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**MINUTES FROM COMMUNITY ENGAGEMENT COMMITTEES**

**POLICY ISSUE/SITUATION**

It is the practice of the Beaverton School District to have each school submit its Community Engagement Committee minutes to the Superintendent, who, in turn, highlights recommendations, concerns, and/or comments for discussion by the School Board.

**BACKGROUND INFORMATION:**

The Community Engagement Committee minutes received through March 2012 have been reviewed. No boxed items of concern are noted.

**RECOMMENDATION:**

**(12-144)** It is recommended that the School Board and administrative staff receive the above review as an information item.

**Site Council 1/30/12**  
**3:15 P.M.**

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In Attendance: Jan Martin (Principal), Margie True (kinder teacher/student supervisor), Gladys Reynaud, (kinder & ESL teacher), Erika Heslin, (ESL teacher/facilitator), Molly Boykoff (parent), Aaron Parker (TOSA), Suzanne Sorenson (secretary), Leslie Winfield (parent).

Margie attended the recent quarterly CEC meeting, and came away with many more ideas generated from other schools:

- Raleigh Hills has incorporated a "Publishing House", which includes reader response letters.
- Walk and Talks
- Aligning activities with curriculum
- Moving activities into the community, such as meetings at Powell's.
- Having conversations with the community regarding budget cuts and next year. Have CEC members trained to facilitate some of these conversations.

Jan will be attending the budget meeting on February 7, and expects more information at the principal's meeting on February 15.

She shared a Power Point addressing the current BSD budget situation.

Jan and Eric have met to start work on the "About Kinnaman" video.

There will be a meeting at Willow Springs Apartments Community Center on March 20, at 5:30, to welcome new Beaver Acres families to Kinnaman. CEC members were invited to attend the next quarterly meeting on March 20, at 7:00 P.M. at Five Oaks Middle School.

We talked about having current Kinnaman families "adopt" a new family, or hooking up Buddy Families, with perhaps connections being made at our Carnival night.

Next meeting date is to be determined....

Respectfully submitted,  
Suzanne Sorenson

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**Highland Park**  
**Community Engagement Committee**  
**February 14<sup>th</sup>, 2012**

**Members Present:** Betsy Bloise, Mary Grimes, Ronda Haun, Sara King, David Nieslanik, Brian Peerenboom, and Tyler Smith

**Future Meetings at HPMS: 2<sup>nd</sup> Tuesday ~ April 10<sup>th</sup> from 4-5:00PM**

**Quarterly Meetings with all district reps: March 20 TBA and May 16 TBA**

**Facility Use:**

- No requests

**Safety Concerns:**

- Review Safety minutes from 2/7/12 Safety Meeting
  - Review of incidents
    - Students – 16 incidents from December and January
      - 8 incidents in PE
      - 2 at Lunch.
      - 1 in the Hallway
      - 2 incidents during After school Club
      - 3 incidents in the classroom
    - Adults – 1 incident

No recommendations were made. Staff is doing an exceptional job of recording and reporting incidents. Parent/Guardians are notified on each incident.

**What is working at HPMS:**

- Discussed Connections Program at HP and progress made.
- Discussed Student Forum progress. (February Topic was on Equity)
- Reviewed brainstorm from list from 1/30/12 Leadership Team Meeting
  - Talked about what is working well
  - Focused discussion on what can we improve/change/eliminate
    - Improve parent connections
    - Staff Pictures in Hall
    - Visit elementary schools
    - Incoming 6<sup>th</sup> Grade Parent Handbook - "How to survive middle school as a parent". Include supply list and map.
    - Incoming 6<sup>th</sup> Grade Student Handbook – "How to survive middle school as a student."
    - Request more parent representatives on Site Council by:
      - Notice in Highlander
      - Weekly updates teachers send out
- Improve honesty w/ race
- Improve/change parent/family resources
- Improve Differentiated instruction/ SIOP→to→TAG enrichment
- Change/Improve ELS scheduling
- Improve exited/monitored ESL students

**Budget Community Meeting:**

- March 6<sup>th</sup> 6:30 to 8:00PM –Budget Educational Meeting
  - Communicate meeting times and date through:
    - Highlander
    - Principal's message
    - Reader board
    - Email notice
    - Autodialer

**Hiteon Elementary  
Community Engagement Committee Minutes  
February 14, 2011**

**Attendance:** Ginny Hansmann, Shannon Herbers, Cathy Manor, Chris Evans

Meeting was called to order at 9:35AM. The meeting included call to order, Principal's remarks, previous business, new business, building use requests, and adjournment.

The January 10<sup>th</sup> meeting was held at Sexton Mountain Elementary with CEC members from neighboring schools.

**Public Input:**  
None

**Principal's Remarks:**

- Discussed the budget issues the district will be facing next school year as well as the BSD Budget Priorities Community survey. In March every school will hold a budget informational meeting run by the principal. The Hiteon meeting is scheduled for March 21<sup>st</sup> from 6:00-7:30 pm in the cafeteria. Mrs. Hansmann gave us an overview using the January 17, 2012 Listening Session Presentation. Up-to-date information on the budget process can be found on the school district website. The district is facing \$40 million in budget cuts for next year. The reductions will have to come from schools which will mean an increase in average class size. Staffing cuts would first affect temporary workers, then probationary 1, and probationary 2 employees. Hiteon has no temporary workers and one probationary 1. Furlough days might also be used for cost savings. Discussed specialist positions in regard to meeting the required number of teacher planning minutes required each week (675 minutes).
- Hiteon received 90 open enrollment applications and accepted 65 new open enrollment students, which were determined by lottery. The additional students boost our projected enrollment for next school year to over 700 students. Twenty-five of the new students are kindergarteners which will mean an additional kindergarten class next year. Projected numbers also indicate an additional 5<sup>th</sup> grade class next year.

**Previous Business:**

- Mrs. Hansmann has approved the proposed parking lot improvements. We are hoping that the improvements will be put in place over Spring Break. This will include repainting and new signs.

**New Business:**

- None

**Building Use Requests:**

1. **"Woods" homeowners association** has been approved to use the cafeteria from 7:00PM to 8:30PM 3/19/12 for an annual homeowners association meeting. Fees assessed as per the district fee schedule.
2. **Champions** has been approved to use the cafeteria for Family Game Night from 6:00AM to 7:30PM on 2/24/12. Fees assessed as per the district fee schedule.
3. **Hiteon PTC** has been approved to use the gym, auditorium and cafeteria for Family Bingo Night from 4:00PM to 8:45PM Wednesday 2/29/2012. No fees applied.
4. **US West Coast Taekwondo** has been approved to use the gym for taekwondo classes on Mondays 4/2/12, 4/9/12, and 4/23/12 from 2:40PM to 3:25PM. The gym is not available for the 3/19/12 date they requested since it is already being used by Dance Club. Fees assessed as per the district fee schedule

**CEC Meetings (Tuesdays at 9:30am):** The next meeting is Tuesday, March 13, 2012. There will also be another joint meeting with CEC members from neighboring schools which is currently scheduled for March 6<sup>th</sup> at 4:30pm at Cooper Mountain Elementary.

**Quarterly CEC Meeting:** March 20, 2012 from 7:00-8:30pm at Five Oaks Middle School

Meeting adjourned at 11:00 AM

2/22/2012

**WESTVIEW HIGH SCHOOL  
COMMUNITY ENGAGEMENT COMMITTEE MINUTES  
3/2/12**

**CEC Members**

- Tom Pickett – Chairperson
- Barbara Schulz- Scribe-Community Representative
- Susan Day- Community Representative
- Jim Schulz- Community Representative
- Anjali Bhide- Community Representative
- Rod Barraclough- Assistant Principal
- Mike Chamberlain- Principal

**Facility Use Applications to be processed:**

- PCC – Spring Term – they will be offering Spanish and Ukulele April 2 – June 12. Per district agreement, there is no charge as the fees are assessed at the end of the year. Approved
- Girl Scouts filled out a building use permit to have permission to use the parking lot for a bus stop for camp. Date is July 16. There is no charge as they will not be in the building. Approved
- Youth Volleyball fundraiser on March 11 from 3- 7pm. They are requesting a janitor for 4 hours. Fee is \$212. Approved
- Liability Insurance is in place for Westview Winter Classic – band fundraiser on March 24. Approved.

Mike asked about Lacrosse and if there was one from them. Lacrosse is a community sponsored sport. Coaches are not district employees. They have been asking, strongly, for building access, for team rooms, and for practice room within the building. Mike strongly suggests that if we get a building use permit (other than for their banquet), that it be denied as the school would have to make certain that there was a building monitor on-site, that the equipment wouldn't damage the building, keys would have to be issued to non-district employees...it would also open up a lot of other community sports that would insist on the same access.

Rod spoke about a fire that had been started under the bleachers next to the football field last spring that brought the fire marshall to Westview. As much of the things under the bleachers had not been metal, the entire area needs to be cleaned out and storage containers need to not be wood or plastic. Lacrosse has a shed that won't fit through the gate opening, so they are trying to figure out what to move all of the gear into. Tom suggested that they contact Les Schwab's Prineville headquarters as they receive shipping containers filled with tires and then don't have a place to send the empty shipping containers. He gave Rod the name of the manager Tory Kepp, of the Les

Schwab near Fred Meyer on Cornelius Pass Road as a contact to get to the corporate headquarters.

#### Principal's Report

- 1) Music Man opening night was last night. Mike went and said it was great. Said that CJ's direction and coordination of all the director's involved is always a good job.
- 2) DECA had state competition last week. 68 kids were involved from Westview. 22 kids have qualified for nationals from Westview
- 3) Beaverton / Hillsboro Science Fair was at Jones Farm. 171 total entries. 12 of the 171 were from Westview. 9 projects are selected as finals. 4 of the 9 were from Westview. 4 of the 9 finals are selected as the top winners, or best in fair. Of those 4, 2 were from Westview!
- 4) Basketball – Varsity Girls play Tigard at home tonight. If they win, then they go to the Rose Garden. Varsity Boys play David Douglas at David Douglas tonight. If they win, then they go to the Rose Garden. If both teams make it, then playoff games are next Wednesday and Thursday.
- 5) Forecasting – will happen starting the week of March 12. Many schools are starting about then and will continue until/through the 1<sup>st</sup> week of April. Since we still don't know the staff allocation, and we won't until the feedback is processed by the budget committee, it's an unknown area that we can't wait until July to complete. Part of the information from the budget information meetings (see below) that will be given to the budget committee is information that will be generated from workgroups during those meetings.
- 6) Curriculum night on March 15 will include incoming 9<sup>th</sup> graders and all returning students that want to get more information about programs, classes, clubs, and activities.
- 7) Tom Pickett gave his notice of intent to resign from the CEC effective the June meeting. This is his 5<sup>th</sup> year on the committee. It was accepted, although his presence will be missed.

#### Budget Update:

Budget meetings – informational nights / workshops are scheduled for March 20 and 21. The 20<sup>th</sup> will be at Westview, the 21<sup>st</sup> will be at Sunset. Mike and John (SHS principal) will be leading these together. The CEC has been encouraged to talk to people around the area – young parents, senior citizens and active parents. This is the best chance that they will have to find out more information about what is happening and how it will happen. Mike will have phone tree activated and e-mails and other district/school notifications will go out closer to the dates.

Staff Budget meeting – for them to get this information – will be March 9 during staff development day. Classified staff will get this on Monday March 12.