

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
June 11, 2019  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. Work Session

Board Present:

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

Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Jordan Beveridge, Chief Information Technology Officer  
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  
Val Bokma, Assistant to the Board  
Kelli Waibel, Technology Support

Board Member-Elect Present:

See Eun Kim

Student Representatives Present:

Jessica Jose-Nickerson  
Samanta Vega Contreras

Board Chair Lisa Allen called the meeting to order at 5:17 PM.

A. Review Summer Retreat Agenda

Superintendent Mike Scott presented a draft agenda for the Board's full-day work session / retreat, tentatively scheduled on August 5, and received Board members' input.

B. Safety Update

Chief Operations Officer Casey Waletich presented a safety update, with an overview of the "security trio" that has been in use at Century High School since late April, visitor entry procedures, and the summer project schedule. "Security trios" consists of cameras, access controls, and intrusion alarms.

C. HilHi Phasing Report

During the months ahead, some sections of schools throughout the District will need to be closed during phases of major construction projects; and certain classes, programs, and activities will need to be temporarily moved to other areas or locations. Chief Operations Officer Casey Waletich provided information regarding the District's plans for notifying community members, staff, and students of the changes.

D. PERS Update

Superintendent Mike Scott and Chief Financial Officer Michelle Morrison provided an overview of the impact that recent Public Employees Retirement System (PERS) cost containment legislation may have on District finances and District employees, and explained that complete information is not yet available, and the new legislation will not impact the District financially until the 2021-2023 biennium.

As new information is being received, District leaders are collaborating with the Confederation of Oregon School Administrators (COSA), the Oregon School Boards Association (OSBA), and District associations, and discussing potential impact for employees and a communication plan to share information.

The Student Success Act is set to go into effect on January 1, 2020, although there is a possibility that it may be referred to the ballot.

Staff will provide updates as information becomes available.

E. Policy Discussion

Student Representative Samanta Vega Contreras requested clarification regarding examples listed in GBN/JBA-AR: Sexual Harassment Complaint Procedure, which is included in the information section of the Board meeting packet. Staff will follow up with OSBA.

F. Discussion Time

Board members discussed District events and processes, and their recent and upcoming activities.

G. Recess Board Meeting

The meeting was recessed at 6:24 PM.

## 2. Regular Session

### Board Present:

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

### Board Member-Elect Present:

See Eun Kim

### Student Representatives Present:

Jessica Jose-Nickerson  
Samanta Vega Contreras

### Student Representatives-Elect

#### Present:

Danny Adzima  
Maria Isabel Aguilar Alvarado  
Andrew Goodwin

### Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, School Performance  
Jordan Beveridge, Chief Information Technology Officer  
Beth Graser, Chief Communications Officer  
Kona Lew-Williams, Chief Human Resources Officer  
Michelle Morrison, Chief Financial Officer  
Casey Waletich, Chief Operations Officer  
Olga Acuña, Director, Federal Programs  
Val Bokma, Assistant to the Board  
Gaspar Lopez Lopez, Bilingual Interpreter / Translator  
Kelli Waibel, Technology Support

### Others Present:

Witch Hazel Elementary School – Baile Folclórico  
Students and Instructor

#### A. Call to Order and Flag Salute

Board Chair Lisa Allen reconvened the meeting at 7:01 PM and led the Pledge of Allegiance.

#### B. Recognition / Student Presentation

##### 1. Student Presentation: Baile Folclórico Dancers – Witch Hazel Elementary School, Grades 4-6

Fourth through sixth grade students from Witch Hazel Elementary School's Baile Folclórico performed for the Board of Directors.

##### 2. Recognition and Appreciation – Outgoing Student Representatives - Samanta Vega Contreras and Jessica Jose-Nickerson

Student Representatives to the Board of Directors, Samanta Vega Contreras and Jessica Jose-Nickerson, whose terms of service will end on June 30, were recognized by the Superintendent and Board members for their dedication and countless hours of valuable service to the Hillsboro School District, for sharing the perspectives of their fellow students, and for their courage in pioneering in this new role.

##### 3. Recognition and Appreciation – Outgoing Board Member: Kim Strelchun

Director Kim Strelchun, whose second term of service will end on June 30, was recognized by the Superintendent, Board members, Student Representatives, staff members, community members, and family members for her eight years of leadership and service on the Hillsboro School District Board of Directors, for her dedication to success for all students, and for her personal strengths, positive impact, and significant accomplishments.

The following audience members expressed their appreciation to Director Strelchun: Lori Daliposon, Representative Janeen Sollman, Timothy Strelchun, and Ali Strelchun.

C. Approval of Agenda

Director Kim Strelchun MOVED, SECONDED by Director Erika Lopez, to approve the agenda as printed. The MOTION CARRIED (6-0). Director Martin Granum was not present during the vote.

D. Recess Board Meeting

Board Chair Lisa Allen recessed the meeting at 7:59 PM.

E. Hold Budget Hearing

Board Chair Lisa Allen announced the final public hearing prior to Board adoption of the 2019-20 budget. She declared the budget hearing open at 8:00 PM, and invited public testimony. Hearing no requests to comment, Board Chair Allen closed the budget hearing at 8:00 PM.

F. Adjourn Budget Hearing, Reconvene Board Meeting

Board Chair Lisa Allen adjourned the budget hearing and reconvened the Board meeting at 8:00 PM.

G. Audience Time

The following audience members addressed the Board:

- Regarding Patterns biology curriculum: Student Representative-Elect Andrew Goodwin
- Regarding sexual education curriculum and the communication process: Bethany Hansen, Lindsay Foster, Suzanne Colvin, and Erin Curtis

H. Reports and Discussion

1. Announce Budget Committee Vacancies

Chief Financial Officer Michelle Morrison announced that positions 5, 6, and 7 on the District Budget Committee will be vacant, effective July 1, 2019, because the terms for these positions will expire on June 30. Interested community members are invited to apply. Applications must be received by September 3, 2019, and the Board is scheduled to appoint candidates to fill the vacant positions during the regular session in October. Additional information regarding the Budget Committee and the eligibility requirements is included in the Board meeting packet.

2. Announce Community Curriculum Advisory Committee Vacancies

Assistant Superintendent Travis Reiman announced that several regular and student positions on the Community Curriculum Advisory Committee (CCAC) will be open, effective July 1, 2019. Applications must be submitted by September 3, and the Board is scheduled to appoint candidates during the September regular Board meeting session. Additional information regarding the CCAC and the eligibility requirements is included in the Board meeting packet.

3. Communications Department Update

Chief Communications Officer Beth Graser provided an overview of the work and accomplishments of the Communications Department, with a focus on the Strategic Communications Plan.

4. Financial Report

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

Director Jaci Spross requested data regarding “room clears.” Information that is tracked by the District will be gathered and reported to the Board.

I. Information - Administrative Regulation Updates

Updated administrative regulations that do not require Board action are posted in the Board meeting packet for the information of the Board, staff members, and the public. The following administrative regulations were included in the Board meeting packet:

1. GBN/JBA-AR: Sexual Harassment Complaint Procedure
2. IIA-AR(1): Core Instructional Materials Selection and Adoption
3. IIA-AR(2): Supplementary Materials Selection / Purchase

Staff will contact OSBA for clarification regarding examples listed in GBN/JBA-AR, as discussed during the work session.

J. Consent Agenda

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

Director Kim Strelchun MOVED, SECONDED by Director Yadira Martinez, to approve the Consent Agenda as printed.

Director Martin Granum MOVED, SECONDED by Director Mark Watson, to removed item 6, Minutes of May 14, 2019, Board meeting, from the Consent Agenda for further discussion.

Director Erika Lopez MOVED, SECONDED by Director Yadira Martinez, to approve the Consent Agenda as amended. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

1. Approve Minutes of April 9, 2019, Board meeting
2. Approve Minutes of April 16, 2019, Board meeting
3. Approve Minutes of April 29, 2019, Board meeting
4. Approve Minutes of April 30, 2019, Board meeting
5. Approve Minutes of May 9, 2019, Budget Committee meeting
6. *Approve Minutes of May 14, 2019, Board meeting – removed from the Consent Agenda – See Action Item K.O.)*
7. Approve Minutes of May 20, 2019, Board meeting
8. Approve Routine Personnel Matters
9. Approve Annual Depository, Auditor, Legal Counsel, Newspaper, and Agent Designations
10. Approve Annual Clerk / Officer Designations
11. Approve Crime Policy Coverage Limits to Comply with ORS 332.525
12. Establish Mileage Reimbursement Rate
13. Readopt Policy DFAA: Capital Project Fund
14. Readopt Policy IGBC: Title IA/Parental and Family Involvement
15. Establish Tuition Rates for Nonresident Students
16. Approve Workers’ Compensation Resolution Regarding Volunteers of Hillsboro School District

17. Approve Policy Revisions (presented for first reading on May 28, 2019)
  - 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

K. Action Items

0. Approve Minutes of May 14, 2019, Board meeting *(removed from the Consent Agenda)*

Director Martin Granum requested that the May 14, 2019, Board meeting minutes be amended to include additional details regarding agenda item 1.D., the discussion of the Superintendent's contract. Director Granum explained that including additional details in the Board meeting minutes regarding the Board's discussion of the reasons for specific changes being made in the Superintendent's contract would be useful for future reference.

Board members discussed the legal requirements regarding Board meeting minutes, the availability and retention of the work session audio recordings, and the challenges related to preparing and approving minutes that include the details of discussion.

Director Jaci Spross MOVED, SECONDED by Director Kim Strelchun, that the Board of Directors approve the minutes of the May 14, 2019, Board meeting, as written. The MOTION CARRIED (5-2), with Directors Martin Granum and Mark Watson opposed.

1. Adopt Resolutions to Adopt the 2019-20 Budget, Appropriate the 2019-20 Budget, and Impose 2019-20 Taxes and Categorize the Tax Levy

Chief Financial Officer Michelle Morrison presented the resolutions to adopt and appropriate the 2019-20 budget in the total amount of \$565,636,814; and to impose and categorize taxes at the rate of \$4.9749 per \$1,000 of assessed value for operations, and in the amount of \$36,809,982 for bonds.

Director Kim Strelchun MOVED, SECONDED by Director Jaci Spross, that the Board of Directors adopt the resolutions to adopt the 2019-20 budget, appropriate the 2019-20 budget, and impose 2019-20 taxes and categorize the levy, as shown in the June 11, 2019, Board meeting packet. The MOTION CARRIED (7-0).

2. Adjust Appropriations

In accordance with Local Budget Law, Chief Financial Officer Michelle Morrison presented adjusted appropriations for general and special revenue funds to the Board for approval. Details of the adjustments are included in the Board meeting packet.

Director Kim Strelchun MOVED, SECONDED by Director Mark Watson, that the Board of Directors approve the adjusted appropriations for general and special revenue funds listed in the June 11, 2019, Board meeting packet. The MOTION CARRIED (7-0).

3. Review Superintendent's Performance and Approve Performance Evaluation

Board Chair Lisa Allen read Superintendent Mike Scott's evaluation letter into the record. The letter is included in the Board meeting packet.

Director Kim Strelchun MOVED, SECONDED by Director Erika Lopez, that the Board of Directors commend the Superintendent for his leadership of the Hillsboro School District, and direct that the evaluation letter be placed in his personnel file. The MOTION CARRIED (7-0).

4. Approve Extension of Superintendent's Contract

Director Kim Strelchun MOVED, SECONDED by Director Jaci Spross, that the Board of Directors approve the individual contract with the Superintendent, effective July 1, 2019, through June 30, 2022. The MOTION CARRIED (7-0).

5. Approve Science Instructional Materials Adoption: Chemistry and Biology

Assistant Superintendent Travis Reiman discussed the collaborative process of selecting the proposed chemistry and biology instructional materials, and explained that the input provided by Student Representative-Elect Andrew Goodwin, earlier in the evening, was the only public feedback that he has received since the first reading of the curriculum adoption on May 28, 2019. He will connect Mr. Goodwin with Andy Byerley, the District's Teacher on Special Assignment (TOSA) for High School Science and Math, for a further discussion of Mr. Goodwin's concerns.

Director Martin Granum MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the proposed adoption of chemistry and biology materials. The MOTION CARRIED (7-0).

6. Approve 2019-20 Board Meeting Dates

Director Kim Strelchun MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the Board meeting dates for the 2019-20 school year. The MOTION CARRIED (7-0).

Board member-elect See Eun Kim confirmed her support for the proposed Board meeting schedule, which is included in the Board meeting packet.

7. Elect Board Chair and Vice Chair

Board Chair Lisa Allen opened the floor to nominations for Board Chair for 2019-20. Director Martin Granum nominated Director Erika Lopez for the position of Board Chair. Hearing no further nominations, Board Chair Allen closed the nominations. The vote in favor of Director Lopez was unanimous (7-0).

Board Chair Lisa Allen then opened the floor to nominations for Board Vice Chair for 2019-20. Director Yadira Martinez nominated Director Martin Granum for the position of Board Vice Chair. Hearing no further nominations, Board Chair Allen closed the nominations. The vote in favor of Director Granum was unanimous (7-0).

L. Oath of Office

1. Administer the Oath of Office to Elected Board Members

Board Chair Erika Lopez administered the oath of office to newly elected Director See Eun Kim, whose term will begin on July 1, 2019; newly elected Director Yadira Martinez, who had been appointed to her position in February 2018; and newly re-elected Director Lisa Allen. These Board members received certificates from the Washington County Elections Office, certifying their elections.

2. Appoint Student Representatives to the Board of Directors and Administer the Oath of Office

Director Mark Watson MOVED, SECONDED by Director Lisa Allen, that the Board of Directors appoint Andrew Goodwin, Maria Isabel Aguilar Alvarado, and Danny Adzima to serve as Student Representatives to the Board of Directors for the 2019-20 school year, and administer the oath of office. The MOTION CARRIED (7-0).

Board Chair Erika Lopez administered the oath of office for the position of Student Representative to the Board of Directors to Andrew Goodwin, Maria Isabel Aguilar Alvarado, and Danny Adzima.

M. HCU / HEA Reports

Outgoing HCU President Devin Hunter introduced incoming HCU President Melody Hansen, and discussed transitions – in the association, in the Student Representative positions, and on the Board – the accomplishment of work that has a lasting positive impact, and the excitement of anticipating what new contributions will be made.

HEA President Jill Golay thanked Director Kim Strelchun for her many years of work on behalf of students, thanked Student Representatives Jessica Jose-Nickerson and Samanta Vega Contreras for their valuable contributions, welcomed Director See Eun Kim and the new Student Representatives, and discussed the bittersweet preparations for summer – excitement about the upcoming break, and concern about whether students will have what they need.

N. Discussion Time

1. Student Representatives' Time

Student Representatives Samanta Vega Contreras and Jessica Jose-Nickerson discussed their experiences as Student Representatives and their plans for the coming year, and thanked Board members for their support.

2. Superintendent's Time

Superintendent Mike Scott expressed appreciation to Board members, staff, Student Representatives, and outgoing HCU President Devin Hunter; he welcomed Director See Eun Kim and the new Student Representatives; and he congratulated all of the elected Board members.

3. Board of Directors' Time

Board members discussed District events, programs, and processes; provided brief summaries of their recent activities; expressed appreciation to Directors Lisa Allen and Kim Strelchun, Student Representatives Jessica Jose-Nickerson and Samanta Vega Contreras, outgoing HCU President Devin Hunter, incoming HCU President Melody Hansen, and District staff. They also welcomed Director See Eun Kim and the new Student Representatives, and congratulated the elected Board members and newly elected officers.

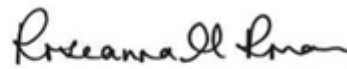
O. Adjourn Regular Session

The meeting was adjourned at 9:50 PM.



P. Follow-Up Items

Agenda Item / Request	Action
Director Jaci Spross requested data regarding “room clears.”	The information that the District tracks will be gathered and reported to the Board.
Student Representative Samanta Vega Contreras requested clarification regarding examples listed in GBN/JBA-AR: Sexual Harassment Complaint Procedure.	Clarification has been provided.



Approved September 24, 2019