

March 18, 2024 School Board Executive Session & Meeting Minutes

Tigard-Tualatin School District, 23J

The minutes are official after Board approval and will be posted at www.ttsdschools.org

Board Members Present:

Tristan Irvin, Chair
David Jaimes, Vice Chair
Kristen Miles
Crystal Weston

Board Members Absent:

Jill Zurschmeide

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
Dr. Lisa McCall, Assistant Superintendent
Len Reed, Director, Human Resources
Carol Kinch, Director, Student Services
Andy Van Fleet, Principal, Fowler MS
Matt Coleman, Principal, Byrom ES

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Manager

Thor Kuhn, Teacher & Technology Support, Tualatin HS
Stace Shillitto, Safety & Security
Nancy Hungerford, Hungerford Law Firm
Kristi Baker, Parent, Templeton ES & Tigard HS
Janet Bailey, Community Member, Tualatin
Kaeleen Kirkpatrick, Teacher, Tigard HS
Kevin Kirkpatrick, Parent, Tigard HS
Tracie Bonica, Teacher, Byrom ES & Tualatin HS
Becky Beeler, Teacher, Tualatin HS
Marcia Chapman, Community Member
Kristi Baker, Parent, Templeton ES & Tigard HS
Gabe Baker, Student, Templeton ES
Karen Emerson, Community Member, Tigard
Angela MacDonough, Parent, Tualatin ES & HMS
Janet Bailey, Community Member, Tualatin
Kelly Holt, Parent, Byrom ES & TwMS
Andrew Bonica, Teacher, Tualatin HS
Caroline Westman, Parent, Bridgeport ES
And
Members of the Community via the Internet

I. EXECUTIVE SESSION ~ 5:24 P.M.

Chair Tristan Irvin convened the Executive Session to order at 5:24 PM, under ORS 192.660(2)(b) to consider the dismissal or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting.

A. Called to order at 5:30 PM

Chair Irvin recessed the Executive Session at 5:50 PM, and she reconvened the Executive Session at 6:00 PM

B. Called to order at 6:00 PM

Chair Irvin recessed the Executive Session at 6:23 PM, and she reconvened the Executive Session at 6:30 PM

C. Called the Executive Session to order to deliberate at 6:30 PM

II. ADJOURN EXECUTIVE SESSION ~ 7:27 PM

Board Chair, Tristan Irvin, adjourned the Board Executive Session of the Tigard-Tualatin School District Board of Directors at 7:27 PM.

III. SPECIAL MEETING ~ 7:36 PM

A. CALL TO ORDER ~ 7:36 PM

Board Chair Irvin convened this special meeting of the Tigard-Tualatin School District Board of Directors to order at 7:36 PM in the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224 and the meeting was streamed live on the [TTSD YouTube Channel](#). She shared that the Board had met in an Executive Session prior to this meeting under ORS 192.660(2)(b) to consider the dismissal or disciplining of or to hear

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complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting.

IV. APPROVAL OF THE AGENDA ~ 7:36 PM

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Dr. Rieke-Smith shared that there are no changes to this agenda. Chair Irvin asked for a MOTION to approve of the agenda as presented. Vice Chair Jaimes made a MOTION to approve the agenda, as presented. Director Miles seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 4-0. The MOTION passed.

V. ACTION ITEMS ~ Time: 7:37 PM

A. Vote on Matters from March 18, 2024 Executive Session – Presenter: Chair Irvin ~ Time: 7:37 PM

Chair Irvin shared that the Board had conducted three (3) appeal hearings, in Executive Session prior to this Board meeting, under ORS 192.660(2)(b) to consider the dismissal or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting.

Appeal #1 held at 5:30 PM:

Vice Chair Jaimes made a MOTION that the Tigard-Tualatin School District Board of Directors uphold the Superintendent’s recommendation regarding the matter discussed in executive session on March 18, 2024 at 5:30 PM, under ORS 192.660(2)(b) to consider the dismissal or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 4-0. The MOTION passed.

Appeal #2 held at 6:00 PM:

Vice Chair Jaimes made a MOTION that the Tigard-Tualatin School District Board of Directors uphold the Superintendent’s recommendation regarding the matter discussed in executive session on March 18, 2024 at 6:00 PM, under ORS 192.660(2)(b) to consider the dismissal or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting. Director Miles seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried, 3-1. Directors Irvin, Miles & Jaimes voted to uphold the recommendation, and Director Weston voted against the recommendation to uphold. The MOTION passed.

Appeal #3 at 6:30 PM:

Vice Chair Jaimes made a MOTION that the Tigard-Tualatin School District Board of Directors uphold the Superintendent’s recommendation regarding the matter discussed in executive session on March 18, 2024 at 6:30 PM, under ORS 192.660(2)(b) to consider the dismissal or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting. Director Miles seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried, 3-1. Directors Irvin, Miles & Jaimes voted to uphold the recommendation, and Director Weston voted against the recommendation to uphold. The MOTION passed.

VI. PUBLIC COMMENT – Current Agenda Items Only ~ Time: 7:40 PM

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. This section of public comment is for items directly related to Board

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meeting agenda items. For public comments that are about something else in the district or something that's not on this meeting's agenda, time will be provided at the end of this meeting. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel.

- Kristi Baker and Gabe Baker, Tigard, 97223. Shared [comments regarding the Superintendent qualifications](#).
- Janet Bailey, Tualatin, 97062. Shared [comments regarding Superintendent Hiring Process](#).
- Amy Murphy, Tigard, 97223. Shared WRITTEN [comments regarding the Superintendent Search Process](#).

VII. REPORTS & DISCUSSIONS ~ Time: 7:47 PM

A. Superintendent Search Process – Presenter: Tristan Irvin ~ Time 7:47 PM

Chair Irvin noted that this evening the Board will discuss, review and possibly re-adopt Board Policy CBA: Qualifications and Duties of the Superintendent, for the upcoming Superintendent Search; review the proposed Search Calendar; determine the search process for an interim Superintendent for the 2024-2025 school year; and determine, if needed, a committee to review the Superintendent search firm RFP's and Board Policy CBA, can be found in the agenda.

The Board reviewed Board Policy CBA: Qualifications and Duties of the Superintendent. After a complete review and much discussion of this policy, the Board added the following qualities and qualifications:

Under Personal and Professional Qualities:

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

Added Items:

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

and

#12: Commitment to improving student outcomes.

Under Specific Functions:

Revision of #8: Administer adopted board policies with specific attention to implementation of policy JFCP, JFCP-AR and the Behavior Matrix;

And an Added Item:

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

At 55:30 Timestamp, Vice Chair Jaimes made a MOTION that the Tigard-Tualatin School Board of Director adopt policy CBA plus the five changes or additional requirements, noted above, to our desired qualities and qualifications for our interim Superintendent.

At 56:10 Timestamp, Director Weston asked for a “point of clarification” for this item that is not listed as an Action Item. There was detailed discussion regarding amending the agenda to add an action item regarding the changes and possible adoption to Board Policy CBA.

At 57:55 Timestamp, Vice Chair Jaimes asked for a “point of order” because there is a MOTION waiting for a second. He suggested that Chair Irvin ask for a second to the current MOTION. Chair Irvin called for a second to the current MOTION. There was NO second. The MOTION failed.

At 1:00:03 Timestamp, Vice Chair Jaimes made a MOTION to amend the agenda to move this item: Superintendent Search Process into an ACTION Item, so that the Board can vote on Board Policy CBA changes, as described. Director Miles seconded the MOTION. Chair Irvin asked for discussion. Director Weston objected. There was no further discussion. The MOTION carried, 3-1. Directors Irvin, Miles & Jaimes voted to

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YEA, and Director Weston voted NO. The MOTION passed. Chair Irvin noted that with the MOTION to amend the agenda, now the Board can move on with Board Policy CBA plus the added qualification and qualities of the Interim Superintendent to be an ACTION Item and voted on this evening.

At 1:01:20 Timestamp, Vice Chair Jaimes made a MOTION that the Tigard-Tualatin School Board of Directors [Adopt Policy CBA, as well as the other five qualities and qualifications as that is part of the qualities and qualification of our interim Superintendent Search](#). Director Miles seconded the MOTION. Chair Irvin asked for discussion. Director Weston asked Chair Irvin to read the five additional qualities and qualifications to be included in Board Policy CBA, as was discussed this evening. There was no further discussion. The MOTION carried, 4-0. The MOTION passed.

At 1:04:45 Timestamp, Chair Irvin noted one more piece which is to create a salary range and contract parameters. She recommended a salary range of \$210,000 to \$230,000, depending on the number of years of experience, including perks, cell phone, travel, PERS and other pieces of that package. She noted the term will be from July 1, 2024 through June 30, 2025, which has been discussed in previous conversation. Chair Irvin referred to the Search Calendar, found in the agenda, and she also noted that the RFP process has begun and that we are already getting some unsolicited inquiries regarding the vacancy. She shared that the Board will need to discuss the process of reviewing the RFP, once those come in, which will be during the week of April 4th. She shared that with the adoption and revision of Policy CBA, the Board will follow the “green” timeline on the search calendar. The Board continued their discussion regarding the Executive Search process for the Superintendent and Interim Superintendent.

VIII. ADJOURN ~ 8:47 PM

Board Chair Tristan Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 8:47 PM.

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

APPROVED BOARD MEETING

DATE: 04/08/2024

CHAIRMAN:

CLERK:

