



**BOARD MEETING DATE**  
**April 3, 2012**

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## **APPROVAL OF BOARD MEETING MINUTES**

### **POLICY ISSUE/SITUATION**

Enclosed are the minutes for:

- March 12, 2012 - Executive Session
- March 12, 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:**

**(12-152)** BE IT RESOLVED that the minutes of the following School Board meetings be and hereby are approved:

- March 12, 2012 - Executive Session
- March 12, 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.*



MEETING OF THE SCHOOL BOARD  
BEAVERTON SCHOOL DISTRICT 48  
Administration Center

Executive Session

March 12, 2012

The School Board of Beaverton School District conducted an Executive Session at the Administration Center on Monday, March 12, 2012 starting at 5:45 p.m.

**Present:**

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

Jeff Rose	Superintendent
Sue Robertson	Chief Human Resource Officer
Claire Hertz	Chief Financial Officer
Maureen Wheeler	Public Communications Officer
Camellia Osterink	Legal Counsel

**Media: 0**

School Board Chair, LeeAnn Larsen called the Executive Session to order at 5:45 p.m. under authority of ORS.192.660(3), Negotiations.

**CALL TO ORDER**

Sue Robertson updated the Board on negotiations with the Beaverton Education Association.

Camellia Osterink reviewed the negotiation flow chart and timeline.

The Board discussed negotiation strategy.

The meeting was adjourned at 6:25 p.m.

**ADJOURNMENT**

Carol Marshall, Secretary

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LeeAnn Larsen, Chair



**Business Meeting**

**March 12, 2012**

The School Board of Beaverton School District 48 conducted a Business Meeting at the Administration Center on March 12, 2012 at 6:30 p.m.

**Board Members Present:**

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

**High School Student Representatives:**

Luke Oskierko	Arts & Communication Magnet Academy
Sarah Landels	Aloha High School
Allie Fox	Beaverton High School
Jessica Palacios	Health & Science School
John Yee	International School of Beaverton
Naman Jain	Merlo Station High School
Mitchell Lee	Southridge High School
Macky Leveton	Sunset High School
Calvin Nguyen	Westview High School

**Staff Present:**

Jeff Rose  
Ron Porterfield  
Sue Robertson  
Claire Hertz  
Steve Langford  
Maureen Wheeler  
Brenda Lewis  
Barbara Evans  
Vicki Lukich  
Robin Kobrowski  
Dick Steinbrugge

Superintendent  
Deputy Superintendent of Operations & Support Services  
Chief Human Resource Officer  
Chief Financial Officer  
Chief Information Officer  
Public Communication Officer  
Executive Administrator  
Executive Administrator  
Executive Administrator  
Administrator for Curriculum, Instruction & Assessment  
Executive Administrator for Facilities

**Visitors: 25**

**Media: 1**

School Board Chair LeeAnn Larsen called the Business Meeting to order at 6:33 p.m. The Terra Linda Math Lab leaders led the group in the Pledge to the Flag.

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

**Terra Linda Elementary School Math Lab** was recognized for successfully bringing together parents and community members to stimulate and engage students to learn and retain basic math facts, freeing up teacher time to focus on conceptual math concepts during math class.

Recognition of  
Students, Staff and  
Community

**Assistance League of Portland Operation School Bell** was recognized for providing new clothing to 560 K-2<sup>nd</sup> grade students in need in the Beaverton School District.

Recognition of  
Students, Staff and  
Community  
(Cont'd.)

**Beaverton Fred Meyer** on Beaverton-Hillsdale Highway was recognized for awarding the Beaverton School District a \$10,000 donation to support the Beaverton Education Foundation's after school programs.

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

**BOARD  
PROCEDURES**

Mary VanderWeele requested to pull School Board Policy BD/BDA from the Consent Agenda item 6, Second Reading of School Board Policies, for discussion before the vote. (12-147)

Sarah Smith seconded and the motion passed unanimously.

Linda Degman took the Oath of Office as a new School Board Member.

Oath of Office of  
New Board  
Member – Linda  
Degman

There was no public participation.

**PUBLIC  
PARTICIPATION**

**BOARD  
COMMUNICATION**

Jeff Hicks encouraged all community members to attend a Budget Teaching Session. He also stated that the lacrosse season is starting and he looked forward to watching the games.

Individual School  
Board Member  
Comments

LeeAnn Larsen reported that she attended two Budget Teaching Sessions; neither was well attended. She found the meetings very valuable and informative and encouraged everyone to attend.

Supt. Jeff Rose commented on 5 topics:

Superintendent's  
Comments

- He reported that he has visited all but 10 schools and has seen some amazing things happening during his visits.
- He visited the Aloha Business Association and addressed the group. They surprised him by presenting him with a \$500 check. After the meeting he received another check for \$50. He was impressed with their generosity.
- Last week, March 5 - 9, was Classified Employees Appreciation Week. He appreciates all their hard work.
- Supt. Rose received a copy of an email that was written to Linda West at Portland Community College - Rock Creek. The email was from a former student in the Early College High School. The student thanked the staff at ECHS for putting him on a trajectory for success.

- He also reported on a program at Mt. View Middle School. The program invites students to be a part of the Dream Team where students can receive extra help with their schoolwork.

Superintendent's  
Comments  
(Cont'd.)

Aloha High School Board Representative, Sarah Landels, reported to the Board on what Rachel's Challenge has done for the atmosphere at Aloha High School.

**HIGH SCHOOL  
BOARD  
REPRESENTATIVES**

**REPORTS**

Mary VanderWeele reported on the Community Engagement sub-committee. She stated that they were working on 2 priorities. They have been reviewing all the Board policies that relate to the Community Engagement Committees. They have also been talking about prioritizing the work of the committees.

Updates from  
School Board  
Standing  
Committees

Mary also reported on the Policy sub-committee. They are still working through the new process and timeline.

Jeff Hicks and Karen Cunningham have been working on the Superintendent's Evaluation process. They have reduced the number of internal and external phone calls to no more than 6 calls for each Board Member. The questionnaire will now be a series of statements that the respondent will rate on a scale.

Claire Hertz stated that the projected ending fund balance has decreased. The next state revenue forecast is May 27, 2012.

Financial Report

Susan Holveck and Robin Kobrowski reported that in the fall of 2012, a new common science sequence will be taught district-wide. Incoming 9<sup>th</sup> graders will enroll in Physics and follow a course pathway that will build content knowledge and critical thinking skills preparing them for entry into any college, technical school or career-training program.

New High School  
Science Sequence

Susan reported that the District is changing its sequence of science classes to physics first, then chemistry and biology. Several schools have piloted the physics curriculum this year and it will be in place next fall. The District has had 188 science sequences from a one credit biology class to science inquiry of biology. 35 percent of students were not college and career ready in science, which is below those in math, English and reading courses.

The state requires three years of science to graduate, and Beaverton will require at least three years of college prep science that is inquiry-based.

Angie McVay, ISB Science Teacher, Will Walker, Westview High School Science Teacher, Brad Hill, Southridge High School Science Teacher, and Westview High School Science Teacher, Justin Strom all presented examples of the successes they have seen by teaching physics to freshmen. This is a great way of getting students involved and excited about science.

During discussion the Board made the following comments:

- Explain how you are teaching physics to freshmen without dumbing it down.
  - Teaching the anchoring patterns segment and separating the algebra skills from discovery in physics.
- With more students taking physics, do we have enough teachers, lab supplies and materials and books?
  - We will be teaching professional development classes this summer. Inventories are being taken at the high schools for needed supplies. The books are on order.
- What is the cost that will have to come out of next years budget?
  - \$200,000 per year over the next three years.
- How will this affect this year's freshmen that did not start on the physics first sequence?
  - The upper level physics classes will remain as options for students through the transition.

#### DISCUSSION ITEMS

Dick Steinbrugge reported that the Facilities and Maintenance Departments are responsible for the general management of the District's real property assets totaling 5 million square feet of buildings and 800 acres of property. The Beaverton School District is the second largest property owner within the Urban Growth Boundary in Washington County.

Budget Mini  
Session: Facilities,  
Maintenance and  
Custodial

The departments perform buildings and grounds maintenance, forecast future facility requirements based upon growth projections, develop capital (bond) investment programs, and manage the planning, and construction of bond projects. Other services include: environmental, hazardous waste, energy & resource conservation services, and demographic analyses for enrollment forecasts. Several District centralized services are also provided including postal services, print shop operations, and courier services. In addition, in 2011 - 12 the District's custodial services function was reorganized and consolidated under the management of the Maintenance Department.

Dick cited several articles that showed how schools with well kept buildings enhance student achievement, increase test scores and record less absences than schools that are not maintained.

He reviewed some of the Facilities Maintenance Department's cost saving measures and grants totaling \$12,114,000 in savings.

The department has 6 cost center budget items in their general fund budget:

Budget Mini  
Session: Facilities,  
Maintenance and  
Custodial  
(Cont'd.)

	<u>Total Budget</u>
Facilities Planning & Construction	\$ 447,061
Maintenance & Operations	\$ 6,283,838
Custodial Services	\$11,565,404
Energy & Environmental Management	\$ 247,468
Utilities	\$ 6,507,779
Mail Services	<u>\$ 352,448</u>
<b>Total General Fund Budget</b>	<b>\$25,403,998</b>

Under their Enterprise Fund Budget they have one cost center:

Printing Services \$ 555,000

In June 2011, the Board approved Resolution #08-93, designating the District Public Safety Office as a Law Enforcement Agency. The benefits to the District are significant and allow us to conduct criminal history record checks for all employees, volunteers and contractors that work with the District. Access to criminal history record checks is, however, limited to crimes that were committed in the State of Oregon.

Oath of Office for  
Beaverton School  
District Director of  
Public Safety

By swearing in Kevin Sutherland as our BSD Director of Public Safety and Law Enforcement Agency it not only allows him to continue his career as a State of Oregon certified law enforcement officer, but also allows our Public Safety Office access to the national Law Enforcement Data System (LEDS). This access broadens our ability to verify that employees, volunteers and contractors have not committed crimes anywhere in the United States.

Supt. Rose administered the Oath of Office for Kevin Sutherland, Beaverton School District Director of Public Safety.

Ron Porterfield introduced Beaverton Police Chief Geoff Spalding, Lieutenant Paul Wandell, Community Services Division, Beaverton Police Department and Washington County Sheriff Pat Garrett who were in attendance to support their partner in public safety, Kevin Sutherland.

A 5 minute break was called at 8:40 p.m.

BREAK

Steve Langford reported that in November 2010, the Beaverton School District was notified that Administrative Assistants Limited (AAL), the current student information system vendor, was purchased and eSIS would no longer remain a supported product after June 30, 2012.

Student  
Information  
System  
Replacement

The District, along with a number of other school districts and ESD's, formed a consortium to collectively seek a replacement student information system. This process concluded in February 2012 with the EduPoint Synergy product selected as the replacement student information system.

While the current vendor has extended support until June 2013, Beaverton School District must now begin the transition to the new student information system.

Student Information System Replacement (Cont'd.)

The EduPoint Student Information System will be on board in September 2012. Not all components will be operational at that time. The Consortium is working on the timeframe with EduPoint.

Claire Hertz and Jeff Rose reported that the Budget Teaching Sessions are in full swing. The staff presentations have proven to be more difficult than the parent/community sessions. Some staff have chosen to not participate in the activity at the end of the presentation.

Budget Process Update

The Board discussed ways to increase attendance at the sessions. They suggested that the message to parents should be that this is a very important all-parent meeting with information that is critical to their children's education.

The Board also stated that the openness and honesty at the meetings is appreciated. They liked the consistent message across the District.

The Board reviewed the following policy updates as a first reading:

First Reading of School Board Policies

ECAB – Vandalism/Malicious Mischief/Theft

The Board suggested moving the second sentence in the fifth paragraph up to the top of the policy.

IGBAB/JO – Education Records

No further recommendations.

JHFE – Reporting of Suspected Child Abuse

The Board recommended deleting the statement that all district employees are subject to this policy.

JN – Student Fees

No further recommendations.

**ACTION ITEMS**

Dick Steinbrugge reported that all five District high schools have artificial turf football fields which were installed over the past 10 years. The turf at both Westview HS and Southridge HS, installed in 2006, is prematurely failing due to a manufacturing problem that occurred on many fields during the 2006-2007 timeframe. There is an urgent need to replace the artificial turf on these two fields due to safety concerns. Staff is requesting authority to utilize the sole source alternative contracting method.

Alternate Contracting Method Approval – Public Hearing and Award of Contract

It is estimated the cost of replacing the fields including, removal and disposal of the existing product and in fill, furnishing and installing new product and in fill, eight year bonded warranty, and football and soccer markings would be \$450,000 per field plus any additional subgrade work or other repair work. Staff has negotiated a cost of \$275, 000 per field for turf replacement for a



total savings to the District of \$350,000. It is anticipated that there will be some additional work related to grading and sub-base adjustment, additional markings, and other miscellaneous items.

FieldTurf will obtain competitive quotations for these additional items of work where appropriate and provide the added costs to the District for approval and issuance of a change order to perform the work at the District's discretion.

Staff is requesting that a sole source contract be issued to FieldTurf. FieldTurf's contract will be for a lump sum amount including a 100% Performance and Payment Bond.

BSD Public Contracting Rules require that the District create findings for the Board to consider and accept to approve this exemption. The Board is required to hold a public hearing to take comments on the draft findings for the exemption, and the District is required to publish a notice of the hearing at least 10 days in advance of the hearing. The required notice was published on February 24, 2012 (see Attachment A) and staff's findings for the Board's consideration are outlined in Attachment B.

A public hearing was held at 9:25 p.m. There were no comments.

(12-140) Mary VanderWeele moved to adopt the attached findings and grants an exemption for competitive bidding for use of a sole source process for construction of the Westview HS and Southridge HS turf replacement projects; and further approves an advanced authorization to enter into a contract with FieldTurf in an amount not to exceed \$700,000.

Sarah Smith seconded and the motion passed unanimously.

Tom Quillin moved to approve the consent grouping.

Jeff Hicks seconded and the motion passed unanimously.

(12-141) 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.

(12-142) BE IT RESOLVED that the minutes of the following School Board meetings be and hereby are approved:

February 21, 2012 - Executive Sessions  
February 21, 2012 - Business Meeting

(12-143) BE IT RESOLVED that the Grant Report and Proposals be and hereby are approved.

Alternate  
Contracting  
Method Approval -  
Public Hearing and  
Award of Contract  
(Cont'd.)

**PUBLIC HEARING**

(12-140)  
Exemption from  
Competitive  
Bidding for  
Artificial Field Turf  
Replacement and  
Award of Contract

**CONSENT  
GROUPING**

(12-141)  
Personnel

(12-142)  
Approval of Board  
Meeting Minutes

(12-143)  
Grant Report and  
Proposals

(12-144) BE IT RESOLVED that the School Board and administrative staff received the minutes from Community Engagement Committee meetings as an information item.

(12-144)  
Minutes from  
Community  
Engagement  
Committees

(12-145) BE IT RESOLVED that the Board approved the 2012-2013 District Calendar Option 2 with the understanding that budgetary decisions may impact final calendar decisions.

(12-145)  
2012-2013 District  
Calendar

(12-146) BE IT RESOLVED that the School Board approved the policy changes to the following policies:

(12-146)  
Second Reading of  
School Board  
Policies

BD/BDA – Board Meetings/Regular Board Meetings  
BFC – Adoption and Revision of Policies  
BFD – Board Policy Implementation

Supt. Rose stated that the budget conversations will continue. He will continue to focus on the 'I' (Individual Student Growth) in the Strategic Plan. He thanked Mary VanderWeele, Sarah Smith and Camellia Osterink for their work on policy updates. He appreciated the push by the Board on the Budget Teaching Sessions.

**CLOSING COMENTS  
AND NEXT STEPS**

LeeAnn Larsen welcomed Linda Degman to the School Board and stated that it was good to have a full board again. She thanked the staff for their hard work on all the reports presented at the meeting and she challenged the Board Members to work hard at getting the word out in their zones about the Budget Teaching Sessions.

The meeting was adjourned at 9:30 p.m.

**ADJOURNMENT**

Carol Marshall, Recording Secretary

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LeeAnn Larsen, School Board Chair



John Hartsock  
Project Manager  
503-591-4232 • Fax: 503-591-4475  
john\_hartsock@beaverton.k12.or.us

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## PROJECT MEMORANDUM

**DATE:** February 23, 2012

**TO:** Public Notices- The Daily Journal of Commerce  
Email: [marc.caplan@dicoregon.com](mailto:marc.caplan@dicoregon.com)

**FROM:** Michael Mathews

**SUBJECT:** Public Meeting Notice Publication

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Please publish the following notice on February 24, 2012 and bill the cost to Beaverton School District 16550 SW Merlo Rd Beaverton, OR 97006 attention: M Mathews. If you have any questions please contact me at (503) 591-4461.

### PUBLIC HEARING NOTICE

BEAVERTON SCHOOL DISTRICT will hold a public hearing as a part of their regularly scheduled School Board meeting on March 12, 2012 at 7:00PM at the District Administrative office 16550 SW Merlo Rd Beaverton OR 97006.

The public hearing is for the purpose of taking comments on the District's draft findings for an exemption from competitive bidding requirements for the replacement of the artificial turf fields at Westview HS and Southridge HS. The District is requesting the Boards authority to utilize a sole source selection for the contractor.

Copies of the draft findings are available to the public by contacting the District's Project Manager John Hartsock at (503) 591-4232 or [john\\_hartsock@beaverton.k12.or.us](mailto:john_hartsock@beaverton.k12.or.us).

At the public hearing, the District will offer an opportunity for any interested party to appear and present comment.

The School Board will consider adopting the findings and authorizing the exemption after the public hearing at the same meeting.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Communications & Community Development (503) 591- 4360



John Hartsock  
Project Manager  
Facilities Department  
503-591-4232 • Fax 503-591-4475  
[john\\_hartsock@beaverton.k12.or.us](mailto:john_hartsock@beaverton.k12.or.us)

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## PROJECT MEMORANDUM

**DATE:** February 23, 2012  
**TO:** Richard Steinbrugge, P.E. Executive Administrator for Facilities  
**FROM:** John Hartsock  
**SUBJECT:** Exemption from Competitive Bidding for Artificial Field Turf Replacement

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**REQUEST:** It is requested that the School Board, acting as the Local Contract Review Board for the District, grant an exemption from the competitive bidding process and approve the use of sole source procurement for the replacement of the artificial field turf at Westview HS and Southridge HS. Further that the Board hold the requisite public hearing offering the opportunity for any interested party to appear and present comment at that hearing on the draft findings for this exemption. The foregoing are in accordance with ORS 279C.335 and Beaverton School District Public Contracting Rules 137-049-130. Finally, that the Board approve an advanced authorization for the District to enter into a contract with Field Turf in the not to exceed amount of \$700,000 for the work.

**SITUATION:** In 2006 the District installed artificial filed turf at the Westview HS and Southridge HS football stadiums similar to the football stadiums at the three other high schools. These artificial turfs are anticipated to last ten to twelve years prior to requiring replacement. Westview HS and Southridge HS staff, in 2010, reported to Facilities that they were experiencing excessive wear on the fields, extreme loss of the grass fibers, and poor shock test results in many areas. The shock tests are a key indicator of the safety of the field relating to concussions and other sports injuries.

Facilities contacted the manufacturer, Field Turf, and after much discussion it was determined that there was a latent defect in the manufacturing of the artificial turf supplied to the District for these two fields and thus Field Turf would participate with the District in replacement of these two fields.

**PROJECT APPROACH:** It was determined that the most cost effective approach for the District would be to negotiate a fair and equitable settlement with Field Turf to have Field Turf replace the Westview HS and Southridge HS artificial turf fields. This would take into account the use of the fields that the District has experienced since 2006 versus the anticipated life of the fields i.e. ten to twelve years.

It should be noted that Field Turf is one of many manufacturers making artificial turf sports fields but is recognized as the leader in the field. The defect in these two fields was related to a manufacturing process which has been corrected and the company is not experiencing issues with its current products.

The District through a request for proposal process received proposals from five landscape architecture firms to assist the District in developing comprehensive plans and specifications for the project as well as assisting the District in construction administration and quality control. The firm of Cameron McCarthy from Eugene, OR was chosen based on their extensive experience in these types of projects.

District Goal for 2010-2015: All students will show continuous progress toward their personal learning goals, developed in collaboration with teachers and parents, and will be prepared for post-secondary education and career success.

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.

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It is estimated the cost of replacing the fields including, removal and disposal of the existing product and in fill, furnishing and installing new product and in fill, eight year bonded warranty, and football and soccer markings, would be estimated at \$450,000 per field plus any additional subgrade work or other repair work. Staff has negotiated a cost of \$275,000 per field for turf replacement for a total savings to the District of \$350,000.

It is anticipated that there will be some additional work related to grading and sub-base adjustment, additional markings, and other miscellaneous items. Field Turf will obtain competitive quotations for these additional items of work where appropriate and provide the added costs to the District for approval and issuance of a change order to perform the work at the District's discretion.

**PROCUREMENT PLAN:** Beaverton School District Public Contracting Rule 137-049-130 and ORS 279C.335 permits the Beaverton School District Board of Directors, acting as the Local Contract Review Board, to exempt specific projects from the competitive bidding requirements of BSD Public Contracting Rules and Oregon Revised Statute (ORS) 279. Field Turf's contract will be for a lump sum amount including a 100% Performance and Payment Bond for the work.

This work will be funded from savings from the 2006 General Obligation Bond which may only be utilized for capital construction projects.

BSD Public Contracting Rules and Oregon Revised Statute (ORS) 279 require that the District create findings for the Board to consider and accept to approve this exemption. The Board is required to hold a public hearing to take comments on the draft findings for the exemption, and we are required to publish a notice of the hearing at least 14 days in advance of the hearing. Following are staff's findings for the Board's consideration.

**FINDINGS OF FACT** – (as required by ORS 279C.335 (2) (a) (b))

1. **“It is unlikely that the exemption will encourage favoritism in the awarding of public improvement contracts or substantially diminish competition for public improvement contracts.”:** The sole source use of Field Turf for this procurement will not encourage favoritism nor exclude the District from competitively bidding future artificial field turf projects. This is a unique situation of remedying a latent defect in a previously purchased product and thus receiving a deeply discounted price unavailable from any other vendor.
2. **“That awarding of public improvement contracts under the exemption will likely result in substantial cost savings to the contracting agency.”:** Field Turf's proposed pricing is approximately 60% less than of the normal cost of procuring this product due to their offer to remedy the latent defect issue the District has experienced. No other vendor would be willing to offer the District this level of pricing for this project.