16 Aug 17 Sep 14 Oct 12 Nov 2
4	Instructional Focus Team	Aug 18 Sep 21 Oct 12 Nov 9
5	Alignment Team	Sep 15 Oct 6 Nov TBD
6	Senior Leadership Team	Sep 12 Oct 3 Nov 7 Dec 5 Jan TBD
7	Community Forums	Oct 12 (In Person) Oct 27 (Virtual)
	PK-12 Admin Team	Apr 12 Oct 11 Nov/Dec TBD



The Performance Fact Premise

Cause & Effect

"All students will learn at high levels when instruction meets their needs. What a student has not learned well *yet*, is something she/he has **not** been taught well **yet**."

Student learning, then, is an "effect" whose "cause" lies in the quality and effectiveness of educational **PRACTICES**.

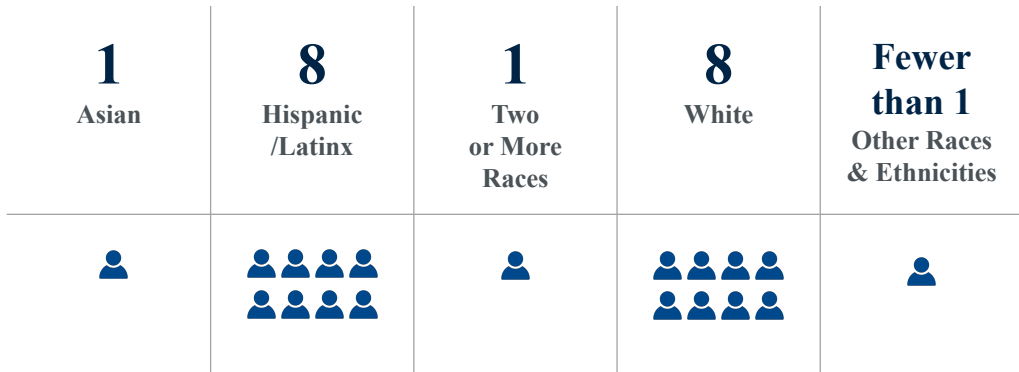
If we want improved outcomes for students, the starting point must be the **continuous improvement of teaching practices, leadership practices and organizational practices**, because they are the precursors to student learning."

Murti O. Fagbayi (2006)



Profile of Our Students

Out of every 20 students...



Source: Oregon Department of Education 2020-2021 SY



A Profile of Our Students

Out of every 20 students...

- 3 Students with Learning Differences

- 7 Students Learning English

- 12 Students from Low-Income Households

Source: Oregon Department of Education 2020-2021 SY



A Data-driven, Equity-focused Planning Process

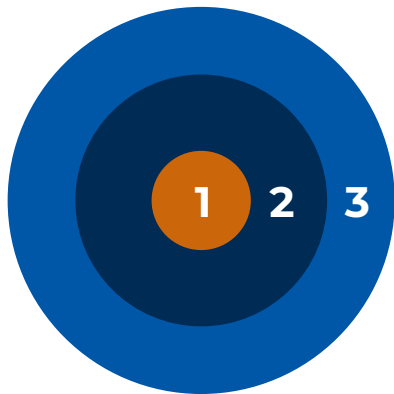


What data do we have?	What does the data say? <i>and</i> Why does the data look that way?	What are we going to do about it all?
Student Data for Multiple Sources	Areas of Strength and Areas of Concern of the Equity Indicators & Measures and "Root causes" (underlying causes) of the current state of the Equity Indicators	<ul style="list-style-type: none"> • Student Learning • Instructional Effectiveness • Empowering Infrastructure



Equity-centered Strategic Planning

"Keeping ends and means in proper sequence."



1. Student Learning

- ▶ Equity Principles
- ▶ **Portrait of a Graduate**
- ▶ Vision, Mission, and Core Values
- ▶ **Goals, Measures,** and Equity Priorities
- ▶ Performance Targets/Benchmarks

2. Instructional Effectiveness

- ▶ "Four Pillars" (building blocks)
- ▶ Professional Practices for Effective Instruction
- ▶ Strengthening Equitable Access to the Instructional Core

3. Empowering Infrastructure

- ▶ Strategy Map: Strategic Priorities & Key Actions
- ▶ Roadmap for Disciplined implementation
- ▶ Aligned Resources, Supports & Services
- ▶ Leadership for Results



STUDENT VOICE

- ▶ Online survey; Grades 3-12
- ▶ Spring 2022
- ▶ 3152 Elementary students
- ▶ 1535 Middle School students
- ▶ 2627 High School students
- ▶ 6 Focus Groups (3 ES, 1 MS, 2 HS)

OUTCOMES DATA

- ▶ Kindergarten Assessment
- ▶ Regular Attendance Rate
- ▶ Chronic absenteeism
- ▶ Average high school GPA
- ▶ Achievement in English Language Arts, Math & Science
- ▶ Graduation rate

ACCESS DATA

- ▶ Enrollment
- ▶ Teachers' Experience & Diversity
- ▶ Participation in Gifted & Talented programs
- ▶ Availability of Dual Enrollment coursework
- ▶ Availability of Arts, Science, Social Sciences
- ▶ Suspensions, Expulsions, Discipline Index



The Power is within



"Oz never did give nothing to the Tin Man, that he didn't already have."

Lyrics from Tin Man by AMERICA



"Never doubt that a small group of thoughtful, committed people can change the world. In fact, it is the only thing that ever has."

Margaret Mead



"What we have before us are some breathtaking opportunities disguised as insoluble problems".

John Gardner



SOLUTION: Student Learning



*Vision, Mission,
Core Values*

***Portrait of
a Graduate***

*Goals & Measures
of Student Success*



“We are currently preparing students for jobs that don’t yet exist ... using technologies that haven’t been invented ... in order to solve problems we don’t even know are problems yet.”

— Richard Riley, former Secretary of Education

“What is needed more than ever is a laser-like focus on the kinds of human beings that we are raising and the kinds of societies—indeed, in a global era, the kind of world society—that we are fashioning.”

— Howard Gardner



Hillsboro Portrait of a Graduate

Initial Draft - Core Planning Team

8.17.2022

Inquisitive Learner

- Applies knowledge learned across contexts
- Possesses the desire to learn, unlearn, relearn
- Demonstrates academic skills
- Identifies problems and perseveres in their solution
- Embraces curiosity, flexibility and creativity in learning

Self-worth

- Invests in physical, mental, emotional, and social health
- Establishes safe boundaries for self and others

Demonstrates effective interpersonal skills

- Verbal, written and digital communication
- Relationship building and collaboration
- Reflective listening, appreciation of diverse views
- Adaptability & Flexibility
- Contextual Awareness

Community-Connected

- Helps build a community that is safe and where everyone belongs
- Responsible for actions and impact within a diverse community
- Seeks cultural understanding



**SOLUTION:
Student Learning**



*Vision, Mission,
Core Values*

*Portrait of
a Graduate*

**Goals & Measures
of Student
Success**



Goals for Student Success (Draft CPT 8.17.22)



06.2022

WASHINGTON UNIFIED STRATEGIC PLAN OVERVIEW

PERFORMANCE FACT INC.

19

DRAFT

Goals, Measures, & Equity Priorities

* Student-groups showing consequential disparities in access and/or outcomes

Goal	Measures	Equity Priority
1. Success in the Early Years	<ul style="list-style-type: none"> A. % of Kindergarteners who had PK experiences B. % of students meeting/exceeding in ELA and Math standards by Grade 3 C. % of 2nd grade students who are aware of supports and strategies for self-management as reported through HSD social-emotional survey 	TBD
2. Safe & Supported Learners	<ul style="list-style-type: none"> A. % of students who report feeling safe and welcomed at school B. Attendance (90% regular attendees; high school period attendance) C. Activities participation % per semester (Athletics, extracurricular, self-selected pathway) 	TBD
3. Access & Opportunity	<ul style="list-style-type: none"> A. Increased academic success in core subjects B. Reduce the disparity of disciplinary referrals, suspensions and expulsions C. Increase percentage of students who have access to an advocate D. Representation in all areas & extracurricular activities 	TBD
4. Critical Thinking & Problem Solving	<ul style="list-style-type: none"> A. % of students meeting standards on Performance-based assessments. B. % of students enrolled in (and completing) a career pathway C. % of students reporting that they get equitable supports D. % of students who demonstrate professional skills of collaboration and problem solving 	TBD
5. Graduate Ready for Career, College & Life	<ul style="list-style-type: none"> A. % of 9th grade learners on-track for graduation B. % of students who graduate with their 4-year cohort C. Access to well-rounded learning experience with adequate supports (ELO's, Mentors, Internships, after school activities) D. # of students who access College-level opportunities E. Number of LTELS at Grades 4-12 (evidence of active student engagement in course content and learning) 	TBD



PERFORMANCE FACT INC. ©

Think. Believe. Move Mountains.

STRATEGIC PLANNING & ALIGNMENT

20

13

HILLSBORO SCHOOL DISTRICT 1J
September 13, 2022
BOARD GOALS DISCUSSION

SITUATION

The ongoing duties of the Board include resource allocation, formulating policy, and interacting with the community in support of the District mission. During this work session, the Board will discuss goals for the 2022-23 school year.

As a reminder, the adopted Board goals for 2021-22 included the following:

- The Board will participate in the development and adoption of a five-year strategic plan.
- The Board will direct staff to actively engage with students and create feedback loops to foster mutual understanding, increase awareness, and demonstrate action. The Board will use student input to improve policies and procedures so they align with the District's value of educational equity and serve to promote success among all students.
- The Board will seek community engagement opportunities, with an emphasis on historically underserved families, in order to inform policy decisions, continually improve district systems and processes, and to guide Board professional development.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss their goals for 2022-23.

HILLSBORO SCHOOL DISTRICT 1J
September 13, 2022
BOARD WORKING AGREEMENTS DISCUSSION

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 the Board and Superintendent function together as a leadership team. The Board working agreements, which facilitate unity among the team members, are annually reviewed and readopted by the Board.

Tonight's discussion will include a review of the Board working agreements that were first presented at the August 2 Board Retreat.

RECOMMENDATION

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

**Hillsboro School District
Board / Superintendent Working Agreements
2022-23 DRAFT**

Purpose

The Board of Directors is the educational policy-making body for the Hillsboro School District. The Board and Superintendent function together as a leadership team to effectively meet the District's challenges, agreeing that their first and greatest concern is the educational welfare of students. The Board and Superintendent are jointly committed to upholding the values and implementing the protocols outlined in the following working agreements.

Information Requests

- Individual Board members with requests for information will contact the Superintendent or appropriate Cabinet member. The Superintendent and / or Cabinet member will respond to general questions and inquiries.
- If information requests require additional staff work, the Superintendent will determine how to proceed. Requests that require considerable staff work will be added to a Board agenda, so the Board can determine whether it is a valuable investment of staff time.
- Information requests made during Board meetings will be recorded and tracked in the minutes.

Personnel Issues

- Board members support the employment of those persons best qualified to serve as school staff.
- Board members recognize that their sole employee is the Superintendent, whom they direct as a Board, and that it is not their role to direct staff.
- Board members agree that when they have concerns, they will follow the chain of command and contact the Superintendent or a Cabinet member.
- The Superintendent and Board Chair will collaborate to respond to employee concerns.

Speaking with One Voice

- Board members agree that they will strive to render all decisions based on the available facts and their independent judgment.
- Board members agree to accept the decision of the majority, while honoring the right of individual members to express opposing viewpoints and vote their convictions.
- The Board Chair, Vice Chair, and Superintendent will confer with each other, when possible, before responding to the media and community as the official voice of the Board. The Superintendent and Communications Director will communicate facts and notify the Board when responding, as appropriate.
- Board members will be certain to clarify when they are speaking on their own behalf and when they are speaking as representatives of the Board. (For example, "... I am speaking to you today as an individual, and not on behalf of the Hillsboro School District Board of Directors.")

Superintendent / Board Relationship

- Board members agree to work with other Board members to establish effective Board policies, and to delegate authority for the administration of the schools to the Superintendent.
- Board members agree that they will not take any private action that will compromise the Board or administration, they will respect the confidentiality of information that is privileged under applicable law, and they will avoid being placed in a position that involves a conflict of interest.
- The Superintendent will communicate with the Board in a timely manner about issues that concern the District. Board members will provide feedback or suggestions to the Superintendent.
- *Board members have access to members of Cabinet. In the event that a Board member contacts a Cabinet member, the Superintendent will be copied on the correspondence.*
- The Superintendent will provide the Board with weekly updates.
- The Board Chair and Vice Chair will meet with the Superintendent to plan Board meeting agendas and strategize on how to address key issues.
- Board members and the Superintendent agree to be open to suggestions, and respectful in their manner of giving and receiving feedback, including reminders when their working agreements are being violated. The Superintendent will counsel Board members one-on-one when necessary.
- The Board and Superintendent will review, revise, and recommit to their working agreements annually.

Meetings

- Board members agree to read all packet materials prior to the meetings.
- The Board packet will normally be emailed to Board members by the end of the day on the Thursday prior to a regularly scheduled Board meeting.
- When an individual Board member has a question about an agenda item prior to a Board meeting, they will strive to contact the Superintendent, so that information can be gathered and shared before the meeting.
- The Superintendent and Board secretary will act as parliamentarian at Board meetings to help ensure that each motion is clear and there is no missing or misunderstood information.
- The Board Chair will make every effort to ensure that all Board members wishing to speak regarding an agenda item have an opportunity to be heard.

Communication – Board / Superintendent / Staff / Community

- Board members and the Superintendent agree to show respect and consideration for each other at Board meetings and in all of their communications, work collaboratively together, strive to be a highly functioning team, and offer the same level of consideration and respect to administrators, staff members, audience members, and community members.
- Board members will endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- Board members agree to encourage the free expression of opinion by all Board members, and to follow the protocols established by the Board and Superintendent when communicating with other Board members, students, staff, and community members.
- Board members are encouraged to visit schools.

- When Board members visit schools in their official capacity, they agree to plan their visits in advance with the principal, and wear their District “Board Member” badges.
- When Board members visit schools as a parent or volunteer, they will sign in at the office and ask for a visitor badge. Advance notice is encouraged, but may not be required in all cases.
- Board members agree that emails sent to the entire Board from stakeholders will be answered by the Board Chair (or designee) on behalf of the Board, and copied to all Board members, and that concerns about the District will be referred to the Superintendent and Cabinet member, if appropriate. The Board Chair (or designee) will include the following points in their response:
 1. Thank you for sharing your concern regarding _____.
 2. I have referred your concern to the Superintendent and Cabinet member (if appropriate).

If a Board member would like to respond to a stakeholder who has contacted several Board members regarding a concern, the Board member’s response will include the following points:

1. Thank you for sharing your concern regarding _____.
2. The Hillsboro School District Board Chair (or designee) will respond on behalf of the Board.

Board Meeting Agendas

- The Board Chair, Vice Chair, and Superintendent will set the Board agenda. Individual Board members may request that items be added to the agenda by contacting the Superintendent or Board Chair.
- Items will only be added to the agenda at a Board meeting if the majority of the Board agrees to consider them.

Board Professional Development Requests

- Because Board members believe that professional development is a key component to being an effective Board member, they are committed to informing themselves about current educational issues by individual study and through participation in programs that provide valuable relevant information, such as programs sponsored by state and national school boards associations and other professional organizations.
- See policy BHB for specific information regarding professional development requests. Board members participating in professional development opportunities will share a brief summary of the training with the rest of the Board following the event.

Signed:

HILLSBORO SCHOOL DISTRICT 1J
September 13, 2022
HUMAN RESOURCES STAFFING UPDATE

SITUATION

The Board will be presented with a Human Resources update. Tonight's report will provide information regarding staffing.

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 13, 2022
SUMMER SCHOOL UPDATE

SITUATION

The District received Oregon state grants to engage and support students during the summer as part of our Accelerated Learning Plan. Paired with funding that the District currently uses, multiple summer school programs were offered to students specifically that were disproportionately impacted by the pandemic with an emphasis on engagement, enrichment and credit attainment.

RECOMMENDATION

The Superintendent recommends the Board of Directors to listen to the presentation and as any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
September 13, 2022
SPECIAL EDUCATION UPDATE

SITUATION

This presentation will be an update on our ongoing effort to improve academic supports and special education services for diverse learners. The Board will hear updates on our family engagement efforts as well as improvements we've made based on feedback from stakeholders. We will also include an update on special education "recovery services" coming out of the pandemic.

RECOMMENDATION

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