



**BOARD MEETING DATE**  
**September 24, 2012**

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## **APPROVAL OF BOARD MEETING MINUTES**

### **POLICY ISSUE/SITUATION**

Enclosed are the minutes for:

- August 13, 2012 Work Session
- August 27, 2012 Business Meeting

### **BACKGROUND INFORMATION:**

Minutes of the School Board's Business Meetings, Study Sessions, Work Sessions, Public Hearing and Special Sessions (executive and regular) are presented to the Board for approval at School Board Business Meetings.

### **RECOMMENDATION:**

**(12-214)** BE IT RESOLVED that the minutes of the following School Board meeting be and hereby are approved:

- August 13, 2012 Work Session
- August 27, 2012 Business Meeting

*The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans' status, genetic information or disability in any educational programs, activities or employment.*



**Goal Work Session**

**August 13, 2012**

The School Board of Beaverton School District 48 conducted a Work Session at Findley Elementary School on August 13, 2012 at 9:00 a.m.

**Board Members Present:**

LeeAnn Larsen, Chair  
Sarah Smith, Vice Chair  
Karen Cunningham  
Linda Degman  
Jeff Hicks  
Tom Quillin  
Mary VanderWeele

**Staff Present:**

Jeff Rose	Superintendent
Carl Mead	Deputy Superintendent of Teaching & Learning
Ron Porterfield	Deputy Superintendent of Operations & Support Services
Sue Robertson	Chief Human Resource Officer
Claire Hertz	Chief Financial Officer
Steve Langford	Chief Information Officer
Maureen Wheeler	Public Communication Officer
Brenda Lewis	Executive Administrator
Barbara Evans	Executive Administrator
Vicki Lukich	Executive Administrator
Holly Lekas	Executive Administrator
Robin Kobrowski	Administrator for Curriculum, Instruction & Assessment
Jon Bridges	Administrator for Instructional Accountability
Jan Martin	Administrator for Curriculum, Instruction & Assessment for K-5

**Visitors:** 4

**Media:** 0

**Welcome and Agenda Review** – LeeAnn Larsen

School Board Chair LeeAnn Larsen called the Business Meeting to order at 9:00 a.m. She asked Board members for changes to the agenda. There were none suggested. Mary VanderWeele suggested that if time is available at the end of the meeting she would like to have a discussion regarding a letter that she and Karen Cunningham are working on regarding the Achievement Compact. They would like to collect views from everyone before they send the statement to the Oregon Education Investment Board.

**Team Building and Goal Setting** – Steve Hanamura

Steve Hanamura facilitated the meeting for the morning. His company has worked with other school boards around the country on diversity, equity and leadership.

Team building sessions are important to make sure that everyone is clear on why they are here and how to make things work on a limited budget. Everyone is here for the students, parents and the differing nuances that come with it.

Three objectives of the day:

1. Explore methods to build a collaborative relationship;
2. What does it take to create a positive climate; and
3. Begin the process of setting goals.

Steve explained the three components of the PIO Model:

P = Personal - Don't take all information you hear to heart;

I = Interpersonal – things are great when things are going well but when things get bumpy you become barraged by the public; and

O = Organizational impact

The current situation is somewhat of a crisis; tough changes, disappointing, uncharted territory, people are angry. It's important to be able to listen to the public and be able to ask open-ended questions and respond to difficult questions with innovation and creativity.

Three phases of relationship:

1. Inclusion, (significance and insignificance) needing to feel like a part of the District;
2. Control, has to do with issues of competence and incompetence; and
3. Openness, is having a truthful, honest conversation.

Steve reviewed the six attributes of a team.

1. Create a positive climate/environment
2. Develop a common focus
3. Recognize and understand the differences in others
4. Understand the roles and processes of individuals and systems
5. Identify and develop personal qualities that will help you become a good leader
6. Develop core values

Board members broke into two groups to review two of the points above. The first group reported out on creating a positive climate/environment: what would it look like in the context of being a Board member and what are our barriers for making that happen. The second group reported out on recognizing and understanding the differences in others: what is the value and why is it so hard.

Group 1 –

- Communication is important and allowing for differences
- Honor and encourage all voices even if they differ, not just verbal, but body language as well
- Common shared expectation
- Vision, overall direction

Barriers:

- Ability to know how and when to stop conversations, make a decision and move on without there being repercussions (board member to board member and board member to community member).
- Scarcity of time and dollars. Does it taint your outlook to move forward without the dollars? Yes, it has an effect.

## Group 2 –

- Value that because of different backgrounds and experiences the Board is a stronger group.
- Community is diversified and come from many different backgrounds and experiences and opinions as well.
- The educational system is very complicated. Additional dimensions are added when opinions are shared amongst the Board members.

## Barriers –

- Hard to be open because we often hear from community members regarding one issue. Board members must look at all students and not just a single student/issue. It's tough to balance when you are passionate about one thing but you have the whole District to consider. How do you share and make the constituents understand?

Important to understand what context/situation you are working from. There are four distinctions between manager and leader mode:

1. Managers do things right and leaders do the right thing
2. Managers are efficient and leaders are effective
3. Managers focus on what to do and leaders focus on who you are
4. Managers focus on task and leaders focus on the process

Board members and administrators participated in an activity regarding leadership style. The major take-aways from the activity were:

- Don't assume that you are always right, different learners will come up with different answers;
- You may encounter anxiety and doubt;
- Sometimes people are distracted by not understanding the statement or the big picture and details are lost;
- Honor all perspectives;
- May need to engage with different cultures in different ways. You may need to change the way you deliver the message; and
- Leadership setup. How the group was set up had a lot to do with the outcome of the activity and how it was perceived.

A break was called at 10:15 a.m.

## **Goal Setting** – Steve Hanamura

Never set a goal unless you know you have a way to equip people to reach the goal. Goals must have the resources to meet the goal. Get in touch with your natural abilities and intuitive skills. You may need to rely on other people to call out your strengths.

The group divided into two breakout groups to address the Board goals for the 2012 – 2013 school year focusing on the Board role, the fundamentals of the Board and reachable goals.

## Group 1

- Exploring supplemental revenue sources.
- Community partnerships – check in with CEC's to see how they can support the District in their work.
- Role in creating and monitoring policies, stay in compliance, more pro-active.
- Strategic Plan – do we further prioritize in terms of our new budget reality? What is working and what is not? Reviewing markers at individual schools, what should they be tracking?

- Communication – external and internal. Check in with staff and parents in late fall to see how things are going.
- Achievement Compacts, how can they improve the format and/or maximize the impact?

Group 2 –

- Teacher collaboration, what will that look like?
- Stable funding at the state and community level.
- Individual student growth. (Achievement Compacts) The right way to track and assess. What assessments are working and how are they reported to the Board, receiving useful information.
- Volunteerism – how to be more useful in the District.
- Board development as a group. Elections and turnover in the Board.
- Internal and external communication, Board governance.
- Supporting the Superintendent.

Comments:

- Thinks the policy is going well, wants to drive policy that enhances the Strategic Plan.
- Board development goals – how much do we do this year or wait until next year when there will be a turnover in Board members?

Final 5 from both groups

1. Board development
  - Governance
  - Communication
  - Policy
2. Strategic Plan
  - Individual student growth
  - Information/measures/monitoring
  - Teacher collaboration time
  - Achievement Compact goals
3. Volunteerism – Community outreach/relations
  - CEC
  - Partnerships
4. Funding/revenue sources
5. Communication
  - Internal
  - External
  - Administration (Supt. support)

Characteristics of successful teams that work were reviewed:

1. Each person knows what is expected from them by their leader and other teammates
2. Each person takes responsibility for their personal preparation and is ready to work
3. Everyone is clear about the purpose and goals of the team/organization
4. Strong competent leadership is in place
5. Differences and capabilities of each person are honored and respected by all other teammates
6. Everyone is willing to work through adversity
7. Everyone works within the boundaries as set by leadership and the workplace
8. Allow for mistakes to occur without blame
9. Everyone works hard

Steve spoke to Board members about how their life is on public display all the time. People are coming at you and you never know how hard it's going to hit. Ten laws of the jungle to keep in mind:

1. Be willing to take the hit – you will be criticized
2. Apologize when appropriate
3. Ask open-ended questions
4. Encourage and affirm your fellow board members.
5. Must continue to work as a team player
6. Do more than you are asked to do
7. Collaborate with others
8. Set boundaries of what you will and won't do
9. Name it and claim it
10. Set each other in high regard

Steve asked Board members to share what they had learned from the morning:

- Everyone is different but everyone has the same goals
- Fortunate to work with the group but encouraged to see the group focus
- Lot of work to do, difficult year ahead, encouraged that an agreement was reached on goals
- It will take everyone to get through the year, life will spring forth from the cuts
- Need to move forward in a positive aspect. Board needs to stay focused and work together as a team
- Reflects desire and commitment to the board and work
- Glad to be re-engaged

A lunch break was called at 11:30 a.m.

### **Teacher Collaboration (Learning Teams) Implementation**

Carl gave a brief overview of the Learning Teams Implementation and targets:

- **Principals** – creating conditions for and leading teams of teachers in collaborative professional learning using the five-stage cycle for the purpose of improving student achievement.
- **Teachers** – working effectively as a member of a collaborative professional learning team to improve my own practice and increase student achievement through the use of the five-stage cycle.
- **Parents/Community Members** – describe the benefits of learning teams in my child's school, knowing that teams of teachers will be monitoring the learning data of each child, enriching their learning when they are proficient, and providing support when they struggle.

The District will focus on high quality communication, staff training and community engagement. A community plan is being developed that is easily understood by staff and community. Teacher leaders are being identified at all three levels.

The Board had the following questions and concerns:

- Discussion with BEA – will something be done contractually? Yes, it would be a MOU.
- Minutes have not been determined yet. That will be part of the discussion.
- What degree of support are we looking for from the staff? BEA will want to know if we have critical mass and not just majority. We will need to look at the group that still has concerns.
- What are the board decisions that need to be made? What are the timelines for the Board that they will need to adhere to? A late start will change the calendar and the Board will

need to vote on that change. The Board will need to support and make a decision on whether to start in January or September of 2013. The District will move forward with a MOU before the Board vote on a January or September 2013 adoption.

- Given the impact on the community and what it means, the activities proposed need to be shared with the community on how it will help achievement.
- Hearing from some administrators over the summer about how the time will be used, the loss of instructional time and the research behind it. The feeling is that this is a survival year and they would rather focus on more of the realities, i.e., large class sizes, staff movement and supporting teachers on the front line.
- Are we going to continue to have collaboration from September to January? Will the implementation of a late start enable them to have better use of time than they currently have?
- We need to make sure that we have given the community the opportunity to be informed and engaged. There needs to be consistent definition of what it will include.
- Wants to make sure that principals, teachers and BEA are all on board.
- Implementation would be the same at each school.
- All learning teams would have the same goals, how do we measure 1 – 2 years down the road?
- Need to define what kind of metrics we need to measure success. Board needs to agree on what type of data is needed. Would like to see data on comparison of PLC and no PLC.
- How do we show that systems are in place? Everyone might be trained but buildings use it in different ways.
- How do the activities proposed “drive” student achievement? If it is not about student achievement it is not acceptable. Needs to connect back to student achievement. Timing is crucial. September will be rough in terms of lost staff, large class sizes. What are the impacts to real people and their life?
- Parents need to have a way to connect with how the time is being used.
- What are the losses and what are the positives?
- What is the status of the plan? The goal is January but we may not meet that goal.
- Does not like the term “Learning Teams”. The “team” does not refer to students. This is about students. If it is not about student achievement it is not acceptable.
- What does collaboration really mean? Is there an entry point for parents to be part of the collaboration, to see what it is?
- Timing . . . coming out of a tough year and going into a year of many, many changes.
- Board members need to understand the MOU and the trade off on minutes. Want to make sure that there is no net loss for students and that the community understands.

Supt. Rose added that we have a very busy fall ahead of us. We will either do it well or we won't proceed. The Board will make the final decision. If everything cannot be aligned to meet Board standards than another conversation will need to take place to adjust the calendar for when it will start.

### **Local Option/Future Bond** – Claire Hertz

Claire shared information on levy rates in large districts around the state. A local option levy allows the district to tax the difference between the assessed value and the real market value. Another option might be for a general obligation bond. The current bond rate is 2.16 per thousand. Claire shared comparisons of a \$449.8M general obligation bond authorization and a \$371M general obligation bond. Each bond scenarios maintains the same rate of 2.16 per thousand.

The messaging is very different between a levy vs. general obligation bond.

Questions/Comments from Board members:

1. If you break up the bond into two amounts would you need two ballot questions? No, we would only use the total of the two.
2. Amount for capital construction - where are we in the process of the long term facility plan from 2010 and what kind of numbers are coming out of that? It will take two years to design and build a new high school, which we will need by 2017. The dollar amount on a bond would buy a new high school, an elementary school and some facility improvements at other buildings. It will cost roughly \$120M for just the high school. Additional costs would be infrastructure development and transportation which we would need to pay a share of.
3. Could another report be done by PSU since the last one was done in 2010? Yes.
4. When does the full day kindergarten start? 2015.
5. When would we be able to build a new elementary school? If a 2014 bond is voted on it would be built in 2016.
6. Any opportunity to accelerate the bond request before 2014? No, not without raising taxes.
7. How much money is left out of the last bond? Enough to purchase the land for a new high school.
8. When does the expanded time for PE start? 2018. We would need to look at the impact on each school with the additional time requirements. Do we have an idea of what the costs would be? It's a really complicated process.
9. What are we looking at in terms of a variance due to increased costs? A first look at variables would be anticipated enrollment growth, 6.45M funding level from the legislature, restoring our fund balance to 5%, increased PERS rate, restoring days and staff - we would be \$11M short.
10. Do we have access to Hillsboro and Portland's polling if it was with public monies? Unsure, but we could ask.
11. Would like the District to evaluate the option of a May 2013 bond. Would this be feasible?
12. A levy does not sound like a viable path as it is a very difficult campaign. A bond has more appeal and sense of urgency.

Board members Tom Quillin and Mary VanderWeele, and Maureen Wheeler discussed alternative ways to raise money. They met last spring after the failure of the levy. There was a lot of passion to explore ways to raise money. Kristine Baggett also attended and talked about current BEF fundraising. There are a lot of difficulties and challenges for fundraising for staff. The equity and sustainability of where the dollars would go could be very difficult.

It helps to be very specific when talking with Community members about where the money will be spent. The challenge will be how the Board and District can be specific and stay focused without saying that we will restore things back to where they were. We must be very clear about building towards the future of Beaverton School District.

Another legislative session will be coming up, we need to have parents advocating down in Salem.

The Board would like the district to move forward with work for a future bond, regardless of whether it is 2013 or 2014. The Board would like to have more conversations with BEF.



A break was called at 2:35

**District Imaging/Branding** – Jeff Rose

Four major issues that we need to continue to engage in:

1. Focus in a sustainable model for collaboration
2. Technology
3. Sustainable and stability in terms of funding
4. Strategic Plan - challenge that people are not aware of it and really understand it

Supt. Rose hopes to shift the conversation to what the vision is for the future of the district and our students. How do we create a stronger, more powerful image that people will understand? We need to look beyond the tradition of what is currently being done and what has been the tradition. We need to educate parents on what a full option graduate is.

Questions/Comments from Board Members:

- Are we talking about a tag line?
- Get some extra help on what we have.
- Celebrate community engagement and elements of our Strategic Plan.
- How do people see us? How do we get the good things that we are doing out there?
- We need to concentrate on our middle schools, Summa and Rachel Carson.
- Battle of the Books – do we keep it alive?
- Budget process – what are the expectations around the process?
- Technology – where do we need to go? We need to communicate back to the community on teacher laptops.
- Define what the District’s “DNA” is.
- Too much skepticism, we need to point out the good things.
- We need more clarity on purpose and the audience.
- Decisions must always tie back to our Strategic Plan.

For the September 24 meeting LeeAnn will work on Board goals, legislative agenda and assign subcommittees. Future agenda topics should be sent to LeeAnn or Sarah.

**Adjourn**

The meeting was adjourned at 3:25 p.m.

Mary Hawkins, Admin Assistant to School Board and Superintendent.

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LeeAnn Larsen, School Board Chair



MEETING OF THE SCHOOL BOARD  
BEAVERTON SCHOOL DISTRICT 48  
ADMINISTRATION CENTER

**Business Meeting**

**August 27, 2012**

The School Board of Beaverton School District 48 conducted a Business Meeting at the Administration Center on August 27, 2012 at 6:30 p.m.

**Board Members Present:**

LeeAnn Larsen, Chair  
Sarah Smith, Vice Chair  
Karen Cunningham  
Linda Degman  
Jeff Hicks  
Tom Quillin  
Mary VanderWeele

**Staff Present:**

Jeff Rose	Superintendent
Carl Mead	Deputy Superintendent for Teaching & Learning
Ron Porterfield	Deputy Superintendent of Operations & Support Services
Sue Robertson	Chief Human Resource Officer
Claire Hertz	Chief Financial Officer
Steve Langford	Chief Information Officer
Maureen Wheeler	Public Communication Officer
Holly Lekas	Executive Administrator
Brenda Lewis	Executive Administrator
Vicki Lukich	Executive Administrator
Barbara Evans	Executive Administrator
Robin Kobrowski	Administrator for Curriculum, Instruction & Assessment
Jan Martin	Administrator for Curriculum, Instruction & Assessment
Dick Steinbrugge	Executive Administrator for Facilities
Jon Bridges	Administrator for Instructional Accountability

**Visitors: 75**

**Media: 1**

School Board Chair LeeAnn Larsen called the Business Meeting to order at 6:30 p.m. The School Board led the group in the Pledge to the Flag.

**CALL MEETING TO  
ORDER AND  
PLEDGE TO FLAG**

Jane Langlois was recognized for being named the Oregon Transportation Supervisor of the Year by the Oregon Pupil Transportation Association.

**Recognition of  
Students, Staff and  
Community**

LeeAnn Larsen asked the Board if there were any changes to the agenda.

**BOARD  
PROCEDURES**

Tom Quillin asked that Consent Agenda item 12-203 – Construction Excise Tax Increase be moved out of the Consent Agenda for further questions and comments.

Karen Hoffman, BEA President, stated that it has been an incredibly difficult time for teachers. Many teachers have been assigned to positions in which they have little or no experience and this has caused heightened anxiety. Now is the

**PUBLIC  
PARTICIPATION**

time for us to work together for adequate and stable funding from Salem.

Mike Brady addressed the Board regarding the College Bound Funding Foundation that helps students find college grants for low-income students.

Kimerie Largmanger and Jackie & Serg Zeledon stated that Susan Meyers was unwillingly transferred from Vose Elementary School and they would like to have her transferred back to Vose.

Jennifer Mohr read a letter signed by 23 people in support of the District's music programs that have been cut due to budget/staff reductions. She asked the Board to reverse the decision.

Carolyn Talarr, Beaverton Friends of Music, expressed her concern about the cuts that could have been prevented to the music programs, as well as the spending choices and the directions they imply.

Allan Ingram asked how and when the District changed their policy on student transfers.

Skye Gallagher stated that music has made a big difference in her life and she appreciates the music education she received at Southridge High School.

Laurel Bookhardt stated that music teachers are specialized and need to be teaching in their specialty.

Tyler Aimonetto is confused about the budget process and asked what experts were consulted during the decision making process.

## **BOARD COMMUNICATION**

Tom Quillin stated that this is the beginning of a new school year and he is glad to leave last year behind. He is hoping that this year is a building year for the Beaverton School District.

Individual School  
Board Member  
Comments

LeeAnn Larsen appreciated the community comments. She reported that she attended a town hall meeting on education with Tobias Reed.

Supt. Rose provided a layoff and recall update:

Superintendent's  
Comments

1. As determined by the Washington County DA, the District is required to release the names of laid off employees to *The Oregonian*.
2. All groups were impacted by layoffs.
3. Human Resources attempted to minimize transfers of more than one level, i.e. high school to elementary school. This is not possible with recalls.
4. Music teachers: 10 were transferred to areas outside of music and 3 were transferred into music from other areas.
5. Library Assistants: I/T is providing training for all library assistants this week.
6. Elementary Technology Assistants: I/T is providing training this week. Training will include an introduction to StudentSource, interactive weekly student modules to support math, literacy and technology learning targets (developed by Doug Bundy at Raleigh Hills).
7. To date, the 204 original layoffs have been reduced to 120 due to recall and resignation.

## REPORTS

Claire Hertz reviewed the preliminary General Fund financial activity and forecast report for the period ending June 30, 2012.

Financial Report

Claire reported that on Tuesday, August 28, there would be an audit meeting. She thanked LeeAnn Larsen and Tom Quillin for participating on that committee. She also will be attending a PERS meeting and is expecting an increase.

Tom Quillin asked about the 2.5% ending fund balance, he is disappointed that it is not at 3% as projected. He asked for a plan to build back this fund.

The variance on Salaries & Benefits is due to the increased costs of PERS.

Carl Mead reviewed the materials that were presented at the Leadership Conference and the PowerPoint that will be shared at all 51 schools.

Learning Teams  
Update

He clarified that the training was funded by Title IIA grant funds that can only be used for staff development.

## DISCUSSION ITEMS

The Board discussed the process to replace three vacancies on the Budget Committee. Zone 3 (Mary VanderWeele), term expires 2015, Zone 5 (LeeAnn Larsen), term expires 2015 and Zone 6 (Jeff Hicks), term expires 2015.

Process to Fill  
Vacancies on Budget  
Committee

The School Board needs to appoint community representatives from these zones to serve three-year terms on the Budget Committee.

The Board agreed to post the positions in September, hold interviews in October and appoint the new members at the November 13, 2012 Business Meeting.

Ron Porterfield, Dick Steinbrugge, Maureen Wheeler and Claire Hertz explained that the District is continuing to experience student enrollment growth and will need more classroom capacity within the next few years. The predicted capacity shortfall will be most acute at the high school level, with some additional capacity needed for K-5 schools. The transition to full-day kindergarten and the new physical education standards (effective in 2017) will also influence space needs. Furthermore, many older school and administrative facilities are in need of modernization, and state law now provides the opportunity to use bond resources for technology.

General Obligation  
Bond Measure  
Planning

The Board reviewed a General Obligation Bond Planning Timeline Comparison sheet and discussed the pros and cons of an election in May 2013 or May 2014.

Comments in favor of May 2014:

- There is not enough time to adequately determine the needs and communicate to the community for a May 2013 election.
- It is important that the staff have enough time to identify the specific areas of need.
- It takes a lot of time to plan and analyze the data, the time the funds will be needed and organizing a campaign. Careful planning is necessary.
- Messaging needs to be very clear.
- By waiting until 2014 taxes will not have to be raised, other bonds will drop off.
- A large part of the bond will be for a new high school and possibly a new

elementary school. We have a lot of work to do in the community to get that message out.

General Obligation  
Bond Measure  
Planning  
(Cont'd.)

Comments in favor of May 2013:

- The community will see the reality of our financial situation when the doors open on September 4. This will impact their decisions at the polls. May 2014 is too far away to capitalize on the reality.
- Waiting 2 years is too long.

General comments:

- Bond dollars cannot be used in the classroom; this bond money will not replace our teachers or reduce class sizes.
- We need to investigate other avenues of acquiring funding.
- We need to have a larger conversation on this.

The general consensus of the Board is to wait until the May 2014 election. Tom Quillin wanted it on the record that he is opposed to that decision.

LeeAnn Larsen stated that by December 2012, the Board shall agree with the Superintendent on a set of individual growth targets and a schedule by which to measure progress on the Strategic Plan's goal regarding student achievement.

Proposed School  
Board Goals

LeeAnn, Sarah Smith and Mary VanderWeele met to finalize the proposed School Board Goals for 2012-2013. They presented four goals and explained that the goal on communication that was suggested has been incorporated in each of the four goals instead of making it a separate goal.

The Board discussed the proposed goals and made the following comments and suggestions:

- There needs to be a more specific communication plan around the Strategic Plan.
- The Board needs to reach out to schools sooner rather than later.
- Number 2 under the Funding goal needs to have clear language for a recovery plan.
- Number 2 needs to stay as a goal; there are other options to explore.
- Regarding the Strategic Plan, are we getting the data we need to evaluate growth?
- The Superintendent and the Board should have the same goal around the Strategic Plan and Individual Student Growth.
- We may need a goal on a recovery plan, maybe policy is enough.
- The Ending Fund Balance needs more scrutiny and communication to the public, it is good to have it as a separate goal.
- What is meant by Board Development?
  - It is important that we invest in ourselves. Some examples include: Team building, Governance, Communication, Self-evaluation.

LeeAnn Larsen asked the Board to volunteer for two committees.

- Mary VanderWeele – Community Outreach and Strategic Plan
- Tom Quillin – Strategic Plan and Funding
- Karen Cunningham – Strategic Plan and Funding
- Sarah Smith – Community Outreach and Board Development
- Jeff Hicks – Board Development and Community Outreach
- LeeAnn Larsen – Funding

LeeAnn stated she would clean up the Board Goals and send out a list of committees. The committees should plan to meet and report their plans at the next meeting.

Dick Steinbrugge and Camellia Osterink explained that Senate Bill 637 requires all school districts to implement an integrated pest management plan in school buildings and on district grounds. School Board Policy EBB – Integrated Pest Management is proposed for Board consideration. The Board must adopt the policy prior to the adoption of the actual plan. At the second reading for this new policy, the Plan will be presented for Board adoption.

First Reading of  
School Board Policy  
EBB – Integrated  
Pest Management

Dick Steinbrugge explained, that in anticipation of the legislation, the Facilities Department has been implementing the plan and has not seen a significant increase in cost.

## **ACTION ITEMS**

Claire Hertz presented policy DBA – General Fund Contingency and Reserves for a second reading.

**(12-197)**  
Second Reading and  
Approval of DBA –  
General Fund  
Contingency and  
Reserves

The Board stated that they want to be very clear on the process if the Ending Fund Balance needs to drop below 5%.

Claire Hertz stated that the plan is incorporated in the Budget process and required Board action.

**(12-197)** Tom Quillin moved to adopt the changes to School Board Policy DBA – General Fund Contingency and Reserves.

Sarah Smith seconded and the motion passed unanimously.

Claire Hertz explained that Chapter 829, Oregon Laws 2007 (Senate Bill 1036), authorizes school district, as defined in ORS 330.005, to impose construction excise taxes to fund capital improvements to school facilities.

**(12-203)**  
Construction Excise  
Tax Increase

Tom Quillin stated that this is a great opportunity for our District. He thanked Claire and her staff for working on this.

**(12-203)** Karen Cunningham moved to approve increasing the Construction Excise Tax and amending the Intergovernmental Agreements with Washington County, City of Beaverton, City of Tigard, City of Hillsboro and City of Portland to impose and collect the increased tax rates.

Jeff Hicks seconded and the motion passed unanimously.

Jeff Hicks reminded the Board to remember that the list of personnel changes and terminations are real people. He mentioned that Aisha Beck was a great teacher to his son and that Doris Marks will be missed.

## **CONSENT GROUPING**

Karen Cunningham moved to accept the Consent Grouping.

Sarah Smith seconded and the motion passed unanimously.

**12-198** BE IT RESOLVED that the employees who are recommended herein for administrator and teacher elections, leaves of absence, and resignations/terminations by accepted by the School Board as submitted at this meeting.

**(12-198)**  
Personnel

**12-199** BE IT RESOLVED that the School Board authorizes the Superintendent or a designee to obligate the District for the public contract item listed in attachment A.

**(12-199)**  
Public Contracts

**12-200** BE IT RESOLVED that the Grant Report and Proposals be and hereby are approved.

**(12-200)**  
Grant Report and  
Proposals

**12-201** BE IT RESOLVED that the minutes of the following School Board meetings be and hereby are approved:

**(12-201)**  
Approval of Board  
Meeting Minutes

June 18, 2012 Business Meeting

**12-202** BE IT RESOLVED that the School Board and administrative staff receive the Minutes from Local School Committee Meetings as an information item.

**(12-202)**  
Minutes from  
Community  
Engagement  
Committees

**12-204** BE IT RESOLVED that the School Board deleted School Board Policy DBDB – Fund Balance

**(12-204)**  
Deletion of School  
Board Policy DBDB –  
Fund Balance

Jeff Rose had the following closing comments:

- He will be striving for a balance of sensitivity, reality and hope.
- He thanked the people who came to the meeting to listen.
- This year the District needs to move to communication rather than just listening. We all want the same thing, lets talk about how we are going to get there.
- The District also needs a financial plan to reinstate a level of health.

**CLOSING COMENTS  
AND NEXT STEPS**

The meeting was adjourned at 9:05 p.m.

**ADJOURNMENT**

Carol Marshall, Recording Secretary

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LeeAnn Larsen, School Board Chair

PUBLIC CONTRACTS  
BOARD AUTHORIZATION OF SUPERINTENDENT TO  
OBLIGATE THE DISTRICT  
SUBMITTED FOR SCHOOL BOARD APPROVAL

Description of Items	Person Responsible For Contract	Acquisition Method/ Date Of Bid/RFP	Contractor Or Vendor Selected	Cost Not To Exceed
Occupational/Physical Therapy Services	Danielle Scheldrake	Master Contract RFP 08-0002	Providence Shared Services dba Providence St Vincent Medical Center	\$1,240,720
Metered Mail Services	Ken Anderson	ORPIN Contract #1518	Pitney Bowes	\$225,000
Tuition for students to attend PCC through Early College High School	Vicki Lukich	Sole Source	Portland Community College	\$775,000
Tuition for students to attend PCC alternative Ed (GED, Passages, Gateway to College)	Vicki Lukich	Sole Source	Portland Community College	\$331,222
Mobile Onsite and Card or Key-lock Fuel and Lubricant Products	Michael Mathews	Master Contract RFP 10-0013	Bretthauer Oil Company	\$5,100,000
Arts4Learning Lessons Project	Jon Bridges	Master Contract RFP 10-0025	WestEd Publications	\$212,042.50