

# March 25, 2024 School Board Special 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  
Crystal Weston  
Jill Zurschmeide

### **Others Present:**

Patty Roberts, Executive Assistant  
Lisa Burton, Community Relations Manager  
And  
Members of the Community via the Internet

### **I. SPECIAL MEETING ~ 4:03 P.M.**

Chair Tristan Irvin welcomed everyone to this Special Board meeting and she called the meeting of the Tigard-Tualatin School District Board of Directors, to order at 4:03 PM, virtually, through Zoom Meeting link and streamed live on the TTSD Board Meeting YouTube Channel. Chair Irvin noted that there is only one item on this afternoon's agenda, which is to adopt the Interim Superintendent Qualities and Qualifications, as found in the agenda.

### **II. ACTION ITEM ~ 4:03 PM**

A. Adopt the Interim Superintendent Qualities and Qualifications – Presenter: Chair Irvin

Chair Irvin noted that at the last meeting on March 18, 2024, there was a “Reports and Discussion” agenda item regarding the desired qualities and qualifications for the Interim Superintendent position, for next school year, and there was not a specific “Action” agenda item. The Board had decided to add an “Action Item” to that agenda in order to adopt the updated qualities and qualifications, and the Board did adopt the qualities and qualifications as discussed at that meeting. For tonight, the Board wants to properly follow “Roberts Rules of Order” and will now hold an additional separate meeting, to be sure the Board is following their proper processes and protocols correctly, and will re-adopt the revised desired qualities and qualifications for the Interim Superintendent position for the 2024-2025 school year.

Chair Irvin noted that the Board will use [Board Policy CBA: Qualities and Duties of the Superintendent](#), as discussed at the March 18, 2024 TTSD Board meeting, to include the following:

Under Personal and Professional Qualities:

To become the “new” #1: Demonstrated belief that all student can learn;

And

Added Items:

#11: Demonstrated belief in equitable educational opportunities for all students;

#12: Commitment to improving student outcomes.

Under Specific Functions:

Revision of #8: Administer adopted board policies with specific attention to implementation of policy JFCP;

And

Added Item:

#41: Work to cultivate positive relationships with the families, teachers, staff and district administrators of TTSD.

**2023-2024 Tigard-Tualatin School District Board of Directors:**

**Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors**

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Director Zurschmeide shared that she appreciates having this meeting and to have the qualities and qualifications written out so that it is crystal clear to everyone what exactly it is that the Board is voting on.

Director Zurschmeide made a MOTION that the Tigard-Tualatin School District Board of Directors adopt Board Policy CBA plus the added items as the qualities and qualifications for the interim superintendent, as presented. Director Miles seconded the MOTION. Chair Irvin asked for discussion. Director Weston thanked Chair Irvin for bringing the Board together for this item. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

**III. ADJOURN ~ 4:06 PM**

Board Chair Tristan Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 4:06 PM.

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

APPROVED BOARD MEETING

DATE: 04/08/2024

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CHAIRMAN:

CLERK:



Susan R. Perkins, Ed.S.