

**Welcome to this Regular Meeting of the
Tigard-Tualatin School District Board of Directors
Monday, November 20, 2023 REVISED AGENDA
Tigard-Tualatin Training Center, 9550 SW Murdock St., Tigard, OR 97224**

Public participation on agenda items occurs at the discretion of the chair. Please indicate your interest by submitting an email to Patty Roberts at proberts@tsd.k12.or.us, no later than 4:00 PM on Board meeting day, and provide your name, community, and the reason or topic for your public comment. At 9:00 PM the Board may take a five-minute recess, and the chair will review the agenda for possible rescheduling of items. The public meeting will not go beyond 9:30 PM without a majority vote of the board. For assisted listening/speech call.503-431-4002 (voice) or 503-431-4047 (FAX) no later than 48 hours prior to the meeting.

I. REGULAR SESSION ~ Time: 6:30 PM	
A. CALL TO ORDER - Presenter: Chair Tristan Irvin ~ Time: 6:30 PM.....	Page 03
David Jaimes, Vice-Chair, Kristen Miles, Crystal Weston, and Jill Zurschmeide (Members)	
II. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ Time: 6:33 PM	
A. CONSENT AGENDA ITEMS	
1. December 12, 2022 Board Meeting Minutes	Page 05
October 9, 2023 Board Work Session & Meeting Minutes.....	Page 11
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November 6, 2023 Board Meeting Minutes	Page 28
2. Human Resources/Personnel Report	Page 33
3. Preliminary October Financial Report.....	Page 34
4. September 30, 2023 Bond Financial Report.....	Page 51
REVISIED ITEM 5. <u>2nd Reads: Board Policies</u>	Page 59
6. Tualatin HS PSO Events	Page 60
7. PROCLAMATION: Native American Heritage Month	Page 62
III. RECOGNITION & GOOD NEWS ~ Time: 6:35 PM	
A. Native American Heritage Month – Presenter: Lisa Burton.....	Page 64
IV. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:50 PM	
A. Creekside Community HS Student Representative: Presenter: Atticus Beckley	
B. Tigard HS Student Representatives: Presenters: Owen Ahlbrecht, Briana Castellanos-Zuniga, Rima Hussein	
C. Tualatin HS Student Representatives: Presenters: Jamie Hartmann, Lily Story, Olivia Trone	
V. SUPERINTENDENT & BOARD COMMUNICATION ~ Time: 7:05 PM	
VI. PUBLIC COMMENT ~ Time: 7:20 PM	
<i>This 30-minute section of the agenda is for public comment related to both board agenda as well as non-agenda items. Any member of the public who has not provided comment within the 30-minute period will have an opportunity at the end of the agenda to do so. Please email Patty Roberts, Board Secretary at proberts@tsd.k12.or.us to signup to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment. Public comments are limited to three (3) minutes and should be brief and concise. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel. <u>If this public comment agenda item exceeds 30 minutes, time for the remainder of the public comments may be provided at the end of this meeting.</u></i>	
VII. PUBLIC COMMENT – Annual SIA Agenda Item Only ~ Time: 7:50 PM	
<i>This 30-minute section of the agenda is for public comment related to annual SIA agenda item only. Any member of the public who has not provided comment within the 30-minute period will have an opportunity at the end of the agenda to do so. Please email Patty Roberts, Board Secretary at proberts@tsd.k12.or.us to signup to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment. Public comments are limited to three (3) minutes and should be brief and concise. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel. <u>If this public comment agenda item exceeds 30 minutes, time for the remainder of the public comments may be provided at the end of this meeting.</u></i>	
VIII. REPORTS & DISCUSSION ITEMS ~ Time: 8:20 PM	
A. SIA Annual Report – Presenter: David Moore ~ Time: 8:20 PM	Page 65
B. First Reading: Board Policies – Presenter: Len Reed ~ Time: 8:35 PM	Page 66
C. First Reading: Student Acts of Aggression or Violence Board Policy – Presenter: Chair Irvin ~ Time: 8:50 PM	Page 67
IX. ACTION ITEMS ~ Time: 9:05 PM	
A. OSBA Elections & Resolutions – Presenter: Chair Irvin ~ Time: 9:05 PM.....	Page 68
X. BOARD MEMBER REFLECTION TIME – Presenter: Chair Irvin ~ Time: 9:20 PM	
<i>This agenda item is provided for the Board to reflect at the end of their meeting and to have an opportunity to discuss, or talk about items to have on a future meeting agenda or if there is something that Board members wish to discuss further. This agenda item is available on an as needed basis.</i>	
XI. ADJOURN - Presenter: Chair Irvin ~ Time: 9:35 PM	

Public Participation in Board Meetings

1. To provide public comment please send an email to [Patty Roberts](#), Board Secretary to sign up to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment.
2. A group of visitors with a common purpose should designate a spokesman for the group.
3. Comments or statements by members of the public are limited to 3 minutes and should be brief and concise unless otherwise authorized by the Chair.
4. Speakers may comment a topic not on the published agenda, however, the Board, at its discretion, may require that the proposal, inquiry, or request be submitted in writing. The Board reserves the right to refer the matter to the administration for action or study and to report at a subsequent meeting.
5. When meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda or non-agenda item, may do so at the discretion of the Board chair.
6. Speakers may offer objective criticism of district operations or programs but **the Board will not hear complaints concerning specific district personnel.**
7. These procedures will be published on the back of every Board meeting agenda.

~ Matters Permitted for Executive Session ~

ORS 192.620 The Oregon form of government requires an informed public aware of the deliberations and decisions of governing bodies and the information upon which such decisions were made. It is the intent of ORS 192.610 to 192.690 that decisions of governing bodies be arrived at openly. However, a school board may hold an Executive Session, which excludes the public after the Board Chair has identified one or more of the following reasons:

As per ORS 332.061

- (1) Any hearing held by a district school board or its hearings officer on any of the following matters shall be conducted in executive session of the board or privately by the hearings officer unless the student or the student's parent or guardian requests a public hearing:
 - (a) Expulsion of a minor student from a public elementary or secondary school.
 - (b) Matters pertaining to or examination of the confidential medical records of a student, including that student's educational program.

As per ORS 192.660

- (2) The governing body of a public body may hold an executive session:
 - (a) To consider the employment of a public officer, employee, staff member or individual agent.
 - (b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
 - (c) To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.063, 441.085, 441.087 and 441.990 (3) including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.
 - (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
 - (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
 - (f) To consider information or records that are exempt by law from public inspection.
 - (g) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
 - (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
 - (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
 - (j) To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.
- (3) Labor negotiations shall be conducted in open meetings unless both sides of the negotiators request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.
- (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2) but the governing body may require that specified information subject of the executive session be undisclosed.
- (5) When a governing body convenes an executive session under subsection (2)(h) of this section relating to conferring with counsel on current litigation or litigation likely to be filed, the governing body shall bar any member of the news media from attending the executive session if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.
- (6) No executive session may be held for the purpose of taking any final action or making any final decision.
- (7) The exception granted by subsection (2)(a) of this section does not apply to:
 - (a) The filling of a vacancy in an elective office.
 - (b) The filling of a vacancy on any public committee, commission or other advisory group.
 - (c) The consideration of general employment policies.
 - (d) The employment of the chief executive officer, other public officers, employees and staff members of a public body unless:
 - (A) The public body has advertised the vacancy;
 - (B) The public body has adopted regular hiring procedures;
 - (C) In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
 - (D) In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.
- (8) A governing body may not use an executive session for purposes of evaluating a chief executive officer or other officer, employee or staff member to conduct a general evaluation of an agency goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs.

A watercolor illustration on the left side of the page. It depicts two hands, rendered in shades of brown and orange, cupping a mound of dark brown soil. A small green plant with several leaves is growing out of the soil. The background behind the hands and soil is a mix of light green and blue washes, suggesting a natural, outdoor setting.

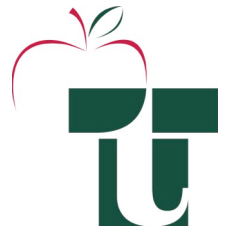
Art of Community

- We acknowledge that we bring our lived experiences into our conversations
- We strive to be in community with one another with care
- We try to stay curious about each other
- We recognize that we need each other's help to become better listeners
- We slow down, so we have time to think and reflect
- We remember that conversation is a natural way we think together
- We expect it to get messy at times
- We will listen with intention to learn something new

Equity Lens

When making decisions and taking action, utilize the following questions:

- *Does the decision align with the Four Pillars of the District's Strategic Plan?
- *Does the decision being made ignore or worsen existing disparities or produce other unintended consequences?
- *Whom does this decision affect both positively and negatively?
- *Are those being affected by the decision included in the process?
- *What other possibilities were explored? Is this decision/outcome sustainable?



2019

Land Acknowledgement



We acknowledge that we are gathered on the ancestral lands of many tribal nations who made their home here and/or traveled the Columbia River seasonally. The Confederated Tribes of Warm Springs, the Umatilla, and the Yakama Nation have a strong relationship to this region as do the Confederated Tribes of Siletz, the Confederated Tribes of Grand Ronde and the Chinook Tribe.

In Tigard-Tualatin we are situated on [traditional Atfalati \(Tualatin\) Kalapuya lands](#). These lands were taken by the federal government for settlers traveling the Oregon Trail long before they were legally ceded, first in the unratified treaty of 1851 and then in the ratified Willamette Treaty of 1855. Much more can be learned from the K-12 [curriculum written by local tribal leaders](#) under Senate Bill 13, which we are determined to implement in our district.

We solemnly reflect on the genocide and displacement of families and relatives. We commit ourselves to moving forward towards tribal sovereignty and reconciliation. We humbly look to Indigenous leadership on Indigenous lands. In a community process we solidified that commitment by making visible and known for future generations that we are on Kalapuya land through the naming of our early childhood center Kalapuya in Spring 2021.

*Shared from Dr. Julie Esparza-Brown, adapted by
Page 5 of 68 Rina Miyamoto-Sundahl for TTSD, updated August 2021*

December 12, 2022 School Board Meeting Minutes

Tigard-Tualatin School District, 23J

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

Board Members Present:

Ben Bowman, Chair
Tristan Irvin, Vice Chair
David Jaimes
Jill Zurschmeide
Dr. Marvin Lynn

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
Dr. Lisa McCall, Assistant Superintendent
David Moore, CFO
Debbie Ebert, Director, HR
Susan Barnard, Director, IT
Darin Barnard, Director, Bond/Operations
Todd Robson, Director, Teaching & Learning
Amber Fields, Director, Secondary Education
Carol Kinch, Director, Student Services
Traci Rose, Director, Communications
Cori Waufle, Principal, Deer Creek ES

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Specialist
Thor Kuhn, Teacher, Tualatin HS
Jeff Smith, Superintendent's Husband, & Community Member
Jarvis Gomes, Operations Administrator
Stace Shillitto, Safety & Security
Brian Imus, SRO
Owen Ahlbrecht, Tigard HS Student Representative
Aishiki Nag, Tigard HS Student Representative
Naasei Lynn, Tualatin HS Student Representative
Brooke Mowery, Learning Specialist, Alberta Rider ES
Denise Murphy, Learning Specialist, Byrom ES
Melissa Myers, Learning Specialist, Deer Creek ES
McKinley Smith, Learning Specialist, Tualatin ES
Angela Frezza, Learning Specialist, Tualatin ES
Kristin Mansfield, Learning Specialist, Durham ES
Natalia Petrevics, Learning Specialist, Bridgeport ES
Kim McFadden, Learning Specialist, Metzger ES
Kristen Graffius, Learning Specialist, Woodward ES
Scott Burich, Data Analyst, TTSD
And
Members of the Community via the Internet

I. REGULAR SESSION - 6:32 P.M.

A. CALL TO ORDER ~ 6:32 PM

Board Vice Chair Tristan Irvin convened this Board meeting of the Tigard-Tualatin School District Board of Directors to order at 6:32 PM in the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224 and the meeting was streamed live on the [TTSD YouTube Channel](#). She shared that Board Chair Ben Bowman will be joining this meeting shortly, and that Director Dr. Marvin Lynn is joining the meeting virtually.

II. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:32 PM

Vice Chair Irvin asked Superintendent Dr. Rieke-Smith if there are any changes to the agenda. She shared that there are no changes to the agenda. Vice Chair Irvin asked for a MOTION to approve of the agenda and Consent Agenda consisting of the Human Resources Report, Art Rutkin Elementary School Institution Request form, 2nd Reading & Information: Board Policies & A/R's, and Investment Policy DFA Annual Re-adoption, as presented. Director Jaimes made a MOTION to approve the agenda and Consent Agenda, as presented. Director Zurschmeide seconded the MOTION. Vice Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 4-0. The MOTION passed. (Chair Bowman had not yet arrived at the meeting).

III. RECOGNITION & GOOD NEWS ~ 6:35 PM

A. Recognizing TTSD Special Education Team – Carol Kinch

Carol Kinch, Director of Student Services, shared that tonight she will be highlighting the continued commitment and hard work of the TTSD Elementary School Learning Specialists. She introduced the following Elementary Learning Specialists who we honor tonight for their dedication, expertise and hard work, including:

Brooke Mowery, Alberta Rider ES

Denise Murphy, Byrom ES

2022-2023 Tigard-Tualatin School District Board of Directors:

Ben Bowman, Chair, Tristan Irvin, Vice Chair; David Jaimes, Dr. Marvin Lynn, and Jill Zurschmeide Directors

Natalia Petrevics, Bridgeport ES
Kristin Mansfield, Durham ES
Kim McFadden, Metzger ES
Caitlin O'Neil, Templeton ES
McKinley Smith, Tualatin ES

Melissa Myers, Deer Creek ES
Kristen Graffius, Mary Woodward ES
Dylan Tanner, Templeton ES
Angela Frezza, Tualatin ES

Director Kinch and Deer Creek ES Principal, Cori Waufle, provided information using a PowerPoint presentation, and can be viewed [here](#). They shared quotes from staff, students and parents regarding each learning specialist.

Board members shared the following comments & questions:

- All Board members shared their thanks for all of the hard work of our learning specialists!

IV. STUDENT REPRESENTATIVE REPORTS ~ 6:48 PM

Owen Ahlbrecht, Tigard HS Student Representative, shared,

- Winter Sports are kicking off with a good start
- Tigard Leadership is doing canned food drives and giving trees to push the holiday cheer

Aishiki Nag, Tigard HS Student Representative, shared,

- Clubs are also in full swing,
- Tigard ICC is planning on a January Winter Room for students
- The Fall Show just ended, "A Game's a Foot"
- Winter Jazz concert, Orchestra, Band and Choir Concerts are coming up this week

Amayah Simms, Creekside Community HS Student Representative, was absent.

Naasei Lynn, Tualatin HS Student Representative, shared,

- At Tualatin HS the canned food drives has started, and in one week have collected more food than we did in last year's month-long event! We are still going strong!
- Our E-Hall pass system was just implemented, and created various reactions from the student body.
- Basketball, Swim, and Wrestling teams have all started playing their winter seasons.
- Events this week:
 - Winter Orchestra Concert
 - Holiday Band Concert
 - Winter Choir Concert

V. SUPERINTENDENT & BOARD COMMUNICATION ~ 6:50 PM

Dr. Sue Rieke-Smith, Superintendent shared: ([Her complete comments can be found here](#)).

- Buildings are busy with Winter events
- Tomorrow we will host the second Integrated Guidance Community meeting
- Last day of school for this calendar year is Friday, December 16, 2022. School will resume on Tuesday, January 3, 2023.
- A reminder that we all experience this time of year differently, and some may need additional support.

Board members shared:

- Watched the Tualatin HS Crimmsonaires, who held a teaser concert at the Tualatin Library. Their full concert will be held on Wednesday, at 7:00 PM.
- Wishing all of our families, students and constituents happy holidays.

- Celebrating a friend of mine published a book called Changed Agents regarding how to work with Foundations.
- Had lunch at Tualatin HS with Naasei, Student Representative.
- Attended a City of Tigard Community event, Holiday Lights Walk, and enjoyed some hot chocolate.
- Asked by FTTS if the school board would like to put together a basket for an auction item.

VI. PUBLIC COMMENT – Current Agenda Items Only ~ Time: 6:55 PM

Chair Bowman shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. This section of public comment is for items directly related to Board meeting agenda items. For public comments that are about something else in the district or something that's not on this meeting's agenda, time will be provided at the end of this meeting. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel. *There was no current agenda items public comment this evening.*

VII. REPORTS & DISCUSSIONS ~ Time: 6:55 PM

A. Report to the Board: 2022-23 First Quarter Student Achievement Data – Presenter: Dr. Sue Rieke-Smith ~ Time 6:55 PM

Dr. Susan Rieke-Smith, Superintendent, and Scott Burich, TTSD Data and Budget Analyst, shared information regarding Quarter 1 Report to the Board regarding Superintendent Report on Goals. They used a PowerPoint presentation, found in the agenda, including:

- Superintendent Evaluation Standards
- Overarching Goal for 2022-23
- Data Analysis: Reading Comprehension (FALL) Participation
- Data Analysis: Mathematics (FALL)
- Data Analysis: Attendance (Q1)
- Data Analysis: Behavior (Q1)
- Data Analysis: Course Performance (Q1)
- School Demographics
- Reading Data
- Math Data
- Science Data
- English Language Development Data
- School Climate Data
- School Climate Data – Attendance Page
- On-Track: Credit Attainment
- Credit Attainment – 9th Grade On-Track
- Graduation Rates
- Two Way Immersion (TWI) Data
- iReady Math Data
- Acadience Reading Part 3
- iReady Reading Data

Board members provided the following questions & comments:

2022-2023 Tigard-Tualatin School District Board of Directors:

Ben Bowman, Chair, Tristan Irvin, Vice Chair; David Jaimes, Dr. Marvin Lynn, and Jill Zurschmeide Directors

- In terms of thinking about achievement. I see that you have set really clear goals that are in alignment with the Strategic Plan. What do you think will have to happen differently in order for those goals to be met?
- Regarding the learning that students lost during the pandemic, do you think they will ever catch up?
- In terms of the attendance piece, will empathy interviews be a part of that?
- Regarding the science scores that also took a hit during the pandemic, do we have any targeted strategies for addressing those science issues?

B. Targeted Instructional Actions Update 2022-23 – Presenters: Todd Robson ~ Time: 7:19 PM

Dr. Lisa McCall, Assistant Superintendent and Todd Robson, Director of Teaching and Learning shared information using a PowerPoint presentation, Targeted Instructional Actions, as found in the agenda, including:

- Tier 1 Targeted Actions – Systems Alignment
- Tier 2&3 Targeted Actions – Systems Alignment
- Tier 1 Targeted Actions – Delivery of Instruction
- Tier 1 & 2 Targeted Actions – Delivery of Instruction
- Tier 1 Targeted Actions – Additional Resources
- Math Targeted Actions – Training / Assessment Literacy
- Administrator Training and Support

Board members provided the following questions & comments:

- Is the Ignite reading program the same learning the students get in the classroom?
- There was a question about where our underserved races and ethnicities, as well as our historically underserved students are intentionally reflected in this plan?
- There was a question regarding our intervention's focus for our underserved students.
- Regarding professional development, how are teachers being empowered to best and most effectively teach these things?
- There was a question around chronically absent students, and wondering how that data is being influenced with this report.

Chair Bowman arrived, in-person at 7:49 PM.

C. First Reading: Board Policies – Presenters: Debbie Ebert ~ Time: 8:01 PM

Debbie Ebert, Director of Human Resources reviewed the following Board Policies for First Reading, including:

IGBB – Talented and Gifted Program and/or Services
 IGBBA – Talented and Gifted Students – Identification
 IGBBC – Talented and Gifted – Programs and Services
 IGBHE – Expanded Options Program **
 IGDJ – Interscholastic Activities**
 IKF – Graduation Requirements**
 JEA – Compulsory Attendance**
 JECBA – Foreign Exchange Students

Board members provided the following questions & comments:

- Do we have a process to audit these organizations?

Vice Chair Irvin recessed the meeting at 8:10 PM, and Chair Bowman reconvened the meeting at 8:17 PM

VIII. ACTION ITEMS ~ Time: 8:17 PM

A. Consideration for Board to Hear Appeal for Complaint – Presenter: Chair Bowman ~ Time: 8:17 PM

Chair Bowman shared that the Board is asked to consider an appeal of a complaint decision which has been reviewed, and investigated by school administrators, district administrators and the Superintendent. Tonight the Board must vote, in a public session, if they will hear this complaint to appeal the Superintendent's decision.

Director Zurschmeide made a MOTION that the Tigard-Tualatin School District Board of Directors move to will further consider a request to appeal the Superintendent’s decision regarding a complaint, as presented. Director Irvin seconded the MOTION. Chair Bowman asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

B. Metro Policy Advisory Committee Nominations – Presenter: Chair Ben Bowman ~ *Time: 8:18 P.M.*
Chair Bowman shared that the Metro Policy Advisory Committee (MPAC) advises the Metro Council on the amendment or adoption of the Regional Framework Plan. Policy areas MPAC addresses include: regional transportation; management of the urban growth boundary (UGB); protection of lands for natural resources, future urban zoning or other uses; planning responsibilities required by state law; and other growth management and land use planning matters deemed by Metro Council to be of the region’s concern. Since all of these issues may be of concern to schools, school districts are represented by a voting position on MPAC. However, MPAC’s member and alternate positions for the school districts in the Metro region have recently become vacant. We have heard from one qualified candidate who has expressed interest in filling the vacant member position, Susan Greenburg, from Beaverton School District and one qualified candidate, Mark Watson, from Hillsboro School District, who has expressed interest in filling the alternate position.

Board members provided the following questions & comments:

- Nice to see other districts stepping up.

Director Jaimes made a MOTION that the Tigard-Tualatin School District Board of Directors approve the nomination of Susan Greenburg, Beaverton School District, to serve in the MPAC member position, representing school boards in the region; and approve the nomination of Mark Watson, Hillsboro School District, to serve in the alternate position on the MPAC representing school boards in the region, as presented. Director Zurschmeide seconded the MOTION. Chair Bowman asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

C. Board Leadership Elections (Chair & Vice Chair) – Presenter: Chair Bowman ~ *Time: 8:19 PM*
Chair Bowman shared that on November 8, 2022 he was elected State Representative for House District 25 (Tigard, Metzger, and S. Beaverton). Because of the significant time demands associated with this position, particularly during the legislative session from January through June, he announced at the 11/21/22 board meeting that he will be resigning as Chair effective 12/12/2022, following the election of a replacement Chair. He will remain on the board in Position #2. The newly-elected chair will serve in the role until the next Organizational Meeting on July 1, 2023.

TTSD Board Policy BCB states that: “If a Board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer’s term until the following July.”

Chair Bowman said that we will first hold an election for Chair, and the person selected will immediately assume the position of Chair. If the Vice Chair is nominated and subsequently elected as Chair, we will then hold an election for Vice Chair.

TTSD Board Chair Election, for the remainder of the 2022-23 school year:

Director Jaimes nominated Director Tristan Irvin to serve as the Chairman for the remainder of the 2022-23 school year. Vice Chair Irvin accepted the nomination to serve as Chair for the remainder of the 2022-23 school year. There were no further nominations and the nominations were closed. Director Zurschmeide made a motion to confirm Vice Chair Tristan Irvin to the position of Board Chair. Director Jaimes seconded the motion. Chair Bowman asked for discussion. Director Bowman shared his full confidence in Director Irvin and will be an excellent Chair! There was no further discussion. The motion was approved unanimously, 5-0. The motion passed.

TTSD Board Vice Chair Election for the remainder of the 2022-23 school year:

Chair Irvin nominated Director David Jaimes to serve as the Vice Chair for the remainder of the 2022-23 school year. Director Jaimes accepted the nomination to serve as Vice Chair for the remainder of the 2022-23 school year. There were no further nominations and the nominations were closed. Director Zurschmeide made a motion to confirm Director David Jaimes to the position of Board Vice Chair. Chair Irvin seconded the motion. Chair Bowman asked for discussion. Director Zurschmeide noted that Director Jaimes is the first Latino Vice Chair or Chair in the history of TTSD! There was no further discussion. The motion was approved unanimously, 5-0. The motion passed.

IX. PUBLIC COMMENT – Non-Agenda Items ~ 8:23 PM

Chair Bowman again shared that Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve, and provides public comment opportunities for community members to give input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. This section of public comment is for items not directly related to Board meeting agenda items. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel. *There were no non-agenda items public comment this evening.*

XIII. ADJOURN ~ 8:23 PM

Board Chair Ben Bowman adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 8:23 PM.

APPROVED BOARD MEETING

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

DATE: November 20, 2023

CHAIRMAN:

CLERK:

October 9, 2023 TTSD School Board Work Session and Meeting Minutes

Tigard-Tualatin School District, 23J

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

Board Members Present:

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

Todd Robson, Director, Teaching & Learning
Jarvis Gomes, Operations Administrator
Len Reed, Director, Human Resources

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
Dr. Lisa McCall, Assistant Superintendent
David Moore, CFO
Traci Rose, Director, Communications
Len Reed, Director, Human Resources
Susan Barnard, Director, IT
Darin Barnard, Director, Bond/Operations
Carol Kinch, Director, Student Services
Dr. Zinnia Un, Director, Equity & Inclusion
Amber Fields, Director, Secondary Education

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Manager
Stace Shillitto, Safety & Security Manager
Thor Kuhn, Teacher & Technology Specialist
Atticus Beckley, Student Representative, Creekside CHS
Owen Ahlbrecht, Student Representative, Tigard HS
Rima Hussein, Student Representative, Tigard HS
Briana Castellanos-Zuniga, Tigard HS Student
Jamie Hartmann, Student Representative, Tualatin HS
Lily Story, Student Representative, Tualatin HS
Olivia Trone, Student Representative, Tualatin HS
And
Members of the Community via the Internet

(Please access the online video of this meeting, through the TTSD YouTube Channel, for full verbiage in its entirety.)

I. WORK SESSION ~ 5:00 PM

A. CALL TO ORDER ~ 5:00 PM

Chair Tristan Irvin convened this Board Work Session of the Tigard-Tualatin School District (TTSD) Board of Directors to order at 5:00 PM through a ZOOM virtual meeting. She noted that during this Work Session the board will review several Board Policies and discuss the creation of a new board policy regarding student acts of aggression and violence. This Board work session was streamed live on the [TTSD YouTube Channel](#).

Policy Review – Presenter: Chair Tristan Irvin ~ Time: 5:00 PM

Chair Irvin shared that this evening's work session will focus on creating and revising policies. She said the Board will stay focused in this work. Chair Irvin asked Director Zurschmeide and Director Miles to provide a quick overview of board policy and administrative rules (A/R), and what the difference is between them. Director Zurschmeide provided information from the [Oregon School Boards Association webpage regarding Board Policies, a link is found here](#). Director Miles provided information, also from the [Oregon School Boards Association webpage regarding Administrative Rules, a link is found here](#). Superintendent Rieke-Smith provided information specific to TTSD board policy ACB, Every Student Belongs, and shared that this policy has an A/R, that was written to give specificity as to how to handle reports of hate speech and bias acts which reinforce the bullying and harassment policy. The district is responsible to make sure that administrators are trained and prepared to implement the policy, with fidelity, based on the guidance that is given within the A/R. Chair Irvin noted that the Board has been provided a lot of data. Director Amber Fields and Director Dr. Zinnia Un, provided an overview on the data that the Board has received so far.

Chair Irvin asked what are some things, for this policy procedure piece, that the board can affect and what are some of the things that we are noticing? What are the things that we could potentially put into policy? She reminded the board that they have approximately three (3) weeks to continue to collect data.

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

Board Members shared the following questions and comments:

- Something I heard, from the listening session and from conversations with community members, is that people, victims want to know if something has been done when an incident takes place. As is found in our current GBB/JBC – Bias Incidents & Hate Speech, under Healing, that says: “Victims of bias incidents are entitled to know that an investigation has been initiated and they shall be notified when the investigation has been completed and as appropriate and when authorized by law. The findings of the investigation and any action that has been taken. When the findings cannot be shared, the reason shall be communicated clearly to the victim and/or family. Victims will be provided with support and resources.”
- I feel we need to have more specificity for our families to really understand what the potential result will be when an event occurs.
- There was continued discussion regarding progressive discipline, using an equity lens, autonomy in determining outcomes that parents can understand, what students and parents can expect and then fully understand. Also, there was also mention that there is information that the Board and public will never know about a particular student, or outcomes for particular students, and that is federal law.
- Parents would like to see some sort of discipline and range of consequences matrix. I do think making an A.R. is not the best use of all of this information, that instead we should fold it directly into the Rights and Responsibilities Handbook, because that is what parents and student are going to look at first. There was mention of Lake Oswego SD board policy JFC, which included a list of infractions that would be covered under this policy.
- There was discussion regarding placing this information in the student handbook, because it is where students will look first, when trying to determine consequences. There was a question asking for clarification about what it means to disrupt an educational environment?
- I did notice the student handbook is particularly detailed on some items and then other things are silent or ambiguous and doesn’t have much. I think that was a real theme that I noticed. I think to make it actionable and function better, it needs to be detailed and specific and then will be a lot easier to implement.
- There was discussion regarding the district-wide Student Rights and Responsibilities Handbook, and our schools individual handbooks, and whether the Board approved both documents or just the District-wide handbook.
- Teachers need to feel confident that they have the ability to enforce something with a very clear process to follow.
- It was mentioned that it might be appropriate to include various discipline issues within the matrix. I would like to have it all in one place instead of in various A/Rs and then potentially make the whole thing an A/R or have an A/R that refers to the handbook. I think it would make sense to put it together so it’s cohesive and say these kinds of offenses might result in this or that, etc. I hope we can have it be really cohesive, clear and comprehensive.
- I feel we need to focus on Oregon law rather than looking at other states.

Chair Irvin asked our Student Representatives, who are present to share their perspective and lens in terms of specificity of policy, and communication that is clear regarding responses. What are your thoughts or themes that you have heard or seen that would be helpful.

- Owen Ahlbrecht – How can the policy and A/R be crystal clear, as possible, for the average student, who is reading it?
- Olivia Tron – Students, and her parents have been asking why there were no security guards or resource officers at Hazelbrook MS on the day of the incident? She said that having resource officers on campus, that people know and like, make people feel safer and also may keep violent acts from happening.

Director Fields shared that SRO Officer Hernandez supports Hazelbrook MS and our middle schools, historically, have not had campus security. The middle schools do have an active supervision plan which includes administrators, teachers standing outside their classrooms, they have hall monitors, they have a Dean of Students, and they have counselors and all of these people act as support and supervision staff within the middle school at any time and throughout the day.

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Superintendent Rieke-Smith shared we are preparing to bring forward the report relative to the matrix and to provide examples of that, for the board's consideration, as well as initial data that we will have hopefully from the two middle schools and the two high schools. She asked board members if there was anything that they require in terms of next steps for consideration?

Director Weston asked for a general introduction to the handbook, regarding general expectations for students, for those implementing the policies might also be good to include.

Chair Irvin thanked Dr. Rieke-Smith, Director Rose, Director Dr. Un and Director Fields, who have really put in a lot of time, effort and work, to bring all of this data forward for the board and creating these sessions and getting these high-level executive summaries together. She said that at the end of this, we will have really thoughtful and robust policy and handbook language that will give everyone a better understanding of what student conduct is and what it means and those expectations. She shared her appreciation for everyone's work on this.

II. ADJOURN WORK SESSION ~ 6:02 PM

At 6:02 PM, Chair Irvin adjourned the Work Session.

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

A. CALL TO ORDER

Chair Irvin convened this Board meeting of the Tigard-Tualatin School District Board of Directors to order at 6:30 PM through a ZOOM virtual meeting. She thanked everyone in attendance, this evening, for their flexibility regarding this pivot to a virtual setting, in terms of capacity and safety concerns. She noted that the Board had met in a Work Session to review board policies and student handbook and to discuss the creation of a new board policy regarding student acts of aggression and violence. This Board meeting was streamed live on the [TTSD YouTube Channel](#).

IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:30 PM

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Superintendent Rieke-Smith shared that there are no changes to the agenda. Chair Irvin asked for a MOTION to approve the agenda and Consent Agenda, as presented. Director Zurschmeide made a MOTION to approve the Agenda and Consent Agenda consisting of the September 25, 2023 TTSD Board Regular Meeting Minutes, Human Resources/Personnel Report, Parent Organization Activities, and Second Reading: Superintendent Evaluation Process, as presented. Director Miles seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

V. RECOGNITION AND GOOD NEWS ~ 6:33 PM

A. Recognition of District Backpack Program Donors ~ Time: 6:33 PM

Lisa Burton, Community Relations Manager, shared that Theda Pansevicious has continued to manage the TTSD backpack and school supply donation program since her retirement in 2019. Mrs. Pansevicious makes valuable connections with community partners and makes sure that the donations they provide go directly into the hands of our students. We are so grateful for her dedication to TTSD, for all of these years. She noted that Mrs. Pansevicious became ill this afternoon, and is not able to attend tonight. Ms. Burton recognized the following community groups who have supported the TTSD backpack and school supply drive this school year and in past years as well, including: Chris Balmes and Lisa Balmes, with Property LLC, for 3 years; Fernando Gomez, with Golden State Foods, with a new partnership this year; Joanne Shipley, with RISE Church, formerly Tigard Calvin Presbyterian Church, for 4+ years; and Kristi McNinch, with NVIDIA, for 4 years.

Board Members shared the following questions and comments:

- Thank you all!
- I helped with this program when I was a family liaison.
- Thank you to all of you and to especially to Theda.

VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:40 PM

Owen Ahlbrecht, Tigard HS Student Representative, shared;

- THS Homecoming went well last week. It was fun to see Chair Irvin in the parade.
- There were some safety concerns, with threats from individuals who were turned away from the Dance.
- Thank you to the City of Tigard and building administrators for the quick communication with the students making sure that they know that it is safe to go to school and that those threats weren't credible. It's a good reminder to students that if you ever hear something, it's always good to report it to a trusted adult.
- Had our first student equity roundtable. It was quite amazing. In attendance were student leaders, including ASB leaders, affinity group leaders, student equity leaders, and we had lessons on how to be a leader. After, we connected with each other and figured out how we can help each other to make our events really cool.
- Sports:
 - In Girls Soccer Tigard beat Tualatin
- For underclassman, PSAT is this weekend.

Rima Hussein, Tigard HS Student Representative, shared;

- There have been a lot of first club meetings, and I attended a few of them.
- I've noticed that there have been a lot more absences lately.

Briana Castellanos-Zuniga, Tigard HS Student Representative, shared;

- It is starting to feel like school for students.
- Homecoming went well and I saw a lot of people having fun.
- With the safety concerns, it was good to see the quick communication on the part of Ms. Baran, Principal.
- Sports:
 - Football team recently faced two losses. We are hoping to get our momentum back for our game against West Linn, this week.
 - Girls Soccer is doing amazing this season, with 8 wins and two ties, so far.

Atticus Beckley, Creekside Community High School Student Representative, shared:

- Started involving Comunicare, with our Action Squad programs, on Wednesdays, and Comunicare will be the basis of everything. Comunicare, which is a non-profit organization, helps to raise money and fundraise for other non-profits. Students create a mission statement and interview other non-profits in order to give grant funding to.
- Attendance is higher than it has ever been before.
- Working with a high level of success, when it comes to interpersonal conflict. The school has been using restorative dialogue to help bring people together rather than separating people.
- There is going to be some paid student internships through USource and Impact organizations.
- New clubs are starting.
- A lot of student leadership recently.

Jamie Hartmann, Tualatin HS Student Representative, shared:

- Homecoming is this week, and everyone is excited for the different themes leading up to the parade, game on Friday and the dance on Saturday.
- Hazelbrook MS incident, and I attended there and have many great memories from my time there. This incident is not reflective of the school's identity as a whole.

Lily Story, Tualatin HS Student Representative, shared:

- Had our first student voices meeting, about a week ago,
- Our Affinity groups will be doing a lot of good work soon, and I am excited to see what comes next.
- I decorated for Homecoming yesterday.

Olivia Trone, Tualatin HS Student Representative, shared:

- Sports: We've had some rough losses recently, including:
 - Football lost, 0-37 to West Linn, after being undefeated
 - Cross Country is doing really well
 - Boys Soccer tied to Tigard and the Girls Soccer lost to Tigard
- Homecoming week and we have our spirit days, and our dance on Saturday
- There have been some unexpected fire drills lately, that were not planned.
- Things are good, and people are getting back into the swing of things and getting into the habit of school.

VII. SUPERINTENDENT & BOARD COMMUNICATION ~ 6:45 PM

Dr. Sue Rieke-Smith, Superintendent shared:

- Two (2) Sit with Sue's this week, for your information, one at Hazelbrook MS on Thursday, 10/12 and one at CF Tigard ES on Friday, 10/13.
- We will begin our learning walks with Administrators, this is the way that we audit how and what students are learning and will be focused on elementary.
- On October 23rd, we will bring forward a grant opportunity with Portland State University's School of Social Work. This is a connection that we made this summer when Health and Human Services Secretary Basera was here at the request of Representative Salinas and they are interested in expanding their relationship with TTSD providing additional mental social workers, behavioral health supports to our students at the middle and secondary levels. We are excited about the process of this initial grant and the opportunity to expand the grant. I wish to give kudos to Kathy Wilson-Fey, Mental Health and Wellness Coordinator, from our Student Services Department for her work and to Dr. Mathew Uretsky at PSU's School of Social Work.

Board members shared:

- Attended my kiddo's cheerleading competition in Sherwood and Tigard did not place, however, I was very excited and proud because Tualatin placed first in two (2) categories, and that was amazing to see that.
- I also attended the COSA Equity Summit.
- Want to express sadness for the situation that is happening in Israel and Palestine, and making sure that we acknowledge that affects some of our students, as well. We want to make sure that when we are addressing that it is in a manner that doesn't offend either side, and remain neutral.
- I also want to express sadness for the situation that is happening at Hazelbrook MS and all of our community. I know that when things like this happen it could be polarizing and everybody goes off to their camps, and I believe that is one of the last things that we need to do. We need to stand together. Violence is never the answer and should not be tolerated. We are here to teach students what is right and what is wrong. (*Full comments can be found on the 10/9/2023 TTSD YouTube video at 21.05 timestamp*)
- A reminder that it is National School Lunch week.
- Attended the El Tigre Festival last weekend. It was a neat festival.
- The school board is responsible for providing a safe environment and robust education for the young people of Tigard-Tualatin School District and I appreciate the public's input and I understand the outrage regarding ongoing and severe violence in our schools. This is unacceptable and it did happen on my watch and I want to apologize to the community and the young people of our district. I have spent a lot of time reflecting on what led us to this situation and on what we can do to move forward as a community. I've looked at the numbers and I know that violence at school has increased post pandemic in our District, in Oregon, and nationally. (*Full comments can be found on the 10/9/2023 TTSD YouTube video at 26.50 timestamp*)
- I am a parent of a Hazelbrook MS student, and I share in the sadness of the event there and I look forward to hearing from our community and also what we have already heard from our community.
- Going to the National School Boards Association, Pacific region meeting this weekend. And that will be a gathering of board members from multiple states in the western area.
- I was part of the Tigard HS Home Coming parade and it was fun.
- I really appreciated being part of the Hazelbrook MS listening sessions. And I appreciate our community coming together, during this difficult time.
- The Israel and Palestine conflict and to be thoughtful and cognizant of.

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VIII. PUBLIC COMMENT ~ 7:10 PM (found at 10/09/23 TTDS YouTube Channel video at 35:10 timestamp)

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel.

- Michele Warther, Parent, 97062, regarding Online Harassment.
- Natalie Hess, Parent, 97062, regarding Topic of safety at our schools.
- Victoria King, Parent, 97062, regarding [District Response to Ongoing Violence at Hazelbrook MS](#).
- Mary Dirksen, Parent, 97062, regarding concerns and thoughts about what’s happening.
- Ben Edtl, Parent, 97062, regarding gender theory & restorative justice policy is hurting our kids.
- Ben Mangum, Parent, 97062, regarding: I am the owner of the petition against school violence.
- Janet Bailey, Community Member, 97062, regarding school violence.
- Betina Coe, 97045, regarding concern for student safety (females specifically).
- Sara Brown, Private Zip Code, Oregon Resident, regarding violence in schools.
- Gabriel Buehler, Former Parent, 97223, regarding what has been going on at Hazelbrook MS.

IX. REPORTS & DISCUSSIONS ~ 7:40 PM

A. 2023-2024 District & School Boundaries Overview – Presenter: Traci Rose ~ Time: 7:40 PM

Traci Rose, Director of Community Relations, David Moore, CFO and Lisa Burton, Community Relations Manager, shared a high-level overview of the district boundaries assessment process. The full assessment of TTSD elementary school boundaries will guide recommendations for identified adjustments. Director Rose and Director Moore reviewed the materials, found in the agenda, including: a review of enrollment history, projections, enrollment and capacities, district-wide enrollment forecast accuracy by grade, engagement plan for staff and families and timeline, boundary maps.

Board members provided the following questions & comments:

- I appreciate these boundary maps, as well as the data that we have received. This information is helpful.
- Given the growth to the northwest of the district, far into the future, is there a plan to build more schools?
- Regarding our growth by grade levels, is the percentage the same at neighboring districts?
- This information seems very comprehensive. There are concerns from parents that our schools are overcrowded.
- Do we currently have students in portable buildings on any of our district properties?
- Thank you for this data and those maps are really wonderful to see, and all of the details. I appreciate this work.

B. 2023-2024 First Quarter Open Enrollment and ODE 3% Report – Presenter: Traci Rose ~ Time: 8:04 PM

Traci Rose, Director of Community Relations, and Jasmine Indalecio, Community Relations Specialist, shared that the purpose of this agenda item is to provide the Board with a formal report of TTSD’s Student Transfer/Open Enrollment activity and the ODE 3% Calculation Report for the first quarter of the 2023-2024 school year. Director Rose reviewed the various transfer data, found in the agenda. They reviewed 2023-24 Inter-District Transfer data; TTSD In-District Transfers for 2023-2024; and ODE’s 3% Calculations as of September 2023. For in-district transfer requests, principals work very closely together and they have a full conversation about capacity, about whether or not they can agree to, that is best for the family, best for the school, etc.

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Board members provided the following questions & comments:

- I see a large number of transfers at Metzger ES and Bridgeport ES, is that larger number due to the two-way immersion (TWI) program? Are we also getting student transfers out of these schools, from families that do not want to be at a TWI school?
- It sounds clear that our families are interested in language instruction at a young age and I express my support as our district becomes increasingly diverse.
- Thank you for providing all of this detailed information, and for including the virtual charter schools percentage. I appreciate having the additional information.
- Do we have any glimpses into why people are choosing to leave TTSD?
- Thank you for the high level of data and detailed information.

X. ACTION ITEMS ~ Time: 8:15 PM

A. Ignite! Reading Contract and Early Literacy Grant – Presenter: Dr. Lisa McCall ~ Time: 8:15 PM

Dr. Lisa McCall, Assistant Superintendent and Todd Robson, Director of Teaching & Learning, and Director David Moore, CFO, and they explained the purpose of this agenda item, using a PowerPoint presentation, found in the agenda, including:

- Early Literacy Success Initiative Purpose
- Oregon’s Early Literacy Initiatives – Timeline
- School District Grants – Next Steps
- Key Application Dates Implementation Timeline
- Jumping In
- Early Literacy Grant Development Team
- Ignite Reading Tutoring Overview
- Ignite Reading Tutoring TTSD Data
- Ignite Reading Tutoring Contract/ Plan

Dr. McCall shared that TTSD administration has proposed that the current Ignite! Reading contract be amended to expand the tutoring program to the remaining nine elementary schools (180 slots) for an additional contract amount of \$324,000 funded by the Early Literacy Grant. She said that our proposal for the board is to approve a contract with Ignite! For high doses reading for the total of \$424,000, for the 2023-24 school year. This will allow us to expand it to all of our 11 elementary schools and that gives slots up to 20 per school, focusing on the early literacy framework.

Board members provided the following questions & comments:

- This is GREAT information.
- I had the opportunity to watch Ignite at CFT last year, it is an amazing program.
- I know we are talking about starting this program in November, and we likely won’t see the funds until March, and I recognize that this is a state grant that is no compete and so we are very likely to get the money, and I would like to know the “fallback” plan, if for some reason this grant doesn’t come through.
- I appreciate the initiative high-dosage tutoring is shown to be effective. I have one item that give me pause, and would it be possible to use this kind of resource for in-person tutors instead of virtual?
- Does the I-Ready assessment and the Ignite data talk to each other, so that teachers can see what is happening?
- Is there greater correlation between those pilot schools and the schools hitting the 5 and 8% benchmark?

Director Moore said he has relied on Dr. McCall’s multiple conversations with Oregon Department of Education (ODE), and we are pretty confident that the dollars are going to come through. consider regarding any grant program, typically those funds are by reimbursement. He doesn’t have a lot of pause with this arrangement.

Vice Chair Jaimes made a MOTION to approve a contract with Ignite! Reading for high dosage tutoring services in a total amount of \$424,000, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

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

IX. BOARD MEMBER REFLECTION TIME ~ Time: 8:43 PM

Chair Irvin noted that this agenda item is provided for the Board to provide reflection at the end of their meeting to have an opportunity to discuss, or talk about items to have on a future agenda or if there is something that the Board would like to talk through. This agenda item is available on an as needed basis.

- Lily Story, Tualatin HS Student Representative shared that as a person who was in Hazelbrook Middle School (HMS) leading up to COVID, I can say that violence is something of a normal culture within HMS. From her own experience everything that we would report felt very disregarded. And I was not the only student who felt that way. She shared sympathy to the victim and everyone else who’s being affected because this is a very big and overwhelming thing that has happened. She is hopeful to see some solid, impactful changes in the culture.
- Director Miles, thank you to everybody who provided feedback about school safety. As a parent of a student at HMS, I understand the fear that others felt. I want my child to be safe and feel safe and secure, to go to school in an environment where all students feel welcomed and included, and where no one has to worry about violence. And, as a board member, I hear you, and I am confident that everybody is taking this seriously. I understand and have heard a lot about the desire to know about consequences for students. I want to acknowledge that there are things that are protected by federal law that we cannot know about students, even as board members. The board is having work sessions specific to policy and I think that these are and will be solution oriented, and very responsive to the community concerns about school safety.
- Director Weston, shared that she is excited to see the policies as we start to work on them. To help us move forward.
- Director Zurschmeide, shared that she is grateful to all the parents who reached out and gave us feedback. She heard from a couple of people that that have more input to give and she encouraged anyone to send email to the board if you have more to say. If you felt like what you said didn’t get captured accurately, please send us email so that we do know what you fully wanted to say because it is really important. I appreciate all the people have been saying things and letting us know what’s really going on there. She is hopeful that we can all come together as a community to help solve this community problem.
- Vice Chair Jaimes, shared the sentiment of the other board members here and thank you to everybody that showed up and advocated for their students. This is what we, as educators, ask parents to advocate for their students and I appreciate the fact that everybody is taking this time to do so.
- Chair Irvin, said that this is a complex and nuanced issue and we must stand against school violence. We also must find a way to work on this, and we must trust in the process. Our policy work is really looking at how do we recalibrate some of that policy work in order to make sure that there’s a clearer understanding. She noted that everyone on this board are parents, and appreciate the desire to champion and advocate for our children and for our students and our charge as Board members is we serve our students. She asked parents to continue to partner with the Board, ask questions, in order to have a dialogue that is thoughtful and helpful and also getting all of the perspectives. Thank you for continuing on this process with us. We appreciate it.

X. ADJOURN ~ 8:55 PM

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 8:55 PM.

APPROVED BOARD MEETING

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

DATE: _____

CHAIRMAN: _____

CLERK: _____

**2023-2024 Tigard-Tualatin School District Board of Directors:
Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors**

October 23, 2023 TTSD School Board Work Session and Meeting Minutes

Tigard-Tualatin School District, 23J

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

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

Board Members Present:

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

Alysa Gilliat, STUDD Student, Tigard HS
Ephram Woolsey, STUDD Student, Tigard HS
Brooke Wittgow, STUDD Student, Tigard HS
Reese Scott, STUDD Student, Tigard HS
Evianna Conroy, STUDD Student, Tigard HS
Stanley Sanchez, STUDD Student, Tigard HS
Connie Ramaekers, STUDD Advisor, Tigard HS
Olivia Berck, LEAP Student, Tualatin HS
Hannah Shelley, LEAP, George Fox Intern, Tualatin HS
Oliver Karmakar, LEAP Student, Tualatin HS
Cyndy Hillier, LEAP Advisor, Tualatin HS
Madeline Herbert, LEAP, George Fox Intern, Tualatin HS
Katt Beckley, Parent, Creekside Community HS
Barb Thomason, Community Member
Roberta Giese, Community Member
Robin Bridgeman, Parent, Hazelbrook MS & Tualatin HS
Vikki Villarreal, Washington County
Kristin Giboney, TTSD Alliance
Chris Beckley, Parent, Creekside Community HS
Lara Kopacek, Parent, Hazelbrook MS
Victoria King, Parent, Hazelbrook MS
Lynda Boatwright, Community Member
Trudy Mills, Community Member
Anna Murphy, Parent & Community Member
Meagyn Karmakar, Parent, Twality MS & Tualatin HS
Mathew Uretsky, Associate Professor, PSU
Brad Vest, Parent, Twality MS
Caroline Westman, Parent, Bridgeport ES
Karen Ludes, Parent, Tigard HS
Kelsey Hutchinson, Parent, TualatinES & HazelbrookMS
And
Members of the Community via the Internet

Administrators Present:

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

Others Present:

Patty Roberts, Executive Assistant
Lisa Burton, Community Relations Manager
Brian Miller, SRO
Nick Nunn, SRO
Stace Shillitto, Safety & Security Manager
Thor Kuhn, Teacher & Technology Specialist
Owen Ahlbrecht, Student Representative, Tigard HS
Jamie Hartmann, Student Representative, Tualatin HS
Atticus Beckley, Student Representative, Creekside CHS
Rima Hussein, Student Representative, Tigard HS
Lily Story, Student Representative, Tualatin HS
Olivia Trone, Student Representative, Tualatin HS
Briana Castellanos Zuniga, Student Representative, THS

I. WORK SESSION ~ 5:00 PM

Chair Irvin convened this Board Work Session of the Tigard-Tualatin School District Board of Directors to order at 5:00 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She welcomed everyone to this meeting. Chair Irvin shared that this is the third work session regarding new policy and Student Rights & Responsibilities Handbook.

- A. Review Board Policy ACB: Every Student Belongs and ACB-AR(1): Bias Incidents Complaint Procedure & ACB-A(2): Educational Equity Advisory Committee; JF/JFA: Student Rights and Responsibilities; JFC: Student Conduct; and JFCM: Threats of Violence – Presenter: Chair Irvin and Dr. Sue Rieke-Smith ~ Time: 5:00 PM

2023-2024 Tigard-Tualatin School District Board of Directors:
Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors

Chair Irvin discussed the creation of an “Acts of Aggression & Violence” policy. She has asked Director Zurschmeide and Director Miles to fine tune this new draft policy, after its review, this evening. She noted that Director Zurschmeide and Director Miles have a unique set of skills when it comes to drafting policy. [A copy can be found here.](#)

Dr. Rieke-Smith, Superintendent shared that this new policy will be impactful for our district and also across the State. She discussed a detailed timeline for this policy, and asked the Board for consideration of extending the timeline into December so that there is opportunity for the Behavior Committee, as well as teachers, classified staff, administrators, student and parents, to review this draft policy and provide their feedback. The draft will then be presented to the District Policy Committee, in which Director Miles and Director Weston sit, to finish this policy to a first reading at the November 20, 2023 board meeting and for second reading and adoption at the December 11, 2023 board meeting.

There was discussion regarding what information should be included within this new policy and how it will work in conjunction with the Student Rights & Responsibilities Handbook and our current policies. There was discussion that included:

- Adding clear consequences
- Student code of conduct
- Cross references to laws and other policies
- If referrals to law enforcement authorities will be included
- Referencing our current reporting systems
- Include references to “Safe Oregon”
- References to EASH Committee
- How to include centering equity, like in our Strategic Plan work
- Accountability, & Disproportionate Outcomes
- Reviewing data
- Improving the learning environment
- Asking the Educational Equity Advisory Committee (EEAC) to review and for suggestions
- Students with disabilities
- Student evaluations
- Definitions of offenses

Director Miles & Director Zurschmeide feel they have enough information to complete a DRAFT policy to present to the District Policy Committee, the Behavior Committee, for the Violence & Aggression Policy Community Session, and for the Board. This draft board policy will be brought to the board for a first reading on November 20, 2023.

II. ADJOURN WORK SESSION ~ 6:07 PM

At 6:07 PM, Chair Irvin adjourned this TTSD Board Work Session.

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

A. CALL TO ORDER

Chair Irvin convened this Board meeting of the Tigard-Tualatin School District Board of Directors to order at 6:30 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She noted that the Board had met in a Work Session to begin the development of the Acts of Aggression & Violence Board Policy. This Board meeting was streamed live on the [TTSD YouTube Channel](#).

IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:30 PM

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Superintendent Rieke-Smith shared that there are no changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the Human Resources/Personnel Report, Preliminary September Financial

Report and PROCLAMATION for Red Ribbon Week, as presented. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as presented. Director Jill Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

V. RECOGNITION AND GOOD NEWS ~ 6:33 PM

A. Red Ribbon Week – Presenter: Lisa Burton ~ Time: 6:33 PM

Lisa Burton, Community Relations Manager, introduced Connie Ramaekers, THS Students Against Underage Drinking and Drug Use (STUDD) Advisor and Cyndy Hillier, TuHS Leadership Education Advocacy and Prevention (LEAP) Advisor, and their student leaders, who include from STUDD: Alysa Gilliat, Brooke Wittgow, Reese Scott, Evianne Conroy, Stanley Sanchez and Ephram Woolsey and from LEAP: Olivia Berck, Lily Story, and Oliver Karmakar, also presenting were: Hannah Shelley and Madeline Herbert, George Fox University Interns, and they shared information about various upcoming activities, including Red Ribbon Week, October 23-31, as found in a PowerPoint presentation, a link can be found in the agenda.

Board members asked and shared:

- This is one of my favorite presentations. Thank you for everything that you do. I think it's a very worthy cause.
- I hadn't heard this presentation before, because I am new on the Board and it is so great to hear your creativity with an emphasis on fun.
- Thanks to everyone for coming out with all this great work, and I really appreciate it. I think it's an important issue in our community and it's great to see leadership coming from young people and from the teachers and staff that are supporting the work as well. And, thank you so much for working with our littles at the elementary level.
- Thank you, you are all such eloquent speakers. And the way you bring our communities together.
- It was mentioned that the Board did approve a Proclamation, found in the Consent Agenda, recognizing October 23-31 as Red Ribbon Week.
- I appreciate that you're here expressing so many positive ways to bring our community together and it is incredibly important and needed, especially now.

Director Weston, made a motion for the Board to approve a resolution in support of restricting the sale of flavored tobacco products and protecting kids from a lifetime of nicotine addiction. It was noted that each Board member had not received a copy of this resolution and this motion was tabled until a future meeting.

VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:40 PM

Rima Hussein, Tigard HS Student Representative, shared;

- Yesterday we held our trunk or treat event, and a lot of clubs and affinity groups participated in.
- Last week THS held a Senior assembly where we learned more about our cap and gowns.
- Conferences will be held on Thursday and Friday of this week.

Briana Castellanos-Zuniga, Tigard HS Student Representative, shared;

- Our Football team is currently at 4 wins and 4 losses, and we are hoping to get another win this week against Tualatin.
- Girls Volleyball is headed to their first playoff game against Sheldon.
- Girls Soccer had an amazing Senior night against Lake Ridge, and
- Boys Soccer tough loss on their Senior night, last week.
- Intercambio interviewed 8th grade middle schoolers, and we have our 2023-2024 eighth graders for the year.

Atticus Beckley, Creekside Community HS Student Representative, shared;

- Last week I attended our new advisory and I am looking forward to our future meetings.
- CCHS attendance is about the same, which is still great. I have noticed that there is a lot less conflict between teachers and students, and I think this has to do with getting settled back into school and that the environment has been improving.

Jamie Hartmann, Tualatin HS Student Representative, shared;

- It feels like student's are really back in the groove of things and starting to have their first real test of the year and it just feels like the school year has really started.
- Homework club has expanded to Tuesday, Wednesday and Thursday, to give students the support they need and then they have a ride home after.
- Sports:
 - On Friday Tualatin hopes to continue its 1,460-day streak of not losing to Tigard HS in football.

Lily Story, Tualatin HS Student Representative, shared;

- Overwatch had its first win of the year for E-Sports.
- Intercambio held its interviews

VII. SUPERINTENDENT & BOARD COMMUNICATION ~ 6:56 PM

Dr. Sue Rieke-Smith, Superintendent shared:

- Met with all of our Student Reps this morning, virtually, for our monthly meeting.
- Earlier this evening, part of our collective work, a first read of a new policy regarding Acts of Aggression and Violence. She explained that there will be a first reading of the new policy at the November 20, 2023 board meeting, and between November 6th and November 20th there will be opportunity for the community, as a whole, parents, students, staff, in addition to the Tigard-Tualatin Education Association (TTEA) Behavior Committee, to come together and process this draft policy, and provide input relative to what parts of the policy that resonates with them and where there are gaps and to provide input as to how we might close those gaps, with a second reading to the Board at the December 11, 2023 board meeting. Also, I will be meeting with the State and Federal representatives to update them on the work that we are doing regarding this policy, which is the first of its kind.
- I will be meeting with the New TTSD Alliance for Safety and Education, tomorrow. This newly formed parent group has brought forward their concerns relative to safety and education.
- Department of Education and Governor's office to discuss State level support for the work that we are doing in terms of education and assessment.
- I want to share our deep gratitude for our parents, who continue to advocate for their students in their efforts to make our district stronger.
- Reminder: Family Partnership Days will be held on Thursday and Friday.
- I will be volunteering at the Tigard-Tualatin Schools Foundation, fundraising event, Art in the Burbs, this weekend, to wrap purchases.

Board members shared:

- I appreciate the work that our staff has been doing on policies pertaining to discipline. And we have more work to do to encourage a safe school atmosphere, as shown by our data and illustrated by stories from parents and teachers.
- Research to consider while we are drafting policies, include:
 - Parenting research on behavior;
 - Economic and marketing perspectives on changing behavior;
 - Positive behavior interventions and support;
 - Reducing discipline referrals

- Pay attention to the proper metric;
- Input from the community.
- I had the opportunity to attend the Sit with Sue at Hazelbrook MS, and it was really great to hear the staff perspective.
- And I am looking forward to this policy work, particularly that we're going to open it up to getting some feedback prior to our second reading.
- It feels like the real work is starting now, as the Board is getting really busy.
- Sit with Sue's at Hazelbrook MS and Byrom ES in the last two weeks, were very informative.
- The Curriculum Adoption committee is in full force working on K-5 Math Curriculum.
- The Tualatin Pumpkin Regatta was a GREAT event, yesterday. Look for photos on Tualatin Chamber Facebook Account.
- Last couple of weeks, I went to Deer Creek, Art Rutkin, and Durham ES and shared highlights.
 - Saw Ignite Program in progress.
 - WAM Program, in the portables (additional gym space)
 - Creating new "norms" at our new school.
- Regarding the policy work and as we continue to listen to what our constituents, and our families are saying and working to be open and reflective of hearing, as a board, our charge and what we can do and then how we can help the district and have conversations that can affect change.
- Several birthdays to celebrate, including: Director Robson, Mr. Dr. Sue, THS Student Representative, Owen Ahlbrecht, CCHS Student Representative, Atticus Beckley, Assistant Superintendent, Dr. Lisa McCall, Director Susan Barnard, and Operations Administrator, Jarvis Gomes.

VIII. PUBLIC COMMENT ~ 7:17 PM

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel.

- Victoria King, 97062, [District Response to Ongoing Violence at Hazelbrook Middle School.](#)
- Laura Kopacek, 97062, [My concerns/experiences at Hazelbrook Middle School.](#)
- Kristen Giboney, 97062, [Read a letter to read from a teacher regarding what is going on in the classrooms and within the district.](#)
- Katt Beckley, 97223, [Regarding current events which is one of aggression or violence.](#)

IX. REPORTS & DISCUSSIONS ~ 7:34 PM

A. Cyber Security Month – Presenter: Susan Barnard ~ Time: 7:34 PM

Susan Barnard, IT Director, shared that the purpose of this agenda item is to inform the Board regarding the Importance of Cyber Security Month: Safeguarding our School Community, that included:

- Today's Presentation
- What IS Cyber Security
- Cybersecurity Standards
 - Sanitize
 - Safeguard Student, Teacher and Staff devices
 - Protect the Identities of Students, Teachers & Staff
 - Perform Regular Maintenance
- K-12 Cyber Incident Trends and Threats

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- Local: Cyber Attacks on K-12 Schools
- Help students take ownership of their digital lives.
- Digital Drama Unplugged
- What You'll Need... in class, for families,
- Explore: Where do people Stand?
- Common Sense Education (Digital Drama Unplugged)
- Online Safety: What Every Educator Needs to Know
- Phishing, Bitcoin, Cryptocurrency
- Cybersecurity Initiatives at TTSD
- The Role of the School Board & District Leadership in Cybersecurity
- Think before you click...

Board members provided the following questions & comments:

- Thank you!
- Every time I hear you say inconvenient, it tells me that it's really important.

B. First Reading: Board Policies – Presenter: Len Reed ~ *Time: 7:48 PM*

Len Reed, Human Resources Director, presented the proposed updates to Board Policy BD/BDA - Board Meetings and Board Policy BDC - Executive Sessions for a first reading and she noted that the updates are due to legislation changes.

Board members provided the following questions & comments:

- There were several editing changes requested
- There was discussion regarding the proposed email notice/disclaimer, which is a recommended change

These policies will be brought back to the board for second reading at the November 6, 2023 Board meeting, for second reading.

X. ACTION ITEMS ~ *Time: 8:08 PM*

A. Portland State University and Tigard-Tualatin School District Partnership – Presenter: Kathy Wilson-Fey ~ *Time: 8:08 PM*

Kathy Wilson-Fey, TTSD Mental Health & Wellness Coordinator, and Mathew Uretsky, PSU Associate Professor, School of Social Work, shared information regarding the PSU & TTSD Partnership. They shared that this proposal will take steps to create a more robust, collaborative partnership between PSU and TTSD. The process will include the PSU School of Social Work grant proposals that can lead to joint projects including research, developing teaching and learning initiatives, and bolstering mental health support for students. The focus of the initial PSU grant proposal to identify and address critical obstacles hindering math education and student equity within our community. They discussed information from the Executive Summary and referred to the National Science Foundation Partnership Development Grant, found in the agenda.

Board members provided the following questions & comments:

- What does this partnership look like in our schools?
- Tell us more about the goals for the program? What data will be collected and how we're going to disaggregate the data?
- Thank you and this is an interesting topic.
- There was discussion regarding anxiety and other behaviors.

Director Zurschmeide made a MOTION to approve the partnership between Portland State University and the Tigard-Tualatin School District, as presented. Vice Chair Jaimes seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

B. Division 22 Assurances – Presenter: Todd Robson ~ *Time: 8:30 PM*

Todd Robson, Director of Teaching & Learning, shared information using a PowerPoint presentation found in the agenda. He shared:

- Division 22 Standards Assurances for the 2022-23 School Year
- What are the Division 22 Standards?
- Division 22 Rule Categories
- Snapshot: Division 22 Rules
- What are the requirements for each of the rules
- What are the Division 22 Standards Assurances?
- Division 22 Standards & Assurances of Compliance “Our Why”
- What happens if the district is out of compliance
- Report for the 2022-23 School Year
- Division 22 Standards Waivers for 2022-23
- Rules that Were New in 2022-23
- New/Revised Rules & Requirements
- District Report on Compliance with Division 22 Standards
- Looking Ahead: Compliance for the 2023-24 SY
- New/Revised Rules & Requirements
- Potential Rule Changes
- Questions?

Board members provided the following questions & comments:

- There were no questions

Vice Chair Jaimes made a MOTION to approve the Division 22 Assurances, as presented. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

C. Resolution 2324-04, Findings of Fact for Exemption from Competitive Bidding Fowler Sewer Replacement Project – Presenter: David Moore ~ *Time: 8:42 PM*

David Moore, CFO, and Darin Barnard, Operations Director shared that the Board is asked to consider approval of Resolution 2324-04, which adopts Findings of Fact granting Exemption from Competitive Bidding for the Fowler Sewer Replacement Project by means of qualifications plus a bid and authorizing selection by a Request for Proposals (RFP) procurement process. This process will allow the district to consider qualifications in addition to the bid amount to ensure that the contractor has the qualifications and experience to do the project

Board members provided the following questions & comments:

- I appreciate it when we get the qualifications plus bid when we are doing technical work like this.

Director Weston made a MOTION to approve Resolution 2324-04 adopting Findings of Fact granting exemption from competitive bidding for the Fowler Sewer Replacement Project by means of qualifications plus a bid and authorizing selection by RFP, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

D. Resolution 2324-05: Findings of Fact for Exemption from Competitive Bidding Summer 2024 Boiler Replacement Projects – Presenter: David Moore ~ *Time: 8:47 PM*

David Moore, CFO, and Darin Barnard, Operations Director, shared that the Board is asked to consider approval of Resolution 2324-06, which adopts Findings of Fact granting Exemption from Competitive Bidding for the 2024 Summer Boiler Replacement Projects at Tualatin High School, Bridgeport Elementary, Byrom Elementary and Hazelbrook Middle School by means of qualifications plus a bid authorizing selection by a Request for Proposals (RFP) procurement process. This process will allow the district to consider qualifications in addition to the bid amount to ensure that the contractor has the qualifications and experience to do the project as well as

obtain a competitive price for work. The bid prices will be one of the factors that will be ranked along with qualifications and experience in determining the highest ranked proposer best able to do the work.

Board members provided the following questions & comments:

- There were no questions.

Director Zurschmeide made a MOTION to approve Resolution 2324-05 adopting Findings of Fact granting exemption from competitive bidding for the Summer 2024 Boiler Replacement Projects by means of qualifications plus a bid and authorizing selection by RFP, as presented. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

IX. BOARD MEMBER REFLECTION TIME ~ Time: 8:48 PM

Chair Irvin noted that this agenda item is provided for the Board to provide reflection at the end of their meeting to have an opportunity to discuss, or talk about items to have on a future agenda or if there is something that the Board would like to talk through. This agenda item is available on an as needed basis.

- Chair Irvin, consider a resolution regarding tobacco and vape products for our November 6, 2023 Board meeting agenda.
- Director Weston, made a general comment that we have been discussing difficult topics and I want to recognize the difficulty of this for the community and everyone participating and the importance of being careful with our words. comments and the importance of being careful of our words. Appreciate all the comments coming in and the dialog with the community.
- Director Zurschmeide, I have concerns on the way public comment was handled this evening. We had an anonymous letter read by somebody who showed up in-person, but it wasn't the words of the person who showed up that we were listening to. And it's not normally the board's typical behavior to receive anonymous comments in that way. I would say that if you want to make comments to the board during public comment, you have to make yourself publicly known.
- Lily Story, Tualatin HS Student Representative, shared that she appreciates all the public comments tonight.

X. ADJOURN ~8:53 PM

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 8:53 PM.

APPROVED BOARD MEETING

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

DATE: _____

CHAIRMAN: _____

CLERK: _____

November 6, 2023 TTSD School Board

Meeting Minutes

Tigard-Tualatin School District, 23J

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

Board Members Present:

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

Administrators Present:

Dr. Susan Rieke-Smith, Superintendent
Dr. Lisa McCall, Assistant Superintendent
Traci Rose, Director, Communications
Susan Barnard, Director, IT
Darin Barnard, Director, Bond/Operations
Todd Robson, Director, Teaching & Learning
Len Reed, Director, Human Resources
Jarvis Gomes, Administrator, Operations

Others Present:

Patty Roberts, Executive Assistant
Thor Kuhn, Teacher & Technology Specialist
Atticus Beckley, Student Representative, CCHS
Owen Ahlbrecht, Student Representative, Tigard HS

Jamie Hartmann, Student Representative, Tualatin HS
Rima Hussein, Student Representative, Tigard HS
Briana Castellanos Zuniga, Student Representative, THS
Lily Story, Student Representative, Tualatin HS
Kelli Schlegelmilch, Program Manager, Comunicare
Nathan Ruybalid, Student, Tualatin HS
Sydney Smith, Student, Tualatin HS
Marsh Tiedemann, Student, CCHS
Akash Balakumar, Student, Tualatin HS
Robin Bridgeman, Parent, Hazelbrook MS & Tualatin HS
Kris Hodapp Baker, Parent, Templeton ES & Tigard HS
Dale Baker, Parent, Templeton ES & Tigard HS
Trudy Mills, Tigard Community Member
Lynda Boatwright, HMS
Isabel Juarez, Community Member
Andrea Van Hagen, Sr. Program Coordinator, Comunicare
Victoria King, Parent, Byrom ES & Hazelbrook MS
Brad Vest, Parent, Twality MS
Caroline Westman, Parent, Bridgeport ES
Anna Murphy, Parent
Matt Weisker, WCGoP
And
Members of the Community via the Internet

(Please access the online video of this meeting, through the TTSD YouTube Channel, for full verbiage in its entirety.)

I. REGULAR SESSION ~ 6:29 P.M.

A. CALL TO ORDER

Chair Irvin convened this Board meeting of the Tigard-Tualatin School District Board of Directors to order at 6:30 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. This Board meeting was streamed live on the [TTSD YouTube Channel](#). Chair Irvin explained the organization and order of our meeting, as some patrons, watching online, have asked for more information about how our TTSD meetings are run.

II. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:33 PM

Chair Irvin asked Superintendent Rieke-Smith if there are any changes to the agenda. Superintendent Rieke-Smith shared that there are no changes to the agenda. Director Zurschmeide requested that the Item #3 – 2nd Reading of Board Policies be removed from the consent agenda and moved to VIII. ACTION ITEMS, after REPORTS & DISCUSSION. Chair Irvin asked for a MOTION to approve the agenda and Consent Agenda, as amended. Director Zurschmeide made a MOTION to approve the Agenda and Consent Agenda consisting of the Human Resources/Personnel Report, CTE Revitalization Grant Application, Resolution 2324-06: To Support Restricting the Sale of Flavored Tobacco Products and Protecting Students from a Lifetime of Nicotine Addiction, and PROCLAMATION: Honoring TTSD Veterans and All Veterans in the TTSD Community, as amended. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

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

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

III. RECOGNITION AND GOOD NEWS ~ 6:35 PM

A. Celebrate Partnership with Communicare Oregon ~ Time: 6:35 PM

Traci Rose, Community Relations Director, introduced Kelli Schlegelmilch, Project Manager, Comunicare with the Harold and Arlene Schnitzer CARE Foundation, that provides an opportunity for TTSD students to learn about the needs of their community and how to become leaders through community service and the grantmaking process. The hope is that students will continue to be leaders in the future. She shared information using a PowerPoint Presentation, a link can be found in the agenda. Students who presented information regarding the Comunicare program included: Nathan Ruybalid, Akash Balakumar and Sidney Smith, from Tualatin HS and Atticus Beckley and Marsh Tiedemann, from CCHS.

Board Members shared the following questions and comments:

- Thanks to all the students for all of their work.
- Thank you for this amazing program that teaches our students about leadership and collaboration skills, etc.
- It is nice to see a program that gives back to the community as well as to our students.
- How did the students determine how to allocate this funding?

B. To Honor TTSD Veterans ~ Time: 6:49 PM

Traci Rose, Community Relations Director, shared that tonight the Board is asked to honor and recognize the following Tigard-Tualatin staff who have served and continue to serve our community and country: Amy West, Tualatin ES, Matt Hamilton, Tualatin HS, Cindy Pellicci, Fowler MS, Roger Dessert, Student Services, Tyler Swepston, Operations, Michael Zienkiewicz, Transportation, Richard Salboro, Hazelbrook MS, Daniel Sanchez, Hazelbrook MS, Nathan Stanley, Tualatin HS, Zach Cooper, Tualatin HS, and Robert O'Dell, Transportation, Michael Elliott, Transportation, Jason Depp, Byrom ES, Kyle Mueller, Tigard HS, Karen Rotunno, Hazelbrook MS, and Mike Clayton, Transportation. Director Rose stated that the Board has approved a Proclamation, found in the Consent Agenda, to honor our TTSD Veterans & All Veterans in the TTSD Community. She shared a PowerPoint Presentation, in honor of National Veteran's Day, a link can be found in the agenda.

Board Members shared the following questions and comments:

- Thank you for your service.
- Service to your country is really a selfless act. I appreciate that we have so many staff members who have served kids and our country.

IV. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:42 PM

Olivia Trone, Tualatin HS Student Representative, was absent this evening.

Atticus Beckley, Creekside Community HS Student Representative, shared;

- Halloween was fun
- Are having a Day of the Dead celebration and CCHS was very excited about it as well.

Owen Ahlbrecht, Tigard HS Student Representative, shared;

- Excited for the long weekend, No School November!
- There was a celebrity sitting last week in Tigard HS, and I was pleased to see Dr. Sue in our halls and going through and seeing how Tigard High is run, going from bus pickup and drop-off, to transition and lunches and how each individual class is going. was pleased to see Dr. Sue in our halls.

Briana Castellanos-Zuniga, Tigard HS Student Representative, shared;

- School is running smooth!
- The end of the quarter is this week and students are rushing to get their assignments in before Wednesday.
- The Football team won their 1st round of playoffs, and Friday they play against Sherwood.
- November 1st was exciting and stressful day for our Seniors because many college applications were due.

Jamie Hartmann, Tualatin HS Student Representative, shared;

- Tualatin Football won over Tigard and Roosevelt, in the past two weeks. And, should both Tualatin and Tigard football teams win again this week, we could see a rematch in the playoffs next week.
- We've had a lot of fire alarms this week, because they are working on the system, to update it.

Lily Story, Tualatin HS Student Representative, shared;

- Intercambio has their first mentoring session tomorrow, Tuesday, 11/8/2023. We are really excited to welcome the Twality MS and Hazelbrook MS students to Tualatin HS and the Fowler MS and Twality MS student to Tigard HS.

V. SUPERINTENDENT & BOARD COMMUNICATION ~ Time: 6:53 PM

Dr. Sue Rieke-Smith, Superintendent shared:

- Met with the TTEA Behavior and Discipline Committee and provided them with a beginning draft of the policy addressing aggression and violence. And we sought their feedback, which was provided for the second draft.
- On 10/31, I judged the annual Tualatin HS staff Halloween costume contest. The costumes were amazing.
- Had the opportunity to spend time with Thor and the technology production students, who produced this week's Two with Dr. Sue segment.
- I have made a commitment to be in schools, for extended periods of time, so I can get into classrooms. I've been into about 1/3 of the Tigard HS classrooms, and I will continue those visits. I've been able to assist in the halls and during lunch duty and have some really great conversations with kids.
- Sit with Sue, this week, will be at Twality MS.
- Nothing would please me more then to have a rematch of the Tigard and Tualatin football playoffs at the Hillsboro stadium.

Board members shared:

- It's been a busy couple of weeks, with:
 - Sit With Sue's
 - World Language Curriculum Committee
 - Math Curriculum Adoption
 - Long Range Facility Planning
 - Writing/drafting the new policy and up to draft four or five and I am looking forward to the community meeting on Thursday.
- I am looking forward to the OSBA Convention this coming weekend.
 - I am hoping that we can each give a synopsis of what we hear and learn at the convention, at our next meeting.
- Have been participating in the English language development curriculum committee and I have learned a lot.
- I look forward to everyone's comments on Thursday and thank you to everyone's work on the policies pertaining to violence in schools. I look forward to seeing that continue to develop.
- Shared thoughts on the topic of resources
- I appreciate being on the Policy Committee, and we have had one meeting since the last time we were here.
- Also looking forward to the OSBA Convention, where I will be presenting.
- Fun experience to attend Junior Achievement program BizTown with my 5th grader.
- We had Art in the Burbs, which was a smashing success.
- We had some new community members attend the Long-Range Facilities Planning meeting.

VI. PUBLIC COMMENT ~ 7:06 PM

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these

<p style="text-align: center;">2023-2024 Tigard-Tualatin School District Board of Directors: Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors</p>

opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel.

- Kris Hodapp Baker, 97223: Topic: “Regarding policy changes that can be made regarding the violence in the schools – stated in a positive way.”

VII. REPORTS & DISCUSSIONS ~ 7:11 PM

A. First Reading: Board Policies – Presenter: Len Reed

Len Reed, Director of Human Resources, reviewed the proposed updates to the following Board Policies for first reading, including:

- GCBDA/GDBDA – Family Medical Leave (Version 1)
- GCBDA/GDBDA – Family Medical Leave
- GCBDF/GDBDC – Paid Family Medical Leave Insurance

These policies will be brought back before the Board on November 20, 2023 for second reading & approval.

Board members provided the following questions & comments:

- I really appreciate having this policy.

VIII. ACTION ITEMS ~ Time: 7:15 PM.

(This agenda item was added to the ACTION ITEMS and was removed from the Consent Agenda by Director Zurschmeide, for further discussion)

A. 2nd Reading: Board Policies – Presenter: Len Reed ~ Time: 7:15 PM

Director Jill Zurschmeide explained her concerns regarding board Policy BD/BDA: Board Meetings, and she pointed out that on page 3, of the policy, section 2: Communications outside of a board meeting may contain. . . She stated that the language that bothers her is the signature language, it is not legally binding. She said it simply isn’t best practice. This language is not state law, and we are not required by law to include this language. She suggested that the Board amend this policy to either delete this paragraph entirely or change to be permissive language, for example: we encourage board members to do this, or it is recommended that. . . Director Zurschmeide also suggested that the Board change the words “other board members” to “fellow board members”.

Board members shared:

- I like that Director Zurschmeide brought up these points for discussion, and I support changing the language to “are encouraged to” instead of shall.
- I appreciate your fix of suggesting it. I agree that policy should be broad, however, some policies have specifics in them. I would support changing it to encouraging “other board members” to our “fellow board members”.
- I appreciate and support your compromise of leaving the language in with some caveats.
- I want to thank Director Zurschmeide for the points that she brought up, and I think that they are very insightful. I think that leaving it in with some permissive language is a great compromise.

The Board agreed to approve, see MOTION below, the policies for 2nd reading with an amendment to Policy BD/BDA: Board Meetings, found on Page 3, after Section 2a, after #4: as follows:

It is recommended that e-mails sent to ~~other~~ fellow Board members ~~will~~ have the following notice:

Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by public meetings law.

<p align="center">2023-2024 Tigard-Tualatin School District Board of Directors: Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors</p>

Director Zurschmeide made a MOTION to approve Board Policies BD/BDA – Board Meetings and BDC – Executive Sessions, as amended for 2nd Reading. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

IX. BOARD MEMBER REFLECTION TIME ~ Time: 7:28 PM

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

X. ADJOURN ~ 7:28 PM

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 7:28 PM.

APPROVED BOARD MEETING

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

DATE: 11/20/2023

CHAIRMAN:

CLERK:

November 20, 2023

HUMAN RESOURCES REPORT

TIGARD-TUALATIN SCHOOL DISTRICT 23J

HUMAN RESOURCES REPORT - CLASSIFIED

LASTNAME	FIRSTNAME	RECOMMENDED ACTION		CATEGORY	BUILDING	ASSIGNMENT	FTE	RATE	EFFECTIVE	DATE ENDS
BACHMAN	RENE	TERM	RESIGN	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H6	11/8/23	
FERGUSON	RACHEAL	TERM	RESIGN	HOURLY	FOWLER MS	FOOD SERVICE ASSISTANT 1	0.438	C6	9/11/23	10/25/23
JENKINS	LINDSEY	EMPLOY	REPLACE BACHMAN	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H6	11/16/23	6/7/24
LEE	DEBORAH	TERM	RESIGN	CLASSIFIED	DURHAM	LEARNING SPECIALIST ASSISTANT	0.813	I2	11/2/23	
MILLER	LEVI	EMPLOY	REPLACE	CLASSIFIED	BYROM	LEARNING SPECIALIST ASSISTANT	0.813	I4	11/8/23	
OLIVEIRA	STEPHANIE	TERM	RETIRE	CLASSIFIED	FOWLER MS	NUTRITION SERVICES ASSISTANT 3	1.000	F11	11/30/23	
PEREZ	AMANDA	TERM	TERM	HOURLY	CF TIGARD	INSTRUCTIONAL ASSISTANT 1	0.281	E6	11/2/23	
ROLEY	ALEECE	TERM	RESIGN	CLASSIFIED	TUALATIN ES	LEARNING SPECIALIST ASSISTANT	0.813	I11	11/14/23	
SLAGLE	JULIE	HIRE	REPLACE ANUNTAK	HOURLY	WOODWARD	INSTRUCTIONAL ASSISTANT 1	0.281	E2	11/13/23	6/7/24
SPENCER	MELVIN	CHANGE	REPLACE GARCIA	CLASSIFIED	ALBERTA RIDER	UTILITY/CLEAN TECH	1.000	F8	11/6/23	
THOMSON	CINDY	TERM	REPLACE DANIELS	HOURLY	CF TIGARD	TITLE 1 ASSISTANT	0.469	H6	11/14/23	6/13/24
URENA GOMEZ	GEMA	EMPLOY	REPLACE GETTY	CLASSIFIED	TIGARD HS	CUSTODIAL TEAM LEAD	1.000	I6	11/8/23	
WEBSTER	JOSLYN	EMPLOY	REPLACE	CLASSIFIED	FOWLER MS	LEARNING SPECIALIST ASSISTANT	0.875	I2	11/8/23	
WEINKAUF	HEIDI	TERM	RESIGN	CLASSIFIED	DURHAM	FOOD SERVICE ASSISTANT 1	0.438	C8	11/9/23	
WILLIAMS	MALERIE	EMPLOY	NEW	CLASSIFIED	BRIDGEPORT	LEARNING SPECIALIST ASSISTANT	0.813	I6	11/20/23	
ZERKLE	JUANITA	EMPLOY	NEW	CLASSIFIED	CF TIGARD	LEARNING SPECIALIST ASSISTANT	0.813	I6	11/20/23	



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

November 20, 2023

TO: Board of Directors
FR: David Moore
RE: Preliminary October Financial Report

EXPLANATION

This month’s financial report includes the preliminary October 2023 statements. The June 2023 statements will be finalized after the audit is completed, and at that point, the monthly statements going forward will reflect the audited beginning fund balance.

The MITCH Charter School statements for July, August and September 2023 are also included.

JUNE 2023 ENDING FUND BALANCE

The current projected ending fund balance at June 30, 2023 of \$22 million exceeds the \$21.5 million estimated at the time of the proposed budget for 2023-24 and the \$21.55 million projected as the beginning fund balance in the preliminary August 2023 statements.

SEPTEMBER 2023 GENERAL FUND

Revenue:

Revenue through October primarily consists of the State School Fund Grant including a double payment in July. Property taxes received in July and August are recorded in the prior year. Current tax levy information is summarized below. Current year tax revenue will begin showing up in the November financial statements. Projected revenue includes estimates for revenue to be received for the remainder of the year.

The district recently received the Washington County property tax roll information. Washington County taxes are 97% of the total general fund taxes levied. In Washington County, assessed valuation increased 3.8%. For comparison, the assessed value increases in the past 5 years were:

2022-23	3.6%
2021-22	3.2%
2020-21	4.1%
2019-20	4.7%
2018-19	4.5%

The Local Option tax levy of \$11,978,703 in Washington County is a 4.8% increase over the prior year. This year compression increased by .18% compared to last year’s amount. Tax collections on this levy should approximate the budget of \$11,700,000 after subtracting discounts and uncollected taxes and adding collections of prior years’ taxes. For comparison, the local option tax information for the past 5 years is presented below:

	Taxes Imposed	Local Option Tax Increase	Compression Change
2022-23	\$ 11,427,076	8.2%	-18.6%
2021-22	\$ 10,560,889	4.6%	-3.6%
2020-21	\$ 10,092,534	6.3%	-5.1%
2019-20	\$ 9,495,642	2.16%	10.82%
2018-19	\$ 9,295,033	6.58%	-3.99%

Expenditures:

Expenditures through October include annual projected payroll costs for all employees and all other expenditures.

Projected Ending Fund Balance:

At this time the projected ending fund balance for June 30, 2024 is \$15.2 million compared to the budgeted \$12.98 million as noted below above. The increase is primarily due to a final State School Fund allocation based on \$10.2 billion compared to \$10.1 billion used for budgeting. Updates to the projected ending fund balance will be made as changes are noted in revenue and expenditure actual activity compared to the projections.

2023-24 Budgeted Ending Fund Balance:

The budgeted General Fund ending fund balance for the 2023-24, if there is no transfer of contingency funds, is \$12.98 million. Approximately \$8.5 million of the beginning fund balance will be applied to balance the budget in order to maintain the current service level of 2022-23. The report on page 86 of the [2023-24 Adopted Budget](#) in the column for the General Fund outlines the use of the reserves.

The monthly Board Financial Report will focus on changes that will impact the ending fund balance. Monitoring ending fund balance and use of reserves will also monitor the district’s ability to sustain program in future years. During the year, we will share a monthly analysis under the section titled **Projected Ending Fund Balance**. Some future items to track and monitor that could impact District finances include the following:

- Future economic forecasts which will project state revenue in the current biennium and beyond.
- Fall enrollment, as enrollment drives Average Daily Membership weighted (ADMw), a primary element of the State School Fund revenue formula, in addition to staffing needs. The enrollment used to determine budgeted SSF revenue for 2023-24 is 11,248, a decline from 11,325 students in the fall of 2022. The actual October 1 enrollment number is 11,267, which will be the base for the upcoming update to the 10-year enrollment forecast.
- Additional staffing needs in response to enrollment shifts
- Use of the Student Investment Account (SIA) and federal emergency relief funds (ESSER).

District Board policy DBDB requires a specific reserves based on the budgeted operating revenue.

- Contingency 2%
- Rainy Day Reserve 5%
- Unappropriated Ending Fund Balance 5%

The Board may transfer funds to other appropriation levels by resolution only.

The budgeted reserves are broken down as follows below. Note that the Board approved drawing down the Rainy Day Reserve to 1% of operating revenues in the 2023-24 budget.

Contingency	
Operating Contingency	\$ 3,236,223
Ending Fund Balance	
Unappropriated Ending Fund Balance	8,090,556
Rainy Day Reserve	<u>1,652,816</u>
	<u>\$12,979,595</u>

PRESENTER: David Moore

SUPPLEMENTARY
MATERIALS: October 2023 Financial Statements; July, August and September 2023
MITCH Charter School Financial Statements

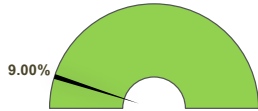
RECOMMENDATION: NONE

PROPOSED MOTION: NONE

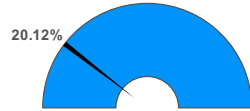
Tigard Tualatin School District 23 JGeneral Fund | Revenue Dashboard Summary

For the Period Ending October 31, 2023

Projected Year End Balance as % of Budgeted Revenues

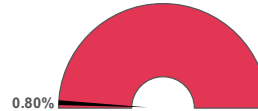


Actual YTD Revenues



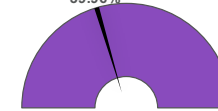
Projected YTD Revenues
20.18%

Actual YTD Local Source



Projected YTD Local Sources
1.06%

Actual YTD State Sources



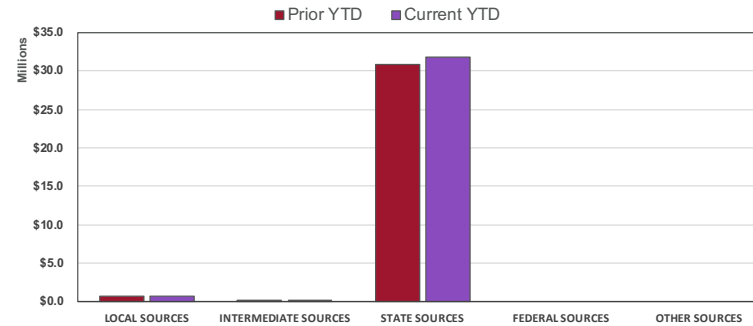
Projected YTD State Sources
39.85%

Revenue Analysis

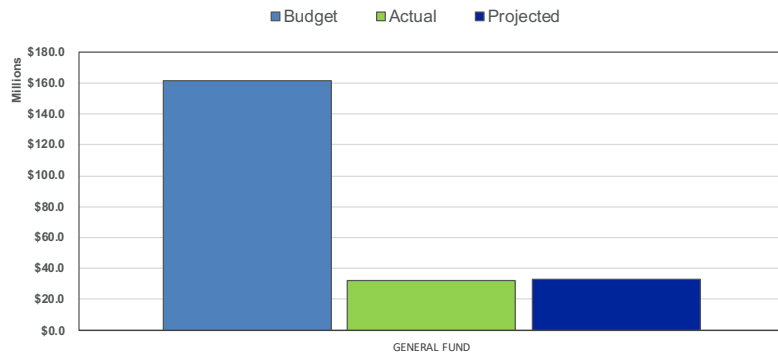
Top 10 Sources of Revenue (Year-to-Date)

Unrestricted Grants-in-Aid	\$31,821,903
Interest on Investments	\$415,478
Ad Valorem Taxes Levied by District	\$124,588
Unrestricted Revenue	\$79,402
Miscellaneous	\$57,037
Local Option Ad Valorem Taxes Levied by District	\$21,045
Recovery of Prior Years Expenditure	\$13,078
Other Intermediate Sources	\$13,042
Admissions	\$3,429
Penalties and Interest on Taxes	\$2,567
Percent of Total Revenues Year-to-Date	100.00%

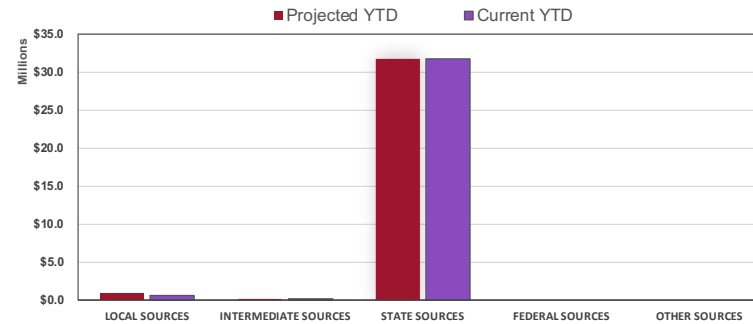
Revenues by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Actual YTD / Projected YTD



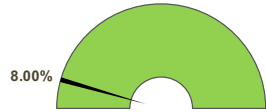
Revenues by Source | Projected YTD vs. Current YTD



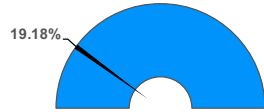
Tigard Tualatin School District 23J General Fund | Expenditure Dashboard Summary

For the Period Ending October 31, 2023

Projected Year End Balance as % of Budgeted Expenditures

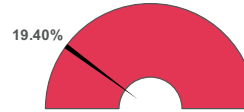


Actual YTD Expenditures



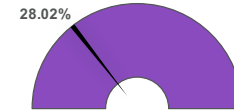
Projected YTD Expenditures
18.70%

Actual YTD Salaries/Benefits



Projected YTD Salaries/Benefits
19.60%

Actual YTD All Other Objects



Projected YTD All Other Objects
23.24%

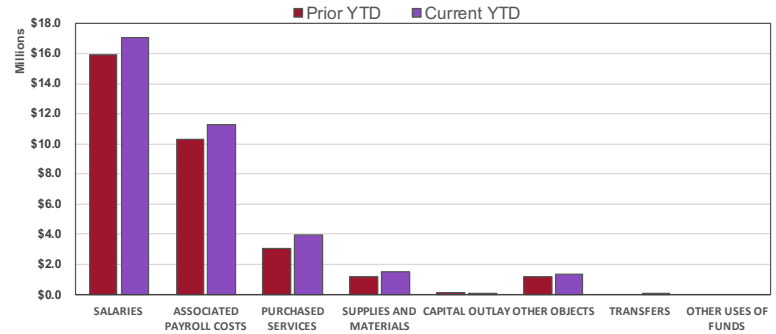
Expenditure Analysis

Top 10 Expenditures by Object (Year-to-Date)

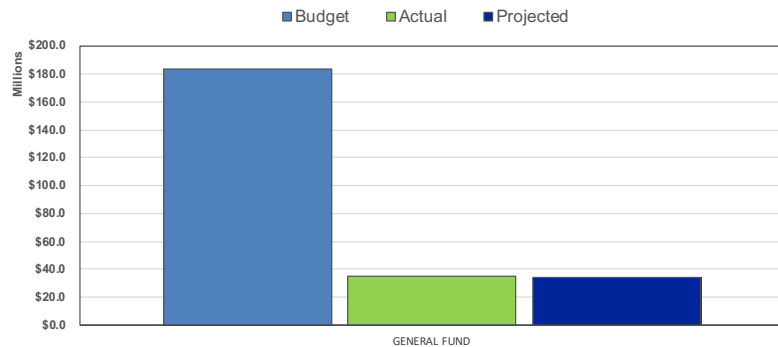
LICENSED SALARIES	\$9,246,309
CLASSIFIED/CONF SALARIES	\$4,102,309
OPSRP EMPLOYER CONTRIB	\$2,406,820
ADMINISTRATOR SALARIES	\$2,045,088
HEALTH INS - LICENSED	\$1,796,638
HEALTH INS - CLASSIFIED	\$1,606,645
F I C A	\$1,313,532
PERS EMPLOYER CONTRB	\$1,207,599
PERS EMPLOYEE CONTR-P/U	\$975,295
CHARTER SCHOOL PAYMENTS	\$870,039

Percent of Total Expenditures Year-to-Date 72.74%

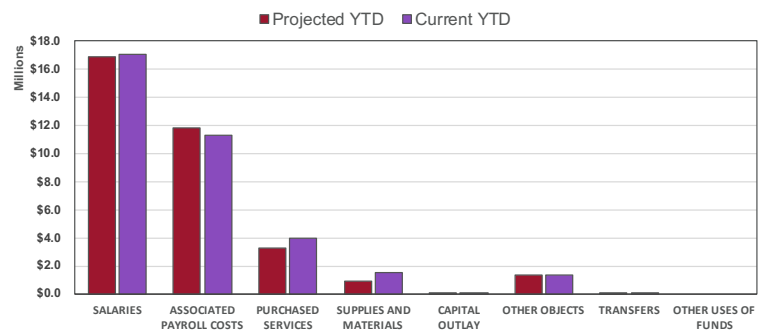
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Actual YTD / Projected YTD

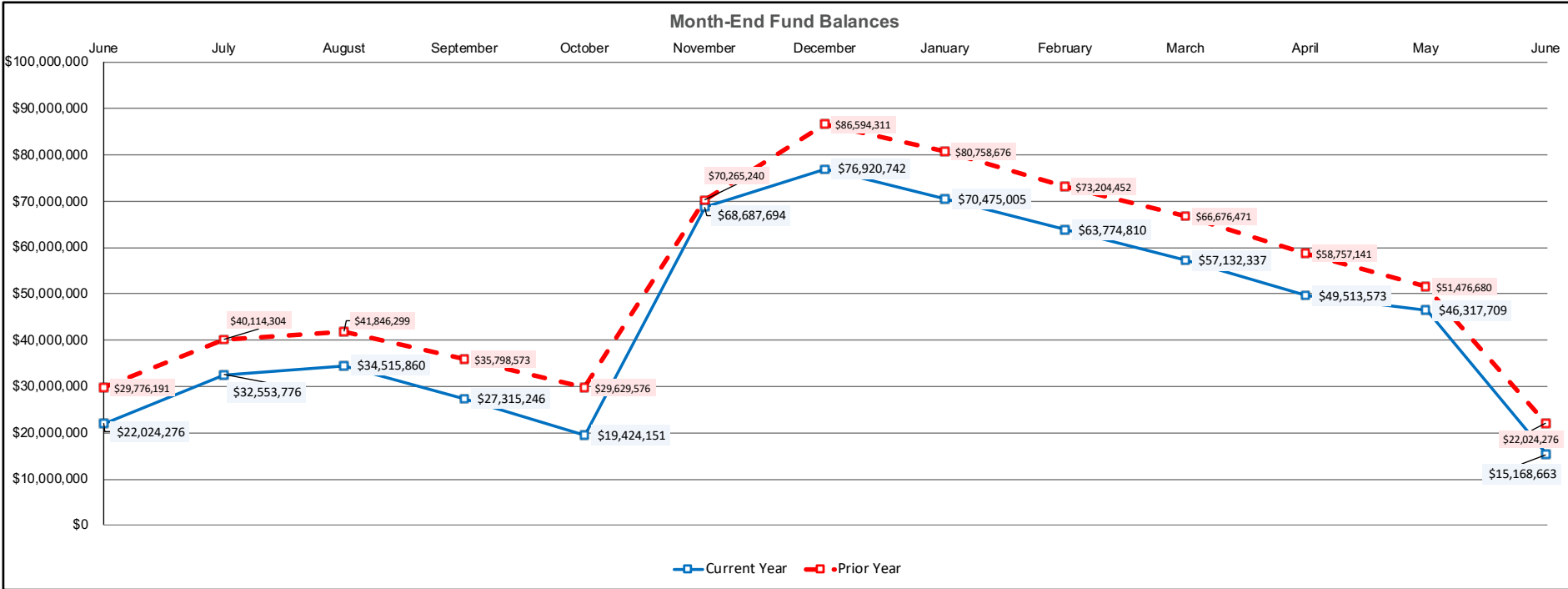


Expenditures by Object | Projected YTD vs. Current YTD



Tigard Tualatin School District 23J General Fund

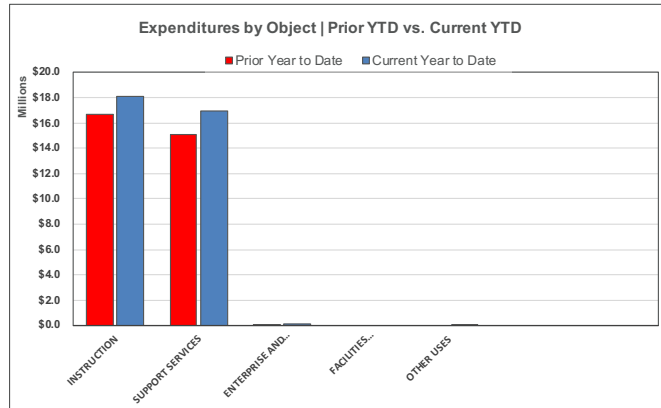
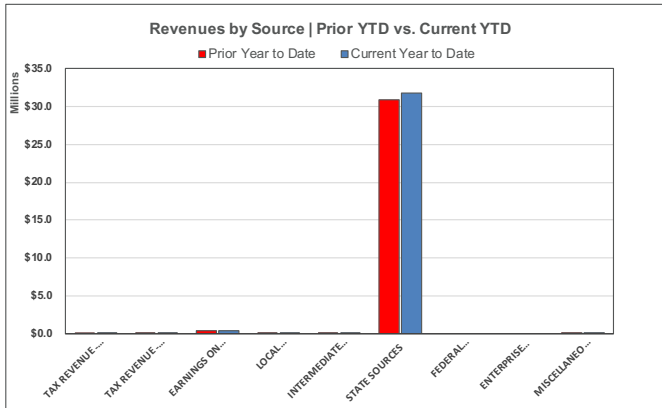
Fund Balance Report | For the Period Ending October 31, 2023



Tigard Tualatin School District 23J General Fund | Financial Summary

For the Period Ending October 31, 2023

	Prior YTD	Prior Year Total	% of PY Actual to Total	Current YTD	Annual Budget	YTD % of Budget
July Beginning Fund Balance	\$29,776,191	\$29,776,191	100.00%			
REVENUES				\$22,024,276	\$21,500,000	102.44%
Tax Revenue - Local Property Taxes	\$184,950	\$63,831,741	0.29%	\$124,588	\$65,800,000	0.19%
Tax Revenue - Local Option Taxes	31,250	11,426,452	0.27%	21,045	11,700,000	0.18%
Earnings on Investments	445,663	1,464,801	30.42%	415,478	750,000	55.40%
Local Sources - Other	10,012	283,050	3.54%	13,078	940,000	1.39%
Intermediate Sources	145,572	2,265,957	6.42%	92,444	2,270,000	4.07%
State Sources	30,832,896	74,635,692	41.31%	31,821,903	79,641,862	39.96%
Federal Sources	0	1,973	0.00%	0	0	
Enterprise and Community Services	0	82,965	0.00%	0	0	
Miscellaneous Sources	8,626	562,344	1.53%	57,037	423,265	13.48%
All Other Sources	3,744	244,119	1.53%	5,996	286,000	2.10%
TOTAL REVENUE	\$31,662,713	\$154,799,092	20.45%	\$32,551,569	\$161,811,127	20.12%
EXPENDITURES						
Instruction						
Salaries & Benefits	\$14,808,235	\$95,842,338	15.45%	\$16,047,405	\$98,958,515	16.22%
Purchased Services	1,318,359	6,215,719	21.21%	1,534,700	4,848,699	31.65%
Supplies and Materials	401,289	1,276,559	31.44%	386,379	908,313	42.54%
Capital Outlay	5,519	11,519	47.91%	0	2,300	0.00%
Other Objects	140,199	248,693	56.37%	126,141	142,574	88.47%
Total Instruction	\$16,673,602	\$103,594,828	16.10%	\$18,094,625	\$104,860,401	17.26%
Support Services						
Salaries & Benefits	\$11,328,240	\$42,725,548	26.51%	\$12,178,208	\$46,632,639	26.12%
Purchased Services	1,773,813	12,575,127	14.11%	2,414,588	13,736,263	17.58%
Supplies and Materials	789,778	2,412,698	32.73%	1,101,330	2,504,366	43.98%
Capital Outlay	96,156	325,905	29.50%	5,230	153,650	3.40%
Other Objects	1,075,897	1,366,309	78.74%	1,207,435	1,561,939	77.30%
Total Support Services	\$15,063,884	\$59,405,586	25.36%	\$16,906,791	\$64,588,857	26.18%
Enterprise and Community Services						
Salaries & Benefits	\$71,219	\$340,482	20.92%	\$94,698	\$361,876	26.17%
Purchased Services	228	5,834	3.91%	829	39,508	2.10%
Supplies and Materials	396	11,438	3.46%	752	26,890	2.79%
Total Enterprise Community Services	\$71,843	\$357,754	20.08%	\$96,278	\$428,274	22.48%
Facilities Acquisition and Construction						
Total Facilities Acq. And Construction	\$0	\$0		\$0	\$0	
Other Uses						
Transfers	0	54,000	0.00%	54,000	454,000	11.89%
Total Other Uses	\$0	\$54,000	0.00%	\$54,000	\$454,000	11.89%
Total Contingencies	\$0	\$0		\$0	\$3,236,223	0.00%
Total Unappropriated Ending Fund Balance	\$0	\$0		\$0	\$9,743,372	0.00%
TOTAL EXPENDITURES	\$31,809,328	\$163,412,168	19.47%	\$35,151,694	\$183,311,127	19.18%
SURPLUS / (DEFICIT)	(\$146,615)	(\$8,613,075)		(\$2,600,125)		
Current Month Ending Fund Balance	\$29,629,576			\$19,424,151		

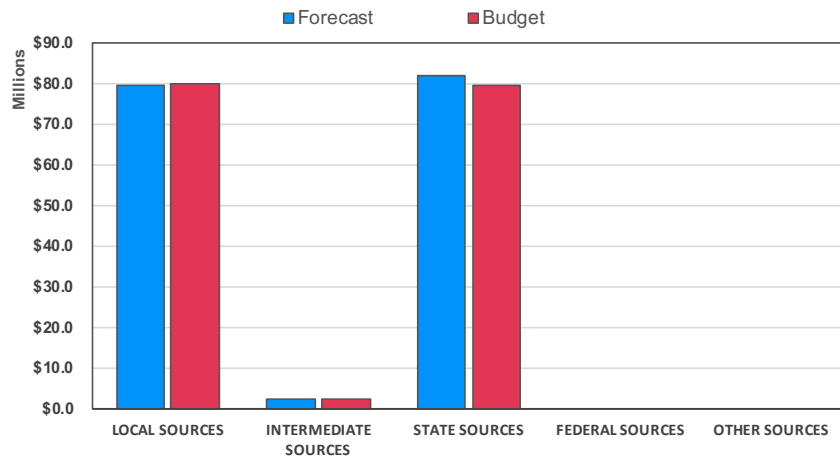


Tigard Tualatin School District 23J General Fund | Financial Projection

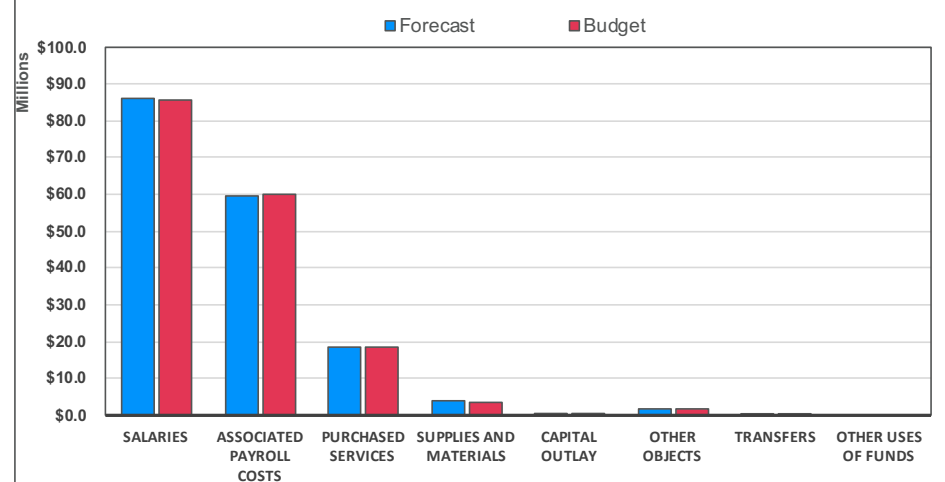
For the Period Ending October 31, 2023

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$29,776,191	\$22,024,276		\$22,024,276	\$21,500,000	\$524,276
REVENUES						
Local Sources	\$684,245	\$637,222	\$79,054,519	\$79,691,741	\$79,899,265	(\$207,524)
Intermediate Sources	145,572	92,444	2,184,736	2,277,180	2,270,000	7,180
State Sources	30,832,896	31,821,903	50,110,771	81,932,674	79,641,862	2,290,812
Federal Sources	0	0	0	0	0	0
Other Sources	0	0	0	0	0	0
TOTAL REVENUE	\$31,662,713	\$32,551,569	\$131,350,026	\$163,901,595	\$161,811,127	\$2,090,468
EXPENDITURES						
Salaries	\$15,898,265	\$17,041,914	\$68,944,227	\$85,986,141	\$85,771,132	(\$215,009)
Associated Payroll Costs	10,309,428	11,278,398	48,399,559	59,677,957	60,181,898	503,941
Purchased Services	3,092,400	3,950,117	14,727,053	18,677,169	18,624,470	(\$52,699)
Supplies and Materials	1,191,463	1,488,460	2,521,608	4,010,069	3,439,569	(\$570,500)
Capital Outlay	101,675	5,230	119,921	125,151	155,950	30,799
Other Objects	1,216,097	1,333,576	493,146	1,826,722	1,704,513	(\$122,209)
Transfers	0	54,000	400,000	454,000	454,000	0
Other Uses of Funds	0	0	0	0	0	0
Contingencies	0	0	0	0	3,236,223	3,236,223
Unappropriated Ending Fund Balance	0	0	0	0	9,743,372	9,743,372
TOTAL EXPENDITURES	\$31,809,328	\$35,151,694	\$135,605,514	\$170,757,208	\$183,311,127	\$12,553,918
SURPLUS / (DEFICIT)	(\$146,615)	(\$2,600,125)	(\$4,255,488)	(\$6,855,613)	(\$21,500,000)	\$15,168,663
Ending Fund Balance	\$29,629,576	\$19,424,151		\$15,168,663	\$0	

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget





Administration:
Caitlin Blood, Interim *Executive Director*

Members:
Sarah Parker, Chair
Kristen Hoover, Vice Chair
Jason Johnston, Treasurer
Neil Tosuntikool, Secretary

Corey Cabrera
Susan Noack

October 16, 2023

TO: MITCH Charter School Board of Directors
FROM: Jason Johnston, Treasurer
RE: July 2023 Financial Reports

Overall

General Fund

Overall, the MITCH fund ended the month with \$1,703,563. The fund grew \$222,826 over last month and \$241,460 over last year. TTSD funding contributed to these changes.

Revenue:

Activity fees, grants, and other miscellaneous sources contributed to revenue. MITCH has received 46% of the planned budget for Activity fees.

Expenses:

Overall expenses are in line with planned budget items. Textbook expenses are 83% of the planned budget items.

Cash and Assets:

MITCH's cash and assets grew over last year and last month.

Jason Johnston 10/20/23

MITCH Charter School
Composition of Ending Fund Balance
7/31/2023

Prepared by Susan Matlack Jones & Associates
From MITCH Records / For MITCH Use Only
Unaudited

	7/31/2022	6/30/2023	7/31/2023	Change from Prior Month	Change from Prior Year
Cash and Investments	568,359	923,352	769,175	(154,177)	200,816
Accounts Receivable	328,822	95,817	416,022	320,205	87,200
Other Current Assets	36,205	22,783	51,314	28,531	15,109
Right of Use - Leases (net of Accumulated Amortization)	1,452,288	1,270,190	1,270,190	-	(182,098)
Fixed Assets (net of Accumulated Depreciation)	662,315	576,834	576,834	-	(85,481)
Accounts Payable	(29,830)	(15,245)	(20,975)	(5,730)	8,855
Payroll Liabilities	(30,615)	(28,841)	(25,444)	3,397	5,171
Lease Liability	(1,488,080)	(1,333,553)	(1,333,553)	-	154,527
Deferred Revenue	(37,360)	(30,600)	-	30,600	37,360
Fund Balance	1,462,103	1,480,737	1,703,563	222,826	241,460

MITCH Charter School
Statement of Revenue and Expenditures
01 Months Ending July 31, 2023

Prepared by Susan Matlack Jones & Associates
From MITCH Records / For MITCH Use Only
Unaudited

	Annual Budget	Year-to-Date Actual	Percent of Budget Realized	SIA - Actual Current Year-to- Date	ESSER 3 - Actual Current Year-to- Date
Resources					
TTSD-SSF	1,869,190	348,033	18.6%		
Government Grants	-	6,251			
Misc. Sources - Contributions	68,385	1,460	2.1%		
Local Sources - Activity Fees	66,975	30,800	46.0%		
Enterprise and Community Services	6,000	1,143	19.1%		
Interest and Dividend Income	-	10			
Total Resources	2,010,550	387,697	19.3%	6,251	-
Expenditures:					
Salaries	256,840	19,192	7.5%	-	-
Teacher Salaries - Licensed	767,789	66,333	8.6%	5,292	-
Teacher Salaries - Subs	30,000	1,481	4.9%	-	-
Payroll Taxes	21,821	1,671	7.7%	-	-
Teacher Payroll Taxes	70,607	5,822	8.2%	475	-
Employee Benefits	19,800	814	4.1%	-	-
Teacher Employee Benefits	75,393	2,815	3.7%	253	-
PERS Employer Contribution	60,686	4,804	7.9%	-	-
Teacher PERS Employer Contribution	196,198	15,701	8.0%	231	-
Worker's Comp	1,700	900	53.0%	-	-
Contract Services	-	298		-	-
Bookkeeping Services	32,200	2,740	8.5%	-	-
Payroll Services	2,375	165	6.9%	-	-
Audit Services	20,000	-	0.0%	-	-
Legal Services	3,000	-	0.0%	-	-
Technology Services	5,847	-	0.0%	-	-
Instr. Staff Development	5,000	449	9.0%	-	-
Rent	242,586	15,726	6.5%	-	-
Utilities	20,000	2,760	13.8%	-	-
Cleaning Service	35,000	2,900	8.3%	-	-
Security Service	4,396	434	9.9%	-	-
Building Consumables	2,000	-	0.0%	-	-
Building Non-Consumables	3,000	-	0.0%	-	-
Equipment Lease	8,178	700	8.6%	-	-
Repairs & Maintenance	8,600	4,583	53.3%	-	-
Telecommunications	1,440	-	0.0%	-	-
Supplies & Materials	-	102		-	-
Consumable Supplies & Materials	50,400	2,240	4.4%	-	-
Lunch/Food Services	1,000	-	0.0%	-	-
Textbooks	10,000	8,308	83.1%	-	-
Printing & Copying	4,000	-	0.0%	-	-
Postage & Delivery	500	42	8.5%	-	-
Marketing	500	-	0.0%	-	-
Event Expense	14,400	-	0.0%	-	-
Licenses & Fees	1,200	258	21.5%	-	-
Bank Charges & Merchant fees	500	101	20.2%	-	-
Insurance	26,000	2,154	8.3%	-	-
Dues & Subscriptions	7,594	1,377	18.1%	-	-
Total Expenditures	2,010,550	164,871	8.2%	6,251	-
Excess of Revenue Over Expenditures	-	222,826		-	-



Administration:
Caitlin Blood, Interim *Executive Director*

Members:
Sarah Parker, Chair
Kristen Hoover, Vice Chair
Jason Johnston, Treasurer
Neil Tosuntikool, Secretary

Corey Cabrera
Susan Noack

October 4, 2023

TO: MITCH Charter School Board of Directors
FROM: Jason Johnston, Treasurer
RE: August 2023 Financial Reports

Overall

General Fund

Overall, the MITCH fund ended the month with \$1,701,419. This was \$698 less than July, yet grew \$208,221 over last year at this same time.

Revenue:

MITCH has received \$581,118 YTD. We have received 28% of the planned state funding from TTSD, and Activity Fees are 50% of plan.

Expenses:

Total expenses were 18% of the budget YTD, with large expenditures coming from unforeseen expense in Repairs (plumbing, stars) and the Board's share towards the turf replacement.

Cash and Assets:

As noted above, MITCH's cash and assets grew over last year and were flat against the previous month. Part of the change is due to amortization of the MITCH lease.

 10/20/23

MITCH Charter School
Composition of Ending Fund Balance
8/31/2023

Prepared by Susan Matlack Jones & Associates
From MITCH Records / For MITCH Use Only
Unaudited

	8/31/2022	7/31/2023	8/31/2023	Change from Prior Month	Change from Prior Year
Cash and Investments	408,165	769,175	576,450	(192,725)	168,285
Accounts Receivable	477,196	416,022	586,262	170,240	109,066
Other Current Assets	56,179	51,314	70,818	19,504	14,639
Right of Use - Leases (net of Accumulated Amortization)	1,452,288	1,270,190	1,270,190	-	(182,098)
Fixed Assets (net of Accumulated Depreciation)	662,315	576,834	576,834	-	(85,481)
Accounts Payable	(21,344)	(20,975)	(17,169)	3,806	4,175
Payroll Liabilities	(53,519)	(25,444)	(25,231)	213	28,288
Lease Liability	(1,488,080)	(1,333,553)	(1,333,553)	-	154,527
Fund Balance	1,493,198	1,703,563	1,704,601	1,038	211,402

MITCH Charter School
Statement of Revenue and Expenditures
02 Months Ending August 31, 2023

Prepared by Susan Matlack Jones & Associates
From MITCH Records / For MITCH Use Only
Unaudited

	Annual Budget	Year-to-Date Actual	Percent of Budget Realized	SIA - Actual Current Year-to- Date	ESSER 3 - Actual Current Year-to- Date
Resources					
TTSD-SSF	1,869,190	522,035	27.9%		
Government Grants	-	13,519			
Misc. Sources - Contributions	68,385	2,610	3.8%		
Local Sources - Activity Fees	66,975	33,000	49.3%		
Enterprise and Community Services	6,000	12,090	201.5%		
Interest and Dividend Income	-	19			
Total Resources	2,010,550	583,274	29.0%	13,361	158
Expenditures:					
Salaries	256,840	41,233	16.1%	-	-
Teacher Salaries - Licensed	767,789	129,869	16.9%	10,933	-
Teacher Salaries - Subs	30,000	1,481	4.9%	-	-
Payroll Taxes	21,821	3,539	16.2%	-	-
Teacher Payroll Taxes	70,607	11,396	16.1%	982	-
Employee Benefits	19,800	1,708	8.6%	-	-
Teacher Employee Benefits	75,393	5,390	7.1%	491	-
PERS Employer Contribution	60,686	10,321	17.0%	-	-
Teacher PERS Employer Contribution	196,198	30,570	15.6%	700	-
Worker's Comp	1,700	900	53.0%	-	-
Contract Services	-	598		-	-
Bookkeeping Services	32,200	5,256	16.3%	-	-
Payroll Services	2,375	327	13.8%	-	-
Audit Services	20,000	4,000	20.0%	-	-
Legal Services	3,000	-	0.0%	-	-
Technology Services	5,847	2,907	49.7%	-	-
Instr. Staff Development	5,000	705	14.1%	-	-
Rent	242,586	31,452	13.0%	-	-
Utilities	20,000	5,576	27.9%	-	7
Cleaning Service	35,000	5,800	16.6%	-	-
Security Service	4,396	819	18.6%	-	-
Building Consumables	2,000	164	8.2%	-	151
Building Non-Consumables	3,000	1,864	62.1%	-	-
Equipment Lease	8,178	1,401	17.1%	-	-
Repairs & Maintenance	8,600	30,611	355.9%	-	-
Telecommunications	1,440	-	0.0%	-	-
Supplies & Materials	-	799		-	-
Consumable Supplies & Materials	50,400	13,083	26.0%	-	-
Lunch/Food Services	1,000	-	0.0%	-	-
Textbooks	10,000	9,582	95.8%	-	-
Printing & Copying	4,000	-	0.0%	-	-
Postage & Delivery	500	42	8.5%	-	-
Marketing	500	-	0.0%	-	-
Event Expense	14,400	-	0.0%	-	-
Licenses & Fees	1,200	726	60.5%	-	-
Bank Charges & Merchant fees	500	131	26.2%	-	-
Insurance	26,000	4,308	16.6%	-	-
Dues & Subscriptions	7,594	2,850	37.5%	255	-
Total Expenditures	2,010,550	359,410	17.9%	13,361	158
Excess of Revenue Over Expenditures	-	223,864		-	-



Administration:
Caitlin Blood, Interim *Executive Director*

Members:
Sarah Parker, Chair
Kristen Hoover, Vice Chair
Jason Johnston, Treasurer
Neil Tosuntikool, Secretary

Corey Cabrera
Susan Noack

October 16, 2023

TO: MITCH Charter School Board of Directors
FROM: Jason Johnston, Treasurer
RE: September 2023 Financial Reports

Overall

General Fund

The MITCH fund was down from the prior month due to Payables and other Payroll Liabilities. These fund changes are not impacting the overall health of MITCH's financials.

Revenue:

MITCH received \$12,632 from Enterprise and Community Services, 210% of plan, YTD. Additionally, MITCH has received almost 70% of the planned Activity fees.

Expenses:

Expenses remain in line, with additional unplanned repair costs to the Property Management company and other smaller expenses to operate the school.

Cash and Assets:

MITCH ended September 2023 with \$1,687,933 in its fund. Cash and Assets were down \$16,688 from the prior month, while growing slightly over the prior year.

 10/20/23

MITCH Charter School
Composition of Ending Fund Balance
9/30/2023

Prepared by Susan Matlack Jones & Associates
From MITCH Records / For MITCH Use Only
Unaudited

	9/30/2022	8/31/2023	9/30/2023	Change from Prior Month	Change from Prior Year
Cash and Investments	809,923	576,450	942,202	365,753	132,280
Accounts Receivable	88,663	586,262	239,426	(346,836)	150,762
Other Current Assets	33,510	70,818	47,398	(23,420)	13,888
Right of Use - Leases (net of Accumulated Amortization)	1,452,288	1,270,190	1,270,190	-	(182,098)
Fixed Assets (net of Accumulated Depreciation)	662,315	576,834	576,834	-	(85,481)
Accounts Payable	(21,733)	(17,169)	(26,971)	(9,803)	(5,238)
Payroll Liabilities	(27,363)	(25,231)	(27,498)	(2,267)	(135)
Lease Liability	(1,488,080)	(1,333,553)	(1,333,553)	-	154,527
Deferred Revenue	-	-	(95)	(95)	(95)
Fund Balance	1,509,523	1,704,601	1,687,933	(16,668)	178,410

MITCH Charter School
Statement of Revenue and Expenditures
03 Months Ending September 30, 2023

Prepared by Susan Matlack Jones & Associates
From MITCH Records / For MITCH Use Only
Unaudited

	Annual Budget	Year-to-Date Actual	Percent of Budget Realized	SIA - Actual Current Year-to-Date	ESSER 3 - Actual Current Year-to-Date
Resources					
TTSD-SSF	1,869,190	696,037	37.2%		
Government Grants	-	16,795			
Misc. Sources - Contributions	68,385	9,898	14.5%		
Local Sources - Activity Fees	66,975	46,690	69.7%		
Enterprise and Community Services	6,000	12,632	210.5%		
Board Fund Raising	-	120			
Interest and Dividend Income	-	28			
Total Resources	2,010,550	782,201	38.9%	16,374	422
Expenditures:					
Salaries	256,840	68,028	26.5%	-	-
Teacher Salaries - Licensed	767,789	209,471	27.3%	12,808	-
Teacher Salaries - Subs	30,000	2,801	9.3%	-	-
Payroll Taxes	21,821	5,489	25.2%	-	-
Teacher Payroll Taxes	70,607	18,632	26.4%	1,320	-
Employee Benefits	19,800	2,640	13.3%	-	-
Teacher Employee Benefits	75,393	8,120	10.8%	728	-
PERS Employer Contribution	60,686	16,084	26.5%	-	-
Teacher PERS Employer Contribution	196,198	47,721	24.3%	1,170	-
Worker's Comp	1,700	900	53.0%	-	-
Contract Services	-	905		-	-
Bookkeeping Services	32,200	7,782	24.2%	-	-
Payroll Services	2,375	499	21.0%	-	-
Audit Services	20,000	4,000	20.0%	-	-
Legal Services	3,000	671	22.4%	-	-
Technology Services	5,847	3,205	54.8%	-	-
Transportation Services	-	1,317		-	-
Instr. Staff Development	5,000	1,067	21.3%	35	-
Rent	242,586	47,493	19.6%	-	-
Utilities	20,000	8,609	43.0%	-	14
Cleaning Service	35,000	8,700	24.9%	-	-
Security Service	4,396	1,758	40.0%	-	-
Building Consumables	2,000	615	30.8%	-	408
Building Non-Consumables	3,000	3,866	128.9%	-	-
Equipment Lease	8,178	2,101	25.7%	-	-
Repairs & Maintenance	8,600	54,603	634.9%	-	-
Telecommunications	1,440	-	0.0%	-	-
Supplies & Materials	-	1,237		57	-
Consumable Supplies & Materials	50,400	24,501	48.6%	-	-
Lunch/Food Services	1,000	-	0.0%	-	-
Textbooks	10,000	9,582	95.8%	-	-
Printing & Copying	4,000	230	5.7%	-	-
Postage & Delivery	500	109	21.8%	-	-
Marketing	500	-	0.0%	-	-
Event Expense	14,400	-	0.0%	-	-
Licenses & Fees	1,200	923	76.9%	-	-
Bank Charges & Merchant fees	500	279	55.8%	-	-
Insurance	26,000	6,462	24.9%	-	-
Dues & Subscriptions	7,594	4,603	60.6%	255	-
Total Expenditures	2,010,550	575,005	28.6%	16,374	422
Excess of Revenue Over Expenditures	-	207,196		-	-



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

November 20, 2023

TO: Board of Directors
FR: David Moore
RE: September 30, 2023 Bond Financial Report

EXPLANATION:

The current bond financial reports represent expenditures and commitments through September 30, 2023.

UNALLOCATED CONTINGENCY:

As of September 30, 2023, the unallocated contingency is \$4,820,667 includes unallocated Bond Premium, Interest Earnings and Alternative District Sources; these funds will remain unallocated until needed for bond projects and associated bond costs.

To date the Board has allocated \$31M of Bond Premium I for projects at Byrom, Bridgeport Durham, Mary Woodward, Templeton, and Art Rutkin Elementary Schools, and Tigard and Tualatin High Schools. In addition, the Board has allocated \$21.6M of Bond Premium II towards the following projects: Art Rutkin Elementary; Roof Projects at Hibbard Administration Building and Byrom Elementary; the Secure Vestibules projects at Alberta Rider, Charles F. Tigard, Metzger, Deer Creek, and Tualatin Elementary Schools and Hazelbrook Middle School; Paving Projects at Tualatin High and Hazelbrook Middle Schools; Tualatin High Modification Project; the Templeton Core Early Learning and Training Facility; Fire Alarm Upgrades at Tualatin High, Fowler Middle School, Bridgeport Elementary and Hazelbrook Middle School; and Playground Paving at Byrom, Bridgeport and Mary Woodward Elementary Schools . Interest Earnings are targeted to cover bond administrative costs including bond issuance and staffing costs.

BALANCE SHEET:

Total assets as of June 30, 2023, are \$30,901,839 (from both bond issuances and include investments through Government Portfolio Advisors, Local Government Investment Pool and money market accounts.

INCOME STATEMENT:

Total revenue of \$361,166,561 as of June 30, 2023, consists of bond proceeds, the Oregon School Capital Improvement Matching (OSCIM) Grant, the Fowler Bridgeport & Templeton Seismic Grant, investment earnings and Alternative District Sources. Bond program expenditures to date total \$330,425,410.

PROJECT BUDGET SUMMARY:

The Bond Summary reflects the total Bond budget of \$356,345,894 which includes the following resources: 1) bond par amount of \$291,313,326 2) program contingency allocation of \$52,674,484 (\$31,042,365 bond premium I and \$21,632,119 bond premium II) 3) the OSCIM Grant of \$3,050,000 4) seismic grants of \$1,524,046 5) interest earnings of \$6,164,960 and 6) alternative District sources of \$1,619,079 from outside of the bond.

BOND SUMMARY:

Forecasting includes completion of anticipated projects: Art Rutkin Elementary; Tualatin High Solar Project; Technology; and Curriculum.

BUDGET REVISION:

There have been no budget revisions since June 30, 2023.

PRESENTER: David Moore

SUPPLEMENTARY MATERIALS: September 30, 2023 Bond Financials

ACTION: Approve the September 30, 2023 Bond Financial Report as presented.

PROPOSED MOTION I move to approve the September 30, 2023 Bond Financial Report as presented.

**Tigard Tualatin School District
2017 Bond Program Fund
Unallocated Contingency
9/30/2023**

Bond Resources

Bond Par Amount	\$291,313,326	
Bond Premium I (Program Contingency)	\$31,042,365	
Bond Premium II (Program Contingency)	\$21,929,576	
Portfolio Interest Earnings I (First Bond Sale)	\$6,164,960	
Portfolio Interest Earnings II (Second Bond Sale)	\$3,206,345	
Seismic Grants	\$1,524,046	
Oregon School Capital Improvement Matching Program	\$3,050,000	
Alternative District Sources	\$2,805,977	
Energy Trust of Oregon	\$129,967	
Total Bond Resources		\$361,166,561

Bond Program Budget

Original Program Budget	\$291,313,326	
Oregon School Capital Improvement Matching Program	\$3,050,000	
Fowler Seismic Grant	\$1,041,661	
Bridgeport Seismic Grant	\$152,464	
Templeton Core Seismic Grant	\$329,921	
THS Auditorium Seismic Grant	\$0	
Alternative District Sources	\$1,619,079	
District Bond Administration Costs*	\$6,164,960	
Allocated Program Contingency I	\$31,042,365	
Allocated Program Contingency II	\$21,632,119	
Total Bond Program Budget		\$356,345,894

Unallocated Contingency	\$4,820,667
--------------------------------	--------------------

**(Bond sales fees & staff compensation)*

Tigard Tualatin School District
2017 Bond Program Fund
Balance Sheet
9/30/2023

Assets

Current Assets:

Cash	\$902,589	
City of Tigard Trust Account	\$22,493	
LGIP	\$3,937,838	
Umpqua Bank MM	\$0	
Total Current Assets		\$4,862,919

Long-Term Assets/ Investments:

Long-Term Investments@Total Value	\$26,038,919	
Total Long-term Assets / Investments		\$26,038,919

Total Assets		\$30,901,839
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Liabilities and Fund Balance

Current Liabilities:

Accounts Receivable	\$0	
Retainage Payable	\$160,688	
Total Current Liabilities		\$160,688

Long-Term Liabilities:

	\$0	
Total Long-Term Liabilities		\$0

Total Liabilities		\$160,688
--------------------------	--	------------------

Fund Activities:

Beginning Fund Balance	\$0	
Operating Income (Loss)	\$30,741,151	
Fund Balance		\$30,741,151

Total Liabilities & Fund Balance		\$30,901,839
---------------------------------------------	--	---------------------

**Tigard Tualatin School District
2017 Bond Program Fund
Income Statement
9/30/2023**

Revenue:

Bond Par Amount	\$291,313,326
Bond Premium I	\$31,042,365
Bond Premium II	\$21,929,576
Senate Bill 1149	\$0
Oregon School Capital Improvement Matching Program	\$3,050,000
Seismic Grant(s)	\$1,524,046
Energy Trust of Oregon	\$129,967
Alternative District Sources	\$2,805,977
Investment Earnings & Interest	\$9,371,305
Total Revenue	<u>\$361,166,561</u>

Expenditures Life-To-Date:

Bond Program Expenditures	<u>\$330,425,410</u>
Total Expenditures	

Net Operating Income	<u><u>\$30,741,151</u></u>
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Tigard Tualatin School District 23J
2017 Bond Program
Project Budgets

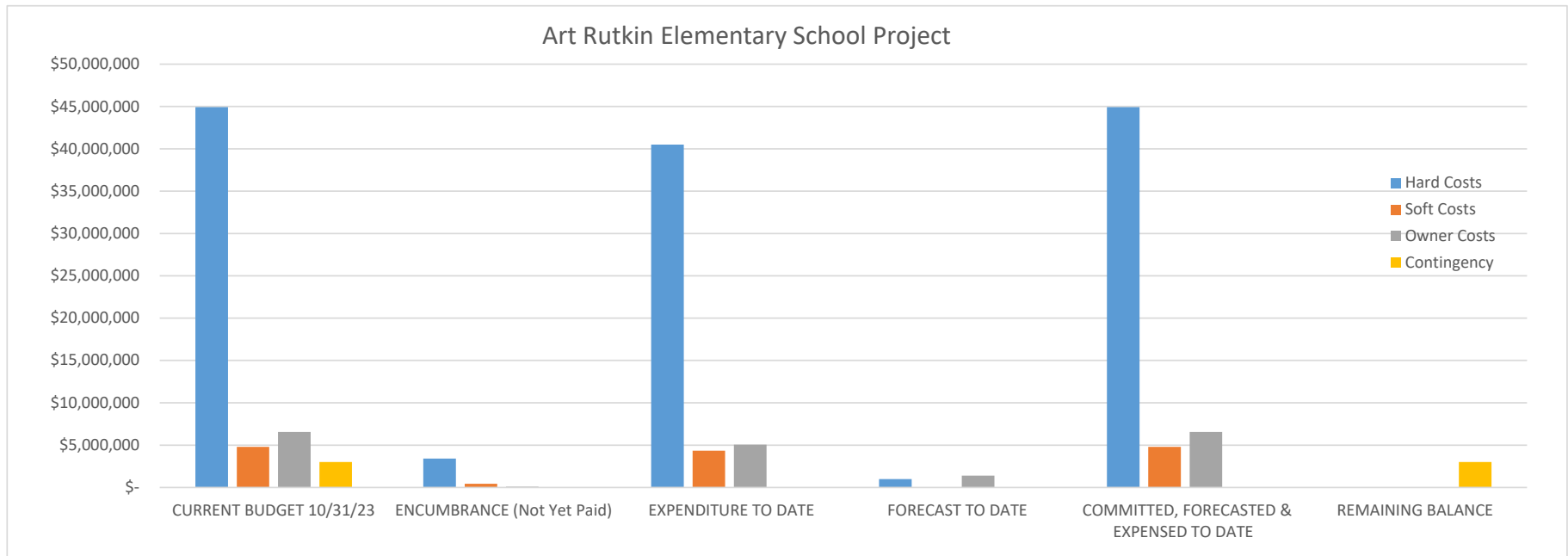
Project Description	Original Budget (4/19/16)	Budget Adjustments	Program Contingency I Allocated	Program Contingency II Allocated	Seismic & OSCIM Grants	Interest Earnings	Alternative District Sources & ETO Rebates	Total Project Budget 9/30/23
Alberta Rider Elementary School Secure Vestibule	\$ -	\$ 140,289	\$ -	\$ 373,333	\$ -	\$ -	\$ -	\$ 513,622
Art Rutkin Elementary School	\$ 36,267,043	\$ -	\$ 19,250,000	\$ 3,750,000	\$ -	\$ -	\$ -	\$ 59,267,043
Bridgeport Elementary School	\$ -	\$ 1,751,598	\$ 39,173	\$ -	\$ 152,464	\$ -	\$ -	\$ 1,943,235
Byrom ES - Vestibule Access Point & Roof Project	\$ -	\$ 1,822,813	\$ 370,000	\$ 756,975	\$ -	\$ -	\$ -	\$ 2,949,788
CF Tigard Elementary School Secure Vestibule	\$ -	\$ 129,705	\$ -	\$ 238,333	\$ -	\$ -	\$ -	\$ 368,038
Curriculum	\$ 5,250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,250,000
Deer Creek Elementary School Secure Vestibule	\$ -	\$ 152,004	\$ -	\$ 363,333	\$ -	\$ -	\$ -	\$ 515,337
District Bond Administration Costs*	\$ -	\$ 740,352	\$ -	\$ -	\$ -	\$ 6,164,960	\$ -	\$ 6,905,312
Creekside Community High School (Durham Education Center)	\$ 7,458,671	\$ 1,014,365	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,473,036
Durham Elementary School	\$ -	\$ 2,225,859	\$ 195,138	\$ -	\$ -	\$ -	\$ 325,804	\$ 2,746,801
Fowler Middle School	\$ 2,983,671	\$ 1,924,503	\$ -	\$ -	\$ 4,091,661	\$ -	\$ -	\$ 8,999,835
Infrastructure - Covered Play Structure Alberta Rider	\$ -	\$ 212,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 212,848
Infrastructure Investment - FF&E	\$ -	\$ 2,387,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,387,063
Hazelbrook MS Secure Vestibule	\$ -	\$ 160,177	\$ -	\$ 388,333	\$ -	\$ -	\$ -	\$ 548,510
Infrastructure Investment - 2022 Envelope Projects	\$ -	\$ 970,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 970,260
Infrastructure Investment - 2022 Mechanical	\$ -	\$ 1,430,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,430,451
Infrastructure Investment - Fowler Sewer Investigation	\$ -	\$ 226,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 226,400
Infrastructure Investment - Hazelbrook MS Mechanical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure Investment - Hazelbrook MS Track & CFT Playground Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364,606	\$ 364,606
Infrastructure Investment - Interior Flooring (MTZ, DC, DES, BPT, BYR & MWWW)	\$ -	\$ 238,542	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,542
Infrastructure Investment - Mechanical	\$ -	\$ 1,746,646	\$ -	\$ 2,710,755	\$ -	\$ -	\$ -	\$ 4,457,401
Infrastructure Investment - Parking & Paving (HMS DC Parking lot & Playground Blacktop BRY, BRPT & MWWW)	\$ -	\$ 1,403,638	\$ -	\$ 1,272,711	\$ -	\$ -	\$ -	\$ 2,676,349
Infrastructure Investment (Original)	\$ 16,667,698	\$ (16,667,698)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure Investment Misc. (DO 5 year Roof & Ramps DW)	\$ -	\$ 567,290	\$ -	\$ 483,025	\$ -	\$ -	\$ -	\$ 1,050,315
Mary Woodward Elementary School	\$ -	\$ 2,170,218	\$ 180,000	\$ -	\$ -	\$ -	\$ 147,292	\$ 2,497,510
Metzger Elementary School Secure Vestibule	\$ -	\$ 141,741	\$ -	\$ 288,333	\$ -	\$ -	\$ 15,398	\$ 445,472
Infrastructure - FMS Main Gym Flooring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 315,719	\$ 315,719
Safety & Sec. Upgrades	\$ 8,321,808	\$ (8,321,808)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Safety & Security - Cameras	\$ -	\$ 418,968	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418,968
Safety & Security - Fire Alarm	\$ -	\$ 1,092,000	\$ -	\$ 1,674,203	\$ -	\$ -	\$ -	\$ 2,766,203
Safety & Security - Interior Doors Hardware, Exterior Doors & Fire Doors	\$ -	\$ 660,105	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,105
Solar Requirement 1.5	\$ -	\$ 1,097,305	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,097,305
Technology	\$ 18,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000,000
Templeton ES - Core Remodel & Seismic Improvement	\$ -	\$ 1,416,216	\$ -	\$ 7,500,000	\$ 329,921	\$ -	\$ 450,259	\$ 9,696,396
Templeton ES - New Construction Project	\$ 34,776,516	\$ (4,092,580)	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 34,683,936
Templeton/Tuality Portables	\$ -	\$ 3,911,885	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,911,885
THS Modernization	\$ 75,777,756	\$ (4,755,668)	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ 76,022,088
Tigard HS - Auditorium/Cafeteria Roof & Infill Improvements	\$ -	\$ 1,095,160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,095,160
Tigard HS - Tennis Court Relocation (includes FMS Tennis)	\$ -	\$ 951,676	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 951,676
Tigard HS - Varsity Softball	\$ -	\$ 1,035,749	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,035,749
Tigard HS Field Improvements	\$ -	\$ 367,596	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 367,596
Tigard HS Fire Code Upgrades to Theater Curtains and Rigging	\$ -	\$ 278,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 278,014
Tualatin Elementary School Secure Vestibule	\$ -	\$ 275,299	\$ -	\$ 348,333	\$ -	\$ -	\$ -	\$ 623,632
Tualatin High School Modification Project	\$ 23,570,502	\$ (1,185,767)	\$ 2,000,000	\$ 684,450	\$ -	\$ -	\$ -	\$ 25,069,185
Tualatin HS - Lockers (Infrastructure)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tualatin HS - Multipurpose Sport Field	\$ -	\$ 4,586,712	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,586,712
Tualatin HS - Parking Lot Repaving (Infrastructure)	\$ -	\$ 1,981,257	\$ 8,054	\$ 800,000	\$ -	\$ -	\$ -	\$ 2,789,311
Twality Middle School	\$ 62,239,661	\$ (7,822,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,417,661
Alberta Rider Roof Replacement - Summer 2024 Project	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Boiler Replacement Project 2024	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Reserved For Summer 2024 Projects	\$ -	\$ 1,910,818	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,910,818
Sub Total - Current Allocated Bond Program Budget	\$ 291,313,326	\$ -	\$ 31,042,365	\$ 21,632,119	\$ 4,574,046	\$ 6,164,960	\$ 1,619,079	\$ 356,345,894
Unallocated Balance	\$ -	\$ -	\$ -	\$ 297,457	\$ -	\$ 3,206,345	\$ 1,316,865	\$ 4,820,667
TOTAL - Total Bond Resources	\$ 291,313,326	\$ -	\$ 31,042,365	\$ 21,929,576	\$ 4,574,046	\$ 9,371,305	\$ 2,935,944	\$ 361,166,561

Tigard Tualatin School District 23J
2017 Bond Program
Bond Summary

PROJECT:	ORIGINAL BUDGET (4/19/16)	CURRENT BUDGET 9/30/23	EXPENDITURE Life to Date 9/30/23	ENCUMBRANCE as of 9/30/23	FORECAST as of 9/30/23	COMMITTED, EXPENSED & FORECASTED TO DATE	BALANCE REMAINING	MILESTONES or PERCENT TO COMPLETE
Alberta Rider Elementary School - Secure Vestibule	\$ -	\$ 513,622	\$ 513,622	\$ -	\$ -	\$ 513,622	\$ 0	Complete
Alberta Rider Roof Replacement - Summer 2024 Project	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	
Art Rutkin Elementary School	\$ 36,267,043	\$ 59,267,043	\$ 49,903,291	\$ 3,961,214	\$ 2,400,000	\$ 56,264,504	\$ 3,002,539	Complete
Boiler Replacement Project 2024	\$ -	\$ 110,000	\$ 5,084	\$ 98,649	\$ 6,268	\$ 110,000	\$ -	
Bridgeport Elementary School	\$ -	\$ 1,943,235	\$ 1,943,234	\$ -	\$ -	\$ 1,943,234	\$ -	Complete
Byrom ES - Vestibule Access Point & Fire Code Upgrades to Theatre Curtains	\$ -	\$ 2,949,788	\$ 2,949,789	\$ -	\$ -	\$ 2,949,788	\$ -	Complete
CF Tigard Elementary School - Secure Vestibule	\$ -	\$ 368,038	\$ 368,038	\$ -	\$ -	\$ 368,038	\$ -	Complete
Curriculum	\$ 5,250,000	\$ 5,250,000	\$ 5,102,041	\$ -	\$ 147,959	\$ 5,250,000	\$ -	N/A
Deer Creek Elementary School - Secure Vestibule	\$ -	\$ 515,337	\$ 515,337	\$ -	\$ -	\$ 515,337	\$ -	Complete
District Bond Administration Costs*	\$ -	\$ 6,905,312	\$ 6,719,953	\$ 185,359	\$ -	\$ 6,905,312	\$ -	N/A
Creek Side Community High School - Durham Education Center	\$ 7,458,671	\$ 8,473,036	\$ 8,473,036	\$ -	\$ -	\$ 8,473,036	\$ -	Complete
Durham Elementary School	\$ -	\$ 2,746,801	\$ 2,746,801	\$ -	\$ -	\$ 2,746,801	\$ -	Complete
Fowler Middle School	\$ 2,983,671	\$ 8,999,835	\$ 8,999,835	\$ -	\$ -	\$ 8,999,835	\$ -	Complete
Hazelbrook Middle School Secure Vestibule (& Lockers)	\$ -	\$ 548,510	\$ 548,510	\$ -	\$ -	\$ 548,510	\$ -	Complete, Lockers Budget Transferred
Infrastructure Investment (Original)	\$ 16,667,698	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Infrastructure Investment - 2022-23 Envelope Projects	\$ -	\$ 970,260	\$ 498,681	\$ 471,579	\$ -	\$ 970,260	\$ -	Complete
Infrastructure Investment - 2022-23 Mechanical	\$ -	\$ 1,430,451	\$ 1,266,547	\$ 163,905	\$ -	\$ 1,430,451	\$ -	Complete
Infrastructure Investment - Fowler Sewer Investigation	\$ -	\$ 226,400	\$ 133,088	\$ 80,701	\$ 6,899	\$ 220,688	\$ 5,712	Construction Documents (both interior & exterior projects)
Infrastructure - Alberta Rider Track	\$ -	\$ 212,848	\$ 212,849	\$ -	\$ -	\$ 212,849	\$ -	Complete
Infrastructure Investment - FF&E	\$ -	\$ 2,387,063	\$ 44,574	\$ 2,926	\$ -	\$ 47,500	\$ 2,339,563	Some Deferred
Infrastructure Investment - Hazelbrook MS Track & CFT Playground Resurfacing	\$ -	\$ 364,606	\$ 364,606	\$ -	\$ -	\$ 364,606	\$ -	Complete; Remaining funds Reallocated
Infrastructure Investment - Interior Flooring (MTZ, DC, DES, BPT, BYR & MWW)	\$ -	\$ 238,542	\$ 238,542	\$ -	\$ -	\$ 238,542	\$ -	Complete
Infrastructure Investment - Mechanical	\$ -	\$ 4,457,401	\$ 4,009,455	\$ 447,946	\$ -	\$ 4,457,401	\$ -	Complete
Infrastructure Investment Misc. (DO Roof & DW Ramps)	\$ -	\$ 1,050,315	\$ 1,048,766	\$ -	\$ 1,549	\$ 1,050,315	\$ -	Complete
Infrastructure Investment - Parking & Paving (HMS DC Parking lot & Playground Blacktop BYR, BRPT & MWW)	\$ -	\$ 2,676,349	\$ 2,549,215	\$ 127,134	\$ -	\$ 2,676,349	\$ -	Construction
Mary Woodward Elementary School	\$ -	\$ 2,497,510	\$ 2,497,510	\$ -	\$ -	\$ 2,497,510	\$ -	Complete
Metzger Elementary School - Secure Vestibule	\$ -	\$ 445,472	\$ 445,473	\$ -	\$ -	\$ 445,473	\$ -	Complete
Fowler Middle School - Main Gym Floors	\$ -	\$ 315,719	\$ 315,719	\$ -	\$ -	\$ 315,719	\$ -	Complete
Reserved For Summer 2024 Projects	\$ -	\$ 1,910,818	\$ -	\$ -	\$ -	\$ -	\$ -	
Safety & Security - Fire Alarm Upgrades (TuHS, FMS, BPT & HMS)	\$ -	\$ 2,766,203	\$ 320,839	\$ 2,445,364	\$ -	\$ 2,766,203	\$ -	Construction
Safety & Sec. Upgrades	\$ 8,321,808	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Safety & Security - Cameras	\$ -	\$ 418,968	\$ 349,784	\$ 28,001	\$ -	\$ 377,785	\$ 41,183	Complete
Safety & Security - Interior Doors Hardware Replacement	\$ -	\$ 660,105	\$ 601,984	\$ -	\$ -	\$ 601,984	\$ 58,121	Complete
Solar Requirement 1.5% (TuHS)	\$ -	\$ 1,097,305	\$ 925,871	\$ 47,782	\$ 123,652	\$ 1,097,305	\$ -	Construction
Technology	\$ 18,000,000	\$ 18,000,000	\$ 14,407,204	\$ 601,125	\$ 2,991,671	\$ 18,000,000	\$ -	N/A
Templeton ES - Core Remodel & Seismic Improvement	\$ -	\$ 9,696,396	\$ 8,393,679	\$ 1,302,717	\$ -	\$ 9,696,396	\$ -	Complete
Templeton Elementary School - New Construction	\$ 34,776,516	\$ 34,683,936	\$ 34,683,936	\$ -	\$ -	\$ 34,683,936	\$ -	Complete
Templeton/Twality Portables	\$ -	\$ 3,911,885	\$ 3,911,885	\$ -	\$ -	\$ 3,911,885	\$ -	Complete
Tigard HS - Auditorium/Cafeteria Roof & Infill Improvements	\$ -	\$ 1,095,160	\$ 1,095,160	\$ -	\$ -	\$ 1,095,160	\$ -	Complete
Tigard HS - Field Improvements	\$ -	\$ 367,596	\$ 367,596	\$ -	\$ -	\$ 367,596	\$ -	Complete
Tigard HS - Tennis Court Relocation (includes FMS Tennis)	\$ -	\$ 951,676	\$ 951,676	\$ -	\$ -	\$ 951,676	\$ -	Complete
Tigard HS - Varsity Softball	\$ -	\$ 1,035,749	\$ 1,035,749	\$ -	\$ -	\$ 1,035,749	\$ -	Complete
Tigard HS Fire Code Upgrades to Theater Curtains and Rigging	\$ -	\$ 278,014	\$ 278,014	\$ -	\$ -	\$ 278,014	\$ -	Complete
Tigard HS Modernization	\$ 75,777,756	\$ 76,022,088	\$ 75,922,088	\$ 100,000	\$ -	\$ 76,022,088	\$ -	Complete
Tualatin Elementary School - Secure Vestibule	\$ -	\$ 623,632	\$ 623,632	\$ -	\$ -	\$ 623,632	\$ -	Complete
Tualatin High School Modification Project	\$ 23,570,502	\$ 25,069,185	\$ 24,963,067	\$ 106,118	\$ -	\$ 25,069,185	\$ -	Complete
Tualatin HS - Lockers (Infrastructure)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Funds moved to Main Project
Tualatin HS - Multipurpose Sport Field	\$ -	\$ 4,586,712	\$ 4,586,712	\$ -	\$ -	\$ 4,586,712	\$ -	Complete
Tualatin HS - Parking Lot Repaving	\$ -	\$ 2,789,311	\$ 2,746,350	\$ 42,961	\$ -	\$ 2,789,311	\$ -	Complete
Twality Middle School	\$ 62,239,661	\$ 54,417,661	\$ 51,846,592	\$ 2,571,069	\$ -	\$ 54,417,661	\$ -	Complete
Bond Program Budget	\$291,313,326	\$356,345,694	\$330,425,410	\$12,784,550	\$5,677,998	\$348,887,959	\$5,547,118	

Art Rutkin Elementary School Project
Project Budget Summary

BOND FUNDS	CURRENT BUDGET 10/31/23	ENCUMBRANCE (Not Yet Paid)	EXPENDITURE TO DATE	FORECAST TO DATE	COMMITTED, FORECASTED & EXPENSED TO DATE	REMAINING BALANCE
Hard Costs	\$ 44,914,589	\$ 3,415,280	\$ 40,499,309	\$ 1,000,000	\$ 44,914,589	\$ -
Soft Costs	\$ 4,791,778	\$ 444,507	\$ 4,347,271	\$ -	\$ 4,791,778	\$ -
Owner Costs	\$ 6,558,137	\$ 101,426	\$ 5,056,711	\$ 1,400,000	\$ 6,558,137	\$ -
Contingency	\$ 3,002,539	\$ -	\$ -	\$ -	\$ -	\$ 3,002,539
TOTAL BOND PROJECT BUDGET	\$ 59,267,043	\$ 3,961,213	\$ 49,903,291	\$ 2,400,000	\$ 56,264,504	\$ 3,002,539





Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

Date: November 20, 2023

TO: Board of Directors

FR: Len Reed

RE: Second Reading Board Policies - REVISED

EXPLANATION:

The following policies are submitted to the Board for second reading under the Consent Agenda.

Policy	Title	Action	Explanation
GCBDA/GDBDA	Family Medical Leave	New proposed policy	During the 2023 Legislative Session, multiple bills were passed amending Paid family Medical Leave Insurance and the Oregon Family Leave Act <i>Highly Recommended</i>
GCBDF/GDBDF	Paid Family Medical Leave Insurance (Version 1)	New policy	During the 2023 Legislative Session, multiple bills were passed amending Paid family Medical Leave Insurance and the Oregon Family Leave Act <i>Highly Recommended</i>

PRESENTER: Len Reed

SUPPLEMENTARY MATERIALS: [11-20-23 Second Reads](#)

RECOMMENDATION: 2nd Reading

PROPOSED MOTION: Approval



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

November 20, 2023

TO: Board of Directors
FR: David Moore
RE: Tualatin High PSO Events

EXPLANATION:

In October the Board considered approval of the listed events facilitated by District parent groups in order to be covered by the District's liability coverage. The District's liability coverage allows the District to expand the coverage umbrella to parent organizations as long as they are under the "...jurisdiction and supervision of the governing board." The District's insurance broker, Brown and Brown, concurs that submitting the activity information to the consent agenda qualifies the events listed on the attached forms to be covered by District liability coverage.

The events for the Tualatin High School PSO were not included on the October 9th consent agenda, so the list is added to the consent agenda for November 20th.

PRESENTER: David Moore

SUPPLEMENTARY
MATERIALS: Tualatin High School PSO Activity Report

RECOMMENDATION: Approve the Tualatin High School PSO Activity Report as presented.

PROPOSED MOTION: I move to approve the Tualatin High School PSO Activity Report as presented.



TIGARD-TUALATIN SCHOOL DISTRICT
PARENT ORGANIZATION and FOUNDATION
ACTIVITY REPORT

School TUHS

Date 10/23/23

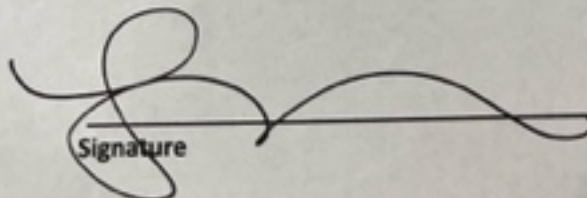
Organization T30- GRAD NIGHT

Time Period for Events SEPT 23 - JUNE 24

List of Events:

1. GRAD NIGHT - JUN 8
2. SENIOR BREAKFAST
3. BOTTLEDROPS
4. RESTAURANT NIGHTS
5. HOLIDAY BAZAAR
6. TUHS THRIFTS
- 7.

This list is all-inclusive for events that have been planned. I agree to submit information about additional events as they are planned.


Signature

10/23/23
Date

Tenant User Liability Program or Event Coverage is available through a variety of sources. Several (all are independent of and none are endorsed by TTSD) are listed below.

<http://pace.osba.org/MemberServices/Service/Service-TULIP.aspx> – Tenant User Liability Program (TULIP)

www.rvnuccio.com/pto.html

www.theeventhelper.com

<https://tulip.intactspecialty.com/e/tulip/apply.aspx>



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

Date: November 20, 2023
TO: Board of Directors
FR: Lisa Burton
RE: PROCLAMATION: Recognizing Native American Heritage Month

EXPLANATION:

Recognizing National Native American Heritage Month and celebrating the heritage and cultures of Native Americans and the contributions of Native Americans to the United States.

PRESENTER: Lisa Burton

SUPPLEMENTARY MATERIALS: Proclamation: Recognizing National Native American Heritage Month.

RECOMMENDATION: Approve Proclamation: Recognizing National Native American Heritage Month.

PROPOSED MOTION: Move to approve Proclamation: Recognizing National Native American Heritage Month, as presented.



Tigard-Tualatin School District, 23J
PROCLAMATION

A proclamation of the Tigard-Tualatin School Board of Directors recognizing National Native American Heritage Month and celebrating the heritages and cultures of Native Americans and the contributions of Native Americans to the United States.

WHEREAS, from November 1, 2023, through November 30, 2023, the United States celebrates National Native American Heritage Month; and,

WHEREAS, National Native American Heritage Month is an opportunity to consider and recognize the contributions of Native Americans to the history of the United States; and,

WHEREAS, Native Americans are descendants of the original, indigenous inhabitants of what is now the United States; and,

WHEREAS, Native Americans maintain vibrant cultures and traditions and hold a deeply rooted sense of community; and,

WHEREAS, Native Americans have made distinct and important contributions to the United States and the rest of the world in many fields, including the fields of agriculture, medicine, music, language, and art; and,

WHEREAS, Native Americans have distinguished themselves as inventors, entrepreneurs, spiritual leaders, and scholars; and,

WHEREAS, the people of the United States have reason to honor the great achievements and contributions of Native Americans and their ancestors:

NOW, THEREFORE, BE IT PROCLAIMED, that the Tigard-Tualatin School District recognizes the month of November 2023 as “National Native American Heritage Month”.

Dated this 20th of November, 2023.

Attest:

Tristan Irvin, Board Chair

Dr. Sue Rieke-Smith, Superintendent



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

Date: November 6, 2023
TO: Board of Directors
FR: Lisa Burton
RE: Native American Heritage Month

EXPLANATION:

Alison Heath and her team will share the work that is happening across the district to implement Senate Bill 13, Tribal History/Shared History. Along with professional development for TTSD staff the state plan includes objectives such as:

“Every school district in Oregon implements (K-12) historically accurate, culturally embedded, place-based, contemporary, and developmentally appropriate Native American/Alaska Native curriculum....”. ([Oregon.gov website](https://www.oregon.gov/OSSE/Policy/Pages/2021-2022-2023-2024-2025-2026-2027-2028-2029-2030-2031-2032-2033-2034-2035-2036-2037-2038-2039-2040-2041-2042-2043-2044-2045-2046-2047-2048-2049-2050-2051-2052-2053-2054-2055-2056-2057-2058-2059-2060-2061-2062-2063-2064-2065-2066-2067-2068-2069-2070-2071-2072-2073-2074-2075-2076-2077-2078-2079-2080-2081-2082-2083-2084-2085-2086-2087-2088-2089-2090-2091-2092-2093-2094-2095-2096-2097-2098-2099-2100-2101-2102-2103-2104-2105-2106-2107-2108-2109-2110-2111-2112-2113-2114-2115-2116-2117-2118-2119-2120-2121-2122-2123-2124-2125-2126-2127-2128-2129-2130-2131-2132-2133-2134-2135-2136-2137-2138-2139-2140-2141-2142-2143-2144-2145-2146-2147-2148-2149-2150-2151-2152-2153-2154-2155-2156-2157-2158-2159-2160-2161-2162-2163-2164-2165-2166-2167-2168-2169-2170-2171-2172-2173-2174-2175-2176-2177-2178-2179-2180-2181-2182-2183-2184-2185-2186-2187-2188-2189-2190-2191-2192-2193-2194-2195-2196-2197-2198-2199-2200-2201-2202-2203-2204-2205-2206-2207-2208-2209-2210-2211-2212-2213-2214-2215-2216-2217-2218-2219-2220-2221-2222-2223-2224-2225-2226-2227-2228-2229-2230-2231-2232-2233-2234-2235-2236-2237-2238-2239-2240-2241-2242-2243-2244-2245-2246-2247-2248-2249-2250-2251-2252-2253-2254-2255-2256-2257-2258-2259-2260-2261-2262-2263-2264-2265-2266-2267-2268-2269-2270-2271-2272-2273-2274-2275-2276-2277-2278-2279-2280-2281-2282-2283-2284-2285-2286-2287-2288-2289-2290-2291-2292-2293-2294-2295-2296-2297-2298-2299-2300-2301-2302-2303-2304-2305-2306-2307-2308-2309-2310-2311-2312-2313-2314-2315-2316-2317-2318-2319-2320-2321-2322-2323-2324-2325-2326-2327-2328-2329-2330-2331-2332-2333-2334-2335-2336-2337-2338-2339-2340-2341-2342-2343-2344-2345-2346-2347-2348-2349-2350-2351-2352-2353-2354-2355-2356-2357-2358-2359-2360-2361-2362-2363-2364-2365-2366-2367-2368-2369-2370-2371-2372-2373-2374-2375-2376-2377-2378-2379-2380-2381-2382-2383-2384-2385-2386-2387-2388-2389-2390-2391-2392-2393-2394-2395-2396-2397-2398-2399-2400-2401-2402-2403-2404-2405-2406-2407-2408-2409-2410-2411-2412-2413-2414-2415-2416-2417-2418-2419-2420-2421-2422-2423-2424-2425-2426-2427-2428-2429-2430-2431-2432-2433-2434-2435-2436-2437-2438-2439-2440-2441-2442-2443-2444-2445-2446-2447-2448-2449-2450-2451-2452-2453-2454-2455-2456-2457-2458-2459-2460-2461-2462-2463-2464-2465-2466-2467-2468-2469-2470-2471-2472-2473-2474-2475-2476-2477-2478-2479-2480-2481-2482-2483-2484-2485-2486-2487-2488-2489-2490-2491-2492-2493-2494-2495-2496-2497-2498-2499-2500-2501-2502-2503-2504-2505-2506-2507-2508-2509-2510-2511-2512-2513-2514-2515-2516-2517-2518-2519-2520-2521-2522-2523-2524-2525-2526-2527-2528-2529-2530-2531-2532-2533-2534-2535-2536-2537-2538-2539-2540-2541-2542-2543-2544-2545-2546-2547-2548-2549-2550-2551-2552-2553-2554-2555-2556-2557-2558-2559-2560-2561-2562-2563-2564-2565-2566-2567-2568-2569-2570-2571-2572-2573-2574-2575-2576-2577-2578-2579-2580-2581-2582-2583-2584-2585-2586-2587-2588-2589-2590-2591-2592-2593-2594-2595-2596-2597-2598-2599-2600-2601-2602-2603-2604-2605-2606-2607-2608-2609-2610-2611-2612-2613-2614-2615-2616-2617-2618-2619-2620-2621-2622-2623-2624-2625-2626-2627-2628-2629-2630-2631-2632-2633-2634-2635-2636-2637-2638-2639-2640-2641-2642-2643-2644-2645-2646-2647-2648-2649-2650-2651-2652-2653-2654-2655-2656-2657-2658-2659-2660-2661-2662-2663-2664-2665-2666-2667-2668-2669-2670-2671-2672-2673-2674-2675-2676-2677-2678-2679-2680-2681-2682-2683-2684-2685-2686-2687-2688-2689-2690-2691-2692-2693-2694-2695-2696-2697-2698-2699-2700-2701-2702-2703-2704-2705-2706-2707-2708-2709-2710-2711-2712-2713-2714-2715-2716-2717-2718-2719-2720-2721-2722-2723-2724-2725-2726-2727-2728-2729-2730-2731-2732-2733-2734-2735-2736-2737-2738-2739-2740-2741-2742-2743-2744-2745-2746-2747-2748-2749-2750-2751-2752-2753-2754-2755-2756-2757-2758-2759-2760-2761-2762-2763-2764-2765-2766-2767-2768-2769-2770-2771-2772-2773-2774-2775-2776-2777-2778-2779-2780-2781-2782-2783-2784-2785-2786-2787-2788-2789-2790-2791-2792-2793-2794-2795-2796-2797-2798-2799-2800-2801-2802-2803-2804-2805-2806-2807-2808-2809-2810-2811-2812-2813-2814-2815-2816-2817-2818-2819-2820-2821-2822-2823-2824-2825-2826-2827-2828-2829-2830-2831-2832-2833-2834-2835-2836-2837-2838-2839-2840-2841-2842-2843-2844-2845-2846-2847-2848-2849-2850-2851-2852-2853-2854-2855-2856-2857-2858-2859-2860-2861-2862-2863-2864-2865-2866-2867-2868-2869-2870-2871-2872-2873-2874-2875-2876-2877-2878-2879-2880-2881-2882-2883-2884-2885-2886-2887-2888-2889-2890-2891-2892-2893-2894-2895-2896-2897-2898-2899-2900-2901-2902-2903-2904-2905-2906-2907-2908-2909-2910-2911-2912-2913-2914-2915-2916-2917-2918-2919-2920-2921-2922-2923-2924-2925-2926-2927-2928-2929-2930-2931-2932-2933-2934-2935-2936-2937-2938-2939-2940-2941-2942-2943-2944-2945-2946-2947-2948-2949-2950-2951-2952-2953-2954-2955-2956-2957-2958-2959-2960-2961-2962-2963-2964-2965-2966-2967-2968-2969-2970-2971-2972-2973-2974-2975-2976-2977-2978-2979-2980-2981-2982-2983-2984-2985-2986-2987-2988-2989-2990-2991-2992-2993-2994-2995-2996-2997-2998-2999-3000))

Tigard High School students, Moss Weigel (they/them) and Vanessa Trejo will share the student experience and perspective of the Tribal History Shared History instruction and curriculum.

PRESENTERS: Lisa Burton, Community Relations Manager, Alison Heath, Bryce Bennett and Amy Curtis, TTSD Teaching and Learning Department; & Tigard High School Indigenous Student Union President, Moss Weigel and Vice President Vanessa Trejo

SUPPLEMENTARY MATERIALS: [Senate Bill 13 Tribal History Shared History](#)

RECOMMENDATION: Recognition & Good News

PROPOSED MOTION: None



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

November 20, 2023

TO: Board of Directors
FR: David Moore
RE: SIA Annual Report

EXPLANATION:

The Oregon Department of Education (ODE) requires a Student Investment Account (SIA) Annual Report for 2022-23 due on November 30, 2023.

The requirements of the Annual Report submitted to the ODE in SmartSheet form and summarized in the Annual Report Presentation include:

- The report to the Board with meeting minutes provided as evidence
- Posting the Annual Report on the District website and providing for public comment at the meeting where the Board receives the report
- Financial Report with the budget and amounts expended through September 30, 2023
- Required annual reporting responses
- Required progress markers

PRESENTER: David Moore, Todd Robson and Zinnia Un

SUPPLEMENTARY

MATERIALS: [SIA Annual Report Presentation](#);
SIA Annual Report: [Activities & Budget 22-23-TTSD](#); [Annual Reporting-TTSD](#);
[Progress Markers \(Optional\) - TTSD](#)

RECOMMENDATION: None

PROPOSED MOTION: None



Tigard-Tualatin School District 23J
 6960 SW Sandburg Street
 Tigard, OR 97223

Date: November 20, 2023

TO: Board of Directors

FR: Len Reed

RE: First Reading Board Policy

EXPLANATION:

The following policies are submitted to the Board for a first reading under Reports and Discussions.

Policy	Title	Action	Explanation
CHCA	Handbooks	Update	Adding language around The Students' Rights and Responsibilities Handbook.
EFA	Local Wellness	Update	New requirements to be added to policy around PE and Nutrition. Required
LBE	Public Charter Schools	Update	Changes to law governing attendance at virtual public charter schools have become effective with HB3204 (2023) Required
LBEA	Resident Student Denial for Virtual Public Charter School Attendance	Update	Changes to HB3204 have also caused changes to the approval/denial process to attend Virtual Public Charter Schools. Required
GCBDA/GDBDA_R	Family Leave AR (Version 1)	Update	During the 2023 Legislative Session, multiple bills were passed amending Paid family Medical Leave Insurance and the Oregon Family Leave Act Highly Recommended
GCBDA/GDBDA_R	Old Family Leave AR	Delete	Deleting old one to replace with new one
GCBDF/GDBDF_R	Paid Family Medical Leave Insurance (PFMLI)	New	During the 2023 Legislative Session, multiple bills were passed amending Paid family Medical Leave Insurance and the Oregon Family Leave Act Highly Recommended

PRESENTER: Len Reed

SUPPLEMENTARY MATERIALS: [11-20-23 First Reads](#)

RECOMMENDATION: 1st Reading

PROPOSED MOTION: None



Tigard-Tualatin School District 23J
 6960 SW Sandburg Street
 Tigard, OR 97223

Date: November 20, 2023

TO: Board of Directors

FR: Chair Irvin

RE: First Reading: Student Acts of Aggression or Violence Board Policy

EXPLANATION:

The following policy is submitted to the Board for a first reading under Reports and Discussions.

Policy	Title	Action	Explanation
DRAFT	Student Acts of Physical Aggression or Violence	NEW	

PRESENTER: Chair Tristan Irvin

SUPPLEMENTARY MATERIALS: DRAFT Policy: [Student Acts of Physical Aggression or Violence](#)

RECOMMENDATION: 1st Reading

PROPOSED MOTION: None



Tigard-Tualatin School District 23J
6960 SW Sandburg Street
Tigard, OR 97223

Date: November 20, 2023
TO: Board of Directors
FR: Tristan Irvin, Board Chair
RE: Oregon School Boards Association Elections

EXPLANATION:

The Oregon School Boards Association election is underway. Board Members of the Tigard-Tualatin School District will be voting on open OSBA Board of Directors Positions #15, #16 & #20; Legislative Policy Committee Positions #15, #16 & #20, and Resolution #1 that creates the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee, and Resolution #2 that adopts the proposed amendments to the OSBA Bylaws.

There are no applicants for Board of Directors positions 15 & 20; or Legislative Policy Committee positions 15 & 20.

PRESENTER: Tristan Irvin

SUPPLEMENTARY MATERIALS:

[2023 OSBA Elections Calendar](#), [OSBA Ballot](#), [OSBA Board of Directors Candidates Information](#); [OSBA Legislative Policy Committee Candidates Information](#); [Resolution #1: that creates the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee](#), and [Resolution #2: That adopts the proposed amendments to the OSBA Bylaws](#); [OSBA Bylaws Crosswalks](#).

RECOMMENDATION: None

PROPOSED MOTION #1: I move that the Tigard-Tualatin School District Board of Directors support Tristan Irvin for the OSBA Board of Director’s position #16, and Becky Tymchuk for the OSBA Legislative Policy Committee position #16, as presented.

And

PROPOSED MOTION #2: I move that the Tigard-Tualatin School District Board of Directors adopt the Resolution #1 that creates the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee; and Resolution #2 that adopts the proposal amendments to the OSBA Bylaws, as presented.