

February 12, 2024 TTSD School Board Work Session and Meeting Minutes

Tigard-Tualatin School District, 23J

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

(Please access the online video of this meeting for full verbiage in its entirety on the [TTSD YouTube Channel](#))

Board Members Present:

Tristan Irvin, Chair
David Jaimes, Vice Chair
Kristen Miles
Crystal Weston - *Virtually*
Jill Zurschmeide

Officer Nick Nunn, SRO
Jarvis Gomes, Facilities Administrator
Jasmine Indalecio, TTSD Administrative Specialist
Jacob DeGraw, Parent and EEAC Chair
Rima Hussein, Student Representative, Tigard HS
Jamie Hartmann, Student Representative, Tualatin HS
Cleon Cox, Community Member

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
David Moore, CFO
Len Reed, Director, Human Resources
Susan Barnard, Director, IT
Darin Barnard, Director, Bond/Operations
Carol Kinch, Director, Student Services
Dr. Zinnia Un, Director, Equity & Inclusion
Dr. Lisa McCall, Assistant Superintendent
Todd Robson, Director, Teaching & Learning
Michael Dellerba, Principal, Tualatin HS

Kelly Shelton, Associate Director, Student Services
Robin Bridgeman, Parent, Hazelbrook MS & Tualatin HS
Caitlin Blood, Interim Executive Director, MITCH
Nicole Hann, Associate Director, MITCH
Marcia Chapman, Financial Oversight Committee
Sarah Parker, Teacher, MITCH
Alexandria Singletary, Parent, Fowler MS & CFT ES
Leslie Kolb, Teacher, Durham ES

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Manager
Paul Verstraete, District Data Coordinator

Krista Brown, Parent, MITCH
Stephanie Kensinger, Engagement Specialist, TuHS
Emma Fortmiller, Social Worker, Tualatin HS
Jessica Miller, Secretary, Tualatin HS
Brad Vest, Parent, Twality MS
Marni Watts, Associate Principal, Fowler MS
And
Members of the Community via the Internet

I. WORK SESSION ~ 5:00 PM

Chair Irvin called the Board Work Session of the Tigard-Tualatin School District Board of Directors to order at 5:00 PM in the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She welcomed everyone to this work session. Chair Irvin shared that this work session will provide a financial update.

This Board work session was streamed live and can be found on the [TTSD YouTube Channel, \(02/12/2024 TTSD Board Work Session\)](#).

(Please access the online video of this meeting for full verbiage in its entirety, see Timestamp beside each title below)

A. Financial Update – Presenter: David Moore ~ Time: 5:00 PM (00:03 Timestamp)

David Moore, CFO, and Dr. Sue Rieke-Smith, Superintendent, provided information to the regarding a financial update for the TTSD general fund, using a PowerPoint presentation, a link is found in the agenda. Director Moore discussed:

- Estimating Resources under Local Budget Law
- The district three-year General fund preliminary estimate and forecast of revenue, expenditures and based on current information.
- General Fund Balance history, preliminary estimate and forecast
- TTSD General Ending Fund Balance

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

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

This financial update scenario reflects reductions of \$4.5 million in 2024-25 for which savings are realized going forward into 2025-26. In 2024-25, the forecasted ending fund balance is approximately 8% of operating revenue and in 2025-26 it drops to approximately 6%.

Board members made the following questions & comments:

- Is the SIA and CAT Tax within the State School Fund?
- Looking at the March Economic Forecast, that Morgan Allen, with COSA, sent, does that forecast just brings us to where we are currently at? Where does that factor into our projections?
- I've been thinking there might be a legislative advocacy piece that we could do regarding that percentage of the state budget, because education used to be 43% of that budget. Also, I did hear that there is some commitment from the legislature to backfill the \$22 million that was missing from early intervention, and so that's going to be the only money that will be coming to an education program from this last round.
- When we look at the forecasts and actuals, our numbers are really close to these estimates.
- I want to point out that the State percentage isn't quite apples to apples with the comparison, because we have to factor in the amount of local tax revenue, which in Oregon, our property tax system is unique and definitely smaller than in other states, and I think that ends up meaning the state amount would be smaller than if we had a more robust local tax.
- And, we're going to be looking at a significant PERS hit in the next biennium.
- Is the board going to be discussing how we're going to best prioritize the reductions?
- Would it be possible of to get a summary report of the proposed cuts that we are looking at?
- This decision by the board should not be made in isolation. It really needs to include community, teachers, students, and parents all coming in and voice their opinions on it, because nobody is going to be happy with the end result of the budget this year.
- This process offers an opportunity to be creative and think outside the box, to think of new ways of doing things or new ways to keep things that we thought that we might not have thought we could do. This is a really complicated puzzle.
- Let's keep equity at the center of everything we do and how do we ensure that our most marginalized students are getting the services that they need.
- We all should review our Financial Strategic Plan, our Strategic Plan and have overlays on all of the programming, on our Strategic Financial Plan, for our Strategic Plan, for our Goals, and making sure that they all align or that we understand what potential impacts or unforeseen consequences may be.
- I would be in favor of further reducing our reserves.
- I think that having a Strategic Financial Plan helps us to keep that equity lens.
- Also, when we updated the Strategic Plan, we have equity at the absolute center of everything.

II. ADJOURN WORK SESSION ~ 5:42 PM

At 5:42 PM Chair Irvin adjourned this Tigard-Tualatin School District Board Work Session.

(Please access the online video of this meeting for full verbiage in its entirety, see Timestamp beside each title below)

III. REGULAR SESSION ~ 6:30 P.M.

A. CALL TO ORDER

Chair Tristan Irvin convened this Board meeting of the Tigard-Tualatin School District (TTSD) Board of Directors to order at 6:30 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She shared that the Board had met in a Work Session regarding a TTSD financial update discussion. This Board meeting was streamed live on the [TTSD YouTube Channel \(02/12/2024 Regular Meeting of the TTSD School Board\)](#). She asked the audience to observe a moment of silence for Shawn Alderman, dearly loved father, friend, mentor, teacher and coach who recently passed away. There will be updates regarding a service for him coming up in Communications, later this evening.

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

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

IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:31 PM (1:03 Timestamp)

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Superintendent Rieke-Smith shared that regarding ACTION Item A. New Course Proposals, the Tigard HS proposals will be moved to the February 26, 2024 Board meeting, and this evening only Fowler MS and Tualatin HS new course proposals will be shared. There are no other changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the January 22, 2024 TTSD Board Work Session & Meeting Minutes, Human Resources/Personnel Report, and Black History Month Proclamation, as amended. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as amended. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

V. RECOGNITION AND GOOD NEWS ~ 6:32 PM

A. Celebration of Black History Month – Presenter: Lisa Burton ~ Time: 6:32 PM (1:36 Timestamp)

Lisa Burton, Community Relations Manager, provided information regarding the activities planned for celebrating Black History Month in our schools and the work of the Black Student Union (BSU) connecting with their community. She shared that unfortunately the students that were going to attend this evening, from the BSU, were unable to make it, so she shared information on their behalf. She provided information using a PowerPoint presentation, a link can be found in the agenda. Ms. Burton shared that our Black Student Union has a history of improving our District to be more inclusive and partner with us to learn the importance of including student voice, and that we do is relevant to them and what they want to see in their community, which reinforces the statement “Nothing for us, about us, without us.” She shared a list of events that our secondary schools have planned, during the month of February. Ms. Burton shared that last week she attended a community listening session, and slides were shared in preparation for Juneteenth. We are again partnering with the City of Tigard to plan for the Juneteenth event. Community members were able to share what it is that they would like to see at this event. She noted that the slides she shared provide information about the BSUs, about the History of BSUs, and there are also some pictures of our students participating in activities in their communities.

Board Members shared:

- I appreciated the very comprehensive slide show in the packet. I loved to see all the pictures from last year’s Juneteenth events.
- The slide presentation is great, and thank you to Octavia Horne for her work on the Juneteenth event. And we have some really thriving BSUs at the middle school level.
- A quote by Ibram X. Kendi, Author, really struck a chord with me, which was: “When Americans commonly know their history, then Black History Month will not just be proudly celebrated by black Americans. Non-Black Americans will celebrate Black History Month with nearly as much pride because they will know they have benefitted from long standing black struggles to make freedom, equality and democracy a reality for black Americans by making it real for all Americans. When we say black history is American history, it is not a slogan, it is a historical reality.”

VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:39 PM (9:16 Timestamp)

Rima Hussein, Tigard HS Student Representative, shared;

- It has been a “rocky” start to the semester, due to the unexpected loss of Shawn Alderman. Students and teachers are still trying to cope, while getting used to a new schedule.
- There will be a memorial held on Sunday, February 25, 2024 at 2:00 PM in the Tigard HS Main Gym.
- Clubs are getting back on.
- We are also going to be having Winterfest. And there will be a lot of middle schoolers coming.

Jamie Hartmann, Tualatin HS Student Representative, shared;

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- 2nd Quarter has started, and for most student's lunch schedules have switched.
 - Activities/Sports:
 - Both Girls and Boys Basketball are ranked in the top ten in the State. And, both beat Tigard HS in the first matchup of the year.
 - Robotics Club won their first tournament, last weekend, and qualified for regionals.
 - The Theater's production: "The Curious Incident of the Dog in the Nighttime" has been chosen to be a mainstage production at the Oregon State Festival, in April.

VII. SUPERINTENDENT & BOARD COMMUNICATION ~ 6:43 PM (11:11 Timestamp)

Dr. Sue Rieke-Smith, Superintendent shared information regarding: ([a link her comments can be found here](#))

- Attended the inaugural Tigard HS Women in Sports Career Symposium
- The next Community Budget meeting is this coming Thursday, February 15th, beginning at 5:00 PM, and will begin with dinner.
- Celebration of Life for Tigard PE teacher and Boys Basketball Coach, Shawn Alderman, will be held on Sunday, February 25, at 2:00 PM at Tigard HS Gym.

Board members shared:

- Celebrated Chair Irvin's Birthday, which is tomorrow, February 13, 2024.
- Working with the Curriculum Committee, with a lot of meetings, and includes: World Languages, both French and Spanish. ELD curriculum is coming soon. K-5 Math curriculum was close to a unanimous decision. I am feeling really good that we're going to have a strong curriculum renewal in both World Languages and Math, looking forward.
- Busy couple of weeks:
 - Held our community budget meetings and got to engage with our community members.
 - On behalf of TTSD and OSBA was part of a delegation to advocate for education "on the Hill" in Washington DC.
 - Serving on the OSBA Legislative Policy Committee, and the committee is gearing up for 2025 and looking at how we are fund education.

VIII. PUBLIC COMMENT ~ 6:50 PM (19:45 Timestamp)

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. 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. *There were no public comments.*

IX. REPORTS AND DISCUSSION ITEMS ~ Time: 6:50 PM (19:45 Timestamp)

- A. Update on Educational Equity Advisory Committee Work – Presenter: Dr. Zinnia Un ~ Time: 6:50 PM (19:45 Timestamp)

Dr. Lisa McCall, Assistant Superintendent, Dr. Zinnia Un, Director of Equity and Inclusion, and they introduced Jacob DeGraw, Chair of the Educational Equity Advisory Committee (EEAC) who shared EEAC information using a PowerPoint presentation, [a link is found here](#). He shared that this is the 2nd year of the EEAC, have 7 new committee members this year.

Mr. DeGraw discussed:

- Starting the School Year
- EEAC Representation Matrix

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- Subcommittees, and
 - The EEAC Agenda for the Rest of the School Year

Board members provided the following questions & comments:

- Thank you for the work you are doing. You mentioned recruitment a couple of time and I am wondering what does that process look like, and who you are looking for to be part of this committee?
- Is the annual report a state law requirement? I was excited to hear about the food service conversation.
- Thank you for all of the work your committee does.

B. The Den at Tualatin HS – Presenter: Michael Dellerba ~ *Time: 7:40 PM (1:10:35 Timestamp)*

Michael Dellerba, Tualatin HS Principal, Emma Fortmiller, Tualatin HS Social Worker, Stephanie Kensinger, Tualatin HS Engagement Specialist and Jessica Miller, Tualatin HS School Secretary 3, provided information using a PowerPoint Presentation, a link is found in the agenda. *This agenda item time slot was swapped with the MITCH presentation until Principal Dellerba arrives.*

They discussed:

- The Den – Tualatin HS – A Space for You
- The space was previously known as the Student Affairs office or the disciplinary room. However, a shift in philosophy repurposed the space and goal of the program. The Den staff include the school re-engagement specialist, school social worker, PNWBH, LIFTT interns, and the nurse.
- The space sets the tone for self-regulation.
- Student Voice (Quotes from students)
- The Den by the numbers
- The Den Goals Looking Forward
 - Goal 1: Increase the student’s ability to self-regulate through skill building.
 - February: Social emotional skill of the week with classroom crossover.
 - Goal 2: Reduce the stigma associated with mental health and accessing support services.
 - School Social Worker
 - Goal 3: Keep students at school and in their classes
 - Re-engagement Team
- Conclusion

Board members provided the following questions & comments:

- Thank you for everything that you are doing. The mental health conversation is definitely something in the Latino culture that we don’t talk about. And I know that you are keeping track of the number for now, but perhaps going deeper into those numbers, to see what the population makeup that we are serving is.
- Thank you and I want to ask, when you see 60-70 students per day, are they different students or the same students several times throughout the day?
- This seems like a necessary support for students. Thank you so much for your work.
- I love this all so much! This space gives students permission to learn how to check in and to have agency.

C. MITCH Charter School Annual Presentation – Presenter: Todd Robson ~ *Time: 7:04 PM (34:53 Timestamp)*

Todd Robson, Director of Teaching & Learning, introduced Caitlin Blood, MITCH Interim Executive Director, and Nicole Hann, MITCH Associate Director, who provided information using a PowerPoint Presentation, a link is found in the agenda. Ms. Blood shared her gratitude for TTSD staff who have helped to support their ability to serve all students at MITCH. *This agenda item time slot was swapped with Item B) The Den at Tualatin HS.*

They shared information regarding:

- MITCH Foxtrot Fundraiser (Fun Run)
- 3 Pillars of Equity
 - Access

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- Inclusion
 - Opportunity
 - Mission Statement
 - Enrollment
 - School Culture, SEL Survey, Sense of Safety, Sense of Belonging, & Instructional Support
 - Curriculum
 - Academic Differentiation
 - Opportunity & Student Success 2022-23
 - Growth Since 2023
 - Room to Grow
 - Community Culture
 - Lunch Program
 - Differentiation
 - Thank you to TTSD for your support!

Board members provided the following questions & comments:

- Your continuous improvement plan looks like you have a goal of 10% improvement for underserved students and 5% for all students?
- What marketing efforts do you make to diversify your student body.
- I've noticed that your Hispanic population has stagnated in the last three years, what other ideas do you have to get those students interested in your school?
- Glad to hear that you are working to handle your lunch issues.
- Are the small math extension groups being run by Instructional Assistants?
- I want to know about your EASH plan. What are your Culturally Responsive restorative approaches?
- Have you had to use your EASH plan, yet? Are you able to provide English Language Development services? And are you ready for more LatinX students at MITCH? Thank you for all the work you are doing!

D. First Reading: 2024-25 Open Enrollment / Inter-District/In-District Transfer Process – Presenter: Lisa Burton
 ~ Time: 8:15 PM (1:45:07 Timestamp)

Lisa Burton, Community Relations Manager and Jasmine Indalecio, District Transfer Coordinator, provided a review on the current district transfers process, using a PowerPoint Presentation, a link is found in the agenda. Each year they present to the Board, a first reading of Open Enrollment and Inter-District Transfer process. They discussed:

- Overview of District Transfer process
- In-District Transfers & Inter-District Transfers
- In-District Transfers:
 - Transfers within TTSD Boundaries
 - 2023-2024 Review, as of February 6, 2024
 - Transfer in or out of resident district
- Inter-District Transfers –
 - 2023-2024 Review
- 2024-2025 Transfers
 - Considerations
 - Transfer Process Options
 - Next Steps

Board members provided the following questions & comments:

- Do we advertise that certain schools are closed to transfers?
- Do boundaries/geography play a role in our transfer requests?

- Regarding the breakdown of virtual schools, is there any effort to bring these students back to TTSD now that we have the Tigard Tualatin Virtual Academy (TTVA)?
- Some of those schools are Charter schools where anyone can go to those school and do not require a transfer.
- Do we know anything about the Fossil Distant Learning Program and what makes them so popular?
- It looks like we are getting closer to the 3%? Will we say no to transfers when we hit the 3% cap?
- Last year, how many students applied for the 20 lottery spots? And your recommendation is to keep our number at 20 with hardships?

E. Elementary Positive Behavior Intervention Supports (PBIS) – Presenter: Carol Kinch ~ *Time: 8:30 PM (1:59:04 Timestamp)*

Carol Kinch, Director of Student Services, and Kelly Shelton, Associate Director of Student Services, provided information about Positive Behavior Intervention Supports (PBIS) and they used a PowerPoint Presentation, a link is found in the agenda. They discussed:

- PBIS: Positive Behavior Interventions Supports
- Tier 1 / Tier 2 / Tier 3
- School Wide Positive Behavior Interventions & Supports
- Critical Components
- 5-Evidence-Based Practices: Student Management
- Primary Data Sources
- Average Referrals Per Day (Elementary District)
- Incidents by Incident Type (Elementary District)
- Incidents per Month: (Elementary District)
- Incidents by Gender: (Elementary District)
- Incidents by Special Education: (Elementary District)
- School Wide Data (School)
- Referrals by Behavior (School)
- Referrals by Location (School)
- Race/Ethnicity (School)
- Perception Data
- Implementation Data
- Voice Data
- Elementary District PBIS Team Implications

Board members provided the following questions & comments:

- Thank you for bringing forward the good, the bad and the ugly, and how we are fixing it! PBIS seems to be working within TTSD.
- I have a lot of gratitude for the Durham ES staff that have hung in there to keep having those conversations and for being willing to figure it out and be honest and to try new things and to stick with it.
- Thank you for what you are doing and for keeping us on track on how to better serve our students and when you talk about over representation, is there anything different that we are trying in order to mitigate this overrepresentation? Are we trying anti-bias training?
- Regarding the perception data by the staff slide, will we get a report on this data?

F. First Reading: Board Policies – Presenter: Len Reed ~ *Time: 9:02 PM (2:32:32 Timestamp)*

Len Reed, Director of Human Resources, provided information regarding a 1st reading of Board Policies, under Reports and Discussion. She reviewed the changes to each policy, as found in the agenda. She noted the coding changes on some of these policies.

These policies will be presented for second reading and approval at an upcoming TTSD Board Meeting.

Board members provided the following questions & comments:

- There were questions regarding references to EASH committee and the EEAC Committee membership.
- Do we really store data on CD's still?
- Can you explain the logic of removing alternative rewards in policy EFA?

At 9:15 PM, Chair Irvin recessed the Board meeting for a 5-minute break. She reconvened the meeting at 9:21 PM.

X. ACTION ITEMS ~ Time: 9:21 PM (2:51:06 Timestamp)

A. New Course Proposals – Presenter: Todd Robson ~ Time: 9:21 PM (2:51:06 Timestamp)

Todd Robson, Director of Teaching & Learning, Michael Dellerba, Tualatin HS Principal and Marni Watts, Fowler MS Associate Principal provide information regarding the new course proposals for the 2024-2025 school year, as found in the agenda, for Fowler Middle School and Tualatin High School. Tigard High School will present their new course proposal at the February 26, 2024 TTSD Board Meeting.

Ms. Watts shared information regarding Fowler Middle School 6th Grade Seminar; and Principal Dellerba provided information regarding: Computer Technology Capstone, Environmental Design & Action, and App and Web Design 2, as found in the agenda.

Board members provided the following questions & comments:

- I love the Science and Math electives.
- I appreciate the accessibility of Math and Science for our students.

Director Zurschmeide made a MOTION that the Tigard-Tualatin School District Board approves the following new courses at Tualatin High School, Computer Technology Capstone, Environmental Design & Action and App and Web Design 2 and at Fowler Middle School, 6th Grade Seminar, as listed in the agenda and as presented. Director Miles seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

At 9:29 PM Director Zurschmeide made a MOTION that the TTSD Board extend this meeting to 9:45 PM. Vice Chair Jaimes seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

B. Resolution 2324-09: Authorizing NWRESD Local Service Plan – Presenter: David Moore ~ Time: 9:29 PM (2:59:54 Timestamp)

David Moore, CFO, shared that this is an annual request to the Board and he reviewed the Northwest Regional Education Service District (NWRESD) annual 2024-25 Local Service Plan, submitted for approval. He shared that the NWRESD met with local superintendents to receive input to support this plan. He reminded the Board that 10% of the SSF goes to the NWRESD, as noted in his memo. He reviewed the allocations as found in the agenda for “ESD Service Credits” and “Core Services”. He noted that the plan is funded by the NWRESD’s assumed share of an estimated \$10.2 billion State School Fund allocated in the 2023-2025 biennium, of which 51% will be distributed to Oregon school and ESD districts in 2024-25. He discussed the menu of services available with the use of service credits, as found in the 2024-2025 Local Service Plan, as detailed in the agenda.

Board members provided the following questions & comments:

- Director Zurschmeide shared that she sits on the NWRESD Budget Committee, and said it is not a conflict of interest, in any way, and she will be voting on this MOTION.

Director Zurschmeide made a MOTION that the Tigard-Tualatin School Board adopts Resolution 2324-09 authorizing the NWRESD Local Service Plan for 2024-25, as presented. Vice Chair Jaimes seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

XI. BOARD MEMBER REFLECTION TIME ~ Time: 9:34 PM (3:04:07 Timestamp)

Chair Irvin noted that this agenda item is provided for the Board to provide reflection at the end of their meeting to have an opportunity to discuss, or talk about items to have on a future agenda or if there is something that the Board would like to talk through. This agenda item is available on an as needed basis. There were no comments.

XII. ADJOURN ~9:34 PM (3:04:23 Timestamp)

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 9:34 PM.

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

APPROVED BOARD MEETING

DATE: 02/26/2024

CHAIRMAN:

CLERK:


