HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS
Administration Center, 3083 NE 49th Place, Hillsboro, OR 97124

Board Meeting Agenda
December 7, 2021
5:15 PM

An in-person audience of up to 40 people is allowed at this meeting, not including the Board and Cabinet. Once capacity is reached, additional people are invited to watch the meeting via the link provided on the HSD homepage www.hsd.k12.or.us. Masks are requires for all persons, regardless of vaccination status. The estimated times listed below for specific agenda items are subject to change.

1. **5:15 PM - Executive Session**
   - A. Call to Order Executive Session
     Presenter: Mark Watson
     Time: 5:15 PM
   - B. ORS 192.660(2)(b) - Consider Employee Discipline or Dismissal
     Presenters: Mike Scott / Kona Lew-Williams / Brian Haats
     Time: 5:15 PM, 20 minutes
   - C. ORS 192.660(2)(d) - Labor Negotiator Consultation
     Presenter: Kona Lew-Williams
     Time: 5:35 PM, 10 minutes
   - D. Recess Executive Session
     Presenter: Mark Watson
     Time: 5:45 PM
2. **5:45 PM - Work Session**
   - A. Call to Order
     Presenter: Mark Watson
     Time: 5:45 PM
   - B. Preschool for All - Washington County Update 6
     Presenter: Mike Scott / Olga Acuña / Sarah Pope
     Time: 5:45 pm, 15 minutes
   - C. JFCJ: Weapons in Schools - Students, KGBB: Firearms Prohibited Policies Discussion 7
     Presenters: Casey Waletich / Mark Watson
     Time: 6:00 PM, 15 minutes
   - D. Bond Oversight Committee Report 14
     Presenter: Adam Stewart / Matt Buckingham
     Time: 6:15 PM, 30 minutes
   - E. National School Boards Association Conference Planning 15
     Presenter: Mike Scott
     Time: 6:45 PM, 5 minutes
   - F. Recess Board Meeting
     Presenter: Mark Watson
     Time: 6:50 PM
3. **7:00 PM - Regular Session**
   - A. Call to Order and Flag Salute
     Presenter: Mark Watson
     Time: 7:00 PM, 5 minutes
   - B. Land Acknowledgement 16
     Presenter: Mark Watson

Time: 7:05 PM, 5 minutes

C. Approval of Agenda
Presenter: Mark Watson
Time: 7:10 PM, 5 minutes
SAMPLE MOTION: ***I move that the Board of Directors approve the Agenda as printed.***

D. Audience Time
Presenter: Mark Watson
Time: 7:15 PM, 10 minutes

E. Consent Agenda
Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.
Presenter: Mark Watson
Time: 7:25 PM, 5 minutes
SAMPLE MOTION: ***I move that the Board of Directors approve the Consent Agenda as printed.***

1. Approve Minutes of November 16, 2021 Board Meeting 17
2. Approve Routine Personnel Matters 24
3. Accept Gifts and Donations 26
4. Approve Policies 27
   a. A/B - Board Governance and Operations
      1) AC: Nondiscrimination 28
         Presenter: Kona Lew-Williams
      2) AC-AR: Discrimination Complaint Procedure 30
         Presenter: Kona Lew-Williams
   b. C - General School Administration
      1) CM: Compliance and Reporting on Standards 33
         Presenter: Travis Reiman
   c. D - Fiscal Management
      1) DJC: Bidding Requirements 34
         Presenters: Casey Waletich / Michelle Morrison
   d. G - Personnel
      1) GBA: Equal Employment Opportunity 36
         Presenter: Kona Lew-Williams
      2) GBEA: Workplace Harassment 38
         Presenter: Kona Lew-Williams
   e. I - Instruction
      1) IA: Instructional Goals 41
         Presenter: Travis Reiman
      2) IGBI: Bilingual Education 43
         Presenter: Travis Reiman
      3) IGDJ: Interscholastic Activities 44
         Presenter: Casey Waletich
      4) IJ: School Counseling Program 46
         Presenter: Travis Reiman

F. Action Items
1. Acknowledge Gifts and Donations 48
   Presenter: Michelle Morrison
   Time: 7:30 PM, 5 minutes
   SAMPLE MOTION: ***I move that the Board of Directors acknowledge the donation of $5,000 from Oregon Robotic Tournament & Outreach to Liberty High School for robotics team.***

2. Eastwood Elementary Lot Line Adjust Resolution 49
   Presenters: Adam Stewart / Casey Waletich
   Time: 7:35 PM, 5 minutes
   SAMPLE MOTION: ***I move that the Board of Directors approve Resolution No. 2021-12-7 to retitle the Eastwood Elementary School in the current School District entity's name and consolidate the three existing parcels into a single tax lot as required by the City of Hillsboro.***
3. Accept Comprehensive Annual Financial Report for 2020-2021 52
   Presenter: Michelle Morrison
   Time: 7:40 PM, 10 minutes
   SAMPLE MOTION: I move that the Board of Directors accept the Comprehensive Annual Financial Report for 2020-2021.
4. Award Contract for Secure Entry Vestibules 213
   Presenters: Adam Stewart / Casey Waletich
   Time: 7:50 PM, 5 minutes
   SAMPLE MOTION: ***I move that the Board of Directors award the contract for construction of Secure Entry Vestibules at Free Orchards Elementary School, Imlay Elementary School, Lincoln Street Elementary School, Orenco Elementary School, Patterson Elementary School, Rosedale Elementary School, Witch Hazel Elementary School and the District Administration Center to InLine Construction in the amount of $589,174.***
5. Employee Dismissal 218
   Presenter: Kona Lew-Williams
   Time: 7:55 PM, 5 minutes
   SAMPLE MOTION: ***I move that the Board of Directors adopt the Superintendent's recommendation to dismiss Christine Oglesby on the grounds of insubordination and neglect of duty, effective December 7, 2021.***
6. Adopt Budget Planning Calendar 219
   Presenter: Michelle Morrison
   Time: 8:00 PM, 5 minutes
   SAMPLE MOTION: ***I move that the Board of Directors adopt the planning calendar for the 2022-23 budget.***
7. 2021-2022 Calendar Discussion 221
   Presenter: Kona Lew-Williams
   Time: 8:05 PM, 5 minutes
   SAMPLE MOTION: ***I move that the Board of Directors adopt the revised 2021-2022 calendar.***

G. Reports and Discussion
   1. Financial Report 223
      Presenter: Michelle Morrison
      Time: 8:10 PM, 5 minutes
   2. Bond Audit Report 227
      Presenter: Michelle Morrison
      Time: 8:15 PM, 5 minutes

H. Information - Administrative Regulation Update 257
   1. JECBA-AR: Admission of Exchange Students Procedures 258
      Presenter: Dayle Spitzer / Becky Kingsmith

I. Policies - First Reading 261
   Policies that are scheduled for first reading are included in the Board meeting packet. Staff members will not formally present the first reading of policies, unless the Board requests information that is not already included in the Board meeting packet. If no public comments or questions

are received regarding these policies during the review period, they may be placed on the consent agenda for approval during the next regular meeting.
Presenter: Mike Scott
Time: 8:15 PM, 5 minutes

1. A/B - Board Governance and Operations
    a. BBAA: Individual Board Member's Authority and Responsibilities 263
    Presenter: Mike Scott
    b. BD/BDA: Board Meetings 265
    Presenter: Mike Scott
    c. BDDH: Public Comment at Board Meetings 268
    Presenter: Mike Scott
    d. BDDH-AR: Public Comment at Board Meetings 272
    Presenter: Mike Scott
2. D - Fiscal Management
    a. DLC-AR: Staff Expense Reimbursement 274
    Presenter: Michelle Morrison
3. G - Personnel
    a. GBNA-AR: Hazing, Harassment, Intimidation, Bullying, Menacing or Cyberbullying Reporting Procedures - Staff 279
    Presenter: Kona Lew-Williams
    b. GBNAA/JHFF: Suspected Sexual Conduct with Students and Reporting Requirements 283
    Presenter: Kona Lew-Williams
    c. GBNAA/JHFF-AR: Suspected Sexual Conduct Report Procedures and Form 286
    Presenter: Kona Lew-Williams
    d. GBNAB/JHFE: Suspected Abuse of a Child Reporting Requirements 291
    Presenter: Kona Lew-Williams
    e. GBNAB/JHFE-AR(1): Reporting of Suspected Abuse of a Child 294
    Presenter: Kona Lew-Williams
    f. GBNAB/JHFE-AR(2): Abuse of a Child Investigations Conducted on District Premises 298
    Presenter: Kona Lew-Williams
4. I - Instruction
    a. IB: Freedom of Expression 299
    Presenter: Beth Graser
    b. IGBHA: Alternative Education Programs 302
    Presenter: Dayle Spitzer
    c. IKFB: Graduation Exercises 303
    Presenter: Dayle Spitzer
5. J - Students
    a. JFCJ: Weapons in the Schools - Students 305
    Presenter: Casey Waletich
    b. JHFF/GBNAA: Suspected Sexual Conduct with Students and Reporting Requirements 308
    Presenter: Dayle Spitzer
    c. JHFF/GBNAA-AR: Suspected Sexual Conduct Report Procedures and Form 311
    Presenter: Dayle Spitzer
    d. JHFE/GBNAB-AR(1): Reporting of Suspected Abuse of a Child 316

Presenter: Dayle Spitzer

e. JHFE/GBNAB-AR(2): Abuse of a Child Investigations Conducted on District Premises — 320
Presenter: Dayle Spitzer

f. JHFE/GBNAB: Suspected Abuse of a Child Reporting Requirements — 321
Presenter: Dayle Spitzer

6. K/L - District-Community Relations
   a. KGBB: Firearms Prohibited — 324
      Presenter: Casey Waletich

J. HCU / HEA Reports
Presenter: Mark Watson
Time: 8:20 PM, 10 minutes

K. Discussion Time
Time: 8:30 PM, 10 minutes
1. Student Representatives' Time
2. Superintendent's Time
3. Board of Directors' Time

L. Adjourn Regular Session
Time: 8:40 PM

M. Next Meetings of the Board of Directors
• January 11, 2022, Work Session
• January 25, 2022, Work / Regular Session

The complete Board meeting packet may be downloaded from the District website at: https://www.hsd.k12.or.us/board.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
PRESCHOOL FOR ALL - WASHINGTON COUNTY UPDATE

SITUATION

Preschool for All is a coalition of racially diverse families, preschool providers, school districts, community-based organizations, community advocates, business leaders and elected leaders who are working to recommend strategies and policies that can make it possible for every 3- and 4-year-old in Washington County to have the opportunity to attend a high-quality preschool program.

The goals for this initiative are: 1) to support strong preschool programs, 2) address preschool workforce and infrastructure issues, and 3) identify a sustainable funding source to make preschool free and accessible to all families in our community.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to this report and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
JFCJ: WEAPONS IN THE SCHOOLS – STUDENTS
KGBB: FIREARMS PROHIBITED
POLICIES DISCUSSION

SITUATION

The Hillsboro School District has contracted with Oregon School Boards Association (OSBA) to perform a quarterly review of the District's policy manual, and will be working with OSBA's policy specialist throughout the year to review all of the District's policies and administrative regulations.

Policy language must meet the following criteria:

- Legally mandated or legally wise
- Harmonize with District's existing collective bargaining agreements
- Reflect current District practice

The Superintendent and Cabinet members have reviewed the policies listed below, and are presenting them to the Board for First Reading tonight:

- Policies in Section J - Students
  - JFCJ: Weapons in the Schools - Students

- Policies in Section K/L - District-Community Relations
  - KGBB: Firearms Prohibited

SUMMARY

The 2021 Oregon Legislature passed Senate Bill (SB) 554, which includes amendments to ORS 166.360 and 166.370 and is now effective.

Oregon law has allowed members of the public possessing a concealed carry license to carry firearms on district property in accordance with ORS 166.370(3)(g). SB 554 (2021) created law that now allows districts to prohibit persons with concealed carry licenses from carrying firearms on school grounds by adopting a policy and posting notice at entry points. A person who is properly licensed to carry may still possess the firearm IF the person is not otherwise prohibited from possessing and if it is unloaded and locked in a motor vehicle and in accordance with law.

OSBA considers this policy to be conditionally required because if the district wants to prohibit concealed carry licensees from carrying firearms on district property, the district must adopt a policy. If the district does not want to limit concealed carry licensees, it does not need to adopt this policy.

To institute this prohibition, this requires a policy adopted by the board, the board to identify all school grounds subject to policy in a notice posted on the board's website, and post appropriate signage "at all normal points of entry to school grounds subject to policy" (Senate Bill 554, 2021), in accordance with law.

Law enforcement are still permitted to carry and the Superintendent may still approve use for district-sponsored activities.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss the policies.

Code: **JFCJ**
Adopted: 7/14
Revised/Readopted: 1/22/19
Orig. Code: JFCJ

Weapons in the Schools – Students

Students shall not bring, possess, conceal, or use a weapon on or at any ~~District~~ property under the jurisdiction of the District, any ~~or at~~ activities under the jurisdiction of the District or any interscholastic activities administered by a voluntary organization.

In accordance with Oregon law, no person shall possess or discharge a firearm, as defined by Oregon law, in a school building, on school grounds, or on any site or premises that at the time is being used exclusively for a student program or activity that is sponsored or sanctioned by the District.

In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in a school zone is prohibited. A "school zone," as defined by federal law, means in or on school grounds or within 1,000 feet of school grounds.

The Superintendent or designee may authorize other persons to possess weapons for courses, programs, and activities approved by the District and conducted on District property, including, but not limited to, hunter safety courses, weapons-related vocational courses, or weapons-related sports. The District will post a notice at any site or premise off district grounds that at the time is being used exclusively for a school program or activity. The notice shall identify the District as the sponsor, the activity as a school function and that the possession of firearms or dangerous weapons in or on the site or premises is prohibited under Oregon Revised Statute (ORS) 166.370.

For purposes ~~the purpose~~ of this policy, and as defined by state and federal law, ~~a~~ "weapon" includes ~~the following~~:

1. "Dangerous weapons" means any weapon, device, instrument, material, or substance, which under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury.

2. "Deadly weapons" means any instrument, article, or substance specifically designed for and presently capable of causing death or serious physical injury.

3. "Firearms" means any weapon (including starter gun or an airsoft gun) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, frame, or receiver of any such weapon, any firearm muffler or silencer, or any destructive device.

4. "Destructive devices" ~~means~~ includes, but is not limited to, any explosive, incendiary~~,~~ or poison gas component~~,~~ or any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A

destructive device does not include any device which~~that~~ is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line-throwing, safety~~,~~ or similar device.

Weapons may also include, but are not limited to, knives, metal knuckles, straight razors, noxious or irritating gases, poisons, unlawful drugs or other items fashioned with the intent to use, sell, harm, threaten~~,~~ or harass students, staff members, parents~~,~~ and community members~~patrons~~.

Replicas of weapons, fireworks, and pocket knives are also prohibited by Board policy. Exceptions to the District's replica prohibition may be granted only with prior principal approval for certain curriculum or school-related activities.

Prohibited weapons, replicas of weapons, fireworks, and pocket knives are subject to seizure or forfeiture.

Reporting Violations

In accordance with Oregon law, any District employee~~employees~~ who has~~have~~ reasonable cause to believe a student or other person, while in a school, is or within the previous 120 days has ~~has unlawfully~~ been in possession of a firearm or destructive device, as defined by this policy ~~within the previous 120 days~~, shall immediately report such violation~~violations~~ to an administrator or designee~~,~~ or law enforcement. [Any District employee who has reasonable cause to believe that a person, while in a school, is or has been in possession of a firearm or destructive device more than 120 days previously, may report to law enforcement.] Employees who report directly to law enforcement shall also immediately inform an administrator.

Administrators shall promptly notify the appropriate law enforcement agency of staff reports received~~,~~ and at any other time there is reasonable cause to believe ~~that~~ violations for firearms or destructive devices have occurred or that a student has been expelled for bringing, possessing, concealing~~,~~ or using a dangerous or deadly weapon, firearm or destructive device.

A person making a report as described above who has reasonable grounds for making the report is immune from liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of the report. The identity of a person participating in a good faith report as described above may not be disclosed except when allowed by law.

Parents or guardians shall be notified of all conduct by their student that violates this policy.

Employees shall promptly report all other conduct prohibited by this policy to an administrator.

Discipline

Students determined~~found~~ to have brought, possessed, concealed, or used a firearm, as defined in policy, in violation of this policy or state law shall be expelled from school for a period of not less than one year. All other violations of the policy will result in discipline ~~up to~~ and may include~~including~~ expulsion and/or referral to law enforcement, as appropriate. The Superintendent may, on a case-by-case basis, modify this expulsion requirement. The Superintendent may propose alternative programs of instruction or instruction combined with counseling that are ~~age~~ appropriate and accessible to the student, and shall provide such information in writing to the student and the parent in accordance with law[1]~~. The District may also request~~

[1] At least once every six months or at any time the information changes because of the availability of new programs.

~~suspension of a student's driving privileges or the right to apply for driving privileges with the Oregon Department of Transportation, as provided by law~~. Appropriate disciplinary and/or legal action will be taken against students or others who assist in activity prohibited by this policy.

~~Students who qualify for s~~Special education students shall be disciplined in accordance with federal law and Board policy JGDA - Discipline of Students with Disabilities and accompanying administrative regulations.

~~**Exceptions**~~

~~Weapons under the control of law enforcement personnel are permitted. The Superintendent or designee may authorize other persons to possess weapons for courses, programs, and activities approved by the District and conducted on District property, including, but not limited to, hunter safety courses, weapons-related vocational courses, or weapons-related sports.~~

~~**Notices**~~

~~The District may post a notice at any site or premise off of District grounds that at the time is being used exclusively for a school program or activity. The notice shall identify the District as the sponsor and the activity as a school function, and state that the possession of firearms or dangerous weapons in or on the site or premises is prohibited under Oregon Revised Statute (ORS) 166.370.~~

"Gun-Free School Zone" signs may be posted in cooperation with city and/or county officials as appropriate. Violations, unless otherwise excepted by law or this policy, shall be reported to the appropriate law enforcement agency.

The Superintendent will annually report the name of each school and the number of students from each listed schools expelled for bringing, possessing, concealing or using a firearm to the Oregon Department of Education.

END OF POLICY

Legal Reference(s):

ORS 161.015
ORS 166.210 - 166.370
ORS 166.382
ORS 332.107
ORS 339.115
ORS 339.240
ORS 339.250
ORS 339.315
OAR 581-021-0050 - 0075
OAR 581-053-0010(5)
OAR 581-053-0230(9)(k)
OAR 581-053-0330(1)(r)
OAR 581-053-0430(17)
OAR 581-053-0531(16)

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2018).
Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2018).
Youth Handgun Safety Act, 18 U.S.C. §§ 922(x), 924(a)(6) (2018).
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101, 7111-7121 (2018).
Oregon Senate Bill 554 (2021).

Corrected 10/21/21

Code: KGBB
Adopted:

PROPOSED

Firearms Prohibited

{Oregon law has allowed members of the public possessing a concealed carry license to carry firearms on district property in accordance with ORS 166.370(3)(g). Senate Bill (SB) 554 (2021) allows districts to prohibit even those with concealed carry licenses from carrying firearms by adopting a policy and posting notice at entry points.
OSBA considers this policy to be conditionally required because if the district wants to prohibit concealed carry licensees from carrying firearms on district property, the district must adopt a policy. If the district does not want to limit concealed carry licensees, the district does not need to adopt this policy.}

No person on grounds of the schools controlled by the Board (including in school buildings), will possess any firearm[1], except when said firearm is possessed by a person who is not otherwise prohibited from possessing the firearm, and is unloaded and locked in a motor vehicle. The exception provided in Oregon Revised Statute (ORS) 166.370(3)(g) for concealed carry licensees (see ORS 166.291 and 166.292) does not apply to the possession of firearms on grounds of the schools controlled by the Board.[2] Firearms under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons for courses, programs and activities when in compliance with law and board policy.

Any person violating or threatening to violate the above rules, as determined by the district, may be issued a trespass citation, ejected from the premises and referred to law enforcement officials[3].

[The district will post clearly visible sign(s) at all normal points of entry to the school grounds subject to this policy indicating that the affirmative defense described in ORS 166.370(3)(g) does not apply. The district will post on the district's web pages designated for school board operations, identifying designated school grounds that are subject to this policy.]

END OF POLICY

Legal Reference(s):

[1] "Firearm" has the meaning given that term in ORS 166.210, except that it does not include a firearm that has been rendered permanently inoperable.

[2] See Senate Bill 554 (2021).

[3] ORS 339.315 requires any district employee with reasonable cause to believe that a person is in possession of a firearm within a school or has possessed a firearm within a school in violation of Oregon law in the previous 120 days report such information to an administrator or law enforcement. A district employee with reasonable cause to believe that a person is in possession of a firearm within a school or has possessed a firearm within a school in the previous 120 days in violation of Oregon law, may report such information to law enforcement.

ORS 161.015
ORS 164.245
ORS 164.255
ORS 166.210 - 166.370
ORS 297.405
ORS 332.107
ORS 332.172
ORS 339.315

Gun-Free Schools Act, 20 U.S.C. § 7961 (2018).
Senate Bill 554 (2021).

PROPOSED

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
BOND OVERSIGHT COMMITTEE REPORT

SITUATION

As part of the 2017 bond campaign, the District committed to the formation of a Bond Oversight Committee. The purpose and authority of the Committee is to convene quarterly, or as needed, to review progress on projects detailed in the Hillsboro School District Bond Measure 34-278. The Committee will review progress and monitor program spending and construction schedules. A written report and/or presentation describing program progress will be prepared for each Committee meeting. This documentation will be shared with the Board of Directors and will be published on the Hillsboro School District website.

Tonight, the Hillsboro School District's Board of Directors will receive a presentation from Bond Oversight Committee Chairman Matt Buckingham. Mr. Buckingham and Capital Projects Officer Adam Stewart will provide information regarding 2020-21 bond projects, schedules, budgets and answer Board members' questions regarding the bond program and Committee activities.

RECOMMENDATION

The Superintendent recommends the Board of Directors listen to this presentation and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
NATIONAL SCHOOL BOARDS ASSOCIATION CONFERENCE PLANNING

SITUATION

Board members will discuss the 2022 NSBA Annual Conference and Exposition, scheduled for April 2-4, 2022, in San Diego, CA.

RECOMMENDATION

The Superintendent recommends the Board of Directors discuss the 2022 NSBA Annual Conference.

HILLSBORO SCHOOL DISTRICT 1J
BOARD OF DIRECTORS 2021-2022
LAND ACKNOWLEDGEMENT

As we gather here today, even in this virtual setting, we would like to take a moment to acknowledge that our district service area is on the occupied traditional homelands of the Atfalati Indigenous people, lands we now call Washington County and the State of Oregon.

We thank them and their ancestors for being the original stewards of this land. We take this opportunity to offer gratitude for the opportunity to learn, work, and be a community on this land.

We also acknowledge the systemic policies of colonization that have led to genocide, relocation and assimilation that have impacted Indigenous and Native families, both past and present, and those who will be affected in the future.

According to Kalapuya tradition, people have lived here since time immemorial. Indigenous people still live here today, having persevered through US sponsored war displacement, genocide, and oppression.

We honor the Indigenous people whose traditional and ancestral homelands we stand on: the Tualatin Kalapuya, Kathlamet, Clackamas, Tumwater, Molalla, bands of the Chinook and many other indigenous nations of the Columbia River.

We believe it is important to acknowledge the ancestors of this place and to recognize that we are here because of the sacrifices forced upon them.

In remembering these communities, we honor their legacy, their lives, and their ancestors. We also recognize the urban Indigenous/Native/First Peoples community living in the metro area, which includes over 400 tribal nations.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
November 16, 2021
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. *EXECUTIVE SESSION*

Board Present:	Staff and Others Present:
Mark Watson, Chair	Mike Scott, Superintendent
Nancy Thomas, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen	Dayle Spitzer, Assistant Superintendent, School Performance
See Eun Kim	Kona Lew-Williams, Human Resources Officer
Erika Lopez	Beth Graser, Communications Officer
Monique Ward	Casey Waletich, Operations Officer
	Jordan Beveridge, Information Technology Officer
	Francesca Sinapi, Equity, Access and Engagement Officer
	Michelle Morrison, Financial Officer
	Frank Caropelo, Executive Director of Schools
	Rose Roman, Executive Assistant to the Board

A. Call to Order Executive Session

Board Chair Mark Watson called the meeting to order at 5:17 PM, and moved the Board into executive session under ORS 332.061(1)(b) - Matters Pertaining to or Examination of the Confidential Records of a Student

B. ORS 332.061(1)(b) - Matters Pertaining to or Examination of the Confidential Records of a Student

Staff explained the complaint received, the committee formed to review the complaint, and the review process for the complaint. Board members asked clarifying questions.

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, to uphold the recommendation and decision of the committee. The MOTION CARRIED (5-0). Director Monique Ward abstained from voting.

C. Recess Executive Session

Board Chair Mark Watson moved the Board out of executive session and recessed the meeting at 5:43 PM.

2. *WORK SESSION*

Board Present:	Staff Present:
Mark Watson, Chair	Mike Scott, Superintendent
Nancy Thomas, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen	Dayle Spitzer, Assistant Superintendent, School Performance
See Eun Kim	Beth Graser, Communications Officer
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
	Casey Waletich, Operations Officer
Student Representatives Present:	Jordan Beveridge, Information Technology Officer
Michelle Chen	Francesca Sinapi, Equity, Access and Engagement Officer
Ceph Tronco	Angela Adzima, Technology Support
Kaylee Vazquez	John Garcia, Technology Support
	Rose Roman, Executive Assistant to the Board
	Ciara Hartzell, Technology Support
	Hugo Salmeron, Technology Support
	Daria Martin-Bigham, Education Liaison
	Catherine Jager, TOSA - OSP
	Mia Hocking, Resource Conservation Manager

A. Call to Order
Board Chair Mark Watson called the meeting to order at 5:46 PM.

B. Native American PAC Presentation
Equity, Access and Engagement Officer Francesca Sinapi introduced the topic. Daria Martin-Bigham and Catherine Jaeger discussed Title VI program, gave statistics on Native student in HSD including graduation data, introduced the new PAC board, and explained the lack of native resources in western Portland area.

C. Discuss Budget Committee Applications / Introduce Applicants
Financial Officer Michelle Morrison discussed the vacant Budget committee positions. Applicants Sarah Parsons, Alexander Flores, and Kristine Adams-Wannberg introduced themselves via Zoom. Board members cast their votes for Budget committee members.

D. Proclamations / Land Acknowledgement Discussion
Board Chair Mark Watson led a discussion on Proclamations and the current Land Acknowledgement. Board members asked clarifying questions.

E. Resource Conservation Manager Introduction
Operations Officer Casey Waletich introduced the topic and gave background information. Resource Conservation Manager Mia Hocking defined the position and outlined goals of the program.

F. Board Room Technology Update
Information Technology Officer Jordan Beveridge gave a brief update on Board Room technology.

G. Recess Board Meeting

Board Chair Mark Watson recessed at 7:01 PM.

3. REGULAR SESSION

Board Present:	Staff Present:
Mark Watson, Chair	Mike Scott, Superintendent
Nancy Thomas, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen	Dayle Spitzer, Assistant Superintendent, School Performance
See Eun Kim	Beth Graser, Communications Officer
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
	Casey Waletich, Operations Officer
	Jordan Beveridge, Information Technology Officer
Student Representatives Present:	Francesca Sinapi, Equity, Access and Engagement Officer
Michelle Chen	Angela Adzima, Technology Support
Ceph Tronco	John Garcia, Technology Support
Kaylee Vazquez	Ciara Hartzell, Technology Support
	Rose Roman, Executive Assistant to the Board
	Hugo Salmeron, Technology Support

A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 7:10 PM and led the Pledge of Allegiance.

B. Land Acknowledgement
Board Chair Mark Watson read a Land Acknowledgement.

C. Approval of Agenda
Director Erika Lopez MOVED, SECONDED by Director Lisa Allen, to approve the agenda as printed.

The MOTION CARRIED (6-0). Director Monique Ward asked why reasons are not listed on the resignations portion of Routine Personnel Matters. Superintendent Mike Scott reminded the Board that most staff information is confidential.

D. Audience Time
Four audience members, Zane Schnoor, Devlin Knill, Erin Davis, and Matt Rabe, addressed the Board regarding student safety at Liberty High School.

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

Director Lisa Allen MOVED, SECONDED by Director See Eun Kim, to approve the Consent Agenda as printed.

The MOTION CARRIED (6-0). No further discussion took place.

Consent Agenda items were as follows:
1. Approve Minutes of October 26, 2021 Board Meeting
2. Approve Routine Personnel Matters

3. Declare Surplus Equipment and Authorize Disposal
4. Accept Gifts and Donations

F. Action Items

1. Acknowledge Gifts and Donations

Chair Mark Watson gave background information. Financial Officer Michelle Morrison discussed the donations.

Director Erika Lopez MOVED, SECONDED by Director Lisa Allen, that the Board of Directors acknowledge the donation of $15,000 from Renaissance Charitable Foundation to Lenox Elementary School for general education, and the donation of $5,000 from Witch Hazel PTA to Witch Hazel Elementary for water fountains.

The MOTION CARRIED (6-0). Vice Chair Nancy Thomas thanked the Witch Hazel PTA.

2. Elect Members to Oregon School Boards Association Board of Directors and Legislative Policy Committee

Mark Watson

Director Lisa Allen MOVED, SECONDED by Director Erika Lopez, that the Board of Directors cast its vote for Susan Greenberg for the OSBA Board of Directors position 15.

The MOTION CARRIED (5-1). Director Monique Ward opposed. No further discussion.

Director Lisa Allen MOVED, SECONDED by Director See Eun Kim, that the Board of Directors cast its vote for Mark Watson for the OSBA Legislative Policy Committee position 15.

The MOTION CARRIED (5-1). Director Monique Ward opposed. Director Lisa Allen thanked Chair Watson for representing the Hillsboro School District in Salem.

Director Erika Lopez MOVED, SECONDED by Director Lisa Allen, that the Board of Directors cast its vote for Becky Tymchuk for the OSBA Legislative Policy Committee position 16.

The MOTION CARRIED (5-1). Director Monique Ward opposed. Chair Watson recognized Becky Tychuk for her service on the Legislative Policy Committee.

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, that the Board of Directors cast its vote for Erika Lopez for the OSBA Board of Directors position 20.

The MOTION CARRIED (5-1). Director Monique Ward opposed. Director Lisa Allen thanked Director Erika Lopez for continuing to serve in the important role. Vice Chair Nancy Thomas commented that it is important to have volunteers for state representation of our district. Chair Mark Watson thanked Director Erika Lopez for the countless hours she has spent volunteering.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors cast its vote for Marvin Lynn for the OSBA Legislative Policy Committee position 20.

The MOTION CARRIED (5-1). Director Monique Ward opposed.

3. Appoint Budget Committee Members
Financial Officer Michelle Morrison discussed the Budget committee appointment process.

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors appoint the slate of candidates identified during the work session to the three vacant positions on the Budget Committee, as follows:

- Appoint Sarah Parsons to position 3, which expires on June 30, 2024.
- Appoint Kristine Adams-Wannberg to position 4, which expires on June 30, 2024.
- Appoint Alexander Flores to position 7, which expires on June 30, 2022

The MOTION CARRIED (6-0). Director Erika Lopez thanked community members for their participation in Board committees.

4. OSAA Collective Sponsorship Application
Operations Officer Casey Waletich gave background information on the application.

Director See Eun Kim MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the Collective Sponsorship Application.

The MOTION CARRIED (6-0). Director Monique Ward asked if this decision will have an impact on swim meets. Operations Officer Casey Waletich informed that Board that other staff will be on hand when time conflicts arise.

G. Reports and Discussions
1. Financial Report (see written report)
Financial Officer Michelle Morrison presented the Financial Report.

H. Policies – First Read
Superintendent Mike Scott presented the policy updates
1. A/B - Board Governance and Operations
   a. AC: Nondiscrimination
   b. AC-AR: Discrimination Complaint Procedure
2. C - General School Administration
   a. CM: Compliance and Reporting on Standards
3. D - Fiscal Management
   a. DJC: Bidding Requirements
4. G - Personnel
   a. GBA: Equal Employment Opportunity
   b. GBEA: Workplace Harassment
5. I - Instruction

a. IA: Instructional Goals
b. IGBI: Bilingual Education
c. IGDJ: Interscholastic Activities
d. IJ: School Counseling Program

I. HCU / HEA Reports

HCU President Melody Hansen shared appreciation for staff and Board members. She gave a bargaining update and expressed the need to recruit new employees and substitutes, and retain current employees. HEA President Jill Golay highlighted American Ed week. She thanked parents for their work with students, for their support and volunteering. She thanked classified staff for their work and partnership ahead of education support professional day. She also provided an update on bargaining.

J. Discussion Time

1) Student Representatives' Time

Michelle Chen said she has heard from students and staff that do not feel safe in school, and is seeing an increase in fighting, harassment, and racism. Ceph Tronco said that not all students feel safe in school and thanked the community for coming to express their thoughts. Kaylee Vazquez thanked families and parents for coming and expressed confidence in the Board in addressing the issues relating to student and staff safety in school.

2) Superintendent's Time

Superintendent Mike Scott acknowledged the comments made by the audience, Board members and student representatives. Superintendent Scott said administrators are aware of the issues and that schools have a plan of action. He recognized that these issues are being talked about across the nation, and are not unique to this area. He also discussed staff fatigue, the potential of repurposing school days, removing secondary responsibilities, repurposing staff, and staff listening sessions.

3) Board of Directors' Time

Director Erika Lopez highlighted teacher shortages, promoted hiring and thanked student representatives for their participation. Director Monique Ward thanked the audience and wished everyone a Happy Thanksgiving. She asked if volunteers are being allowed in schools. Superintendent Mike Scott replied that volunteers are welcome. Director Lisa Allen echoed staff and volunteer needs, and reminded the audience that these issues are not unique to HSD. She thanked staff and wished them a happy American Education week. Director See Eun Kim thanked the audience for joining, stressed the importance of communication, sharing information with students, inquired about student listening sessions, and wished staff a happy American Education week. Vice Chair Nancy Thomas thanked the audience for their attendance. She thanked the parents and students of Liberty High School for sharing their concerns. Chair Mark Watson thanked everyone for their comments and thanked the audience for staying for the meeting. He personally thanked Devlin Knill for coming back and sharing his voice. Chair Watson assured patrons that HSD is working on creative solutions to the concerns raised.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:25 PM.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

A. Ratify the acceptance of the resignation of the following licensed personnel:

Ryan Abshere
Assignment: 1.0 FTE School Counselor
Location: Brown Middle School
Effective Date: December 31, 2021

Hector Aguilar
Assignment: 1.0 FTE School to Career Specialist
Location: Hillsboro High School
Effective Date: November 26, 2021

B. Approve the employment of the following licensed personnel in the 2021-22 school year:

Samantha Brown
Education: BA – Boise State University, Boise, ID
Experience: None
Assignment: 1.0 FTE 6th Grade Teacher – Lincoln Street Elementary School

Mackenzie Curtis
Education: BA – Boise State University, Boise, ID
Experience: None
Assignment: 1.0 FTE School Counselor – Butternut Creek Elementary School

Courtney Gibb
Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Student Support and Wellness Counselor – Evergreen Middle School

Nidia Grotle
Education: MA – University of Arizona, Tucson, AZ
Experience: 5 years
Assignment: 1.0 FTE 2nd Grade Teacher – Hillsboro Online Academy

Hannah Fisher
Education: BA – Linfield University, McMinnville, OR
Experience: None
Assignment: 0.667 FTE Social Studies Teacher – Glencoe High School

Erik Konrad
Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE SLC Teacher – Glencoe High School

Alex Krabiel
Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Math Teacher – Evergreen Middle School

Samya Matouk
Education: MA – University of Phoenix, Phoenix, AZ
Experience: None
Assignment: 1.0 FTE 3rd Grade Teacher – Hillsboro Online Academy

Melanie Miller
Education: MA – Concordia University, Portland, OR
Experience: None
Assignment: 1.0 FTE PE Teacher – Evergreen Middle School

Vilma Valdes
Education: BA – Panama University, Panama
Experience: 5 years
Assignment: 1.0 FTE 5th Grade Dual Language Teacher – Free Orchards Elementary School

C. Approve the employment of the following licensed personnel in the 2021-22 school year, who have held temporary status:

Douglas Girod
Education: N/A
Experience: 41 years
Assignment: 0.333 FTE Math Teacher – Liberty High School

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
ACCEPT GIFTS AND DONATIONS
(as of November 30, 2021)

SITUATION

District Policy KH states that the District may receive donations of gifts that may serve to enhance and extend the work of the District, subject to Board approval. Individuals who desire to make contributions are encouraged to consider donations for equipment or services that are not likely to be acquired from public fund expenditures.

The purpose of this report is to describe to the Board the donations received that are valued at $5,000 or more.

- Donation of $5,000 from Oregon Robotics Tournament & Outreach to Liberty High School for robotics team

RECOMMENDATION

The Superintendent recommends that the Board of Directors accept the donation of $5,000 from Oregon Robotics Tournament & Outreach to Liberty High School for robotics team.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
APPROVE POLICIES

SITUATION

The Hillsboro School District has contracted with Oregon School Boards Association (OSBA) to perform a quarterly review of the District's policy manual, and will be working with OSBA's policy specialist throughout the year to review all of the District's policies and administrative regulations.

Policy language must meet the following criteria:

- Legally mandated or legally wise
- Harmonize with District's existing collective bargaining agreements
- Reflect current District practice

The Superintendent and Cabinet members have reviewed the policies listed below, and have presented them to the Board for First Reading on November 16, 2021:

- Policies in Section A: Board Governance and Operations
  - AC: Nondiscrimination
  - AC-AR: Discrimination Complaint Procedure

- Policies in Section C: General School Administration
  - CM: Compliance and Reporting on Standards

- Policies in Section D: Fiscal Management
  - DJC: Bidding Requirements

- Policies in Section G: Personnel
  - GBA: Equal Employment Opportunity
  - GBEA: Workplace Harassment

- Policies in Section I: Instruction
  - IA: Instructional Goals
  - IGBI: Bilingual Education
  - IGDJ: Interscholastic Activities
  - IJ: School Counseling Program

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the policies.

Code: **AC**
Adopted: 6/26/18
Revised/Readopted: 1/22/19; 11/17/20
Orig. Code(s): AC

Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to:

1. An individual's perceived or actual race[1], color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, or veterans' status; or

2. The perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, or veterans' status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignments to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals, and to establish channels through which patrons~~citizens~~ can communicate their concerns to the administration and the Board.

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act ~~of 1990~~ and Americans with Disabilities Act Amendments Act ~~of 2008~~ (ADA), Section 504 of the Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments ~~of 1972~~, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district's administrative office and on the home page of the district's website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted, or participated in

[1] Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

an investigation, proceeding, or hearing; and further prohibits anyone from coercing, intimidating, threatening, or interfering with an individual for exercising any rights guaranteed under state and federal law.

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 192.630
ORS 326.051(1)(e)
ORS 408.230
ORS 659.805
ORS 659.815
ORS 659.850 - 659.860
ORS 659.865
ORS 659A.001
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.040
ORS 659A.103 - 659A.145
ORS 659A.230 - 659A.233
ORS 659A.236
ORS 659A.309
ORS 659A.321
ORS 659A.409
OAR 581-002-0001 – 002-0005
OAR 581-021-0045
OAR 581-021-0046
OAR 581-021-0047
OAR 581-022-2310
OAR 581-022-2370
OAR 839-003

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).
House Bill 2935 (2021).
House Bill 3041 (2021).

Corrected 10/21/21

Code: **AC-AR**
Adopted: 4/24/18
Revised/Readopted: 1/22/19; 11/17/20
Orig. Code(s): AC-AR

Discrimination Complaint Procedure

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed according to the following procedures:

Step 1: An oral or written complaint must be filed with the principal or designee. The principal or site administrator, or other designated official, shall investigate and determine the action to be taken, if any, and reply in writing, to the complainant within 10 district business days of receipt of the complaint.

Any staff member who receives a written or oral complaint shall refer the complainant to the principal or site administrator.

Step 2: If the complainant wishes to appeal the principal's or designee's decision, they may submit a written appeal to the district-level administrator who is designated to receive these appeals. The written appeal must be submitted within five district business days after receipt of the principal's or designee's response to the complaint. The administrator receiving the appeal shall review the merits of the principal's or designee's decision within [five] business days, and may meet with all parties involved. The administrator receiving the appeal will respond in writing to the complainant within 10 district business days.

The following district-level administrators are designated to receive these appeals:

- The Office of School Performance administrator who oversees the school will receive appeals for complaints related to elementary and secondary schools;
- The Human Resources director who manages licensed staff will receive appeals for complaints related to district department-level licensed staff;
- The Human Resources director who manages classified staff will receive appeals for complaints related to district department-level classified staff.

Step 3: If the complainant wishes to appeal the step 2 decision, they may submit a written appeal to the superintendent or designee within five district business days after receipt of the step 2 response to the complaint. The superintendent or designee shall review the merits of the complaint and the initial decision, and may meet with all parties involved. The superintendent or designee shall respond in writing to the complainant within 15 district business days.

Step 4: If the complainant is not satisfied with the decision reached by the superintendent or designee, a written appeal may be filed with the Board within five district business days after receipt of the response to step 3. The Board may decide to hear or deny the request for appeal at a Board

meeting. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at the next regular or special Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within 10 district business days of this meeting.

If the principal or designee is the subject of the complaint, the complainant may start at step 3 and should file a complaint with the superintendent or designee.

If the superintendent is the subject of the complaint, the complaint may start at step 4 and should be referred to the Board chair. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member, may start at step 4 and should be submitted to the Board chair and may be referred to district counsel.

Complaints against the Board chair may start at step 4 and be referred directly to the Board vice chair.

The timelines established in each step of this procedure may be extended upon mutual consent of the district and the complainant in writing. The overall timeline of this complaint procedure may be extended beyond 90 days from the initial filing of the complaint upon written mutual consent of the district and the complainant.

The complainant, if a person who resides in the district, a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, ~~they~~ may appeal[1] the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Charter Schools of which the District Board is a Sponsor

The district Board, through this administrative regulation, will not review an appeal of a decision reached by the Board of the City View Charter School on a complaint alleging a violation of Oregon Revised Statute (ORS) 659.850 or Oregon Administrative Rule (OAR) 581-021-0045 or 581-021-0046 (Discrimination), for which the district Board has jurisdiction, and recognizes a decision reached by the Board of City View Charter School as the district Board's final decision. A final decision reached by this district Board may be appealed to the Oregon Department of Education under OAR 581-002-0001 - 581-002-0023.

[1] An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

Hillsboro School District
DISCRIMINATION COMPLAINT FORM

Name of Complainant: _____

Date: _____

School or Activity: _____

☐ Student ☐ Parent ☐ Employee ☐ Person that resides in the District

Type of discrimination:

☐ Race	☐ Gender Identity	☐ Pregnancy
☐ Color	☐ National or Ethnic Origin	☐ Marital Status
☐ Age		☐ Familial Status
☐ Religion	☐ Mental or Physical Disability	☐ Discriminatory use of a Native American mascot
☐ Sex		
☐ Sexual Orientation	☐ Veteran's Status	☐ Other _____

Specific complaint – provide detailed information including names, dates, places, and activities:

_____

_____

_____

Who should we talk to and what evidence should we consider? _____

_____

_____

_____

Suggested solution/resolution/outcome: _____

_____

_____

This complaint form should be mailed or submitted to the campus principal.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights. Direct complaints related to employment may be filed with the Oregon Bureau of Labor and Industries, Civil Rights Division, or the U.S. Department of Labor, Equal Employment Opportunities Commission.

Corrected 10/21/21

Code: **CM**
Adopted: 10/30/07
Revised/Readopted: 1/22/19
Orig. Code: CM

Compliance and Reporting on Standards

The Superintendent will prepare an annual report that represents the District's compliance with the standards adopted by the State Board of Education for the preceding school year and submit that report to the Board.

The District's annual report ~~for the preceding school year~~ will be presented orally~~to the Board~~ at a public Board meeting by November~~February~~ 1 of each school year~~,~~ and will allow public comment on such report. This report will be posted on the District's web page. ~~by February 1 of each school year. The Board will acknowledge receipt of the report prior to its submission to the Oregon Department of Education (ODE).~~

The District will report on its compliance with state standards to Oregon Department of Education (ODE) by November~~February~~ 15 each year on a form provided by ODE.

END OF POLICY

Legal Reference(s):

ORS 329.095
ORS 329.105
OAR 581-022-2260
OAR 581-022-2305

Corrected 10/21/21

Code: **DJC**
Adopted: 1/27/15
Revised/Readopted: 2/26/19
Orig. Code: DJC

Bidding Requirements

The Board is the Local Contract Review Board (LCRB) for the District. All public contracts shall be invited in accordance with applicable competitive procurement provisions of the Oregon Revised Statutes (ORS) and adopted public contracting rules.

The Board, acting as its own LCRB, adopts the *Oregon Attorney General's Model Public Contract Rules*, Oregon Administrative Rule (OAR) Chapter 137, Divisions 046 through 049, in effect at the time this policy is adopted.

The District shall procure the construction manager/general contractor services in accordance with model rules the Attorney General adopts under ORS 279A.065(3).

Additionally, the Board may include as part of its rules portions of the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125, Divisions 246-249, in effect at the time this policy is adopted.

The ~~Where necessary, the~~ Board may make ~~has made~~ the written findings required by law for exemptions from competitive bidding. Such findings shall be maintained by the District and made available on request.

The District shall review its rules each time the Attorney General adopts a modification of the model rules, as required by ORS 279A.065(6)(b) to determine whether any modifications need to be made to District rules to ensure compliance with statutory changes. New rules shall be adopted by the Board as necessary. In the event it is unnecessary to adopt new rules, Board minutes will reflect that the review process was completed as required.

The Board, acting as the LCRB, may enact a resolution that authorizes the district to designate a public improvement as a community benefit contract per the requirements included in ORS 279C.300 to 279C.470.

~~The Board recognizes that a public contracting agency that has not established its owns rules of procedure as permitted under ORS 279A.065(5) is subject to the model rules adopted by the Attorney General, including all modification to the model rules that the Attorney General may adopt.~~

Procurements for services estimated to be in excess of $250,000 shall go through the cost analysis and feasibility process described in ORS 279B.

END OF POLICY

Legal Reference(s):

ORS Chapters 279, 279A, 279B and 279C

OAR Chapter 125, Divisions 246-249

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL.

Corrected 10/21/21

Code: **GBA**
Adopted: 11/14/17
Revised/Readopted: 4/28/20; 9/22/20
Orig. Code(s): GBA

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the District regardless of race[1], color, religion, sex, sexual orientation, gender identity, national origin, marital status, pregnancy, childbirth or a related medical condition[2], age, veteran's status[3], service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability[4] if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The Superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and~~,~~ the Americans with Disabilities Act Amendments Act(ADA), and Section 504 of the Rehabilitation Act. The Superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments. The Title IX coordinator will investigate complaints communicated to the District alleging noncompliance with Title IX. The name, address, and telephone number of the Title IX coordinator will be provided to all students and employees.

The Superintendent will develop other specific recruiting, interviewing, and evaluation procedures as are necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[1] Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

[2] This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

[3] The district grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

[4] This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106).

ORS 174.100
ORS 243.317 – 243.323
ORS 326.051
ORS 332.505
ORS 342.934
ORS 408.225
ORS 408.230
ORS 408.235
ORS 652.210 - 652.220
ORS 659.850
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.040
ORS 659A.082
ORS 659A.109
ORS 659A.112
ORS 659A.147
ORS 659A.233
ORS 659A.236
ORS 659A.309
ORS 659A.321
ORS 659A.409
ORS 659A.820
OAR 581-021-0045
OAR 581-022-2405
OAR 839-003-0000
OAR 839-006-0435
OAR 839-006-0440
OAR 839-006-0450
OAR 839-006-0455
OAR 839-006-0460
OAR 839-006-0465

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (2018).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2018); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303 (2018).
House Bill 2935 (2021)
House Bill 3041 (2021)

Corrected 10/21/21

Code: GBEA
Adopted: 12/08/20
Orig. Code: GBEA

Workplace Harassment

Workplace harassment is prohibited and shall not be tolerated. This includes workplace harassment that occurs between district employees or between a district employee and the district in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district and a district employee off district premises. Elected school board members, volunteers and interns are subject to this policy.

Any district employee who believes they have been a victim of workplace harassment may file a report with the district employee designated in the administrative regulation GBEA-AR - Workplace Harassment Reporting and Procedure, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process or under any other available law. The reporting of such information is voluntary. The district employee making the report is advised to document any incidents of workplace harassment.

"Workplace harassment" means conduct that constitutes discrimination prohibited by Oregon Revised Statute (ORS) 659A.030 (discrimination in employment based on race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age, or expunged juvenile record), including conduct that constitutes sexual assault[1] or that constitutes conduct prohibited by ORS 659A.082 (discrimination against person in uniformed service) or 659A.112 (discrimination in employment based on disability).

The district, upon receipt of a report from a district employee who believes they are a victim of workplace harassment, shall provide information about legal resources and counseling and support services, including any available employee assistance services. The district employee receiving the report, whether a supervisor of the employer or the district employee designated to receive reports, is advised to document any incidents of workplace harassment, and shall provide a copy of this policy and accompanying administrative regulation to the victim upon their disclosure about alleged workplace harassment.

All incidents of behavior that may violate this policy shall be promptly investigated.

Any person who reports workplace harassment has the right to be protected from retaliation.

[1] "Sexual assault" means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat or intimidation.

The district may not require or coerce a district employee to enter into a nondisclosure[2] or nondisparagement[3] agreement.

The district may not enter into an agreement with an employee or prospective employee, as a condition of employment, continued employment, promotion, compensation, or the receipt of benefits, that contains a nondisclosure provision, a nondisparagement provision or any other provision that has the purpose or effect of preventing the employee from disclosing or discussing workplace harassment that occurred between district employees or between a district employee and the district, in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district employee and employer off district premises.

The district may enter into a settlement agreement, separation or severance agreement that includes one or more of the following provisions only when a district employee claiming to be aggrieved by workplace harassment requests to enter into the agreement: 1) a nondisclosure or nondisparagement provision; 2) a provision that prevents disclosure of factual information relating to the claim of workplace harassment; or 3) a no-rehire provision that prohibits the employee from seeking reemployment with the district as a term or condition of the agreement. The agreement must provide the district employee at least seven days after signing the agreement to revoke it.

If the district determines in good faith that an employee has engaged in workplace harassment, the district may enter into a settlement, separation or severance agreement that includes one or more of the provisions described in the previous paragraph.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop workplace harassment, prevent its recurrence and address negative consequences. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional workplace harassment awareness training, as appropriate. Other individuals (e.g., board members, witnesses, and volunteers) whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

The district shall make this policy available to all district employees and shall be made a part of district orientation materials provided and copied to new district employees at the time of hire.

The superintendent will establish a process of reporting incidents of workplace harassment and the prompt investigation.

END OF POLICY

Legal Reference(s):

[2] A "nondisclosure" agreement or provision prevents either party from disclosing the contents of or circumstances surrounding the agreement.

[3] A "nondisparagement" agreement or provision prevents either party from making disparaging statements about the other party.

ORS 243.317 - 243.323
ORS 659A.001
ORS 659A.003
ORS 659A.006
ORS 659A.029
ORS 659A.030
ORS 659A.082
ORS 659A.112
ORS 659A.820
ORS 659A.875
ORS 659A.885
OAR 584-020-0040
OAR 584-020-0041

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).
House Bill 3041 (2021)

Corrected 10/21/21

Code: **IA**
Adopted: 6/24/14
Revised/Readopted: 2/25/20
Orig. Code(s): IA

Instructional Goals

The preservation of democracy in our country demands we acknowledge everyone's capacity to be a learner. The degree to which intellectual development of our students can be ascertained is by providing them with the skills to question, reason, evaluate, and apply their learning to new situations throughout their lives.

As a provider of public education to our community, we embrace the differences among families and students with regard to their beliefs, values, and customs. We want to provide our students with opportunities to develop an understanding of these differences, and an appreciation of individual worth and dignity.

In establishing an effective educational program as part of the students' total education, the District recognizes the importance of developing a partnership that promotes the involvement of staff, parents, and the community, through such means as site councils, local school committees, and advisory committees.

The District is committed to a continual process of collaborative decision making and goal setting that supports the ~~physical and cognitive growth and development of students around the~~ following characteristics:

1. Provides equal and open access and educational opportunities for all students regardless of their linguistic background, culture, immigration status, race, sex, sexual orientation, gender, capability, or geographic location;

2. Assumes that all students can learn and establishes high, specific skill and knowledge expectations, and recognizes individual differences at all instructional levels;

3. Provides special education, compensatory education, linguistically and culturally appropriate education, and other specialized programs to all students who need those services;

4. Supports the physical and cognitive growth and development of students;

5. Provides students with a solid foundation in the skills of reading, writing, problem solving, and communication;

6. Provides opportunities for students to learn, think, reason, retrieve information, use technology, and work effectively alone and in groups;

7. Provides for rigorous academic content standards and instruction in mathematics, science, language arts~~English~~, history, geography, economics, civics, physical education, health, the arts, and world languages;

8. Provides students with an educational background to the end that they will function successfully in a constitutional republic, a participatory democracy, and a multicultural nation and world;

9. Provides students with the knowledge and skills that will provide the opportunities to succeed in the world of work, as members of families, and as community members;

10. Provides students with the knowledge and skills that lead to an active, healthy lifestyle;

11. Provides students with the knowledge and skills to take responsibility for their decisions and choices;

12. Provides opportunities for students to learn through a variety of teaching strategies;

13. Emphasizes involvement of parents and community in the total education of students;

14. Transports students safely to and from school, if transportation is required by law;

15. Ensures that the funds allocated to schools reflect the uncontrollable differences in costs facing each district;

16. Ensures that local schools have adequate control of how funds are spent to best meet the needs of students in their communities;

17. Provides for a safe, educational environment;

18. Provides increased learning time;

19. Provides each student an education experience that supports~~Supports~~ students' academic growth beyond proficiency in academic content standards and encourages their attainment of challenging and aspirational individual goals; and

20. Utilizes valid and reliable data for evaluating the success of curriculum, instruction, resource allocation, and school improvement.

We believe it is possible for learners of all abilities and backgrounds to achieve school success. Educational excellence becomes possible only when schools set high expectations and instructional goals for all students, and provide them with the necessary support to achieve these goals.

END OF POLICY

Legal Reference(s):

ORS 329.025
ORS 329.125
ORS 336.067
OAR 581-022-2030
OAR 581-022-2315

House Bill 2056 (2021).

Corrected 10/21/21

Code: **IGBI**
Adopted: 12/12/17
Revised/Readopted: 2/25/20
Orig. Code: IGBI

Bilingual Education**

Students whose primary language is ~~a language~~ other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction and other educational activities.

Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal or signed communication in a language they can understand.

END OF POLICY

Legal Reference(s):

ORS 336.079 OAR 581-021-0046 OAR 581-022-2310

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6801-7014 (2018).

Corrected 10/21/21

Code: **IGDJ**
Adopted: 2/25/20

Interscholastic Activities

The Board recognizes the integral role interscholastic activities play in the character development and general enhancement of the education of its students. Accordingly, administrators, coaches, student participants, and others associated with the district's high school activities programs and events[1] shall conduct themselves in a manner that is consistent with the letter and spirit of policies, rules, and regulations of the district and of the Oregon School Activities Association (OSAA) and the fundamental values of sportsmanship. Each will be held accountable for their actions.

The district shall allow homeschooled and qualified private school students that reside in the district, students eligible to attend school and enrolled in a district- or ESD-provided General Education Development (GED) program that reside in the district, and students attending a public charter school that reside in the district to participate in available interscholastic activities when the requirements found in Oregon law are met.

Interscholastic activities when provided by the district will comply with Title IX and other nondiscrimination laws.

District employees, students, parents, alumni, and activity volunteers are prohibited from inducing or attempting to induce a student to attend a district school for interscholastic activity eligibility or participation. The principal, activities director, and coaches are each responsible for ensuring student participants meet all district and OSAA eligibility requirements. The principal is responsible for ensuring accurate certification regarding the eligibility of participating students and for verifying that athletic directors, coaches of sports, and activity advisors have all required certifications prior to assuming their duties. The principal shall ensure that a program is in place to effectively evaluate the performance of all coaches and activity advisors under their supervision.

Volunteers must be approved through the District's volunteer background check to assist with district activities.

The principal shall investigate all allegations of district student ineligibility, staff recruitment violations or other student or staff conduct that may violate Board policies, administrative regulations, and/or OSAA rules and regulations. The principal shall notify the superintendent of conduct that violates the terms of this policy and report to the OSAA as required.

An employee determined to have violated rules and regulations of the OSAA may be subject to discipline, up to and including, dismissal. A student in violation of the OSAA rules and regulations will be subject to

[1] This applies to only OSAA-sanctioned activities and events.

discipline, up to and including, dismissal from an interscholastic activity or program, suspension and/or expulsion from school. Volunteers in violation of the OSAA rules and regulations shall be subject to discipline, up to and including, removal from district programs and activities and such other sanctions as may be deemed appropriate by the district.

Employees, volunteers, or students in violation of OSAA rules and/or regulations may be required to remunerate the district in the event of fines assessed by OSAA as a result of their actions.

The superintendent will develop procedures, as necessary, to implement this policy, including a process to ensure that all district rules governing the conduct of students, staff, and volunteers engaged in district activities are regularly reviewed and updated.

END OF POLICY

Legal Reference(s):

ORS 326.051
ORS 332.075(1)(e)
ORS 339.450 - 339.460
OAR 581-015-2255
OAR 581-021-0045 - 0049
OAR 581-026-0005
OAR 581-026-0700
OAR 581-026-0705
OAR 581-026-0710

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683; Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106.
OREGON SCHOOL ACTIVITIES ASSOCIATION, OSAA HANDBOOK.
Montgomery v. Bd. of Educ., 188 Or. App. 63 (2003).

Corrected 10/21/21

Code: **IJ**
Adopted: 2/24/09
Revised/Readopted: 2/25/20; 4/27/21
Orig. Code: IJ

School Counseling Program

The District's coordinated comprehensive school counseling program supports the academic, career, social-emotional, and community involvement development of all students. Each school will have a comprehensive counseling program for students in grades K through 12, which will be based on the Oregon Department of Education's, *Oregon's Framework for Comprehensive School Counseling Programs*.

The district's comprehensive school counseling program may include a child development specialist ~~program~~ for grades K-8 students and families who reside in the attendance areas of district schools.

Counselors and child development specialists demonstrate respect for each individual's dignity and worth and encourage each student to develop individual responsibility and decision-making skills.

The district will adopt program goals, which will assist students to:

1. Understand and utilize the educational opportunities and alternatives available to them;
2. Meet academic standards;
3. Establish tentative career and educational goals;
4. Create and maintain an education plan and education portfolio;
5. Demonstrate the ability to utilize personal qualities, education and training, in the world of work;
6. Develop decision-making skills;
7. Obtain information about self;
8. Accept increasing responsibility for their own actions, including the development of self-advocacy skills;
9. Develop skills in interpersonal relations, including the use of effective and receptive communication;
10. Utilize school and community resources;
11. Demonstrate and discuss personal contributions to the larger community; and

12. Know where and how to utilize personal skills in making contributions to the community.

Within the framework of the counseling and guidance goals, specific student and curricular objectives will be developed. As well as being a members of the annual school improvement planning process, counselors and child development specialists will review school data and contribute to the plan. Yearly counselors will meet with their building administrator to review their comprehensive school guidance plan and discuss how their role as the school counselor aligns with the school improvement plan.

Materials used in the counseling program will be free of content that may discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, age, disability, or marital status, or that which permits or requires different treatment of students on such basis unless such differences cover the same occupation and interest areas and the use of such different material is shown to be essential to the elimination of discrimination and/or is aligned to the HSD policy on Educational Equity.

Within the areas of counseling and guidance responsibility, the counselor enters into professional relationships with three segments of the school community: students, school personnel and families. Consistent with individual rights and the counselor's obligations as a professional, the counseling relationship and resulting information is, in most instances, protected as privileged communications by Oregon law. When appropriate, counselors will be responsible for explaining the ramifications of confidentiality to students.

END OF POLICY

Legal Reference(s):

ORS 40.245
~~[~~ORS 174.100~~]~~
ORS 326.565
ORS 326.575
ORS 329.603
ORS 332.107
ORS 336.187

OAR 581-021-0013
OAR 581-021-0046
OAR 581-022-2030
OAR 581-022-2055
OAR 581-022-2060
OAR 581-022-2250

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).
Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2019).
~~[~~House Bill 3041 (2021).~~]~~

Corrected 10/21/21

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
ACKNOWLEDGE GIFTS AND DONATIONS
(as of November 30, 2021)

SITUATION

District Policy KH states that the District may receive donations of gifts that may serve to enhance and extend the work of the District, subject to Board approval. Individuals who desire to make contributions are encouraged to consider donations for equipment or services that are not likely to be acquired from public fund expenditures.

The purpose of this report is to describe to the Board the donations received that are valued at $5,000 or more.

- Donation of $5,000 from Oregon Robotics Tournament & Outreach to Liberty High School for robotics team

RECOMMENDATION

The Superintendent recommends that the Board of Directors acknowledge the donation of $5,000 from Oregon Robotics Tournament & Outreach to Liberty High School for robotics team.

I move that the Board of Directors acknowledge the donation of $5,000 from Oregon Robotics Tournament & Outreach to Liberty High School for robotics team.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
EASTWOOD ELEMENTARY LOT LINE ADJUST RESOLUTION

SITUATION

Part of the work being done for the 2017 Bond is to confirm that each school site is on a single tax lot and that the legal description for that tax lot is accurate. At Eastwood Elementary School, the school currently sits on three separate parcels, two of these parcels are in the name of the Hillsboro School District 1J, and the third parcel is in the name of School District No. 7, Washington County, the former Hillsboro Elementary School District prior to consolidation. The attached resolution, prepared by our attorney's at Brisbee and Stockton, will transfer this parcel from School District No. 7 to Hillsboro School District 1J and consolidate all three parcels into a single tax lot as required by the City of Hillsboro.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve Resolution No. 2021-12-7 to retitle the Eastwood Elementary School in the current School District entity's name and consolidate the three existing parcels into a single tax lot as required by the City of Hillsboro.

> *I move that the Board of Directors approve Resolution No. 2021-12-7 to retitle the Eastwood Elementary School in the current School District entity's name and consolidate the three existing parcels into a single tax lot as required by the City of Hillsboro.*

Hillsboro School District 1J
Resolution of the Board
Resolution No. 2021-12-7

A resolution of Hillsboro School District 1J, Washington County, Oregon, attesting to the District's ownership of certain tracks of land an authorizing the unification of title in the tracts of land.

The Board of Directors of Hillsboro School District No. 1J, Washington County, Oregon hereby resolves:

SECTION 1. FINDINGS

The Board of Directors (the "Board") of the Hillsboro School District No. 1J, Washington County, Oregon, a common school district in the State of Oregon (the "District") finds:

1) The District is undertaking to consolidate the lots that constitute certain school properties; and
2) The real property on which the Eastwood Elementary School and grounds is located is divided into two parcels with a prior school district entity listed on the titles of each of the two parcels; and
3) The City of Hillsboro has required that the Parcels be combined into common ownership so that the same can be replatted as a single tax lot; and
4) The District is the successor-in-interest to the named entity on titles to the Parcels; and
5) The District adopts this resolution to authorize the deeding of each of the Parcels into the name of the District to facilitate the request of the City of Hillsboro.

SECTION 2. PARCELS AND OWNERSHIP ENTITIES IDENTIFIED

The Parcels and the current ownership entity of each are identified as:

1. Parcel 1 is owned by School District No. 7, Washington County, Oregon.
2. Parcel 2 is owned by Hillsboro School District 1J, Washington County, Oregon.
3. Parcel 3 is owned by Hillsboro School District 1J, Washington County, Oregon

A legal description of each Parcel is available in WFG National Title Insurance Company Property Information Report Order No. 19-323770 dated July 24, 2019. The encumbrance to title listed on that report was resolved through Washington County Court Case 21CV04080 and the judgment was recorded with Washington County, Oregon as 2021-103496.

SECTION 3. AUTHORIZATION OF DEEDS AND SIGNING PARTIES

The District hereby attests that it is the successor-in-interest to the ownership entity of Parcels 1 noted in Section 2 herein and that Parcel 2 and 3 are already titled in the name of the District. The District authorizes the preparation of a deed conveying title in Parcels 1 from the entity noted in Section 2 to "Hillsboro School District 1J." The District authorizes Mark Watson, as chair of the Board of Directors and Michael Scott, as Superintendent of the District to sign the deed on behalf of the District. The District further authorizes the recordation of the signed and notarized deed or deeds in the real property records of Washington County, Oregon.

ADOPTED by the Board of Directors of the Hillsboro School District 1J, Washington County, Oregon on this _____ day of _____, 2021.

HILLSBORO SCHOOL DISTRICT 1J, a political subdivision of the State of Oregon

By: _____
Mark Watson
Its: Chair of the Board of Directors

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR 2020-21

SITUATION

The firm of Grove, Mueller & Swank, P.C., has completed its report on the audit of the District's financial statements for 2020-21. The Comprehensive Annual Financial Report has been provided to the Board of Directors, and a representative from Grove, Mueller & Swank, P.C., will attend the Board meeting to provide a brief overview of the document and answer any questions. The report is also posted on the District website.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

> *I move that the Board of Directors accept the Comprehensive Annual Financial Report for 2020-21.*

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
FY 2021-22 AUDIT COMMITTEE SUMMARY

Summary Overview

This concise review of the 2020-21 Comprehensive Annual Financial Report (CAFR) has been prepared in response to a request for a clear, high-level interpretation of the technical aspects of the report. This summary highlights specific items throughout the CAFR that may be of interest to various stakeholders, and provides staff-developed explanations for those items. This summary should not be relied upon in lieu of the data and narrative within the actual CAFR.

The Purpose of the Document

The financial report is developed by staff to the Government Finance Officers Association (GFOA) and Generally Accepted Accounting Procedures (GAAP) standards. The Governmental Accounting Standards Board (GASB) is the source of GAAP used by state and local governments in the United States. As with most of the entities involved in creating GAAP in the United States, it is a private, non-governmental organization. The District is required by law to produce an annual report and submit it to an independent auditor for review and certification prior to submission to the Board, Secretary of State, Oregon Department of Education, and other entities for disclosure.

Points of Interest

Correspondence (pp. i-3) - The Transmittal Letter is from the Superintendent and Chief Financial Officer to viewers at large. The Independent Auditor's Report is correspondence regarding the work the auditor performs to test the District's internal controls and discusses the auditor's relationship to the District.

Management's Discussion and Analysis (MD&A) and Basic Financial Statements (pp.5-28) - This is a lengthy narrative that explains differences between the reported year and prior year's report. Many of the tables following the MD&A express the District's financial position in corporate (for profit) terms, which can be challenging to interpret.

Notes to Basic Financial Statements (pp.29-71) - This section provides detail for all of the Districts assets and liabilities and provides information regarding GAAP and the GASB standards and their application. Items include a description of the GASB reporting requirements and information about Other Post-Employment Benefits (OPEB), pension obligations, and debt.

Schedule of Revenue, Expenditures, and Changes in Fund Balance, General Fund (p. 79) - This table is commonly referenced for operational finance with budgetary context. A specific point of interest to both potential lenders (bond buyers) and bargaining units is the Fund Balance. The District met the 4.0 percent Fund Balance as budgeted. Lenders track Fund Balance as an indicator of financial stability and management. Bargaining units tend to view an excessive fund balance as unequitable for their members.

Schedule of Revenues and Expenditures (by Fund, pp. 86-95) - These tables are reconciled to data collected by the Oregon Department of Education, in accordance with the state account code structure prescribed by the Program and Budgeting Manual. The budget document is developed using the same account code structure at a higher level (for appropriations).

Statistical Section (pp. 97-126) - This section contains longitudinal data for the region and the District and provides stakeholders "trends" for demographics, tax collections, net position, fund balance, and economics.

Single Audit Section (pp. 127-135)- Participation in Federal Programs requires an added layer of reporting and disclosure. The auditors introduce their position related to testing requirements of federal Uniform Guidance and certify the revenue and expenditures of the District's Federal Programs. Annually, they select specific programs for additional testing (COVID-19 - Coronavirus relief fund and Migrant Education this year) and report on findings.

Compliance Section (pp. 136-140) - This is a closing note from the independent auditor with a summary of activities and compliance.

The independent auditors are consulted throughout the year regarding minor and major changes in workflows that may impact internal controls. Due to their scope of experience with districts across the state and national associations, they continue to be a strong source of support and resource for best practices. There were no findings or recommendations regarding changes to the District's internal controls for the 2020-21 period.

References

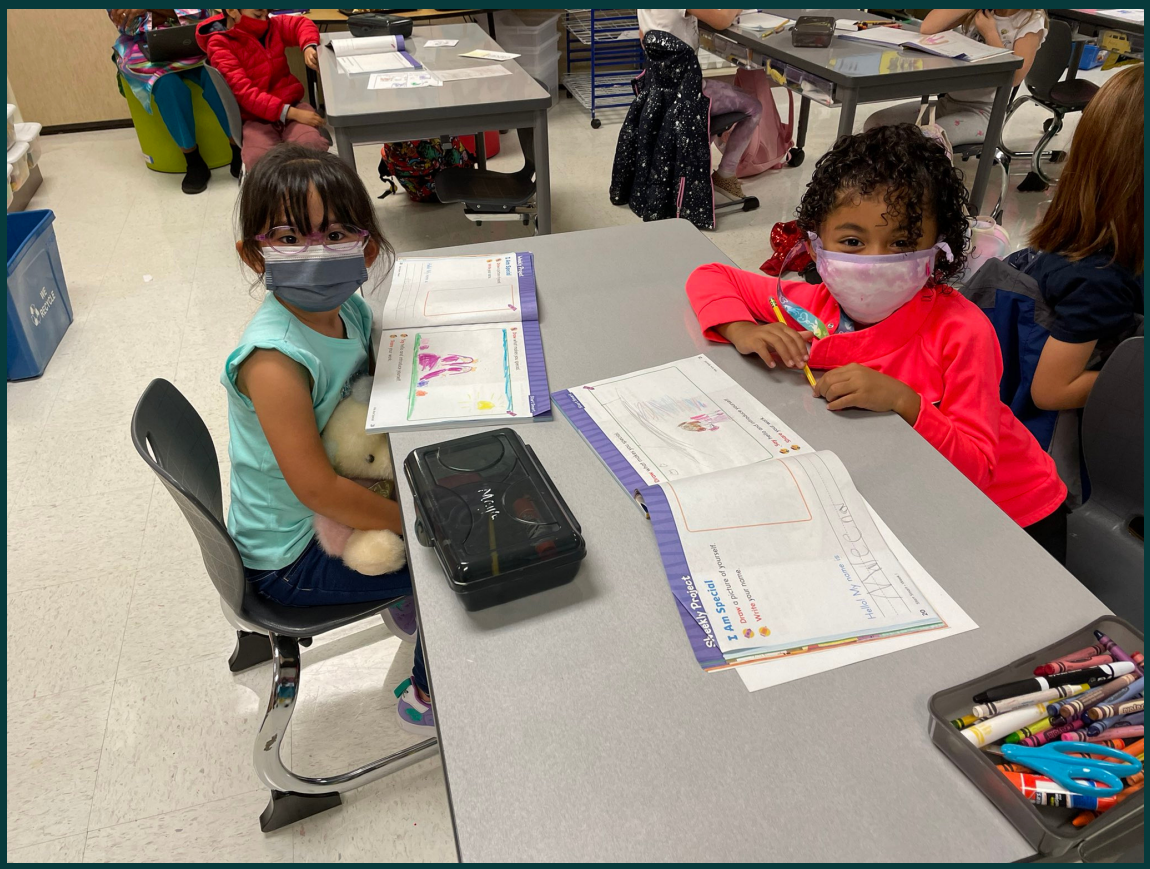
Oregon Department of Education Program and Budgeting Manual
Uniform Guidance
Government Finance Officers Association
Governmental Accounting Standards Board
Oregon Secretary of State - Audits Division
Hillsboro School District - Business Office (links to Budget and CAFR documents)

Michelle Morrison, Chief Financial Officer
Jeff Jones, Manager of Business Services

HILLSBORO SCHOOL DISTRICT

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2021



Hillsboro School District 1J
Administration Center
3083 NE 49th Place
Hillsboro, OR 97124
www.hsd.k12.or.us

2021

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HILLSBORO SCHOOL DISTRICT 1J
WASHINGTON COUNTY, OREGON
3083 NE 49th Place
Hillsboro, Oregon 97124

COMPREHENSIVE ANNUAL FINANCIAL REPORT

for the Fiscal Year Ended June 30, 2021

Prepared by the
Business Office staff

Michelle Morrison, Chief Financial Officer

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HILLSBORO SCHOOL DISTRICT 1J

Washington County, Oregon

TABLE OF CONTENTS

INTRODUCTORY SECTION **Page**

Letter of Transmittal i
Certificate of Achievement for Excellence in Financial Reporting ix
Officials of the District x
Organizational Chart xi

FINANCIAL SECTION

Independent Auditor's Report 1
Management's Discussion and Analysis 5
Basic Financial Statements:
Government-wide Financial Statements:
Statement of Net Position 21
Statement of Activities 22
Fund Financial Statements:
Balance Sheet – Governmental Funds 25
Reconciliation of Governmental Funds Balance Sheet to Statement of Net Position 26
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds 27
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to Statement of Activities 28
Notes to Basic Financial Statements 29
Required Supplementary Information:
Schedule of Changes in the Total OPEB Liability for Medical Subsidy 75
Schedule of the Total OPEB Liability and related ratios for Medical Subsidy 75
Schedule of the Proportionate Share of the Net OPEB Liability for RHIA 76
Schedule of Contributions for RHIA 76
Schedule of the Proportionate Share of the Net Pension Liability for PERS 77
Schedule of Contributions for PERS 78
Schedule of Revenues, Expenditures, and Change in Fund Balance – Budget and Actual:
General Fund 79
Special Revenue Fund 80
Other Supplementary Information:
Schedules of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual:
Debt Service Fund 83
Capital Projects Fund 85
Additional Schedules (Required by the Oregon Department of Education):
Schedule of Revenues – All Funds 86
Schedule of General Fund Expenditures 88
Schedule of Special Revenue Fund Expenditures 90
Schedule of Debt Service Fund Expenditures 93
Schedule of Capital Projects Fund Expenditures 94
Supplemental Information, 2020-21 96

HILLSBORO SCHOOL DISTRICT 1J

Washington County, Oregon

TABLE OF CONTENTS

STATISTICAL SECTION **Page**

Statistical Section Table of Contents 97
Net Position by Category 98
Changes in Net Position 100
Fund Balances of Governmental Funds 102
Changes in Fund Balances of Governmental Funds 104
Assessed Value of Taxable Property within School District Boundaries 106
Direct and Overlapping Property Tax Rates 108
Principal Property Taxpayers for Washington County 110
Property Tax Levies and Collections 113
Outstanding Debt by Type 114
Direct and Overlapping Governmental Activities Debt 117
Legal Debt Margin Information 118
Demographic and Economic Statistics 120
Principal Employers for the Portland, Oregon, Metropolitan Area 121
Certified, Classified, and Administrative Employees 122
Student Enrollment Statistics 123
Student Enrollment and Capital Asset Statistics 124
Teacher Data 126

SINGLE AUDIT SECTION

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards 127
Independent Auditor's Report on Compliance for Each Major Program and Report on Internal Control Over Compliance in Accordance with the Uniform Guidance 129
Schedule of Expenditures of Federal Awards 131
Notes to Schedule of Expenditures of Federal Awards 134
Schedule of Findings and Questioned Costs 136
Schedule of Prior Year Findings and Questioned Costs 137

COMPLIANCE SECTION

Independent Auditors' Report Required by Oregon State Regulations 139

HILLSBORO SCHOOL DISTRICT
BUSINESS OFFICE

December 1, 2021

Board of Directors
Hillsboro School District 1J
Washington County
3083 NE 49th Place
Hillsboro, OR 97124

In accordance with the provisions of Oregon Revised Statutes, Sections 297.405 to 297.555 and 297.990, known as the Municipal Audit Law, there is submitted herewith the Comprehensive Annual Financial Report of Hillsboro School District 1J, Washington County, Oregon, for the fiscal year ended June 30, 2021.

This report was prepared by the School District Business Office. The responsibility for the completeness and fairness of the data presented and all accompanying disclosures rests with the School District.

To provide a reasonable basis for making these representations, the District's management has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse, and to compile sufficient reliable information for the preparation of the District's financial statements in conformity with Generally Accepted Accounting Principles in the United States of America. Because the cost of internal controls should not outweigh their benefits, the District's comprehensive framework of internal controls has been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement.

As management, we assert that, to the best of our knowledge and belief, this financial report and its data is complete and reliable in all material respects, includes all funds, account groups, and financial transactions, and is presented fairly to disclose the financial position, results of operations, and cash flows of the District at June 30, 2021, and for the year then ended.

Generally Accepted Accounting Principles require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The District's MD&A can be found immediately following the report of the independent auditor.

3083 NE 49th Place, AC 104, Hillsboro, OR 97124-6006
TEL: 503-844-1500 ■ FAX: 503-844-1551 ■ WEB: www.hsd.k12.or.us

THE DISTRICT

Hillsboro School District 1J was formed in July 1996 through the unification of a union high school district and its six feeder elementary school districts. This unification was accomplished under a plan developed and approved by each of the seven prior district governing bodies in response to a unification deadline mandated by Oregon State Statutes. The seven previously independent districts were Hillsboro Union High School District and the Farmington View, Groner K-8, Hillsboro, North Plains, Reedville, and West Union Elementary School Districts.

The District, a fiscally independent entity, is organized with a seven-member elected Board of Directors and a Board-appointed budget committee. In 2020-21, management staff consisted of 1 superintendent, 2 assistant superintendents, 6 executive directors, 10 directors, 3 coordinators, 1 financial officer, 1 human resources officer, 1 capital projects officer, 1 communications officer, 1 operations officer, 1 information and technology officer, 1 equity, access, and engagement officer, principals, assistant principals, and support staff supervisors. The Board of Directors approves the hires of all management staff members.

The District also employs 1,091 teachers and 986 support staff, including instructional assistants, secretaries, clerks, bus drivers, cooks, custodians, maintenance workers, and various other professional and technical staff. The District operates 25 elementary schools, 4 middle schools, 4 high schools, 1 alternative schools, and 1 online school. The District also sponsors City View Charter School, but it is not required to be reported as a component unit under GASB 61.

The District's Strategic Plan articulates the District's mission, goals, and focus areas as it strives to increase the achievement of all students. The 2016-21 Plan has a laser-like focus on maximizing the student experience and ensuring that students leave the system prepared for success in post-secondary endeavors and civic life. Goals are identified annually to move toward all students graduating with career-and college-readiness skills. Progress data is shared with the community annually in March. Program offerings include music, art, leadership, athletics, clubs, AVID, International Baccalaureate, STEM/STEAM, mentorships, internships, bilingual programs, special education and transition services, student transportation, nutrition services, dual credit (high school and college levels), Advanced Placement, and much more.

The District is located approximately 18 miles west of Portland, Oregon. It includes most of the City of Hillsboro, all of the City of North Plains, a portion of the City of Cornelius, and surrounding unincorporated areas. The current estimated population is 140,986. The District encompasses more than 200 square miles, most of which are located in Washington County. Small portions of the District are located in Multnomah and Yamhill Counties.

The District has experienced a slight enrollment decline over the past ten years. The table below shows that the number of students in the District has decreased by 731, or an average of approximately 0.38 percent per year during the last decade. To project future growth, District leadership uses studies by conducted by Portland State University, Davis Demographics, regional partnership feedback and historical data.

School Year	Average Daily Membership
20-21	19,119
19-20	20,013
18-19	20,213
17-18	20,204
16-17	20,400
15-16	20,566
14-15	19,917
13-14	19,911
12-13	19,809
11-12	19,850

The community voted in November 2017 to approve the sale of $408 million in bonds for capital projects. These bonds are being issued in two separate sales in order to align the proceeds with the cash flow requirements of project expenditures as described in the ballot title. The 2017 Bond was defined as a "renewal" levy that replaced expiring debt service items without increasing the tax rate per thousand of assessed value to local constituents. Additional facilities are a replacement of Brookwood Elementary School, and new elementary schools in North Plains and south Hillsboro to provide services to new residential development.

ECONOMIC STATUS AND OUTLOOK

The Portland-Vancouver Primary Metropolitan Statistical Area (PMSA) comprises six counties: Multnomah, Washington, Clackamas, Yamhill, and Columbia in Oregon and Clark County in Washington. According to the Oregon State Employment Department, Multnomah and Washington counties together have nearly one-third of the State of Oregon's population. Washington County's three largest cities are Beaverton, Hillsboro, and Tigard.

The area's current economic base includes electronics, manufacturing, construction, food processing, agriculture, and timber. These employers include Intel, Epson, and Genentech. Intel is currently the largest employer in the Portland-Vancouver Primary Metropolitan Statistical Area (PMSA) with 21,394 employees.

The Oregon Employment Department report for June 2021 shows the PMSA unemployment rate at 5.0 percent. In late August, the State received its September Revenue Forecast to close out the 2019-21 biennium. Despite the ongoing challenges of the pandemic, financial news is positive and reserve accounts to protect K-12 education are strong.

The September Economic and Revenue Forecast showed another surge in tax collections that will generate the largest personal kicker in Oregon history and closes the books on the 2019-21 biennium. Based on final projections, Oregon's kicker law will return almost $1.9 billion to individual taxpayers in 2022 when they file their 2021 taxes. The corporate kicker grew to almost $847 million and must be spent on K-12 education, but will not result in an increase to the overall State School Fund appropriation of $9.3 billion without the Legislature changing the total appropriation.

LONG-TERM FINANCIAL PLANNING

The Hillsboro School District has emphasized a conservative long-term financial plan that stresses stability of the programs we provide to students and patrons. Stability is achieved through the following actions:

- Maintain adequate financial reserves to absorb economic downturns, state revenue-sharing cuts, and other revenue shortfalls.
- React swiftly and appropriately to economic downturns, state revenue-sharing cuts, and revenue shortfalls.
- Prudently use accumulated reserves when needed to provide stability of core programs and legally required activities.
- Apply best practices in financial management with periodic analytics and forecasting of various revenue scenarios and future costs of current and potential services.

The Board of Directors and the appointed budget committee have developed this Strategic Financial Plan. The Plan is also supported by the District's administrative team, which develops the proposed budget.

The District anticipates an increase in student enrollment over the next several years with the expansion of the Urban Growth Boundary (UGB) in South Hillsboro, Cornelius, and the South Cooper Mountain area. The District has purchased 90 acres in the South Hillsboro UGB expansion area for future school sites to accommodate this growth. The District also owns 40 acres in the Cornelius UGB expansion area on which to build if enrollment growth requires additional facilities.

The District's Long-Range Planning Committee has been meeting for several years to plan for this growth. The Board of Directors appointed a Citizen's Bond Oversight Committee to monitor the $408 million bond package approved by voters on the November 2017 ballot. The bond package provides funds to build, replace, expand, upgrade and remodel schools in order to continue meeting and exceeding the needs of students throughout the District.

MISSION STATEMENT AND PRIORITIES

In the spring of 2016, Hillsboro community schools, District staff, and the Board of Directors revised their five-year Strategic Plan, which is the District's blueprint for educational excellence. The Strategic Plan focuses on students' equitable experiences and outcomes, and includes five strategy areas:

- Instruction
  - High-quality curricular, co-curricular and extracurricular offerings
  - Highly qualified staff
- Learning Environments
  - Equitable, safe, and inclusive
  - Engaging and relevant
  - Clear pathways and multiple opportunities
- Leadership for Learning
  - Continuous improvement
  - Data-driven decision-making
- Organization
  - Fiscal responsibility, long-range planning
  - Effective communication and community involvement
  - Human resources management
- Governance
  - Commitment to quality and progress
  - Setting the conditions and providing resources for success

During the 2020-21 year, Hillsboro School District focused on maintaining financial stability within the District, while focusing staffing and resources to promote increased student achievement. This objective includes protecting the integrity of the District's programs against financial uncertainties, while adequately addressing student services within the District.

Oregon's school finance system involves a formula that pays for the average daily enrollment of students in various categories. The formula includes local property taxes and state payments as the principal sources of revenue. The State of Oregon depends on personal income tax to provide its share of this revenue. The Oregon legislature has appropriated $9.0 billion for K-12 allocations for the 2019-21 biennium.

FINANCIAL INFORMATION

Accounting Policies:
Governmental funds are used to account for the District's general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual, i.e., when they are "measurable" and "available." "Measurable" means the

amount of the transaction can be determined; "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

Expenditures are recorded when the liability is incurred, except for unmatured interest on general long-term debt, which is recognized when due. Interfund transactions and certain compensated absences, claims, and judgments, are recognized as expenditures because they will be liquidated with expendable financial resources.

The accrual and modified accrual basis of accounting, as utilized by Hillsboro School District 1J, are in accordance with Generally Accepted Accounting Principles.

Internal Accounting Controls:
The accounting system incorporates reasonable safeguards for the assets of the District and the reliability of the financial records. Internal controls are designed to provide an adequate safeguard of District assets, recognizing that the cost of controls should not exceed the benefits derived.

The management system recognizes the significance of internal controls that are incorporated in the accounting system. We believe that the internal accounting controls adequately safeguard the assets, and provide reasonable assurance of proper recording of all financial transactions.

Budgetary Control:
The District annually prepares a budget to control the fiscal operations for one year. Oregon Local Budget Law (ORS 294.305 to 294.565) requires the appointment of a budget committee to review and approve the budget. The budget committee consists of the seven members of the Board of Directors, and seven electors of the District who are appointed by the Board of Directors. The administration proposes a budget to the budget committee, and the budget committee may modify or approve the proposed budget.

Local Budget Law in Oregon requires the District to complete a formal process each fiscal year to set spending limit and levy taxes for District residents. This process begins with a proposed budget prepared by the Budget Officer. Notice of a Budget Committee Meeting is published and the budget document is made available at or before this meeting. The budget committee then conducts at least one public meeting for questions or comments and will continue to meet as needed until the budget and all revisions are approved. Notice of the Public Hearing, along with a summary of the approved budget is published and the governing body conducts a public hearing. Upon completion of public comment and deliberations, the District adopts the budget, enacts resolutions by June 30, and certifies the District's tax to the county assessor by July 15. Budget changes in expenditures of less than 10% of appropriation categories (instruction, support services, enterprise and community services, facilities acquisition and construction, debt service, contingency, and transfers) are implemented by a Resolution passed by the School Board. Budget changes in expenditures of more than 10% of appropriation categories require a supplemental budget adoption. Exceptions to this would be transfers between appropriation categories and up to 15% of funds budgeted as contingency. The School Board receives reports on cash flow and budget monitoring monthly, as prepared by the CFO.

Risk Management:
The District's Workers' Compensation insurance is procured through a self-insured group program on a guaranteed cost basis. The premium is based on payroll and the District's Experience Modification Rate. It includes a built-in contribution discount. Property and Casualty insurance is currently in force at replacement value with a $10,000 per loss deductible. Comprehensive, general, and automotive liability insurance provides a $10,000,000 limit. Errors and Omissions coverage – sometimes called Professional Liability, is included. The District currently has primary earthquake coverage in the amount of $10,000,000. Additionally, it has procured excess earthquake coverage of $10,000,000 for a total amount of $20,000,000 per earthquake occurrence.

Independent Audit:
The provisions of Oregon Revised Statutes, Section 297.405 to 297.555 and 297.990 (known as the "Municipal Audit Law"), require that an independent audit be made of all District funds and account groups within six months following the close of a fiscal year. The firm of Grove, Mueller & Swank, P.C., which was selected by the Board of Directors, completed its examination of the District's financial statements, and its opinion is included in the financial section of this report.

Awards:
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Hillsboro School District 1J for its comprehensive annual financial report for the fiscal year ended June 30, 2020. This was the twenty-sixth consecutive year that the District has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a school district must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both Generally Accepted Accounting Principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our 2021 Comprehensive Annual Financial Report continues to meet award requirements for the Certificate of Achievement for Excellence in Financial Reporting. We are submitting the report to the GFOA award program for review and determination of the report's eligibility for another certificate.

The Association of School Business Officials (ASBO) International has recognized HSD with a Pathway to the Meritorious Budget Award (MBA) for the 2021-22 budget year. This award reflects the District's transparency and accountability efforts that support the Strategic Plan and community engagement.

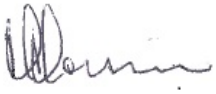
ACKNOWLEDGMENTS

We wish to express our appreciation to the entire Business Office staff for their efforts and contributions to this Comprehensive Annual Financial Report. We would also like to thank the members of the Board of Directors for their continued support and dedication to the financial operations of the District.

Respectfully submitted,



Michael Scott
Superintendent of Schools



Michelle Morrison
Financial Officer

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Hillsboro School District 1J
Oregon

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morrill

Executive Director/CEO

HILLSBORO SCHOOL DISTRICT 1J
Washington County, Oregon

OFFICALS OF THE DISTRICT

JUNE 30, 2021

BOARD OF DIRECTORS

Position	Name	Term Expiration
Position 1	Erika Lopez	June 30, 2021
Position 2	Mark Watson	June 30, 2021
Position 3	Martin Granum	June 30, 2021
Position 4	See Eun Kim	June 30, 2023
Position 5	Lisa Allen	June 30, 2023
Position 6	Jaci Spross	June 30, 2021
Position 7	Yadira Martinez	June 30, 2023

All Board members receive mail at the address below.

DISTRICT ADMINISTRATION

Mike Scott, Superintendent—Clerk
Michelle Morrison, Chief Financial Officer—Deputy Clerk

DISTRICT ADDRESS

3083 NE 49th Place, #200
Hillsboro, Oregon 97124

Hillsboro School District Organizational Chart
2020-21

School Board
Erika Lopez, Chair
Martin Granum, Vice Chair
Mark Watson
See Eun Kim
Lisa Allen
Jaci Spross
Yadira Martinez
Student Representatives to the Board
Ilhaam Ikramullah
Devlin Knill
Mya Smith

Superintendent
Mike Scott

Cabinet

Assistant Superintendent for School Performance
Dayle Spitzer

- **Century High School** — Martha Guise, Jennifer Modolo
- **Glencoe High School** — Julie Kasper, Jennifer Modolo
- **Hillsboro High School** — Claudia Ruf, Joe Painter, Janette Johns
- **Liberty High School** — Dave Vickery, Kelly Cox, John Matsuto
- **Miller Ed.** — Greg Timmons, Amy Torres, Celia Murray
- **Hillsboro Online** — Tiffany Mosqueda, Linda Harrington

Office for School Performance
Audrea Neville, Executive Director of Schools

- **Brown Middle School** — Roger Will
- **Evergreen Middle School** — Cherelyn Marshall, OJ Gulley, Matt Nova
- **Poynter Middle School** — Jon Pede, Sonta Thompson
- **South Meadows Middle School** — Justin Welch, Jose Barraza

Office for School Performance
Francesca Sinapi, Executive Director of Schools

- **Brookwood Elementary** — Emily Caldwell
- **Farmington View Elementary** — Rian Petrick
- **Groner K-8 School** — Katie Thomas
- **Jackson Elementary** — Kasia Gutierrez
- **Ladd Acres Elementary** — Jennifer Robbins
- **Lenox Elementary** — Gina McLain
- **North Plains Elementary** — Becky Rios
- **Orenco Elementary** — Alison Combs
- **Quatama Elementary** — Yolanda Coleman
- **Rosedale Elementary** — Erika Pierce
- **West Union Elementary** — John Allen
- **Witch Hazel Elementary** — Christy Walters

Office for School Performance

- **Butternut Creek Elementary** — Dani Johnson
- **Eastwood Elementary** — Lindsay Garcia
- **Free Orchards Elementary** — Karen Murphy
- **Imlay Elementary** — Jennifer McCalley
- **Indian Hills Elementary** — Deborah Hunt
- **Lincoln Street Elementary** — Carmen Brodniak, VP, Teresa Vasquez
- **McKinney Elementary** — Tristin Burnett
- **Minter Bridge Elementary** — Martha Rodriguez
- **Mooberry Elementary** — Pete Muilenburg
- **Patterson Elementary** — Jamie Lentz
- **Reedville Elementary** — Berta Lule
- **Tobias Elementary** — Andrew Bekken
- **W.L. Henry Elementary** — Lisa Aguilar

Curriculum, Instruction and Assessment

- **Elementary Teaching & Learning** — Arcema Tovar, Director
- **Secondary Teaching & Learning** — Becky Kingsmith, Director
- **Career & College Programs** — Brooke Nova, Director
  - **Assistant Coordinator of Career & College Programs** — Kelly Purdy
    - Professional Development Training
    - STEAM
    - TAG
    - Teachers on Special Assignment (TOSAs)

Assistant Superintendent of Academic Services
Travis Reiman

Student Services
Elaine Fox, Executive Director

- **Director of Student Services** — Sarah Crane
- **Director of Student Services** — Wendy Ramos
- **Director of Student Services** — Gregg O'Mara
  - Nursing Services

Federal Programs
Olga Acuña, Executive Director

- Title Programs
- Early Learning
- Family & Community Engagement
- Interpreting and Translating Services

Extra Curricular Programs &Community Outreach
Unfilled

Chief Information & Technology Officer
Jordan Beveridge

- **Coordinator of Assessment/ Data Analysis** — Tom Luba
- **Manager of Technology Services** — Megan Nace
- **Manager of Print Shop Services** — Dave Bryson
  - Synergy
  - District & school technology
  - Systems design/development
  - User support
  - Data management

Chief Human Resources Officer
Kona Lew-Williams

- **Office of Equity & Human Resources** — Saideh Haghighi, Director
  - Classified Staffing
  - Staff Equity
  - Equity Team
  - Professional Development
  - Translation Support
- Admin. & Super Tech. Staffing
- **Human Resources** — Brian Haats, Director
  - Applications
  - Bargaining
  - Reception
  - Staffing
  - Substitutes
  - Volunteers
  - Staff Transfers
  - Unemployment
  - Employee Leaves
  - Tuition Reimbursement
  - Job Descriptions
  - Employee Evaluations
  - Licensed Staffing

Chief Financial Officer
Michelle Morrison

- **Business Office**
- **Manager of Business Services** — Jeff Jones
  - Accounts Payable
  - Accounts Receivable
  - Employee Benefits
  - Finance & General Ledger
  - Grants Management
  - Payroll
  - Risk Management

Capital Projects Officer
Adam Stewart

- **Capital Projects Coordinator** — Jim Peterson
- **Bond Technology Integration Coordinator** — Alano Ciliberto
  - Design
  - Planning
  - Completion

Chief Operations Officer
Casey Waletich

- **Nutrition Services** — Nate Roedel, Director
- **Facilities, Safety & Operations**
- **Transportation** — Carol Hatfield, Executive Director
- **Facilities Coordinator** — Dave Peterson
- **Security Services Supervisor** — Alex Oh
  - Facilities Management
  - Athletics
  - Emergency Preparedness
  - Incident Command
  - Safety Planning
  - School Resource Officers

Chief Communications Officer
Beth Graser

- **Communications Department**
  - Public Information
  - Website
  - Crisis Communication
  - Student Transfers
  - Volunteer Projects
  - Donations
  - Communications Interpreting & Translation

Key:

- School Board/Elected Position
- Cabinet Position
- Department, Department Lead
- Department
- Bond Position
- Not an Administrative Position
- Role at a School
- Duties/Responsibilities

Updated July 1, 2020

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GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
www.gmscpa.com
(503) 581-7788 • FAX (503) 581-0152
475 Cottage Street NE, Suite 200 • Salem, Oregon 97301-3814

INDEPENDENT AUDITOR'S REPORT

School Board
Hillsboro School District 1J
Hillsboro, Oregon

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Hillsboro School District 1J, Washington County, Oregon (the District), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The District's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Hillsboro School District 1J, Washington County, Oregon as of June 30, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (MD&A) and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information (except as mentioned in the following paragraph) because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary comparison information presented as required supplementary information, is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section, other supplementary information, as listed in the table of contents, and statistical section, are presented for purposes of additional analysis and are not required parts of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The other supplementary information and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Reports on Other Legal and Regulatory Requirements

Other Reporting Required by Government Auditing Standards

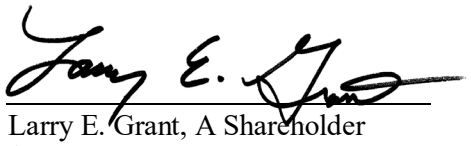
In accordance with *Government Auditing Standards*, we have also issued our report dated December 1, 2021, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and

the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Other Reporting Required by Oregon Minimum Standards

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated December 1, 2021, on our consideration of the District's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 

Larry E. Grant, A Shareholder
December 1, 2021

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HILLSBORO SCHOOL DISTRICT 1J
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2021

As management of Hillsboro School District 1J (the District), we offer District readers this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2021. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our transmittal letter, which can be found on page i of this report.

1. FINANCIAL HIGHLIGHTS REVIEW

- In the government-wide statements, the liabilities and deferred inflows exceeded the assets and deferred outflows of the District by $139.7 million (net position). Of this amount, $114.8 million represents the District's net investment in capital assets, $16.9 million is restricted for special programs and debt service, and the remaining ($271.4) million is unrestricted. The District's overall net position has decreased from the 2020 value by $17.0 million.
- For the fiscal year ended June 30, 2021, the District's total current and other assets decreased by $76.3 million. This was due to the spending of bond proceeds from the $408 million capital project levy passed by voters in November 2017.
- The District's governmental funds show a combined ending fund balance of $147.2 million, a decrease of $81.8 million in comparison with the prior year. The decrease is primarily attributable to the use of bond proceeds for new construction and remodeling of existing buildings. At the end of the fiscal year, the fund balance for the General Fund was $21.2 million, or about 9.7 percent of total General Fund expenditures.
- The District's total long-term debt decreased by $25.0 million during the 2020-21 fiscal year, as the district continues to maintain debt service payments on outstanding bonds.

2. OVERVIEW OF THE FINANCIAL STATEMENTS

This Management's Discussion and Analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements consist of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. This report also contains supplementary information, in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business. These statements include:

- **Statement of Net Position.** The Statement of Net Position focuses on resources available for future operations. In simple terms, this statement presents an overview of what the District owns (assets and deferred outflows), what it owes (liabilities and deferred inflows), and the net difference (net position). Net position may be further separated into amounts restricted for specific purposes and unrestricted amounts. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.
- **Statement of Activities.** The Statement of Activities presents information showing how the net position of the District changed over the year by tracking revenues, expenses, and other transactions that increase or reduce net position. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

In the government-wide financial statements, the District's activities are shown in one category as governmental activities**.** All of the District's basic functions are shown here, such as regular and special education, child nutrition services, transportation, administration, and facilities acquisition and construction. These activities are primarily financed through property taxes, Oregon's State School Fund, and other intergovernmental revenues.

The government-wide financial statements can be found on pages 21 and 22 of this report.

2. OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fund Financial Statements

The fund financial statements provide more detailed information about the District's funds, focusing on its most significant or "major" funds – not the District as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Hillsboro School District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be placed in one category: governmental funds.

Governmental Funds

The governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds Balance Sheet and the Statement of Revenues, Expenditures, and Changes in Fund Balances are reconciled to the government-wide Statements of Net Position and Activities.

The District maintains four individual governmental funds. Information is presented separately in the governmental funds Balance Sheet and the governmental funds Statement of Revenues, Expenditures, and Changes in Fund Balances for the General, Special Revenue, Debt Service, and Capital Projects Funds, all of which are considered major funds.

The basic governmental fund financial statements can be found on pages 25-28 of this report.

2. OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Notes to Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 29-72 of this report.

Supplementary Information

Schedules presenting detailed budgetary information for individual funds and other supplementary information can be found on pages 73-96 of this report.

As noted previously, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, liabilities and deferred inflows exceeded assets and deferred outflows by $139.7 million at June 30, 2021.

3. GOVERNMENT-WIDE FINANCIAL ANALYSIS

Capital assets, which consist of the District's land, buildings, building improvements, construction in progress, vehicles, and equipment, represent about 73.9 percent and cash and investments represent about 22.8 percent of total assets. The remaining assets consist mainly of grants and property taxes receivable.

The District's largest liability (96.2 percent) is for the repayment of long-term obligations. Other liabilities, representing 3.8 percent of the District's total liabilities, consist of payables on accounts, salaries and benefits, and other accrued liabilities.

Most of the District's net position reflects its investment in capital assets (e.g., land, buildings, vehicles, and equipment) less any related debt used to acquire those assets that is still outstanding.

The District uses these capital assets to provide services to students and other District residents. The District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources (property taxes or general support funds), since the capital assets themselves cannot be used to liquidate these liabilities.

3. GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Hillsboro School District 1J
Net Position
(in thousands)

	Governmental Activities		Increase
	2021	2020	(Decrease)
Current and other assets	$ 186,567	$ 262,824	$ (76,257)
Capital assets	526,932	455,551	71,381
Total assets	713,499	718,375	(4,876)
Deferred outflows of resources	88,636	76,781	11,855
Total assets and deferred outflows	802,135	795,156	6,979
Current and other liabilities	35,007	33,501	1,506
Long-term obligations outstanding	887,560	862,522	25,038
Total liabilities	922,567	896,023	26,544
Deferred inflows of resources	19,265	21,846	(2,581)
Total liabilities and deferred inflows	941,832	917,869	23,963
Net position:			
Net investment in capital assets	114,792	120,863	(6,071)
Restricted	16,950	9,467	7,483
Unrestricted	(271,439)	(253,043)	(18,396)
Total net position	$(139,697)	$ (122,713)	$ (16,984)

During the current fiscal year, the District's net position decreased by $17.0 million, as more fully described in the following section.

3. GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Governmental Activities

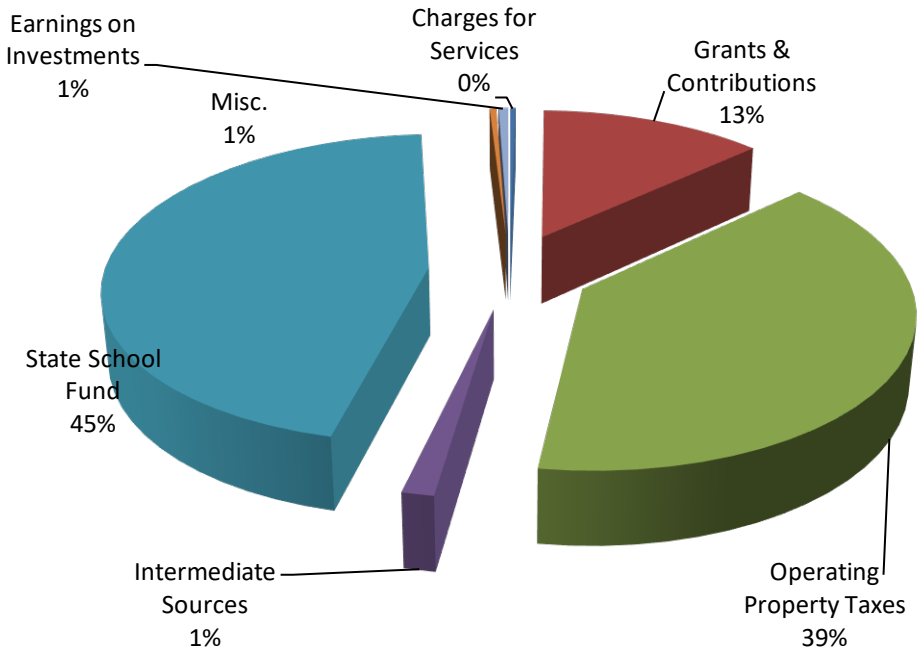
The key elements of the change in the District's net position for the year ended June 30, 2021, are as follows:

Hillsboro School District 1J
Changes in Net Position
(in thousands)

	Governmental Activities 2021	Governmental Activities 2020	Increase (Decrease)
Revenues:			
Program revenues:			
Charges for services	$ 979	$ 5,067	$ (4,088)
Operating grants and contributions	39,762	26,247	13,515
Capital grant and contributions	-	8,000	(8,000)
General revenues:			
Property taxes	120,763	114,497	6,266
State school fund – general support	139,852	140,732	(880)
Unrestricted intermediate sources	4,248	3,580	668
Earnings on investments	1,736	5,488	(3,752)
Miscellaneous	1,202	1,278	(76)
Total Revenues	308,542	304,889	3,653
Expenses:			
Instruction	180,752	184,652	(3,900)
Support services	110,174	113,221	(3,047)
Enterprise and community services	12,211	10,937	1,274
Interest on long-term debt	22,389	21,740	649
Total Expenses	325,526	330,550	(5,024)
Increase (decrease) in net position	(16,984)	(25,661)	8,677
Net position – July 1	(122,713)	(97,052)	(25,661)
Net position – June 30	$ (139,697)	$ (122,713)	$ (16,984)

3. GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

REVENUE BY SOURCE – GOVERNMENTAL ACTIVITIES



- State School Fund[1] revenue decreased $0.9 million or 0.6 percent from 2019-20. This decrease was due to a decrease in student enrollment and Transportation Grant proceeds. Both factors were directly linked to the COVID 19 pandemic and modified service models throughout the period.
- Property Taxes increased by $6.3 million, reflecting an increase in Assessed Value within the District. A general increase in property values resulted in an overall increase to the District on a statewide basis.
- Operating Grants and Contributions increased by $13.5 million from 2019-20. This increase was due to federal grant funds via Washington County, full funding from the High School Success Act[2] and partial funding for the Student Investment Account[3]. The two significant state grants were resourced by a new Corporate Activity Tax and are accessed through an application and reimbursement mechanism.

[1] Oregon Department of Education State School Fund- estimates and warrants reference web site
[2] Oregon Department of Education- High School Success
[3] Oregon Department of Education- Student Investment Account

3. GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

- Earnings on Investments decreased by $3.8 million from 2019-20. This decrease was primarily due to the reduction of investment funds as they are used for Capital Projects. Another factor is the historically low rate of return on the Local Government Investment Pool[4], 0.60% as of June 30, 3021.

4. FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the District's governmental funds is to provide information on relatively short-term cash flow and funding for future basic services. Such information is useful in assessing the District's financing requirements. In particular, an unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of a fiscal year.

At June 30, 2021, the District's governmental funds reported combined ending fund balances of $147.2 million, a decrease of $81.8 million in comparison with the prior year. About $8.9 million (6.0 percent) of the ending fund balance constitutes an unassigned ending fund balance.

About $125.2 million (85.1 percent) is restricted for special programs, debt service obligations, and capital projects.

General Fund

The General Fund is the chief operating fund of the District. As of June 30, 2021, the total fund balance was $21.2 million. The fund balance consists of both assigned and unassigned resources. The unassigned balance of $8.9 million represents 4.1% of the total General Fund Expenditures which is a target of the Budget Committee.

As a measure of the fund's liquidity, it may be useful to compare the total fund balance to total fund expenditures. The total fund balance represents 9.7 percent of total General Fund expenditures. The assigned portion of the fund balance represents insurance pool balances for Hillsboro Education Association members and Hillsboro Classified United members, and future year expenses.

[4] Local Government Investment Pool, Oregon Short Term Fund Rates

4. FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS (Continued)

General Fund (Continued)

The fund balance increased by $9.2 million during the current fiscal year. This increase was due primarily to savings related to the Comprehensive Distance Learning and Hybrid service models and an infusion of one-time relief funds.

Expenditures for supplies, transportation, temporary and substitute staff, and implementation of reduced work hours of staff that could not service in the same capacity within the limitations of the service models. The District continued to participate in the Oregon Employment Department Workshare program to enable under-utilized staff to recover lost compensation while maintaining the benefit level of their regular position.

Special Revenue Fund

At June 30, 2021, the fund balance was $14.5 million, which is an increase of $5.0 million from the prior year. This increase is due to an infusion of one-time relief funds. Also the "typical" year-end reclassification of actual expenditures from the general fund to special revenue funds was not required due to operational savings related to the Comprehensive Distance Learning and Hybrid instructional models.

Debt Service Fund

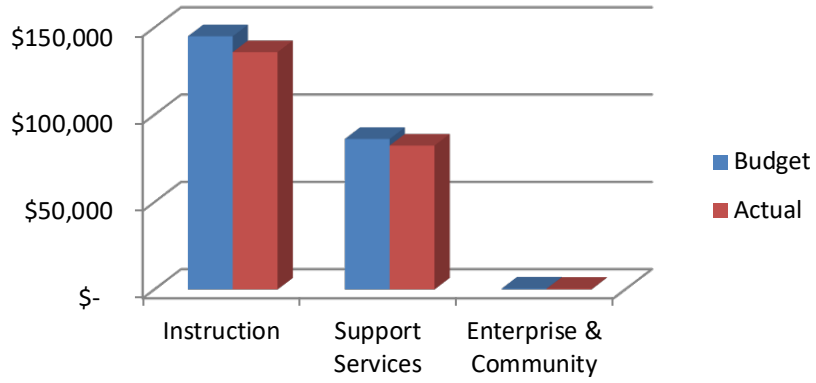
The Debt Service Fund has a total fund balance of $2.9 million, all of which is restricted for the payment of debt service. This represents a net increase in the fund balance from the prior year of $0.9 million. The $2.9 million level of carryover is adequate to address debt service requirements until property taxes are received in November.

Capital Projects Fund

The Capital Projects Fund has a total fund balance of $108.7 million, all of which is restricted for ongoing District capital projects and maintenance. This represents a net decrease in the fund balance during the year of $96.9 million. The decrease is attributable to new construction and remodeling of existing buildings per the ballot title.

4. FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS (Continued)

ACTUAL EXPENDITURES VS. FINAL BUDGET – GENERAL FUND (IN THOUSANDS)



5. GENERAL FUND BUDGETARY HIGHLIGHTS

The General Fund adopted budget for the fiscal year ended June 30, 2021, did not have any appropriation changes. During the year, expenditures were $12,899,113 less than budgeted.

Major factors for General Fund revenue included stability of the State School Fund due to economic uncertainty, enrollment impacts of Comprehensive Distance Learning, and Hybrid learning model, and accessibility to federal and state resources that could support current service level.

The expenditure analysis for the year indicates both prudent operational management and leveraging federal support via other agencies.

- Prudent operational management strategies include but are not limited to 1) engaging in the workshare and reassignment of staff that did not have work available during Comprehensive Distance Learning, and 2) contract negotiations as needed to protect the District from losses.

- Management leveraged federal and emergency supports by providing childcare to essential workers, internet access to students, staff, and families, accessing FEMA when applicable, and utilizing the USDA nutrition program in concert with student transportation efforts to deliver meals to homes of students.

5. GENERAL FUND BUDGETARY HIGHLIGHTS (Continued)

- Major areas of savings included substitutes, temporary staffing, fuel, utilities, and supplies.

- Investments in protective protocols (HVAC, PPE, training), digital curriculum and communication platforms expand the District's experience in diverse methods of both teaching and learning to inform future practices.

As of June 30, 2021, the assigned and unassigned fund balance increased by $9.2 million during the current fiscal year for a total fund balance of $21.2 million. The unassigned balance of $8.9 million represents 4.1 percent of the total General Fund Expenditures which is a target of the Budget Committee. The assigned and unassigned fund balance combined represents 9.7 percent of total General Fund expenditures. The assigned portion of the fund balance represents insurance pool balances for Hillsboro Education Association members and Hillsboro Classified United members, and future year expenses.

Due to the material difference and anomalous spending patterns, the 2020-21 fiscal year will be largely omitted for future budget modeling and projections.

6. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The District's investment in capital assets includes land, buildings and improvements, vehicles and equipment, and construction in progress. As of June 30, 2021, the District had invested approximately $527 million in capital assets, net of depreciation, as shown in the following table:

Hillsboro School District 1J
Capital Assets
(in thousands)

	Governmental Activities 2021	2020	Increase (Decrease)
Land	$ 39,437	$ 39,437	$ -
Construction in progress	56,497	137,481	(80,984)
Buildings and improvements	418,788	267,174	151,614
Vehicles and equipment	12,210	11,459	751
Total	$ 526,932	$ 455,551	$ 71,381

6. CAPITAL ASSET AND DEBT ADMINISTRATION (Continued)

Capital Assets (Continued)

During the year, the District's investment in capital assets increased by $71.4 million. This increase is due to investment in facility improvements, vehicles, and equipment in the current year.

Additional information regarding the District's capital assets can be found on pages 41-42 of this report.

Long-Term Debt

At the end of the current fiscal year, the District had total long-term debt outstanding of $619.8 million, consisting of general obligation bonds, capital leases, qualified energy conservation bonds and PERS pension bonds, net of unamortized premium/discount.

Hillsboro School District 1J
Outstanding Debt
(in thousands)

	Governmental Activities		Increase/
	2021	2020	(Decrease)
General obligation bonds and related premium	$ 519,070	$ 535,726	$ (16,656)
Pension obligation bonds	96,655	104,510	(7,855)
Qualified energy conservation bond	1,735	2,165	(430)
Capital leases	2,306	2,348	(42)
	$ 619,766	$ 644,748	$ (24,983)

On January 27, 2021, Moody's (credit rating agency) downgraded the district's general obligation bonds and full faith and credit obligations to Aa3 from Aa2. This was due to a change in Moody's assessment matrix applied to 1) enrollment (non-growth), and 2) fund balance below standard. Moody's considers 12-15% operating fund balance to indicate financial health.

6. CAPITAL ASSET AND DEBT ADMINISTRATION (Continued)

Long-Term Debt (Continued)

State statutes limit the amount of general obligation debt a school district may issue up to 7.95 percent of its total assessed valuation of $17.507 billion or $1.392 billion for the district. At 2.96% of total assessed value, $519.1 million, is well below the statutory debt limit.

Additional information on the District's long-term debt can be found in Note 6 on page 43-45 of this report.

7. ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The most significant economic factor for the District is the stability of the funding level from the State of Oregon's State School Fund and student enrollment. For the year ended June 30, 2021, the State School Fund – General Support provided 46.2 percent of the District's program resources. The state is funded almost entirely by income tax revenue, and therefore, the volatility of the economy directly impacts funding for K-12 education. In Hillsboro, the inability for the State School Fund to meet current service level directly impacts the use of other major state grants (High School Success, Student Investment Account) and federal programs (ESSER I, ESSER II, American Rescue Plan).

The defined benefit structure and imbalance of resources of the Public Employees Retirement System (PERS) resulted in a large unfunded liability, which was transferred to districts in the form of higher employer rates. In an effort to curtail the escalating cost, the District participated in the purchase of pension bonds that spread the liability through 2028, and increased the long-term debt of the District in 2005 and again in 2015. The 2019 Senate Bill 1049 PERS Reforms effectively deferred an increase to PERS rates for the 2021-23 biennium, though longer projections indicate a potential biennial increase of 3.0 percent, pending market returns, valuations, and changes to the rate of return as determined by the PERS board.

Current agreements with Hillsboro Classified Union (HCU) and Hillsboro Education Associations expired June 30, 2021. The District is currently bargaining with both groups and will use current work agreements until new ones are ratified. Leadership of both groups are actively collaborating with the District throughout this historically unprecedented period to follow contract language while finding solutions for stabilization challenges for the district, staff, students, and community at large.

8. REQUESTS FOR INFORMATION

This financial report is designed to present the user (citizens, taxpayers, investors, and creditors) with a general overview of the District's finances, and to demonstrate the District's accountability. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the District's Chief Financial Officer at 3083 NE 49th Place #104, Hillsboro, OR 97124.

HILLSBORO SCHOOL DISTRICT 1J
Washington County, Oregon

GOVERNMENT-WIDE FINANCIAL STATEMENTS

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HILLSBORO SCHOOL DISTRICT 1J
STATEMENT OF NET POSITION
JUNE 30, 2021

ASSETS:	
Cash and investments	$ 162,412,461
Receivables	17,852,579
Supply inventory	433,505
Prepaid expenses	1,436,899
OPEB asset	4,431,307
Capital assets:	
Not being depreciated	95,934,024
Being depreciated, net of accumulated depreciation	430,997,553
Total assets	713,498,328
DEFERRED OUTFLOWS OF RESOURCES:	
Deferred amount on refunding	2,311,188
PERS deferred outflows	82,346,409
OPEB deferred outflows	3,978,888
Total deferred outflows of resources	88,636,485
Total assets and deferred outflows of resources	802,134,813
LIABILITIES:	
Accounts payable	10,660,120
Accrued payroll, payroll taxes and employee withholdings	13,675,835
Accrued interest payable	855,825
Construction retainage	2,657,786
Unearned revenue	6,454,448
Accrued compensated absences payable:	
Due within one year	526,970
Due in more than one year	175,656
Long-term debt:	
Due within one year	29,358,432
Due in more than one year	590,407,908
Noncurrent liabilities due in more than one year:	
PERS pension liability	252,869,709
OPEB liability	14,923,793
Total liabilities	922,566,482
DEFERRED INFLOWS OF RESOURCES:	
PERS deferred inflows	15,508,101
OPEB deferred inflows	3,757,176
Total deferred inflows of resources	19,265,277
Total liabilities and deferred inflows of resources	941,831,759
NET POSITION:	
Net investment in capital assets	114,792,114
Restricted for:	
Special programs	14,461,044
Debt service	2,488,915
Unrestricted	(271,439,019)
Total net position	$ (139,696,946)

The accompanying notes are an integral part of this statement.

HILLSBORO SCHOOL DISTRICT 1J
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021

FUNCTION	EXPENSES	PROGRAM REVENUES: CHARGES FOR SERVICES	PROGRAM REVENUES: OPERATING GRANTS AND CONTRIBUTIONS	NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
Instruction	$ 180,752,316	$ 822,495	$ 12,461,839	$ (167,467,982)
Support services	110,173,508	176,528	15,445,829	(94,551,151)
Enterprise and community services	12,210,846	(20,147)	11,419,117	(811,876)
Interest on long-term debt	22,388,694	-	435,041	(21,953,653)
Total Governmental Activities	$ 325,525,364	$ 978,876	$ 39,761,826	(284,784,662)
GENERAL REVENUES:				
Property taxes levied for general purposes				82,014,256
Property taxes levied for debt service				38,748,464
State School Fund - general support				139,852,283
Unrestricted intermediate sources				4,248,409
Earnings on investments				1,735,545
Miscellaneous				1,201,718
TOTAL GENERAL REVENUES				267,800,675
CHANGE IN NET POSITION				(16,983,987)
NET POSITION, July 1, 2020				(122,712,959)
NET POSITION, JUNE 30, 2021				$ (139,696,946)

The accompanying notes are an integral part of this statement.

HILLSBORO SCHOOL DISTRICT 1J
Washington County, Oregon

FUND FINANCIAL STATEMENTS

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HILLSBORO SCHOOL DISTRICT 1J
BALANCE SHEET-GOVERNMENTAL FUNDS
JUNE 30, 2021

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total
ASSETS					
Cash and investments	$ 40,412,426	$ 1,215,843	$ 2,605,171	$ 118,179,021	$ 162,412,461
Receivables	3,287,270	13,825,740	739,569	-	17,852,579
Inventory	49,355	384,150	-	-	433,505
Prepaid items	1,035,758	-	-	401,141	1,436,899
TOTAL ASSETS	$ 44,784,809	$ 15,425,733	$ 3,344,740	$ 118,580,162	$ 182,135,444
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
LIABILITIES:					
Accounts payable	$ 3,029,792	$ 354,242	$ -	$ 7,276,086	$ 10,660,120
Accrued payroll, payroll taxes and employee withholdings	13,675,835	-	-	-	13,675,835
Construction retainage	-	14,399	-	2,643,387	2,657,786
Unearned revenue	5,858,400	596,048	-	-	6,454,448
TOTAL LIABILITIES	22,564,027	964,689	-	9,919,473	33,448,189
DEFERRED INFLOWS OF RESOURCES:					
Unavailable revenue - property taxes	1,026,751	-	476,140	-	1,502,891
FUND BALANCES:					
Nonspendable:					
Inventory	49,355	384,150	-	-	433,505
Prepaid items	1,035,758	-	-	401,141	1,436,899
Restricted for:					
Special programs	-	14,076,894	-	-	14,076,894
Debt services	-	-	2,868,600	-	2,868,600
Capital projects	-	-	-	108,259,548	108,259,548
Assigned for:					
Future year expenses	11,245,779 (1)	-	-	-	11,245,779
Unassigned	8,863,139	-	-	-	8,863,139
TOTAL FUND BALANCES	21,194,031	14,461,044	2,868,600	108,660,689	147,184,364
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	$ 44,784,809	$ 15,425,733	$ 3,344,740	$ 118,580,162	$ 182,135,444

(1) See note 4 in Management's Discussion and Analysis Section for detailed explanation of assigned expenses.

The accompanying notes are an integral part of this statement.

HILLSBORO SCHOOL DISTRICT 1J
RECONCILIATION OF GOVERNMENTAL FUNDS
BALANCE SHEET TO STATEMENT OF NET POSITION
JUNE 30, 2021

TOTAL FUND BALANCES		$ 147,184,364
Capital assets are not financial resources and therefore are not reported in the governmental funds:		
Capital assets	$ 738,220,039	
Accumulated depreciation	(211,288,462)	
		526,931,577
A portion of the District's revenues are collected after year-end, but are not available soon enough to pay for the current year's operations, and therefore are not reported as revenue in the governmental funds.		1,502,891
Compensated absences are reported when earned as both a current and long-term liability in the Statement of Net Position, while in the governmental funds only the portion that requires the use of current financial resources is reported as a liability.		(702,626)
Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due.		(855,825)
In bond refunding, a larger amount paid to the escrow agent than the premiums of the bonds being refunded was recorded as interest expense. This deferred outflow of resources is recognized, based on the schedule of maturities of the refunded bonds.		2,311,188
Long-term liabilities not payable in the current year are not reported as governmental fund liabilities. Interest on long-term debt is not accrued in the governmental funds but, rather, is recognized as an expenditure when due.		
These liabilities consist of:		
Bonds payable (including premium)	(519,070,390)	
Capital leases payable	(2,305,825)	
Qualified Energy Conservation Bond	(1,735,125)	
PERS pension bonds payable	(96,655,000)	
		(619,766,340)
Long-term pension assets/liabilities not payable in the current year are not reported as governmental fund liabilities. Actuarial changes create deferred outflows and inflows of resources. These consist of:		
PERS pension liability	(252,869,709)	
PERS deferred outflow of resources	82,346,409	
PERS deferred inflow of resources	(15,508,101)	
		(186,031,401)
Long-term Net OPEB assets/liabilities not payable in the current year are not reported as governmental fund liabilities. Actuarial changes create deferred outflows and inflows of resources. These consist of:		
OPEB asset	4,431,307	
OPEB liability	(14,923,793)	
OPEB deferred outflow of resources	3,978,888	
OPEB deferred inflow of resources	(3,757,176)	
		(10,270,774)
TOTAL NET POSITION		$ (139,696,946)

The accompanying notes are an integral part of this statement.

HILLSBORO SCHOOL DISTRICT 1J
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2021

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total
REVENUES:					
Local sources:					
Property taxes	$ 82,050,272	$ -	$ 38,765,166	$ -	$ 120,815,438
Charges for services	169,731	809,145	-	-	978,876
Interest on investments	367,489	-	104,418	1,263,638	1,735,545
Contributions and donations	2,859	575,581	-	-	578,440
Services provided to other funds	-	-	12,307,736	-	12,307,736
Other	1,380,686	3,280,650	55,987	(22,500)	4,694,823
Intermediate sources	4,248,409	1,345,712	-	-	5,594,121
State sources	139,852,283	15,406,290	-	-	155,258,573
Federal sources	-	19,761,420	-	-	19,761,420
Total Revenues	228,071,729	41,178,798	51,233,307	1,241,138	321,724,972
EXPENDITURES:					
Current:					
Instruction	135,897,419	12,713,607	-	-	148,611,026
Support services	82,345,965	10,398,184	-	30,048	92,774,197
Enterprise and community services	474,837	10,031,817	-	-	10,506,654
Facilities acquisition and construction	-	-	-	18,644,018	18,644,018
Debt service:					
Other	-	-	317,369	-	317,369
Principal	-	1,709,036	23,770,000	-	25,479,036
Interest	-	131,676	26,631,916	-	26,763,592
Capital outlay	263,680	2,437,559	-	79,457,198	82,158,437
Total Expenditures	218,981,901	37,421,879	50,719,285	98,131,264	405,254,329
Excess (deficiency) of revenues over expenditures	9,089,828	3,756,919	514,022	(96,890,126)	(83,529,357)
OTHER FINANCING SOURCES (USES):					
Bonds issued	-	-	40,360,000	-	40,360,000
Issuance of debt	-	1,237,085	-	-	1,237,085
Sale or compensation for loss of capital assets	130,969	-	-	-	130,969
Payment to escrow	-	-	(40,023,984)	-	(40,023,984)
Total Other Financing Sources (Uses)	130,969	1,237,085	336,016	-	1,704,070
NET CHANGE IN FUND BALANCES	9,220,797	4,994,004	850,038	(96,890,126)	(81,825,287)
FUND BALANCES as of July 1, 2020	11,973,234	9,467,040	2,018,562	205,550,815	229,009,651
FUND BALANCES as of June 30, 2021	$ 21,194,031	$ 14,461,044	$ 2,868,600	$ 108,660,689	$ 147,184,364

The accompanying notes are an integral part of this statement.

HILLSBORO SCHOOL DISTRICT 1J
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021

NET CHANGES IN FUND BALANCES		$ (81,825,287)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities most of the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Expenditures for capital assets	$ 89,068,573	
Less current year depreciation expense	(17,679,255)	
Capital asset dispositions	(8,700)	
		71,380,618
Recognition of the interest expense associated with the current year portion of bond refunding is recognized in the Statement of Activities but does not affect the fund balance in the governmental funds.		
Deferred amount on refunding	2,888,984	
Amortization	(577,796)	
		2,311,188
Interest payable is not accrued in the governmental funds, but is accrued in the government-wide statements.		1,964,235
Compensated absences are recognized as an expenditure in the governmental funds when they are paid. In the Statement of Activities they are recognized as an expense when earned.		72,381
Repayment of principal on long-term debt is an expenditure in the governmental funds but reduces the liability in the Statement of Net Position, while additions to bond principal are an expense for the Statement of Net Position but not the governmental funds.		
Debt issued	(40,360,000)	
Debt principal repaid	21,310,570	
Deposit to escrow for advanced refunding	40,023,984	
Amortization expense	3,965,117	
		24,939,671
Capital lease proceeds are recorded as an other financing source in governmental funds. This debt, however, increases liabilities in the Statement of Net Position.		
Debt issued	(1,237,085)	
Debt principal repaid	1,279,482	
		42,397
Revenues that do not meet the measurable and available criteria are not recognized in the current year in the governmental funds. In the Statement of Activities, revenues are recognized when earned.		(52,718)
In the Statement of Activities, pension expense is adjusted based upon the actuarially determined contribution changes		(35,821,880)
In the Statement of Activities, OPEB expense is adjusted based upon the actuarially determined contribution changes		5,408
CHANGE IN NET POSITION		$ (16,983,987)

The accompanying notes are an integral part of this statement.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Hillsboro School District 1J (the District) was formed on July 1, 1996, with the merger of seven school districts. The District is a municipal corporation, organized under ORS 337, and governed by an elected seven-member Board of Directors (Board) which approves the hiring of the administrative officials. The daily functioning of the District is under the supervision of the Superintendent-Clerk. As required by generally accepted accounting principles, all activities of the District have been included in the basic financial statements.

The District qualifies as a primary government, since it has a separately elected governing body, is a legally separate entity, and is fiscally independent. There are various governmental agencies and special service districts that provide service within the District's boundaries. However, the District is not financially accountable for any of these entities and, therefore, none of them are considered component units or included in these basic financial statements.

Component units are legally separate organizations for which the School District is financially accountable. The District is financially accountable for an organization if the District appoints a voting majority of the organization's governing board and (1) the District is able to significantly influence the programs or services performed or provided by the organization; or (2) the District is legally entitled to or can otherwise access the organization's resources; the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the District in that the District approves the budget, the issuance of debt or the levying of taxes, and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. The District has no component units.

Basis of Presentation

Government-wide financial statements. The Statement of Net Position and the Statement of Activities display information about the District. These statements include the governmental financial activities of the overall District. Eliminations have been made to minimize the double counting of internal activities. Governmental activities are financed through property taxes, intergovernmental revenues, and other non-exchange transactions.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (Continued)

Government-wide financial statements (continued).

The Statement of Activities presents a comparison between direct expenses and program revenues for each function/program. Direct expenses are those that are specifically associated with a function/program and, therefore, are clearly identifiable to that function/program. The District does not allocate indirect expenses. Program revenues include: (1) charges to students or others for tuition, fees, rentals, materials, supplies, or services provided; (2) operating grants and contributions; and (3) capital grants and contributions. Revenues that are not classified as program revenues, including property taxes, are presented as general revenues.

Net position is reported as restricted when constraints placed on net position use are either externally restricted, imposed by creditors (such as through grantors, contributors or laws), or imposed through constitutional provisions or enabling resolutions.

Fund financial statements. The fund financial statements provide information about the District's funds. Separate statements for each governmental fund are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

The District reports the following major funds:

- General Fund. This fund is the District's primary operating fund and accounts for all revenues and expenditures except those required to be accounted for in another fund.
- Special Revenue Fund. This fund accounts for revenues and expenditures of grants restricted for particular educational projects. Principal revenue sources are federal and state grants, charges for services, and construction excise taxes.
- Debt Service Fund. This fund provides for the payment of principal and interest on general obligation bonded debt. The principal revenue source is property taxes.
- Capital Projects Fund. This fund accounts for activities related to the acquisition, construction, equipping, and furnishing of facilities. Principal revenue sources are proceeds from the sale of bonds and interest earnings.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting

Government-wide statements are reported using the economic resources measurement focus, and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the District receives value without giving equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis of accounting, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Under terms of grant agreements, the District funds certain programs by a combination of specific cost-reimbursement grants and general revenues. It is the District's policy to first apply cost-reimbursement grant resources to such programs, and then general revenues.

Governmental fund financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The District considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end.

Property taxes and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and accrued vacation, which are recognized as expenditures only when payment is due. Capital asset acquisitions are reported as expenditures in the governmental funds, and proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

Use of Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and deferred outflows and inflows, and disclosure of contingent assets, liabilities, and deferred outflows and inflows at the date of the basic financial statements, and reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash, Cash Equivalents, and Investments

The District's cash and cash equivalents consist of cash on hand, demand deposits, and short-term investments with original maturities of three months or less. Short-term investments are stated at cost, which approximates fair value.

The District's investments consist of U.S. Government Treasury securities and the State of Oregon Treasurer's Local Government Investment Pool (LGIP). The District's investments are reported at fair value based upon quoted market rates. Changes in the fair value of investments are recorded as investment earnings. The LGIP is stated at cost, which approximates fair value. Fair value of the LGIP is the same as the District's value in the pool shares.

The Oregon State Treasury administers the LGIP. It is an open-ended no-load diversified portfolio offered to any agency, political subdivision, or public corporation of the state that by law is made the custodian of, or has control of, any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon legislature established the Oregon Short-term Fund Board. The purpose of the Fund Board is to advise the Oregon State Treasury in the management and investment options of the LGIP.

Property Taxes

Property taxes are levied and become a lien on all taxable property as of July 1. Taxes are payable on November 15, February 15, and May 15. Discounts are allowed if the amount due is received by November 15 or February 15. Taxes unpaid and outstanding on May 16 are considered delinquent.

Management has determined that an allowance for uncollectible property taxes is not required, because taxes are a lien on the property assessed.

Grants

Unreimbursed expenditures due from grantor agencies are reflected in the basic financial statements as receivables and revenues. Grant revenues are recorded at the time eligible expenditures are incurred. Grant monies received prior to the occurrence of qualifying expenditures are recorded as unearned revenue.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Supply Inventory

Inventory is valued at cost, using the first-in, first-out (FIFO) method. Donated commodities are valued at their estimated fair market value when donated. Inventory is charged as an expense/expenditure when used under the consumption method in both the government-wide statements and the governmental fund statements.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods, and are recorded as prepayments. Prepaid items are recorded using the consumption method, and recorded as an expense or an expenditure at the time of consumption.

Capital Assets

Capital assets are recorded at original or estimated original cost. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are recorded at their acquisition value on the date donated. The District defines capital assets as assets with an initial cost of more than $5,000, and an estimated life in excess of one year. Interest incurred during construction is not capitalized. Maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	40 to 50 years
Furniture and fixtures	15 to 30 years
Equipment	5 to 20 years
Motor vehicles	10 years
Information technology equipment	5 years

Compensated Absences

It is the District's policy to permit employees to accumulate earned, but unused, vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the District does not have a policy to pay any amounts when employees separate from service with the District. All vacation pay, including related payroll taxes, is accrued when earned in the government-wide financial statements. The District estimates that 75% of the total liability for compensated absences will be due within one year. Compensated leave balances carry over beyond the current year if unused.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences (Continued)

A liability and expenditure for these amounts is reported in the governmental fund statements only if they have matured, for example, as a result of employee resignations and retirements. Payment of compensated absences is made by the governmental funds for which the eligible employee salary is recorded.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position/balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption that applies to a future period(s), and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position/balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition that applies to a future period(s), and so will not be recognized as an inflow of resources (revenue) until that time.

Long-term Debt

In the government-wide financial statements, long-term debt is reported as liabilities in the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method, which approximates the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, bond premiums and discounts are recognized when incurred, and not deferred. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures, and expensed in the year incurred.

Fund Balance

In the governmental financial statements, fund balances are reported in classifications that comprise a hierarchy based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance (Continued)

Governmental fund type fund balances are classified as follows:

- Non-spendable Fund Balance represents amounts that are not in a spendable form. The non-spendable fund balance represents inventories and prepaid items.
- Restricted Fund Balance represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments), or are restricted by law (constitutionally or by enabling legislation).
- Committed Fund Balance represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned Fund Balance represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body, or by an official to whom that authority has been given by the governing body. The Superintendent and Chief Financial Officer have been granted the authority to assign fund balances, pursuant to School Board Resolution dated April 26, 2011.
- Unassigned Fund Balance is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

The governing body has approved the following order of spending regarding fund balance categories: Restricted resources are spent first when both restricted and unrestricted (committed, assigned, or unassigned) resources are available for expenditures. When unrestricted resources are spent, the order of spending is committed (if applicable), assigned (if applicable), and unassigned.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Stewardship, Compliance, and Accountability

- Budgetary Information. A budget is prepared and legally adopted for each fund in accordance with Oregon Local Budget Law. The budget is prepared using the modified accrual basis of accounting.

  The budgeting process begins by appointing Budget Committee members in late fall. Budget recommendations are developed by management through spring, with the Budget Committee meeting and approving the budget document in late spring. Public notices of the budget hearing are generally published in May or June, and the hearing is held in June. The budget is adopted, appropriations are made and the tax levy is declared no later than June 30. Expenditure budgets are appropriated at the major function level (instruction, support services, enterprise and community services, facilities acquisition and construction, debt service, contingency, and transfers) for each fund. Expenditure appropriations may not legally be over-expended.

  Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriation resolution. Supplemental budgets less than 10 percent of the fund's original budget may be adopted by the Board of Directors at a regular meeting. A supplemental budget greater than 10 percent of the fund's original budget requires hearings before the public, publication in newspapers, and approval by the Board. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control (major function levels). Such transfers require approval by the Board. There was one transfer of appropriations by resolution. Budget amounts shown in the basic financial statements include the original and final budget amounts. Appropriations lapse at the end of each fiscal year.

  Expenditures and other financing uses are appropriated at any or all of the following levels of control for each fund:

Instruction	Debt Service
Support Services	Operating Contingency
Enterprise and Community Services	Transfers Out
Facilities Acquisitions and Construction	

  Expenditures of the various funds were within authorized appropriations for all funds.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Stewardship, Compliance, and Accountability (Continued)

- Budgetary Basis of Accounting. While the District reports financial position, results of operations, and changes in fund balance/net position on the basis of accounting principles generally accepted in the United States of America (GAAP), the budgetary basis of accounting differs from generally accepted accounting principles. The budgetary statements provided as part of supplemental information elsewhere in this report are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The budgets for all budgeted funds are adopted on a basis consistent with generally accepted accounting principles, except that other post-employment benefits (OPEB), PERS net pension liability, compensated absences, and accrued interest liabilities are recorded as an expense when paid; debt is recorded as a revenue when borrowed and an expense when paid; inventory and capital outlay expenditures are expensed when purchased; depreciation and amortization are not recorded; and property taxes are recorded as revenue when available.

2. CASH AND INVESTMENTS

The District maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and investments". In addition, cash and investments are separately held by the Debt Service and Capital Projects Funds.

Cash and investments are comprised of the following at June 30, 2021:

Deposits with financial institutions:	
Demand Deposits	$ 14,841,761
Money Market	773,670
Certificates of Deposit	713,850
Investments	146,083,180
Total	$ 162,412,461

2. CASH AND INVESTMENTS (Continued)

Deposits

The District's deposits with various financial institutions at year end had a bank value of $17,494,378, and a book value of $16,329,281. Deposits not covered by Federal Depository Insurance Corporation (FDIC) insurance are covered by the Public Funds Collateralization Program (PFCP) of the State of Oregon. Credit union deposits in excess of the National Credit Union Administration (NCUA) coverage are insured through the Oregon Public Funds Collateralization Program for Credit Unions.

Custodial Credit Risk - Deposits

In the case of deposits, there is the risk that in the event of a bank failure, the District's deposits may not be returned. The FDIC provides insurance for the District's deposits with financial institutions for up to $250,000 each for the aggregate of all demand deposits, and the aggregate of all time deposit and savings accounts at each financial institution. Deposits in excess of FDIC coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100 percent protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10 percent of their quarter-end public fund deposits if they are well capitalized, 25 percent of their quarter-end public fund deposits if they are adequately capitalized, or 110 percent of their quarter-end public fund deposits if they are undercapitalized, or assigned to pledge 110 percent by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. Credit union deposits are insured up to $250,000 under the NCUA. As of June 30, 2021, $16,629,665 of the District's bank balances were covered by the PFCP, and $114,713 of the credit union balances were covered by the PFCP for Credit Unions.

Investments

It is the policy of the District to follow state statutes governing cash management. Statutes authorize investing in bankers' acceptances, time certificates of deposit, repurchase agreements, obligations of the United States and its agencies and instrumentalities, and the Oregon State Treasurer's Local Government Investment Pool.

The State Treasurer's Local Government Investment Pool is not registered with the U.S. Securities and Exchange Commission as an investment company. The Oregon Revised Statutes and the Oregon Investment Council govern the State's investment policies. The State Treasurer is the investment officer for the Council, and is responsible for all funds in

2. CASH AND INVESTMENTS (Continued)

Investments (Continued)

the State Treasury. These funds must be invested, and the investments managed, as a prudent investor would, exercising reasonable care, skill, and caution.

Investments in the Fund are further governed by portfolio guidelines issued by the Oregon Short-Term Fund Board (OSTFB), which establishes diversification percentages and specifies the types and maturities of investments. The portfolio guidelines permit securities lending transactions, as well as investments, in repurchase agreements and reverse repurchase agreements. The fund was in compliance with all portfolio guidelines at June 30, 2021.

Amounts in the State Treasurer's Local Government Investment Pool are not required to be collateralized. There is no material difference between the fair value of the District's position in the State Treasurer's Local Government Investment Pool and the value of the pool shares at June 30, 2021. There were no known violations of legal or contractual provisions for deposits and investments during the fiscal year.

Policies officially adopted by the District's Board of Directors authorize investing in obligations of U.S. Government agencies, U.S. Government Sponsored Enterprises (USGSE), the U.S. Treasury, time certificates of deposit, repurchase agreements, money market investments, bankers' acceptances, commercial paper, State of Oregon and local government securities, and the State Treasurer's investment pool. The State Treasurer's investment policies are governed by Oregon Revised Statutes and the Oregon Short-Term Fund Board (OSTFB).

As of June 30, 2021, the District had the following investments and maturities:

		Investment Maturities (in months)		
Investment Type	Fair Value	Less than 3	3-17	18-59
U.S. Treasury Securities	$ 7,311,942	$ 7,311,942	$ -	$ -
State Treasurer's Investment Pool	138,771,238	138,771,238	-	-
Total	$ 146,083,180	$ 146,083,180	$ -	$ -

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of an asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investments in U.S. Treasury securities,

2. CASH AND INVESTMENTS (Continued)

Investments (Continued)

U.S. Agency securities, state and local government obligations, and corporate securities are valued using quoted market prices and are fair value Level 1.

Interest Rate Risk: As a means of limiting its exposure to fair value losses resulting from rising interest rates, the District's investment policy allows only the purchase of investments that can be held to maturity.

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB.

The District limits investment maturities as follows:

Maturity	Minimum to Mature
Under 3 months	25% minimum
Under 18 months	75% minimum
Under 60 months	100% minimum

Credit Risk – Neither the Oregon Revised Statutes nor the District's investment policy limits investments as to credit rating for securities purchased from U.S. Government Agencies. The State Treasurer's investment pool is unrated.

Oregon Revised Statutes require banker's acceptances to be guaranteed by and carried on the books of a qualified financial institution, eligible for discount by the Federal Reserve System, and issued by a qualified financial institution whose short-term letter of credit rating is rated in the highest category by one or more nationally recognized statistical rating organizations.

Concentration of Credit Risk – To avoid incurring unreasonable risks inherent to over-investing in specific instruments or in individual financial institutions, the District's investment policy sets maximum limits on the percentage of the portfolio that can be invested in any one type of security. At June 30, 2021, the District was in compliance with all percentage restrictions.

3. RECEIVABLES

Special Revenue Fund grants receivable are comprised of claims for reimbursement of costs under various federal and state grant programs. Other accounts receivable are mostly comprised of money due from Washington County. No allowance for uncollectible accounts has been recorded, because all receivables are considered by management to be collectible.

Receivables are comprised of the following:

Property taxes	$ 2,260,857
Grants	13,825,740
Interest and other	1,765,982
Total	$ 17,852,579

4. CAPITAL ASSETS

Capital assets activity for the year was as follows:

	Balance July 1, 2020	Additions	Reductions	Balance June 30, 2021
Capital assets not being depreciated:				
Land	$ 39,436,753	$ -	$ -	$ 39,436,753
Construction in progress	137,481,285	46,251,233	(127,235,247)	56,497,271
Total capital assets not being depreciated	176,918,038	46,251,233	(127,235,247)	95,934,024
Capital assets being depreciated:				
Building and improvements	418,681,664	167,311,246	(8,801)	585,984,109
Furniture and fixtures	23,499,887	-	-	23,499,887
Equipment	5,030,535	708,203	-	5,738,738
Motor vehicles	21,494,707	1,909,414	(1,487,093)	21,917,028
Information technology equipment	5,022,529	123,724	-	5,146,253
Total capital assets being depreciated	473,729,322	170,052,587	(1,495,894)	642,286,015
Less accumulated depreciation for:				
Building and improvements	(151,507,245)	(15,689,368)	101	(167,196,512)
Furniture and fixtures	(21,607,527)	(190,283)	-	(21,797,810)
Equipment	(3,177,783)	(206,840)	-	(3,384,623)
Motor vehicles	(14,531,579)	(1,406,695)	1,487,093	(14,451,181)
Information technology equipment	(4,272,267)	(186,069)	-	(4,458,336)
Total accumulated depreciation	(195,096,401)	(17,679,255)	1,487,194	(211,288,462)
Total capital assets being depreciated, net	278,632,921	152,373,332	(8,700)	430,997,553
Total capital assets, net	$ 455,550,959	$ 198,624,565	$(127,243,947)	$ 526,931,577

4. CAPITAL ASSETS (Continued)

Depreciation expense for the year was charged to the following functions/programs:

Program		
Instruction	$	10,430,397
Support Services		6,511,439
Enterprise and Community Services		737,419
Total Depreciation	$	17,679,255

5. COMPENSATED ABSENCES

Activity for compensated absences for the year ended June 30, 2021 is as follows:

Balance July 1, 2020	$	775,007
Additions		702,626
Payments		(775,007)
Balance June 30, 2021	$	702,626
Due Within One Year	$	526,970

The General Fund is the primary fund where the compensated absences liability is liquidated.

6. LONG-TERM DEBT

Long-term debt is comprised of:

	Total	Due Within One Year
General Obligation Bonds	$ 519,070,390	$ 19,365,000
Pension Obligation Bonds	96,655,000	8,790,000
Qualified Energy Conservation Bond	1,735,125	171,807
Capital Leases	2,305,825	1,031,625
Balance June 30, 2021	619,766,340	$ 29,358,432
Due within one year	29,358,432	
Due in more than one year	$ 590,407,908	

Changes in long-term obligations for the year are as follows:

Governmental Activities Description	Outstanding July 1, 2020	Increases	Decreases	Outstanding June 30, 2021	Due Within One Year
General obligation bonds	$ 463,395,000	$ 40,360,000	$ 53,050,000	$ 450,705,000	$ 19,365,000
Unamortized Premium	72,330,507	-	3,965,117	68,365,390	-
Total General obligation bonds, net	535,725,507	40,360,000	57,015,117	519,070,390	19,365,000
Pension obligation bonds	104,510,000	-	7,855,000	96,655,000	8,790,000
Notes from direct placements and borrowings:					
Qualified energy conservation bond	2,164,679	-	429,554	1,735,125	171,807
Capital leases	2,348,222	1,237,085	1,279,482	2,305,825	1,031,625
Total	$ 644,748,408	$ 41,597,085	$ 66,579,153	$ 619,766,340	$ 29,358,432

General Obligation Bonds – In November 2012, the District issued $98.9 million in General Obligation Bonds with an interest rate of 1.5% to 5.0%. In November 2017, the District passed a $408 million capital project levy. In December 2017, the District issued a $268.4 million general obligation bond series and realized an unamortized premium of $51.6 million, with an interest rate of 3.0% to 5.0%. In February 2020, the District issued a $139.6 million general obligation bond series and realized an unamortized premium of $27.7 million, with an interest rate of 1.5% to 5.0%. In October 2020, the District refinanced the 2012 General Obligation Bonds and issued $40.4 million in General Obligation Bonds with an interest rate of 0.22% to 0.75%.

6. LONG-TERM DEBT (Continued)

General Obligation Bonds (Continued) – The District issued General Obligation Refunding Bonds, Series 2020, in an aggregate principal amount of $40.4 million. The proceeds were used to refund the Callable Portion only of the District's 2012 Bonds and to pay the costs of issuance. The Bonds helped the District obtain a benefit of savings in total debt service requirements. The present value of the economic gain resulting from the refunding was $1,617,680. The Callable Portion of the 2012 Bonds, $37.1 million, are defeased due to placing the proceeds of the new bonds in irrevocable trusts to provide for future debt payments on the old bonds. This amount has a call date of June 15, 2022.

Pension Obligation Bonds – During the 2004-05 fiscal year, the District participated in pooled issuances of taxable pension obligation bonds to pay off a portion of the District's unfunded actuarial liability. The District issued $102.9 million in debt as part of a pooled issuance of $458.6 million. In May 2015, the District issued $39.86 million in taxable pension obligation bonds to finance the District's estimated PERS unfunded actuarial liability. Bond proceeds were paid to the Public Employee Retirement System (PERS). An intercept agreement with the State of Oregon was required as a condition of issuance; therefore, a portion of State School Support is withheld on a monthly basis to repay debt. Annual principal and interest payments are made each June 30, ending June 2034.

Qualified Energy Conservation Bonds – In March 2016, the District entered into a direct placement agreement for an Energy Conservation Bond in the amount of $3.4 million. The bond has an interest rate of 3.46%. If an Event of Default occurs, the Lender may exercise any remedy available at law or in equity. However, the amounts due from the District under this Agreement shall not be subject to acceleration. Upon the occurrence and continuance of an Event of Default, the Lender may, in addition to pursuing other remedies, at its election, increase the Interest Rate by 300 basis points (3.00%).

Capital Leases - The District entered into lease agreements as lessee for financing the acquisition of buses for student transportation in 2016-17 for $1,254,560, 2017-18 for 1,294,571, 2018-19 for $1,084,810, 2019-20 for $1,200,388 and 2020-21 for $1,237,085. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the net present value of their future minimum lease payments as of the inception date. During the fiscal year, capital lease obligations remained even at $2.3 million. The leased buses have a cost of $6.1 million, and a net book value of $2.3 million, and accumulated depreciation of $3.8 million at June 30, 2021. Amortization expense of the period is included in the depreciation expense. The capital lease obligations are paid by the Special Revenue Fund, which is funded by a transportation grant from the State School Fund.

6. LONG-TERM DEBT (Continued)

Future debt service requirements for governmental activities long-term debt are as follows:

For the Year Ending June 30,	General Obligation Bonds		Pension Obligation Bonds		Notes from Direct Placements		Capital Leases	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2022	$ 19,365,000	$ 19,457,501	$ 8,790,000	$ 4,391,071	$ 171,807	$ 58,553	$ 1,031,625	$ 49,227
2023	21,610,000	18,684,969	9,795,000	3,998,695	129,179	52,976	716,577	27,501
2024	23,455,000	18,319,217	10,880,000	3,558,037	134,704	48,459	557,623	10,385
2025	25,385,000	17,857,800	12,040,000	3,065,600	140,409	43,749	-	-
2026	28,305,000	16,879,700	13,280,000	2,517,508	146,300	38,840	-	-
2027-31	96,830,000	67,185,500	31,995,000	5,237,964	826,820	113,132	-	-
2032-36	127,840,000	43,331,850	9,875,000	790,433	185,906	4,828	-	-
2037-40	107,915,000	10,435,800	-	-	-	-	-	-
Total	$ 450,705,000	$ 212,152,337	$ 96,655,000	$ 23,559,308	$ 1,735,125	$ 360,535	$ 2,305,825	$ 87,113

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS

GASB Statement 75

Employers participating in the Plan are required to report OPEB information in their financial statements in accordance with GASB Statement 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions.*

The requirements of the Statement incorporate provisions intended to reflect the effects of transactions and events related to OPEB in the measurement of employer liabilities for OPEB and recognition of OPEB expense and deferred outflows of resources and deferred inflows of resources related to OPEB.

The Schedule of Employer Allocations and the Schedule of OPEB Amounts by Employer (the Schedules), along with PERS audited financial statements and the Schedule of OPEB Amounts under GASB 75 report prepared by PERS' third-party actuaries provide

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

GASB Statement 75

employers with the required information for financial reporting related to PERS OPEB provided through the Plan as of and for the year ended June 30, 2020 (the measurement period).

The other postemployment benefits (OPEB) for the District combines two separate plans. The District provides an implicit rate subsidy for retiree health insurance premiums, and a contribution to the State of Oregon's PERS cost-sharing multiple-employer defined health insurance benefit plan.

Financial Statement Presentation

The District's two OPEB plans are presented in the aggregate on the Statement of Net Position. The amounts on the financial statements relate to the plans as follows:

Description	Implicit Rate Subsidy Plan	PERS RHIA Plan	Total OPEB On Financials
Net OPEB Asset	$ -	$ 4,431,307	$ 4,431,307
Deferred Outflows of Resources			
Contributions After the Measurement Date	-	24,901	24,901
Difference between projected and actual earnings on investments	-	492,797	492,797
Changes of assumptions or other input	3,461,190	-	3,461,190
Total Deferred Outflows	3,461,190	517,698	3,978,888
Total OPEB Liability	(14,923,793)	-	(14,923,793)
Deferred Inflows of Resources			
Difference between expected and actual experience	-	(453,008)	(453,008)
Changes of assumptions or other input	(2,089,853)	(235,546)	(2,325,399)
Change in Proportionate Share	-	(978,769)	(978,769)
Total Deferred Inflows	(2,089,853)	(1,667,323)	(3,757,176)
OPEB Expense (Included in program expenses on Statement of Activities)	1,740,631	(1,239,907)	500,724

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

Implicit Rate Subsidy (Medical)

Plan Description

The District's postemployment healthcare plan is administered by Oregon Educators Benefit Board (OEBB). Benefit provisions are established through negotiations between the District and representatives of collective bargaining units. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

OEBB issues a publicly available financial report that includes financial statements and required supplementary information for the District.

As of July 1, 2019, the most recent valuation date, program participants included 2,433 active employees and 89 retired employees or beneficiaries currently receiving benefits.

Total OPEB Liability, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

The District's total OPEB liability of $14,923,793 was measured as of June 30, 2021 and was determined by an actuarial valuation as of July 1, 2019.

For the fiscal year ended June 30, 2021 the District recognized OPEB expense from this plan of $1,740,631.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

Implicit Rate Subsidy (Medical) (Continued)

Actuarial Assumptions and Other Inputs

Valuation date	July 1, 2019
Measurement date	June 30, 2021
Actuarial cost method	Entry Age Normal, level percent of salary
Actuarial assumptions:	
Interest Rate for Discounting Future Liabilities	2.75% per year, based on all years discounted at municipal bond rate.
General Inflation	2.50% per year
Payroll Growth	3.50% per year
Salary Merit Scale	Total payroll increase is overall payroll growth plus merit table.
Annual Premium Increase Rate	5.50% for 2020-21 Rates will range from 4.5%-6.00% over the next 17+ years
Mortality Rates	Basic table: Pub-2010 Teachers table, separate Employee/Healthy Annuitant, sex distinct, generational, no setback. Mortality rates for active male participants are 120% of the above rates, and for active female participants are 100% of the above rates. Beneficiaries: Pub-2010 General Employees table, Healthy Annuitant, sex distinct, generational, set back 12 months for males, no set back for females. Improvement Scale: Unisex Social Security Data Scale (60 year average), with data through 2015.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

Implicit Rate Subsidy (Medical) (Continued)

Changes in the Total OPEB Liability

	Total OPEB Liability
Balance as of July 1, 2020	$ 13,976,360
Changes for the year:	
Service cost	1,047,372
Interest on Total OPEB Liability	406,193
Benefit payments	(506,132)
Balance as of June 30, 2021	$ 14,923,793

Schedule of Collective Deferred Inflows and Outflows

	Deferred Outflow of Resources	Deferred (Inflow) of Resources	Net Outflow (Inflow) of Resources
Differences between expected and actual experience	$ 1,705,907	$ -	$ 1,705,907
Changes of assumptions or other inputs	1,755,283	(2,089,853)	(334,570)
Net deferred outflow(inflow) of resources	$ 3,461,190	$ (2,089,853)	$ 1,371,337

Amounts reported as deferred outflows and deferred inflows of resources related to OPEBs will be recognized in OPEB expense as follows:

Year ending June 30	Amount
2022	$ 287,066
2023	287,066
2024	287,066
2025	287,066
2026	287,064
Thereafter	(63,991)
Total	$ 1,371,337

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

Implicit Rate Subsidy (Medical) (Continued)

Sensitivity of the Total OPEB Liability

The following presents the District total OPEB liability, as well as what the liability would be if it were calculated using a discount rate that is 1 percentage point lower (1.75 percent) or 1 percentage point higher (3.75 percentage) than the current discount rate. A similar sensitivity analysis is then presented for changes in the healthcare trend assumption.

Discount Rate	1% Decrease (1.75%)	Current Discount Rate (2.75%)	1% Increase (3.75%)
Total OPEB Liability	$ 16,179,635	$ 14,923,793	$ 13,748,721

Healthcare Cost Trend	1% Decrease	Current Trend	1% Increase
Total OPEB Liability	$ 12,910,850	$ 14,923,793	$ 17,356,850

PERS Retirement Health Insurance Account

Plan Description

The District contributes to the PERS Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by PERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums for eligible retirees. ORS 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. PERS issues publicly available financial statements and required supplementary information. That report may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, OR 97281-3700, or online at http://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx

Benefits Provided

RHIA was established by ORS 238.420 and authorizes a payment of up to $60 from RHIA toward the monthly costs of health insurance. The plan was closed to new entrants hired on or after August 29, 2003. To be eligible to receive this monthly payment toward the healthcare premium cost the member must (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a PERS-sponsored health plan.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

Contributions

PERS funding policy provides for employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. Employer contribution rates for the period were based on the December 31, 2017 actuarial valuation. The rates based on a percentage of payroll, first became effective July 1, 2019. The District's total for the year ended June 30, 2021 contributions was $24,901.

OPEB Assets, Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources to OPEB

At June 30, 2021, the District reported an asset of $4,431,307 for its proportionate share of the OPERS net OPEB asset. The net OPEB asset was measured as of June 30, 2020, and the total OPEB liability used to calculate the net OPEB asset was determined by an actuarial valuation as of December 31, 2018 rolled forward to June 30, 2020. The District's proportion of the net OPEB asset was based on the District's contributions to the RHIA program during the measurement period relative to contributions from all participating employers. At June 30, 2020, the District's proportionate share was 2.17%, increased from 1.22% as of June 30, 2019.

For the year ended June 30, 2021, the District recognized OPEB revenue from this plan of $1,239,907. At June 30, 2021, the District reported deferred outflows and deferred inflows of resources related to the OPEB plan from the following sources:

7. OTHER POST-EMPLOYMENT BENEFIT (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

OPEB Assets, Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources to OPEB (Continued)

Schedule of OPEB Amounts under GASB 75 for RHIA
June 30, 2021

	Deferred Outflow of Resources	Deferred (Inflow) of Resources	Net Outflow (Inflow) of Resources
Differences between expected and actual experience	$ -	$ (453,008)	$ (453,008)
Changes of assumptions	-	(235,546)	(235,546)
Net difference between projected and actual earnings on investments	492,797	-	492,797
Changes in proportionate share	-	(978,769)	(978,769)
Subtotal-Amortized Deferrals	492,797	(1,667,323)	$ (1,174,526)
District contributions subsequent to measurement date	24,901	-	
Net deferred outflow(inflow) of Resources	$ 517,698	$ (1,667,323)	

Employer contributions made after the measurement date of the OPEB liability or collective OPEB liability but before the end of the employer's or governmental nonemployer contributing entity's reporting period will be recognized as a reduction of the OPEB liability or collective OPEB liability in the subsequent fiscal period rather than in the current fiscal period. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year ending June 30	Amount
2022	$ (958,139)
2023	(554,002)
2024	182,167
2025	155,448
Total	$ (1,174,526)

All assumptions, methods and plan provisions used in these calculation are described in the Oregon PERS system-wide GASB 75 reporting summary dated March 5, 2021.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

Actuarial Methods and Assumptions

Valuation date	December 31, 2018
Measurement date	June 30, 2020
Experience Study	2018, published July 24, 2019
Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Inflation rate	2.50 percent
Long-term expected rate of return	7.20 percent
Discount rate	7.20 percent
Projected salary increases	3.50 percent
Retiree healthcare participation	Healthy retirees: 32%; Disabled retirees: 20%
Healthcare cost trend rate	Not Applicable
Mortality	**Healthy retirees and beneficiaries:** Pub-2010 Healthy Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. **Active members:** Pub-2010 Employee, sex-distinct, generational with Unisex, Social Security Data Scale with job category adjustments and set-back as described in the valuation. **Disabled retirees:** Pub-2010 Disabled Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.

(Source: June 30, 2020 PERS Comprehensive Annual Financial Report; page 71)

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. The actuarial valuation calculations are based on the benefits provided under the terms of the plan in effect at the time of each valuation and on the pattern of sharing of costs between the employer and plan members as of December 31, 2018, valuation rolled forward to June 30, 2020. Key Actuarial methods and assumptions used to measure the total OPEB liability are illustrated in the above table.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

Actuarial Methods and Assumptions (Continued)

- **Discount Rate.** The discount rate used to measure the total OPEB liability at June 30, 2020 was 7.20%. The projection of cash flows used to determine the discount rate assumed that contribution contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the RHIA plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the RHIA Plan was applied to all periods of projected benefit payments to determine the total OPEB liability.

Sensitivity of Net OPEB Liability/(Asset) in the Discount Rate as of June 30, 2020

	1% Decrease (6.20%)	Current Discount Rate (7.20%)	1% Increase (8.20%)
OPEB – RHIA	$ (3,577,534)	$ (4,431,307)	$ (5,161,317)

- **Long-Term Expected Rate of Return.** To develop an analytical basis for the selection of the long-term expected rate of return assumption, in May 2019 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption was based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

Actuarial Methods and Assumptions (Continued)

TABLE 31

Long-Term Expected Rate of Return [1] Asset Class	Target Allocation*	Annual Arithmetic Return [2]	Compound Annual (Geometric) Return	Standard Deviation
Core Fixed Income	8.00 %	3.59 %	3.49 %	4.55 %
Short-Term Bonds	8.00	3.42	3.38	2.70
Bank/Leveraged Loans	3.00	5.34	5.09	7.50
High Yield Bonds	1.00	6.90	6.45	10.00
Large/Mid Cap US Equities	15.75	7.45	6.30	16.25
Small Cap US Equities	1.31	8.49	6.69	20.55
Micro Cap US Equities	1.31	9.01	6.80	22.90
Developed Foreign Equities	13.13	8.21	6.71	18.70
Emerging Market Equities	4.13	10.53	7.45	27.35
Non-US Small Cap Equities	1.88	8.67	7.01	19.75
Private Equity	17.50	11.45	7.82	30.00
Real Estate (Property)	10.00	6.15	5.51	12.00
Real Estate (REITS)	2.50	8.26	6.37	21.00
Hedge Fund of Funds - Diversified	2.50	4.36	4.09	7.80
Hedge Fund - Event-driven	0.63	6.21	5.86	8.90
Timber	1.88	6.37	5.62	13.00
Farmland	1.88	6.90	6.15	13.00
Infrastructure	3.75	7.54	6.60	14.65
Commodities	1.88	5.43	3.84	18.95
Assumed Inflation - Mean			2.50 %	1.85 %

[1] Based on the OIC Statement of Investment Objectives and Policy Framework for the Oregon Public Employees Retirement Fund, revised as of June 7, 2017.

[2] The arithmetic mean is a component that goes into calculating the geometric mean. Expected rates of return are presented using the geometric mean, which the Board uses in setting the discount rate.

(Source: June 30, 2020 PERS Comprehensive Annual Financial Report; page 74; Table 31)

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

Actuarial Methods and Assumptions (Continued)

- **Depletion Date Projection.** GASB 75 generally requires that a blended discount rate be used to measure the total OPEB liability (the actuarial accrued liability calculated using the individual entry age normal cost method). The long-term expected return on plan investments may be used to discount liabilities to the extent that the plan's fiduciary net position (fair value of assets) is projected to cover benefit payments and administrative expenses. A 20-year high quality (AA/Aa or higher) municipal bond rate must be used for periods where the fiduciary net position is not projected to cover benefit payments and administrative expenses. Determining the discount rate under GASB 75 will often require that the actuary perform complex projections of future benefit payments and asset values. GASB 75 does allow for alternative evaluations of projected solvency, if such evaluation can reliably be made. GASB does not contemplate a specific method for making an alternative evaluation of sufficiency; it is left to professional judgement.

  The following circumstances justify an alternative evaluation of sufficiency for the OPEB Plan:

  - PERS has a formal written policy to calculate an Actuarially Determined Contribution (ADC), which is articulated in the actuarial valuation report.
  - The ADC is based on a closed, layered amortization period, which means that payment of the full ADC each year will bring the plan to a 100 percent funded position by the end of the amortization period if future experience follows assumption.
  - GASB 75 specifies that the projections regarding future solvency assume that plan assets earn the assumed rate of return and there are no future changes in the plan provisions of actuarial methods and assumptions, which means that the projections would not reflect any adverse future experience that might impact the plan's funded position.

  Based on these circumstances, the detailed depletion date projections outlined in GASB 75 would clearly indicate that the fiduciary net position is always projected to be sufficient to cover benefit payments and administrative expenses.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)/ TERMINATION BENEFITS (Continued)

PERS Retirement Health Insurance Account (Continued)

Actuarial Methods and Assumptions (Continued)

- **Deferred Inflows of Resources and Deferred Outflows of Resources.** Deferred inflows of resources and deferred outflows of resources are calculated at the Plan level and are allocated to employers based on their proportionate share. For the measurement period ended June 30, 2020, employers will report the following deferred inflows of resources and/or deferred outflows of resources:

  - A difference between expected and actual experience
  - Changes in assumptions
  - Changes in employer proportion since the prior measurement date
  - Net difference between projected and actual investment earnings. One-year's amortization is recognized in the employer's total OPEB expense for the measurement period.

  Differences between expected and actual experience, changes in assumptions, and changes in employer proportion are amortized over the average remaining service lives of all plan participants, including retirees, determined as of the beginning of the respective measurement period. Employers are required to recognize OPEB expense based on the balance of the closed period "layers" attributable to each measurement period. The average remaining service lives determined as of the beginning of each measurement period are described below:

  Year ended June 30, 2020 – 2.9 years
  Year ended June 30, 2019 – 3.1 years
  Year ended June 30, 2018 – 3.3 years
  Year ended June 30, 2017 – 3.7 years

  The net difference between projected and actual investment earnings attributable to each measurement period is amortized over a closed five-year period.

  Additional disclosures related to Oregon PERS not applicable to specific employers are available by contacting PERS at PO Box 23700, Tigard, OR 97281-3700, or online at http://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx

8. PENSION PLAN

Plan Description

The Oregon Public Employees Retirement System (PERS) consists of a single cost-sharing multiple-employer defined benefit plan. All benefits of the system are established by the legislature, pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A. Oregon PERS produces an independently audited Comprehensive Annual Financial Report which can be found at:
http://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx

PERS Pension (Chapter 238)

- **Pension Benefits.** The PERS retirement allowance is payable monthly for life. Member may select from 13 retirement benefit options that are actuarially equivalent to the base benefit. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, and 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation, if it results in greater benefit results. Monthly payments must be a minimum of $200 per month or the member will receive a lump-sum payment of the actuarial equivalence of benefits to which he or she is entitled.

  Under Senate Bill 1049, passed during the 2019 legislative session, the salary included in the determination of Final Average Salary was limited for all members beginning in 2020, and will be indexed with inflation in later years.

  A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with participating employer. General Service employees may retire after reaching age 55.

  Tier One General Service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Tier Two members are eligible for full benefits at age 60. The plans are closed to new members hired on or after August 2003.

- **Death Benefits.** Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following conditions are met:

8. PENSION PLAN (Continued)

PERS Pension (Chapter 238) (Continued)

- Member was employed by PERS employer at the time of death;
- Member died within 120 days after termination of PERS-covered employment;
- Member died as a result of injury sustained while employed in a PERS-covered job; or
- Member was on an official leave of absence from a PERS-covered job at the time of death.

A member's beneficiary may choose a monthly payment for life instead of the lump-sum or a combination of lump-sum and monthly payments, if eligible. The monthly payment must be a minimum of $30 per month for deaths that occur July 30, 2003, and earlier; $200 per month for deaths that occur after July 30, 2003.

- **Disability Benefits.** A member with ten or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits, regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 when determining the monthly benefit.

- **Benefit Changes After Retirement.** Members may choose to continue participation in a variable equities investment account after retiring, and may experience annual benefit fluctuations due to changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360, monthly benefits are adjusted annually through cost-of-living changes (COLA). The COLA is capped at 2.0 percent.

Oregon Public Service Retirement Plan Pension Program (OPSRP DB)

The ORS Chapter 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003.

- **Pension Benefits.** This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:
  - General service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.

8. PENSION PLAN (Continued)

Under Senate Bill 1049, passed during the 2019 legislative session, the salary included in the determination of final average salary was limited for all members beginning in 2020. The limit was equal to $195,000 in 2020, and will be indexed with inflation in later years.

A member of the pension program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years; the date the member reaches normal retirement age; and, if the pension program is terminated, the date on which termination becomes effective.

- **Death Benefits.** Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member. The surviving spouse or other person may elect to delay payment of the death benefit, but payment must commence no later than December 31 of the calendar year in which the member would have reached 70.5 years.
- **Disability Benefits.** A member who has accrued ten or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary, determined as of the last full month of employment before the disability occurred.

Contributions

PERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the PERS Defined Benefit Plan and the Other Post-Employment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2017 actuarial valuation, which became effective July 1, 2019. The State of Oregon and certain schools, community colleges, and political subdivisions have made unfunded actuarial liability payments, and their rates have been reduced. Employer contributions for the year ended June 30, 2021, were $23,360,881, excluding amounts to fund employer specific liabilities. A total of $12,338,458 was charged for the year ended June 30, 2021, as PERS benefits expenditures to be used for bond payments as they become due. A total of $36,513,812 was recognized as employer pension expense during the reporting period.

8. PENSION PLAN (Continued)

At June 30, 2021, the District reported a net pension liability of $252,869,709 for its proportionate share of the net pension liability. The pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2018, rolled forward to a measurement date of June 30, 2020. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan, relative to the projected contributions of all participating employers. At June 30, 2020, the District's proportion was 1.16 percent, a decrease from 1.18 percent at June 30, 2019.

PERS Schedule of Pension Amounts under GASB 68
June 30, 2021

	Deferred Outflow of Resources	Deferred (Inflow) of Resources	Net Outflow (Inflow) of Resources
Differences between expected and actual experience	$ 11,129,326	$ -	$ 11,129,326
Changes of assumptions	13,570,718	(475,490)	13,095,228
Net difference between projected and actual earnings on investments	29,734,192	-	29,734,192
Changes in proportionate share	4,551,292	(7,177,247)	(2,625,955)
Differences between employer contributions and employer's proportionate share of system contributions	-	(7,855,364)	(7,855,364)
Subtotal-Amortized Deferrals	58,985,528	(15,508,101)	$ 43,477,427
District contributions subsequent to measurement date	23,360,881	-	
Net deferred outflow(inflow) of Resources	$ 82,346,409	$ (15,508,101)	

Employer contributions made after the measurement date of the net pension or collective net pension but before the end of the employer's or governmental non-employer contributing entity's reporting period will be recognized as a reduction of the net pension or collective net pension in the subsequent fiscal period rather than in the current fiscal period. Other amounts reported as deferred outflows or inflows of resources related to pension will be recognized in pension expense as follows:

8. PENSION PLAN (Continued)

Year ending June 30	Amount
2022	$ 10,093,392
2023	13,488,517
2024	11,428,239
2025	8,643,141
2026	(175,862)
Total	$ 43,477,427

All assumptions, methods and plan provisions used in these calculations are described in the Oregon PERS system-wide GASB Statement 68 reporting summary dated March 5, 2021. Oregon PERS produces an independently audited Comprehensive Annual Financial Report which can be found at:

http://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx

Actuarial Methods and Assumptions

Valuation date	December 31, 2018
Measurement date	June 30, 2020
Experience Study	2018, published July 24, 2019
Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Inflation rate	2.50 percent
Long-term expected rate of return	7.20 percent
Discount rate	7.20 percent
Projected salary increases	3.50 percent
Cost of living adjustments (COLA)	Blend of 2.00% COLA and graded COLA (1.25%/0.15%) in accordance with Moro decision; blend based on service.
Mortality	**Healthy retirees and beneficiaries:** Pub-2010 Healthy Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. **Active members:** Pub-2010 Employee, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. **Disabled retirees:** Pub-2010 Disable Retiree, sex-distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.

(Source: June 30, 2020 PERS Comprehensive Annual Financial Report; page 71)

8. PENSION PLAN (Continued)

Actuarial Methods and Assumptions (Continued)

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probability of events far into the future. The actuarial valuation calculations are based on the benefits provided under the terms of the plan in effect at the time of each valuation and on the pattern of sharing of costs between the employer and plan members. The December 31, 2018, Actuarial Valuation was used to develop the financial reporting results for the Defined Benefit Pension Plan as of June 30, 2020, using standard roll forward procedures. Key actuarial methods and assumptions are illustrated in the above table.

- **Discount Rate.** The discount rate used to measure the total pension liability was 7.20 percent for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments for the Defined Benefit Pension Plan was applied to all periods of projected benefit payments to determine the total pension liability.
- **Long-Term Expected Rate of Return**. To develop an analytical basis for the selection of the long-term expected rate of return assumption, in July 2017 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. The table below shows each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

8. PENSION PLAN (Continued)

Actuarial Methods and Assumptions (Continued)

TABLE 31

Long-Term Expected Rate of Return [1] Asset Class	Target Allocation	Annual Arithmetic Return [2]	20-Year Annuallized Geometric Mean	Annual Standard Deviation
Core Fixed Income	9.60 %	4.14 %	4.07 %	3.90 %
Short-Term Bonds	9.60	3.70	3.68	2.10
Bank/Leveraged Loans	3.60	5.40	5.19	6.85
High Yield Bonds	1.20	6.13	5.74	9.35
Large/Mid Cap US Equities	16.17	7.35	6.30	15.50
Small Cap US Equities	1.35	8.35	6.68	19.75
Micro Cap US Equities	1.35	8.86	6.79	22.10
Developed Foreign Equities	13.48	8.30	6.91	17.95
Emerging Market Equities	4.24	10.35	7.69	25.35
Non-US Small Cap Equities	1.93	8.81	7.25	19.10
Private Equity	17.50	11.95	8.33	30.00
Real Estate (Property)	10.00	6.19	5.55	12.00
Real Estate (REITS)	2.50	8.29	6.69	21.00
Hedge Fund of Funds - Diversified	1.50	4.28	4.06	6.90
Hedge Fund - Event-driven	0.38	5.89	5.59	8.10
Timber	1.13	6.36	5.61	13.00
Farmland	1.13	6.87	6.12	13.00
Infrastructure	2.25	7.51	6.67	13.85
Commodities	1.13	5.34	3.79	18.70
Assumed Inflation - Mean			2.50 %	1.65 %

[1] Based on the OIC Statement of Investment Objectives and Policy Framework for the Oregon Public Employees Retirement Fund, revised as of April 24, 2019.

[2] The arithmetic mean is a component that goes into calculating the geometric mean. Expected rates of return are presented using the geometric mean, which the Board uses in setting the discount rate.

(Source: June 30, 2020 PERS Comprehensive Annual Financial Report; page 74; Table 31)

- **Depletion Date Projection**. GASB 68 generally requires that a blended discount rate be used to measure the Total Pension Liability (the actuarial accrued liability calculated using the Individual Entry Age Normal Cost Method). The long-term expected return on plan investments may be used to discount liabilities to the extent that the plan's fiduciary net position is projected to cover benefit payments and administrative expenses. A 20-year high quality (AA/Aa or higher) municipal bond rate must be used for periods where the fiduciary net position is not projected to cover benefit payments

8. PENSION PLAN (Continued)

Actuarial Methods and Assumptions (Continued)

and administrative expenses. Determining the discount rate under GASB 68 will often require that the actuary perform complex projections of future benefit payments and pension plan investments. GASB 67 (paragraph 43) does allow for alternative evaluations of projected solvency, if such evaluation can reliably be made. GASB does not contemplate a specific method for making an alternative evaluation of sufficiency; it is left to professional judgment.

The following circumstances justify an alternative evaluation of sufficiency for Oregon PERS:

- Oregon PERS has a formal written policy to calculate an Actuarially Determined Contribution (ADC), which is articulated in the actuarial valuation report.
- The ADC is based on a closed, layered amortization period, which means that payment of the full ADC each year will bring the plan to a 100% funded position by the end of the amortization period if future experience follows assumption.
- GASB 68 specifies that the projections regarding future solvency assume that plan assets earn the assumed rate of return and there are no future changes in the plan provisions of actuarial methods and assumptions, which means that the projections would not reflect any adverse future experience that might impact the plan's funded position.

Based on these circumstances, it is PERS' independent actuary's opinion that the detailed depletion date projections outlined in GASB 68 would clearly indicate that the fiduciary net position is always projected to be sufficient to cover benefit payments and administrative expenses.

- **Sensitivity**. Sensitivity of the District's proportionate share of the net pension liability to changes in the discount rate. The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.20 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.20 percent) or one percentage point higher (8.20 percent) than the current rate.

8. PENSION PLAN (Continued)

Actuarial Methods and Assumptions (Continued)

Sensitivity of Net Pension Liability to Changes in the Discount Rate As of June 30, 2020 (Measurement Date)

Employers' Net Pension Liability/(Asset)	1% Decrease (6.20%)	Current Discount Rate (7.20%)	1% Increase (8.20%)
Defined Benefit Pension Plan	$ 375,490,634	$ 252,869,709	$ 150,046,380

- **Deferred Inflows of Resources and Deferred Outflows of Resources.** Deferred inflows of resources and deferred outflows of resources are calculated at the Plan level and are allocated to employers based on their proportionate share. For the measurement period ended June 30, 2020, employers will report the following deferred inflows of resources and/or deferred outflows of resources:

  - A difference between expected and actual experience
  - Changes in assumptions
  - Changes in employer proportion since the prior measurement date
  - Net difference between projected and actual investment earnings

  Differences between expected and actual experience, changes in assumptions, and changes in employer proportion are amortized over the average remaining service lives of all plan participants, including retirees, determined as of the beginning of the respective measurement period. Employers are required to recognize pension expense based on the balance of the closed period "layers" attributable to each measurement period. The average remaining service lives determined as of the beginning of each measurement period are described below:

  Year ended June 30, 2020 – 5.3 years
  Year ended June 30, 2019 – 5.2 years
  Year ended June 30, 2018 – 5.2 years
  Year ended June 30, 2017 – 5.3 years
  Year ended June 30, 2016 – 5.3 years
  Year ended June 30, 2015 – 5.4 years
  Year ended June 30, 2014 – 5.6 years

8. PENSION PLAN (Continued)

Actuarial Methods and Assumptions (Continued)

- **Deferred Inflows of Resources and Deferred Outflows of Resources (Continued)**

  The net difference between projected and actual investment earnings attributable to each measurement period is amortized over a closed five-year period.

  In addition, employers may need to recognize a difference between their actual employer contributions and their proportionate share of contributions, which is not reflected in the Schedule of Pension Amounts by Employer. GASB 68 requires employers to amortize that difference over remaining service lives of all plan participants, including retirees, determined as of the beginning of the respective measurement period. Employer contributions made after the measurement date are also excluded from the Schedule of Pension Amounts by Employer. Appropriate treatment of such amounts is the responsibility of the employer.

Additional disclosures related to Oregon PERS not applicable to specific employers are available by contacting PERS at PO Box 23700, Tigard, OR 97281-3700, or online at http://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx

9. RISK MANAGEMENT

The District carries commercial insurance for the various risks it is exposed to: torts; theft or damage to, and destruction of, assets; errors and omissions; and natural disasters. The District does not engage in risk-financing activities where the risk is retained (self-insurance).

Settlements have not exceeded insurance coverage for the each of the three years ending June 30, 2021, 2020, and 2019.

10. COMMITMENTS AND CONTINGENCIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by these agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the District. The amount of expenditures that may be disallowed by the grantor, if any, cannot be determined at this time, although District management expects such amounts, if any, to be immaterial.

The District, in the regular course of business, is a defendant in various lawsuits. The likely outcome of these lawsuits is not presently determinable. However, in the opinion of the District's management, the resolution of these matters will not have a materially adverse effect on the financial condition of the District.

The District receives a substantial portion of its operating funding from the State of Oregon. State funding is determined through statewide revenue projections, and is paid to individual school districts based on pupil counts and other factors in the State School Fund revenue formula. Since these projections and pupil counts fluctuate, they can cause the District to either have increases or decreases in revenue. The COVID-19 pandemic is expected to cause reductions in the District's pupil counts, however the extent of the effect is unknown. Due to these future uncertainties at the state level, the future effect on the District's operations cannot be determined.

The District is committed under various accepted bid agreements and contracts for approximately $45.0 million for goods, services, and construction of facilities.

11. PREPAID EXPENSES

The District has various prepaid expenses throughout the year that consist of worker's compensation premiums, software licenses and utilities. Total prepaid expenses as of June 30, 2021, were as follows:

General Fund	$ 1,035,758
Capital Projects Fund	401,141
Total	$1,436,899

12. TAX ABATEMENTS

Property tax abatements result from agreements between Washington County and others, which impact the Districts levied property taxes. As of June 30, 2021, the District was affected by tax abatement agreements made by Washington County through five programs.

Exemption Type	Tax Abatement Amount
Construction in Process in Enterprise Zone (ORS 285C.170)	$846,000
Enterprise Zone (ORS 285C.175)	$3,545,000
Strategic Investment Program (ORS 285C.600)	$88,358,000
Vertical Housing (ORS 307.864)	$503,000
Nonprofit Corporation Low Income Housing (ORS 307.541)	$183,000

Estimate based on certified tax roll values (10/9/20)

13. NEW ACCOUNTING STANDARDS IMPLEMENTED

For the fiscal year ended June 30, 2021, the District implemented the following new accounting standards:

- **GASB Statement 84,** *Fiduciary Activities.* The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The District does not have any Fiduciary Activities to include in the Financial Report.
- **GASB Statement 90**, *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61.* The primary objectives of this Statement are to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. The District does not have equity interest in separate organizations.

14. NEW PRONOUNCEMENTS

The District will implement new GASB pronouncements no later than the required fiscal year. Management has not determined the effect on the financial statements from implementing any of the following pronouncements.

- **GASB Statement 87**, *Leases.* The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. For reporting periods beginning after June 15, 2021.
- **GASB Statement 89**, *Accounting for Interest Cost Incurred before the End of a Construction Period.* The objectives of the Statement are to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period. For reporting periods beginning after December 15, 2020.
- **GASB Statement 91**, *Conduit Debt Obligations.* The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with commitments extended by issuers, arrangements associated with conduit debt obligations, and related note disclosures. For reporting periods beginning after December 15, 2021.
- **GASB Statement 92**, *OMNIBUS 2020.* The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics related to GASB Statement 87, Statements 73 and 74, Statement 84 and requirement related to measurement of liabilities associated with AROs. For reporting periods beginning after June 15, 2021.
- **GASB Statement 93**, *Replacement of Interbank Offered Rates.* The objective of this Statement is to address accounting and financial reporting implications that result from the replacement of an interbank offered rate. For reporting periods ending after December 15, 2020 for the removal of London Interbank Offered Rates and for reporting periods beginning after June 15, 2021 for all other requirements.
- **GASB Statement 94**, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements.* The primary objective of this Statement is to improve reporting by addressing issues related to public-private and public-public partnership agreements. For reporting periods ending after June 15, 2022.

14. NEW PRONOUNCEMENTS (Continued)

- **GASB Statement 96**, *Subscription-Based Information Technology Arrangements.* This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements for government end users. For reporting periods beginning after June 15, 2022.
- **GASB Statement 97**, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans-an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32.* The primary objectives of the Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. For reporting periods beginning after June 15, 2021.

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HILLSBORO SCHOOL DISTRICT 1J
Washington County, Oregon

REQUIRED SUPPLEMENTARY INFORMATION

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HILLSBORO SCHOOL DISTRICT IJ
SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY FOR MEDICAL SUBSIDY AND SCHEDULE OF THE TOTAL OPEB LIABILITY AND RELATED RATIOS FOR MEDICAL SUBSIDY
JUNE 30, 2021

Schedule of Changes in the Total OPEB Liability for Medical Subsidy:

Year Ended June 30,	Service Cost	Interest	Change of Benefit Terms	Difference Between Expected and Actual Experience	Changes of Assumptions or Other Input[2]	Benefit Payments	Net Change in Total OPEB Liability
2021	$1,047,372	$ 406,193	$ -	$ -	$ -	$(506,132)	$ 947,433
2020	952,483	496,396	-	2,274,543	(2,786,471)	(381,721)	555,230
2019	920,273	446,083	-	-	2,808,454	(460,619)	3,714,191
2018	715,180	321,401	-	-	-	309,852	726,729

Schedule of the Total OPEB Liability and Related Ratios for Medical Subsidy:

Year Ended June 30,	Total OPEB Liability Beginning	Net Change in Total OPEB Liability	Total OPEB Liability Ending[1]	Covered Employee Payroll	Total OPEB Liability as Percentage of Covered Payroll	Discount Rate
2021	$ 13,976,360	$ 947,433	$ 14,923,793	$ 132,407,882	11.3%	2.75%
2020	13,421,130	555,230	13,976,360	127,930,321	10.9%	2.75%
2019	9,706,939	3,714,191	13,421,130	99,821,417	13.4%	3.50%
2018	8,980,210	726,729	9,706,939	96,445,814	10.1%	3.50%

Notes:

These schedules are required to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

1. The amounts presented for each fiscal year were actuarially determined at July 1 of odd years and rolled forward to the measurement date.
2. Change in assumptions for 2019 reflects change in Oregon law (SB 1067) that is expected to impact increases in OEBB healthcare plan premiums.

HILLSBORO SCHOOL DISTRICT IJ
SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET OPEB LIABILITY AND SCHEDULE OF CONTRIBUTIONS FOR RHIA
JUNE 30, 2021

Schedule of the Proportionate Share of the Net OPEB Liability for RHIA:

Year Ended June 30,	Employer's Portion of the Net OPEB Liability (NOL)	Employer's Proportionate Share of the Net OPEB Liability (NOL)[1]	Employer's Covered Payroll[2]	NOL as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of Total OPEB Liability
2021	2.17%	$ (4,431,307)	$ 125,018,722	-3.54%	150.1%
2020	1.22%	(2,352,904)	128,513,691	-1.83%	144.3%
2019	1.21%	(1,350,607)	122,808,685	-1.10%	124.0%
2018	1.18%	(491,786)	117,330,543	-0.42%	108.9%
2017	1.21%	327,825	112,642,257	0.29%	94.1%

Schedule of Employer Contributions for RHIA:

Year Ended June 30,	Statutorily Required Contribution	Contributions in Relation to the Statutorily Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a Percent of Covered Payroll
2021	$ 24,901	$ 24,901	$ -	$128,970,064	0.02%
2020	155,305	155,305	-	125,018,722	0.12%
2019	603,483	603,483	-	128,513,691	0.47%
2018	585,850	585,850	-	122,808,685	0.48%
2017	591,455	591,455	-	117,330,543	0.50%

Notes:

These schedules are required to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

1. The amounts presented for each fiscal year were actuarially determined at December 31 and rolled forward 18 months to the measurement date.

2. Amounts for covered payroll use the prior year's data to match the measurement date used by the OPEB plan for each fiscal year.

HILLSBORO SCHOOL DISTRICT IJ
SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY FOR PERS
JUNE 30, 2021

Year Ended June 30,	Employer's Proportion of the Net Pension Liability (NPL)	Employer's Proportionate Share of the Net Pension Liability (NPL)[1]	Employer's Covered Payroll[2]	NPL as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2021	1.16%	$ 252,869,709	$ 125,018,722	202.3%	75.8%
2020	1.18%	203,797,390	128,513,691	158.6%	80.2%
2019[6]	1.24%	188,690,265	122,808,685	153.6%	82.1%
2018	1.17%	158,356,193	117,330,543	135.0%	83.1%
2017[5]	1.11%	167,229,488	112,642,257	142.5%	80.5%
2016[4]	1.05%	60,293,919	100,728,284	59.9%	91.9%
2015[3]	1.39%	(31,454,943)	94,898,635	-33.1%	103.6%
2014	1.39%	70,815,787	91,185,660	77.7%	92.0%

Notes:

These schedules are required to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

1. The amounts presented for each fiscal year were actuarially determined at December 31 and rolled forward 18 months to the measurement date.

2. Amounts for covered payroll use the prior year's data to match the measurement date used by the pension plan for each fiscal year.

3. The June 30, 2015 NPL reflects benefit changes from the Senate Bills 822 and 861.

4. The June 30, 2016 NPL reflects benefit changes from the Oregon Supreme Court's ruling in Moro v. State of Oregon, which overturned portions of Senate Bills 822 and 861.

5. The June 30, 2017 NPL reflects assumption changes reducing inflation rate from 2.75% to 2.50%, the long-term expected rate of return from 7.75% to 7.50%, the discount rate from 7.75% to 7.50% and the projected salary increases from 3.75% to 3.50%.

6. The June 30, 2019 NPL reflects assumption changes reducing the long-term expected rate of return from 7.50% to 7.20% and the discount rate from 7.50% to 7.20%.

HILLSBORO SCHOOL DISTRICT IJ
SCHEDULE OF CONTRIBUTIONS FOR PERS
JUNE 30, 2021

Year Ended June 30,	Statutorily Required Contribution	Contributions in Relation to the Statutorily Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a Percent of Covered Payroll
2021	$ 23,360,881	$ 23,360,881	$ -	$ 128,970,064	18.1%
2020	22,827,458	22,827,458	-	125,018,722	18.3%
2019	15,731,715	15,731,715	-	128,513,691	12.2%
2018	15,193,032	15,193,032	-	122,808,685	12.4%
2017	9,360,920	9,360,920	-	117,330,543	8.0%
2016	9,876,528	9,876,528	-	112,642,257	8.8%
2015	14,204,644	14,204,664	-	100,728,284	14.1%
2014	14,685,298	14,685,298	-	94,898,635	15.5%

Notes:

These schedules are required to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

The amounts presented for each fiscal year were actuarially determined at December 31 and rolled forward to the measurement date.

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE-BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Original Budget	Final Budget	Actual Budget Basis	Actual Adjustments	Actual GAAP Basis	Variance with Final Budget
REVENUES:						
Local sources						
Property taxes	$ 82,507,072	$ 82,507,072	$ 82,050,272	$ -	$ 82,050,272	$ (456,800)
Charges for services	915,314	915,314	169,731	-	169,731	(745,583)
Earnings on investments	1,200,353	1,200,353	367,489	-	367,489	(832,864)
Contributions & donations	53,045	53,045	2,859	-	2,859	(50,186)
Other	1,796,613	1,796,613	1,380,686	-	1,380,686	(415,927)
Intermediate sources	3,790,112	3,790,112	4,248,409	-	4,248,409	458,297
State sources	143,160,594	143,160,594	139,852,283	-	139,852,283	(3,308,311)
Total Revenues	233,423,103	233,423,103	228,071,729	-	228,071,729	(5,351,374)
EXPENDITURES:						
Current						
Instruction	145,059,346	145,059,346	135,977,449	(80,030)	135,897,419	9,081,897
Support services	86,249,283	86,249,283	82,529,615	(183,650)	82,345,965	3,719,668
Enterprise and community services	572,385	572,385	474,837	-	474,837	97,548
Capital outlay	-	-	-	263,680	263,680	-
Contingency	1,500,000	1,500,000	-	-	-	-
Total Expenditures	233,381,014	233,381,014	218,981,901	-	218,981,901	12,899,113
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	42,089	42,089	9,089,828	-	9,089,828	7,547,739
OTHER FINANCING SOURCES (USES)						
Sale or compensation for loss of capital assets	42,832	42,832	130,969	-	130,969	88,137
NET CHANGE IN FUND BALANCE	84,921	84,921	9,220,797	-	9,220,797	9,135,876
FUND BALANCE, July 1, 2020	9,409,091	9,409,091	11,973,234	-	11,973,234	2,564,143
FUND BALANCE, June 30, 2021	$ 9,494,012	$ 9,494,012	$ 21,194,031	$ -	$ 21,194,031	$ 11,700,019

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE-BUDGET AND ACTUAL
SPECIAL REVENUE FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Original Budget	Final Budget	Actual Budget Basis	Actual Adjustments	Actual GAAP Basis	Variance with Final Budget
REVENUES:						
Local sources						
Construction excise tax	$ 1,000,000	$ 1,000,000	$ 2,647,792	$ -	$ 2,647,792	$ 1,647,792
Charges for services	5,796,900	5,796,900	809,145	-	809,145	(4,987,755)
Contributions & donations	634,350	634,350	575,581	-	575,581	(58,769)
Other	264,000	264,000	632,858	-	632,858	368,858
Intermediate sources	1,355,000	1,355,000	1,345,712	-	1,345,712	(9,288)
State sources	22,555,877	22,555,877	15,406,290 (1)	-	15,406,290	(7,149,587)
Federal sources	17,576,000	18,007,202	19,761,420	-	19,761,420	1,754,218
Total Revenues	49,182,127	49,613,329	41,178,798	-	41,178,798	(8,434,531)
EXPENDITURES:						
Current						
Instruction	22,922,156	22,922,156	13,231,978	(518,371)	12,713,607	9,690,178
Support services	16,808,990	15,900,225	12,295,375	(1,897,191)	10,398,184	3,604,850
Enterprise and community services	12,234,922	12,234,922	10,053,814	(21,997)	10,031,817	2,181,108
Debt service						
Principal	858,698	2,118,267	1,709,036	-	1,709,036	409,231
Interest	54,811	135,209	131,676	-	131,676	3,533
Captial outlay	-	-	-	2,437,559	2,437,559	-
Total Expenditures	52,879,577	53,310,779	37,421,879	-	37,421,879	15,888,900
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(3,697,450)	(3,697,450)	3,756,919	-	3,756,919	7,454,369
OTHER FINANCING SOURCES (USES)						
Issuance of debt	1,000,000	1,000,000	1,237,085	-	1,237,085	237,085
Sale or compensation for loss of capital assets	25,000	25,000	-	-	-	(25,000)
Transfers in	400,000	400,000	-	-	-	(400,000)
Transfers out	(400,000)	(400,000)	-	-	-	400,000
Total Other Financing Sources (Uses)	1,025,000	1,025,000	1,237,085	-	1,237,085	212,085
NET CHANGE IN FUND BALANCE	(2,672,450)	(2,672,450)	4,994,004	-	4,994,004	7,666,454
FUND BALANCE, July 1, 2020	4,960,428	4,960,428	9,467,040	-	9,467,040	4,506,612
FUND BALANCE, June 30, 2021	$ 2,287,978	$ 2,287,978	$ 14,461,044	$ -	$ 14,461,044	$ 12,173,066

(1) Includes $81,221 State Revenue Lunch Program Match

HILLSBORO SCHOOL DISTRICT 1J
Washington County, Oregon

OTHER SUPPLEMENTARY INFORMATION

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HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE-BUDGET AND ACTUAL
DEBT SERVICE FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Original Budget	Final Budget	Budget & GAAP Basis Actual	Variance with Final Budget
REVENUES:				
Local sources				
Property taxes	$ 38,578,437	$ 38,578,437	$ 38,765,166	$ 186,729
Interest on investments	320,000	320,000	104,418	(215,582)
Services provided to other funds	12,593,687	12,593,687	12,307,736	(285,951)
Intermediate sources	-	-	55,987	55,987
Total Revenues	51,492,124	51,492,124	51,233,307	(258,817)
EXPENDITURES:				
Current				
Support services	1,000	1,000	-	1,000
Debt service				
Other	-	-	317,369	(317,369)
Principal	23,210,000	23,210,000	23,770,000	(560,000)
Interest	27,962,124	27,962,124	26,631,916	1,330,208
Total Expenditures	51,173,124	51,173,124	50,719,285	453,839
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	319,000	319,000	514,022	195,022
OTHER FINANCING SOURCES (USES)				
Bond proceeds	-	-	40,360,000	40,360,000
Payment to escrow	-	-	(40,023,984)	(40,023,984)
Total Other Financing Sources (Uses)	-	-	336,016	336,016
NET CHANGE IN FUND BALANCE	319,000	319,000	850,038	531,038
FUND BALANCE, July 1, 2020	-	-	2,018,562	2,018,562
FUND BALANCE, June 30, 2021	$ 319,000	$ 319,000	$ 2,868,600	$ 2,549,600

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HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE-BUDGET AND ACTUAL
CAPITAL PROJECTS FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Original Budget	Final Budget	Actual Budget Basis	Actual Adjustments	Actual GAAP Basis	Variance with Final Budget
REVENUES:						
Local sources						
Interest on investments	$ 2,000,000	$ 2,000,000	$ 1,263,638	$ -	$ 1,263,638	$ (736,362)
Other	-	-	(22,500)	-	(22,500)	(22,500)
Total Revenues	2,000,000	2,000,000	1,241,138	-	1,241,138	(758,862)
EXPENDITURES:						
Current						
Support services	205,000	205,000	30,048	-	30,048	174,952
Facilities acquisition and construction	128,000,000	128,000,000	98,101,216	(79,457,198)	18,644,018	29,898,784
Capital outlay	-	-	-	79,457,198	79,457,198	-
Contingency	5,000,000	5,000,000	-	-	-	5,000,000
Total Expenditures	133,205,000	133,205,000	98,131,264	-	98,131,264	35,073,736
NET CHANGE IN FUND BALANCE	(131,205,000)	(131,205,000)	(96,890,126)	-	(96,890,126)	34,314,874
FUND BALANCE, July 1, 2020	184,302,038	184,302,038	205,550,815	-	205,550,815	21,248,777
FUND BALANCE, June 30, 2021	$ 53,097,038	$ 53,097,038	$ 108,660,689	$ -	$ 108,660,689	$ 55,563,651

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF REVENUES - ALL FUNDS
FOR THE YEAR ENDED JUNE 30, 2021

		Fund 100	Fund 200	Fund 300
REVENUES:				
Revenue from local sources:				
1110	Ad valorem taxes paid by District	$ 81,994,479	$ -	$ 38,739,738
1114	Payments in lieu of property taxes	13,665	-	6,368
1190	Penalties and interest on taxes	42,128	-	19,060
1200	Revenue from local governments - Construction Excise Tax	-	2,647,792	-
1400	Transportation fees	1,782	-	-
1500	Earning on investments	367,489	-	104,418
1600	Food service	-	(20,147)	-
1700	Extracurricular activities	51,421	769,292	-
1910	Rentals	116,528	60,000	-
1920	Contributions & donations	2,859	575,581	-
1940	Services provided to other LEA	177,006	-	-
1960	Recovery of prior year	(17,266)	22,172	-
1970	Services provided other funds	18,979	-	12,307,736
1980	Fees charged to grants	823,141	-	-
1990	Miscellaneous	378,826	558,454	-
1995	Printing revenue	-	52,232	-
	Total revenue from local sources	83,971,037	4,665,376	51,177,320
Revenue from intermediate sources:				
2101	County school funds	537,151	-	-
2103	ESD	3,592,811	-	-
2199	Other intermediate sources	118,447	-	55,987
2200	Restricted revenue	-	1,345,712	-
	Total revenue from intermediate sources	4,248,409	1,345,712	55,987
Revenue from state sources:				
3101	State school fund - general support	126,021,741	-	-
3102	State school fund - school lunch match	-	81,221	-
3103	Common school fund	2,223,747	-	-
3104	State managed county timber	1,070,795	-	-
3105	State school fund - transportation grant	10,536,000	-	-
3199	Other unrestricted grants	-	35,338	-
3200	Restricted grants-in-aid	-	1,834,983	-
3222	State school fund transportation equipment	-	2,508,933	-
3299	Other restricted grants-in-aid	-	10,945,815	-
	Total revenue from state sources	139,852,283	15,406,290	-
Revenue from federal sources:				
4100	Unrestricted direct from federal government	-	36,327	-
4500	Restricted revenue from federal government	-	15,683,909	-
4700	Restricted revenue from federal government through intermediate sources	-	3,399,768	-
4900	Revenue for/on behalf of the District	-	641,416	-
	Total revenue from federal sources	-	19,761,420	-
Revenue from other sources:				
5100	Long-term financing sources	-	1,237,085	-
5110	Bond proceeds	-	-	40,360,000
5300	Sale or compensation for loss of capital assets	130,969	-	-
5400	Resources - beginning fund balance	11,973,234	9,467,040	2,018,562
	Total revenue from other sources	12,104,203	10,704,125	42,378,562
TOTAL REVENUES		**$ 240,175,932**	**$ 51,882,923**	**$ 93,611,869**

Fund 400	Total
$ -	$ 120,734,217
-	20,033
-	61,188
-	2,647,792
-	1,782
1,263,638	1,735,545
-	(20,147)
-	820,713
-	176,528
-	578,440
-	177,006
(22,500)	(17,594)
-	12,326,715
-	823,141
-	937,280
-	52,232
1,241,138	141,054,871
-	537,151
-	3,592,811
-	174,434
-	1,345,712
-	5,650,108
-	126,021,741
-	81,221
-	2,223,747
-	1,070,795
-	10,536,000
-	35,338
-	1,834,983
-	2,508,933
-	10,945,815
-	155,258,573
-	36,327
-	15,683,909
-	3,399,768
-	641,416
-	19,761,420
-	1,237,085
-	40,360,000
-	130,969
205,550,815	229,009,651
205,550,815	270,737,705
$ 206,791,953	**$ 592,462,677**

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF GENERAL FUND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2021

	Object 100	Object 200
EXPENDITURES:		
Instruction:		
1111 Primary programs	$ 30,879,610	$ 16,648,955
1113 Elementary extracurricular	5,039	1,740
1121 Middle school programs	7,191,347	3,867,775
1122 Middle school extracurricular	34,357	12,018
1131 High school programs	15,316,666	8,322,695
1132 High school extracurricular	1,536,825	622,828
1133 High school Saturday school	398	97
1210 Talented and gifted program	303,457	155,599
1220 Students with disabilities - restricted programs	8,512,983	5,996,961
1250 Students with disabilities - less restricted programs	7,997,995	4,969,819
1272 Title 1	143	32
1280 Alternative education	689,442	378,745
1291 English second language programs	9,065,989	5,222,959
1292 Teen parent programs	242,817	141,297
1294 Youth corrections education	218,255	116,060
Total instruction	81,995,323	46,457,580
Support services:		
2110 Attendance and social work services	906,435	644,708
2120 Guidance services	3,556,800	1,886,588
2130 Health services	1,112,985	658,107
2140 Psychological services	204,905	123,793
2150 Speech pathology services	2,558,750	1,207,500
2160 Other student treatment services	-	-
2190 Service direction, student special education	52,225	18,682
2210 Improvement of Instructional services	230,950	100,618
2220 Educational media services	421,499	373,529
2230 Assessment and testing	10,484	3,578
2240 Instructional staff development	673,181	332,779
2310 Board of Education services	63,013	21,606
2320 Executive administration services	312,208	234,117
2410 Office of the principal services	9,474,813	5,656,027
2490 Other support services school administration	1,369,180	806,147
2510 Direction of business support services	566,054	721,980
2520 Fiscal services	582,607	414,237
2540 Operation and maintenance of plant	5,674,563	3,853,523
2550 Student transportation services	5,825,458	5,007,088
2570 Internal services	236,424	153,676
2610 Direction of Central Support Services	142,210	75,969
2630 Information/production services	413,619	223,780
2640 Staff services	1,090,779	908,658
2660 Technology services	2,175,862	1,225,829
2670 Records management services	-	-
Total support services	37,655,004	24,652,519
Enterprise and community services		
3100 Food Services	-	50
3300 Other community services	235,896	158,787
3500 Custody and care of children services	34,965	20,887
Total enterprise and community services	270,861	179,724
TOTAL EXPENDITURES	$ 119,921,188	$ 71,289,823

Object 300	Object 400	Object 500	Object 600	Total
$ 1,187,526	$ 686,434	$ 642	$ 195	$ 49,403,362
610	19,449	-	-	26,838
101,113	138,140	-	-	11,298,375
275	-	-	-	46,650
251,200	287,156	64,075	1,197	24,242,989
255,700	103,971	15,313	14,893	2,549,530
-	-	-	-	495
2,695	7,365	-	-	469,116
967,506	81,088	-	58,128	15,616,666
193,331	16,747	-	-	13,177,892
-	-	-	-	175
2,478,113	277,234	-	88,542	3,912,076
124,275	80,875	-	-	14,494,098
12,091	555	-	-	396,760
8,089	23	-	-	342,427
5,582,524	1,699,037	80,030	162,955	135,977,449
311,645	77,727	-	2,240	1,942,755
23,453	10,878	-	-	5,477,719
23,980	20,173	-	1,106	1,816,351
1,282	24,501	-	-	354,481
372,700	7,122	-	472	4,146,544
75,373	-	-	-	75,373
187,204	54,070	-	-	312,181
58,930	151,102	-	500	542,100
15,962	60,043	-	25	871,058
27,119	179,044	-	-	220,225
125,186	58,877	-	1,960	1,191,983
107,567	5,583	-	22,643	220,412
7,134	15,116	-	13,002	581,577
171,978	465,301	27,803	22,591	15,818,513
120,885	42,782	-	99	2,339,093
23,144	4,259	-	4,333	1,319,770
709,184	60,950	113,011	869,838	2,749,827
7,136,888	2,067,925	-	323,234	19,056,133
170,721	493,185	25,828	294,657	11,816,937
(41,530)	80,544	-	-	429,114
72	-	-	-	218,251
40,680	8,436	-	39	686,554
182,837	24,042	-	50,366	2,256,682
1,302,834	3,309,400	17,008	3,000	8,033,933
19,501	32,508	-	40	52,049
11,174,729	7,253,568	183,650	1,610,145	82,529,615
-	-	-	-	50
15,402	2,049	-	10	412,144
6,791	-	-	-	62,643
22,193	2,049	-	161 10	474,837
$ 16,779,446	$ 8,954,654	$ 263,680	$ 1,773,110	$ 218,981,901

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF SPECIAL REVENUE FUND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2021

		Object 100	Object 200	Object 300	Object 400
EXPENDITURES:					
Instruction:					
1111	Primary programs	$ 428,193	$ 324,295	$ 481,919	$ 122,720
1113	Elementary extracurricular	5,363	1,833	178,887	24,481
1121	Middle school programs	329,644	161,839	12,521	186,429
1122	Middle school extracurricular	-	-	100	-
1131	High school programs	734,260	398,633	19,463	418,146
1132	High school extracurricular	1,599	524	20,033	986,176
1140	Pre-kindergarten programs	27,235	21,457	180	595
1221	Students with disabilities - restrictive programs	1,080,548	588,776	305,711	28,300
1272	Title I	1,267,890	817,695	68,407	98,334
1280	Alternative education	588,740	325,160	256,711	542,263
1291	English second language programs	84,490	51,993	6,383	19,864
1293	Migrant education	606,670	336,554	74,657	49,883
1295	English language learner	7,431	2,435	10,925	15,859
1400	Summer school programs	54,780	25,971	8,933	254,668
	Total instruction	5,216,843	3,057,165	1,444,830	2,747,718
Support services:					
2110	Attendance and social work services	748,519	408,078	153,207	152,771
2120	Guidance services	1,220,472	642,694	276,394	250
2130	Health services	-	-	68,727	-
2140	Psychological services	569,493	242,345	376,418	4,621
2150	Speech pathology and audiology services	26,228	17,418	-	-
2160	Student treatment center	273,762	145,665	-	-
2190	Service direction, student special education	430,123	257,268	-	-
2210	Improvement of instruction services	217,317	94,896	40,400	24,268
2220	Media services	20,399	26,430	-	516,954
2240	Instructional staff development	566,348	276,574	180,578	19,141
2410	Office of the principal services	7,250	5,678	3,478	35,498
2490	Other support services school administration	123,976	57,773	175	10,583
2540	Operation and maintenance of plant	208,359	78,625	3,790	4,207
2550	Student transportation services	-	-	-	-
2570	Internal Services	-	-	-	-
2610	Direction of central support services	367,915	173,752	-	6,106
2630	Information/production services	-	-	-	9,438
2640	Recruitment and placement	-	-	135	2,531
2660	Technology services	50,968	29,989	374,964	274,746
2670	Records management services	-	-	-	-
	Total support services	4,831,129	2,457,185	1,478,266	1,061,114
Enterprise and community services:					
3100	Food services	2,648,884	1,736,128	142,933	2,786,318
3300	Community services	514,441	302,450	227,572	137,212
3500	Custody and care of children services	17,482	408,032	1,022,353	4,577
	Total enterprise and community services	3,180,807	2,446,610	1,392,858	2,928,107
Debt service					
5110	Long-term debt service	-	-	-	-
	Total debt service	-	-	-	-
TOTAL EXPENDITURES		**$ 13,228,779**	**$ 7,960,960**	**$ 4,315,954**	**$ 6,736,939**

Object 500	Object 600	Total
$ 18,108	$ -	$ 1,375,235
-	-	210,564
63,259	60	753,752
-	-	100
128,179	6,237	1,704,918
-	45	1,008,377
-	-	49,467
6,560	24,776	2,034,671
-	134,499	2,386,825
302,265	22,954	2,038,093
-	-	162,730
-	57,583	1,125,347
-	897	37,547
-	-	344,352
518,371	247,051	13,231,978
-	2,274	1,464,849
-	-	2,139,810
-	-	68,727
-	-	1,192,877
-	-	43,646
-	-	419,427
-	110,337	797,728
-	260	377,141
-	-	563,783
-	17,541	1,060,182
-	-	51,904
-	-	192,507
-	-	294,981
1,897,191	-	1,897,191
-	199,564	199,564
-	27,851	575,624
-	-	9,438
-	-	2,666
-	-	730,667
-	212,663	212,663
1,897,191	570,490	12,295,375
21,997	46,818	7,383,078
-	36,617	1,218,292
-	-	1,452,444
21,997	83,435	10,053,814
-	1,840,712	1,840,712
-	1,840,712	1,840,712
$ 2,437,559	**$ 2,741,688**	**$ 37,421,879**

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HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF DEBT SERVICE FUND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2021

		Object 100	Object 200	Object 300	Object 400	Object 500	Object 600	TOTAL
EXPENDITURES:								
Debt Services								
5100	Debt service	$ -	$ -	$ -	$ -	$ -	$ 90,743,269	$ 90,743,269
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -	$ -	$ 90,743,269	$ 90,743,269

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF CAPITAL PROJECTS FUND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2021

		Object 100	Object 200	Object 300
EXPENDITURES:				
Support services				
2660	Technology	$ 22,483	$ 7,565	$ -
Facilities acquisition & construction				
4150	Building acquisition, construction, & improvement services	710,085	405,261	9,475,166
4180	Other capital purchases	-	-	164,143
	Total facilities acquisition & construction	710,085	405,261	9,639,309
TOTAL EXPENDITURES		**$ 732,568**	**$ 412,826**	**$ 9,639,309**

Object 400	Object 500	Object 600	Total
$ -	$ -	$ -	$ 30,048
6,911,544	78,222,063	756,089	96,480,208
221,730	1,235,135	-	1,621,008
7,133,274	79,457,198	756,089	98,101,216
$ 7,133,274	**$ 79,457,198**	**$ 756,089**	**$ 98,131,264**

OREGON DEPARTMENT OF EDUCATION
255 Capitol Street NE
Salem, Oregon 97310

Office of Finance and Administration
Budget and Analysis

SUPPLEMENTAL INFORMATION, 2020-21

A. Energy Bill for Heating - **All Funds**:

Please enter your expenditures for electricity, heating fuel, and water & sewage for these Functions & Objects.

	Objects 325 & 326 & 327
Function 2540	$ 4,626,164
Function 2550	$ 43,116

B. Replacement of Equipment - **General Funds**:

Include all General Fund expenditures in objects 542, except for the following exclusions:

Exclude these functions: $ -

1113	Elementary Extracurricular
1122	Middle/Junior High School Extracurricular
1132	High School Extracurricular
1140	Pre-Kindergarten
1300	Continuing Education
1400	Summer School
2550	Pupil Transportation
3100	Food Service
3300	Community Services
4150	Construction

HILLSBORO SCHOOL DISTRICT 1J

STATISTICAL SECTION TABLE OF CONTENTS

This part of Hillsboro School District's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District's overall finances.

Contents	**Page**
Financial Trends	**98**
These schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.	
Revenue Capacity	**106**
These schedules contain information to help the reader assess the District's most significant local revenue source, the property tax.	
Debt Capacity	
These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to issue additional debt in the future.	**114**
Demographic and Economic Information	**120**
These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place.	
Operating Information	**122**
These schedules contain service and infrastructure data to help the reader understand how the information in the District's financial report relates to the services the District provides and the activities it performs.	

Sources:

Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Report for the relevant year.

HILLSBORO SCHOOL DISTRICT 1J
NET POSITION BY CATEGORY
Last Ten Fiscal Years
2012 Through 2021
(accrual basis of accounting)

	2021	2020	2019	2018
Governmental activities:				
Net investment in capital assets	$ 114,792,114	$ 120,863,366	$ 119,425,365	$ 132,523,519
Restricted for:				
Special programs	14,461,044	9,467,040	7,098,095	7,932,428
Debt service	2,488,915	-	2,027,936	-
Capital projects	-	-	-	-
Unrestricted	(271,439,019)	(253,043,365)	(225,603,901)	(200,783,225)
Total primary government net position	$ (139,696,946)	$ (122,712,959)	$ (97,052,505)	$ (60,327,278)

2017	2016	2015	2014	2013	2012
$ 114,594,309	$ 93,370,283	$ 78,831,288	$ 64,738,162	$ 52,287,910	$ 31,538,602
7,582,360	8,634,227	5,369,178	5,088,140	5,507,603	6,837,003
3,148,710	6,070,721	7,410,609	4,854,595	3,581,143	3,358,031
-	-	-	-	8,413,441	13,463,581
(173,946,689)	(148,835,008)	(94,426,208)	(12,088,874)	(22,377,708)	(7,822,244)
$ (48,621,310)	$ (40,759,777)	$ (2,815,133)	$ 62,592,023	$ 47,412,389	$ 47,374,973

HILLSBORO SCHOOL DISTRICT 1J
CHANGES IN NET POSITION
Last Ten Fiscal Years
2012 Through 2021
(accrual basis of accounting)

	2021	2020	2019	2018
Governmental Activities:				
Expenses				
Instruction	$ 180,752,316	$ 184,652,127	$ 186,964,257	$ 162,864,021
Support services	110,173,508	113,220,605	109,178,393	98,545,523
Enterprise & community services	12,210,846	10,936,422	11,452,926	10,288,193
Interest on long-term debt	22,388,694	21,740,215	20,914,030	15,800,759
Total expenses	325,525,364	330,549,369	328,509,606	287,498,496
Program Revenues:				
Charges for services:				
Instruction	822,495	3,336,764	4,172,060	4,119,900
Support services	176,528	248,858	291,027	230,761
Enterprise & community services	(20,147)	1,481,151	2,046,648	1,643,568
Operating grants & contributions:				
Instruction	12,461,839	11,600,412	12,091,201	11,469,126
Support services	15,445,829	7,748,399	7,383,616	8,329,519
Enterprise & community services	11,419,117	6,500,827	6,598,480	6,652,121
Interest on long-term debt	435,041	396,948	2,051,297	-
Capital grants & contributions:				
Support services	-	8,000,000	-	-
Enterprise & community services	-	-	-	-
Facilities	-	-	-	300,000
Total program revenues	40,740,702	39,313,359	34,634,329	32,744,995
Net (Expenses)	(284,784,662)	(291,236,010)	(293,875,277)	(254,753,501)
General Revenues				
Property taxes, levied for general purposes	82,014,256	78,662,450	75,019,638	71,823,536
Property taxes, levied for debt service	38,748,464	35,834,950	33,697,947	32,050,326
State school fund - general support	139,852,283	140,731,871	133,882,639	134,002,096
Unrestricted intermediate sources	4,248,409	3,579,750	4,022,484	3,899,102
Earnings on investments	1,735,545	5,487,890	9,229,868	1,588,315
Gain on sale of capital assets	-	-	-	-
Miscellaneous	1,201,718	1,278,645	1,297,474	392,516
Total general revenues	267,800,675	265,575,556	257,150,050	243,755,891
CHANGE IN NET POSITION	$ (16,983,987)	$ (25,660,454)	$ (36,725,227)	$ (10,997,610)

2017	2016	2015	2014	2013	2012
$ 149,844,084	$ 161,454,482	$ 90,177,101	$ 113,612,720	$ 112,947,889	$ 111,973,461
97,716,311	103,928,959	71,099,128	79,207,615	74,174,524	70,449,859
10,128,229	10,354,697	8,308,170	8,129,203	8,540,335	8,277,973
11,802,160	12,218,456	13,029,323	13,034,172	14,610,731	15,656,739
269,490,784	287,956,594	182,613,722	213,983,710	210,273,479	206,358,032
4,270,223	4,837,643	4,531,645	4,842,097	5,119,993	5,330,102
362,020	346,318	159,545	609,956	750,681	210,960
1,628,711	1,639,366	1,512,339	1,719,122	1,672,468	1,720,616
7,919,459	10,413,580	10,258,791	5,981,567	8,761,256	6,435,939
9,067,847	3,990,770	4,144,617	6,392,540	8,174,761	8,666,716
6,848,551	6,727,933	6,522,598	5,522,009	5,795,967	5,788,841
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	384,047	450,972	563,818
-	-	-	637,036	410,963	-
30,096,811	27,955,610	27,129,535	26,088,374	31,137,061	28,716,992
(239,393,973)	(260,000,984)	(155,484,187)	(187,895,336)	(179,136,418)	(177,641,040)
69,217,233	66,578,201	59,703,224	56,664,969	53,423,125	54,224,135
31,654,333	30,857,723	29,812,298	28,493,052	27,812,402	27,696,616
125,998,472	120,567,483	121,330,286	113,662,969	96,246,256	100,256,023
3,683,221	3,393,998	5,137,388	2,546,625	871,920	1,000,000
793,933	459,813	337,386	276,870	283,150	261,912
-	-	-	-	904	-
185,248	199,122	433,204	1,430,485	536,077	794,235
231,532,440	222,056,340	216,753,786	203,074,970	179,173,834	184,232,921
$ (7,861,533)	$ (37,944,644)	$ 61,269,599	$ 15,179,634	$ 37,416	$ 6,591,881

HILLSBORO SCHOOL DISTRICT 1J
FUND BALANCES OF GOVERNMENTAL FUNDS
Last Ten Fiscal Years
2012 Through 2021
(modified accrual basis of accounting)

	2021	2020	2019	2018
FUND BALANCES:				
Nonspendable, reported in:				
General fund	$ 1,085,113	$ 1,212,815	$ 1,460,812	$ 591,385
Special revenue fund	384,150	223,828	225,736	345,821
Capital projects fund	401,141	59,045	-	-
Restricted, reported in:				
Special revenue fund	14,076,894	9,243,212	6,872,359	7,586,607
Debt service fund	2,868,600	2,018,562	2,400,290	2,537,190
Capital projects fund	108,259,548	205,491,770	223,535,859	302,160,060
Assigned, reported in:				
Supplies and carryover	11,245,779	630,000	743,421	-
PERS reserve	-	-	-	1,000,000
Unassigned, reported in:				
General fund	8,863,139	10,130,419	7,886,309	12,204,414
TOTAL FUND BALANCES	$ 147,184,364	$ 229,009,651	$ 243,124,786	$ 326,425,477

2017	2016	2015	2014	2013	2012
$ 403,952	$ 280,224	$ 341,786	$ 344,243	$ 312,262	$ 688,343
213,461	218,283	227,945	534,526	189,829	227,922
-	-	-	34,205	-	-
7,368,899	8,415,944	5,141,233	4,553,614	5,507,603	6,837,003
2,122,466	1,661,262	1,433,967	3,984,610	3,581,143	3,358,031
1,346,696	2,245,328	2,865,775	5,995,241	8,413,441	13,463,581
1,332,092	1,175,000	-	-	-	-
2,000,000	2,000,000	1,500,000	1,500,000	1,500,000	3,000,000
10,975,030	13,103,229	17,262,483	14,112,648	8,788,286	8,948,777
$ 25,762,596	$ 29,099,270	$ 28,773,189	$ 31,059,087	$ 28,292,564	$ 36,523,657

HILLSBORO SCHOOL DISTRICT 1J
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
Last Ten Fiscal Years
2012 Through 2021

(modified accrual basis of accounting)

	2021	2020	2019	2018
Revenues				
Property taxes	$ 120,815,438	$ 114,141,482	$ 110,354,767	$ 105,110,078
Charges for services	978,876	5,078,518	6,506,044	5,934,229
Earnings on investments	1,735,545	5,487,890	9,229,868	1,588,315
Contributions and donations	578,440	1,264,365	921,097	12,287,154
Services provided to other funds	12,307,736	11,877,350	11,383,708	774,808
Other	4,694,823	4,504,733	3,743,311	2,039,298
Intermediate sources	5,594,121	5,064,973	5,554,127	5,282,937
State school support	155,258,573	154,763,876	140,210,422	138,590,827
Federal	19,761,420	14,688,361	17,307,183	17,429,206
Total revenues	321,724,972	316,871,548	305,210,527	289,036,852
EXPENDITURES:				
Current operating				
Instruction	148,611,026	147,591,454	151,845,563	144,762,335
Support services	92,774,197	92,283,659	89,883,107	89,053,814
Enterprise & community services	10,506,654	9,168,415	9,712,559	9,556,661
Facilities acquisition & construction	18,644,018	26,703,165	26,349,203	5,250,508
Capital outlay	82,158,437	172,946,831	63,330,436	16,114,412
Debt service				
Principal	25,479,036	29,258,514	19,833,089	34,678,369
Other	317,369	-	-	(28)
Interest	26,763,592	21,552,229	28,700,352	10,379,197
Total expenditures	405,254,329	499,504,267	389,654,309	309,795,268
Excess (deficiency) of revenues over expenditures	(83,529,357)	(182,632,719)	(84,443,782)	(20,758,416)
Other financing sources (uses)				
Bond proceeds	-	27,701,843	-	51,600,506
Issuance of debt	40,360,000	139,605,000	-	268,395,000
Bond payments	(40,023,984)	-	-	-
Sale or compensation for loss of capital assets	130,969	10,353	58,281	128,717
Capital leases	1,237,085	1,200,388	1,084,810	1,297,074
Operating transfers in	-	-	-	-
Operating transfers out	-	-	-	-
Total other financing sources (uses)	1,704,070	168,517,584	1,143,091	321,421,297
NET CHANGE IN FUND BALANCES	$ (81,825,287)	$ (14,115,135)	$ (83,300,691)	$ 300,662,881
Expenditures for capital assets	$ 89,068,573	$ 176,967,913	$ 60,984,598	$ 16,114,412
Debt service as a percentage of noncapital expenditures	16.6%	15.8%	14.8%	15.3%

2017	2016	2015	2014	2013	2012
$ 100,563,776	$ 96,961,752	$ 89,919,268	$ 84,573,962	$ 81,824,121	$ 80,948,030
5,840,940	6,435,189	6,271,278	6,710,072	8,926,225	9,257,214
792,628	459,813	337,386	276,870	283,150	261,912
-	-	-	-	-	-
-	-	-	-	-	-
15,523,161	11,848,859	10,224,931	10,502,639	7,461,433	6,524,021
5,143,721	4,472,616	6,074,738	2,975,038	1,334,511	888,300
128,504,148	122,728,879	123,226,336	116,117,246	98,162,287	101,918,660
16,066,023	15,803,705	16,174,120	14,307,594	19,461,252	18,400,804
272,434,397	258,710,813	252,228,057	235,463,421	217,452,979	218,198,941
132,360,582	125,511,177	116,762,389	110,905,035	107,502,434	107,619,019
88,182,891	84,067,564	86,021,094	77,319,892	70,598,413	67,710,192
9,439,332	8,963,982	9,352,157	7,935,463	8,128,587	7,956,058
269,989	228,203	-	2,639,938	495,737	1,860,015
3,035,920	4,086,509	3,065,081	1,511,342	4,020,609	6,206,632
31,946,756	28,702,136	28,212,756	22,300,000	20,225,000	18,365,000
2,206	419	-	68,411	85,220	1,050
11,802,160	12,251,716	12,571,394	13,088,605	14,725,769	15,731,211
277,039,836	263,811,706	255,984,871	235,768,686	225,781,769	225,449,177
(4,605,439)	(5,100,893)	(3,756,814)	(305,265)	(8,328,790)	(7,250,236)
-	-	-	-	96,794	-
-	3,406,866	58,496,864	1,500,000	-	-
-	-	(58,461,404)	-	-	-
14,205	52,685	5,405	17,730	904	1,718
1,254,560	1,967,423	1,430,050	1,554,058	-	-
-	500,000	-	1,200,000	3,597,417	-
-	(500,000)	-	(1,200,000)	(3,597,417)	-
1,268,765	5,426,974	1,470,915	3,071,788	97,698	1,718
$ (3,336,674)	$ 326,081	$ (2,285,899)	$ 2,766,523	$ (8,231,092)	$ (7,248,518)
$ 3,043,901	$ 4,086,508	$ 6,606,532	$ 5,833,691	$ 4,084,550	$ 8,043,533
16.0%	15.8%	16.4%	15.4%	15.8%	15.7%

HILLSBORO SCHOOL DISTRICT 1J
ASSESSED VALUE OF TAXABLE PROPERTY WITHIN SCHOOL DISTRICT BOUNDARIES
Last Ten Fiscal Years
2012 Through 2021

	Measure 5 Real Market Value			
Fiscal Year Ending June 30	Real Property	Manufactured Property	Personal Property	Public Utility
2021	$ 24,897,457,210	$ 71,467,160	$ 1,016,962,793	$ 825,165,827
2020	23,571,311,414	67,956,450	881,946,816	703,713,952
2019	22,462,321,901	57,291,960	818,419,521	660,469,231
2018	20,288,380,311	46,986,620	1,191,209,440	689,947,131
2017	18,412,341,722	43,872,310	901,787,645	618,365,578
2016	16,631,044,681	35,460,830	821,813,499	595,704,571
2015	14,727,467,792	29,912,970	739,888,186	547,677,942
2014	13,200,019,110	26,670,080	668,866,677	515,618,803
2013	12,434,602,191	27,705,330	602,339,180	474,405,054
2012	13,092,109,066	29,539,350	573,707,622	468,112,631

Note: Measure 5 Real Market Value includes Total Real Market Value and offsets for specially assessed property such as farm/forest land and Strategic Investment Programs
Note: Represents Washington County, Yamhill & Multnomah Counties
Source: Oregon Department of Revenue - Oregon Property Tax Statistics

District Assessed Value					
Total Market Value	Total Taxable Assessed Value	Total Direct Tax Rate	Amount Tax Rate Will Raise	Less: Reduction and Adjustments	Total Taxes Imposed (Not Levy)
$ 26,811,052,990	$ 17,506,912,143	$ 6.34	$ 108,075,641	$ (969,052)	$ 107,106,589
25,224,928,632	16,682,866,306	6.27	102,187,175	(1,067,314)	101,119,861
23,998,502,613	15,915,917,572	6.22	96,530,663	(1,260,026)	95,270,637
22,216,523,502	15,503,796,073	5.84	88,314,271	(1,460,254)	86,854,017
19,976,367,255	14,586,782,181	5.86	85,458,330	(1,474,312)	83,984,018
18,084,023,581	14,019,008,427	5.87	82,318,095	(1,557,153)	80,760,942
16,044,946,890	12,527,948,271	5.94	74,376,721	(1,254,961)	73,121,760
14,411,174,670	11,946,872,340	6.28	74,985,230	(1,487,002)	73,498,228
13,539,051,755	11,438,477,752	6.30	72,086,863	(1,614,038)	70,472,825
14,163,468,669	11,356,808,253	6.29	71,457,529	(1,341,667)	70,115,862

HILLSBORO SCHOOL DISTRICT 1J
DIRECT AND OVERLAPPING PROPERTY TAX RATES
Last Ten Fiscal Years
2012 Through 2021

(rate per $1,000 of assessed value)

DIRECT:	2021	2020	2019	2018	2017
Hillsboro School District	$ 6.3395	$ 6.2679	$ 6.2166	$ 5.8396	$ 5.8605
Hillsboro School District - after 10/6/01	0.9109	0.9119	0.9222	1.3116	1.3357
OVERLAPPING GOVERNMENTS:					
Washington County	2.2484	2.2484	2.2484	2.2484	2.2484
Washington County - after 10/6/01	0.0674	0.0691	0.0699	0.0700	0.0709
Washington County - after 1/1/13	0.6400	0.6400	0.6400	0.6400	0.6400
Enhanced Sheriff Patrol	1.3165	1.3165	1.3165	1.3165	1.3165
Urban Road Maintenance	0.2456	0.2456	0.2456	0.2456	0.2456
Port of Portland	0.0701	0.0701	0.0701	0.0701	0.0701
City of Beaverton	8.8440	8.8440	8.9492	4.3454	8.8013
City of Beaverton after 01/01/13	0.1816	0.1927	0.0945	0.0304	-
City of Hillsboro	3.6665	3.6665	3.6665	3.6665	6.5997
City of Hillsboro - after 10/6/01	1.7200	1.7200	1.7200	1.7200	3.0960
City of North Plains	2.1712	2.1712	2.1712	2.1712	2.1712
City of Cornelius	4.4706	4.4706	4.4706	4.4706	4.4706
Cornelius RFPD	0.8681	0.8681	0.7620	1.1642	1.2052
Washington County RFFD #2	-	-	-	-	1.1219
Washington County RFFD #2 - after 10/6/01	-	-	-	-	0.5700
Tualatin Valley Fire and Rescue	1.5252	1.5252	1.5252	1.5252	1.5252
Tualatin Valley Fire and Rescue - after 10/6/01	0.1415	0.0973	0.1087	0.1023	0.1226
Tualatin Valley Fire and Rescue - after 1/1/13	0.4500	0.4500	0.4500	0.4500	0.4500
Gaston RFPD	1.7621	1.7621	1.7621	1.7621	1.7621
Banks RFPD	2.5069	2.1462	2.1689	2.0043	2.0562
Forest Grove RFPD	1.2766	1.2766	1.2766	1.2766	1.2766
Metro Service District	0.0966	0.0966	0.0966	0.0966	0.1118
Metro Service District - after 10/6/01	0.3974	0.4702	0.2801	0.2162	0.1892
Metro Service District - after 1/1/13	0.0960	0.0960	0.0960	0.0960	0.0960
Tri-Met	-	-	-	-	-
Tualatin Hills Park & Recreation	1.3073	1.3073	1.3073	1.3073	1.3073
Tualatin Hills Park & Recreation - after 10/6/01	0.2863	0.3068	0.3168	0.3038	0.3119
Northwest Regional ESD	0.1538	0.1538	0.1538	0.1538	0.1538
Portland Community College	0.2828	0.2828	0.2828	0.2828	0.2828
Portland Community College - after 10/6/01	0.3970	0.4022	0.4046	0.3222	0.3957
Rainbow Lanes Road	0.4888	0.4888	0.4888	0.4888	0.4888
Urban Renewal - Hillsboro	-	-	-	-	-
Urban Renewal - Beaverton	-	-	-	-	-

Source: The Washington County Department of Assessment and Taxation.

2016	2015	2014	2013	2012
$ 5.8738	$ 5.9389	$ 6.2778	$ 6.3034	$ 6.2933
1.3509	1.4811	1.1228	1.1943	1.1730
2.2484	2.2484	2.3775	2.3801	2.3844
0.5900	0.5900	0.5900	0.5900	0.5900
-	-	-	-	-
1.3165	1.3165	1.3165	1.2285	1.2477
0.2456	0.2456	0.2456	0.2456	0.2456
0.0701	0.0701	0.0701	0.0701	0.0701
4.3279	-	-	-	-
-	-	-	-	-
5.8664	8.0663	7.3330	5.1331	5.3865
2.7520	3.7840	3.4400	2.4080	-
2.1712	2.1712	2.1712	2.1712	2.1712
4.4706	3.9836	3.9836	3.9836	3.9836
1.2237	1.2558	1.2780	1.2971	1.3097
1.1219	1.1219	1.1219	1.1219	1.1219
0.5700	0.5700	0.5700	0.5700	0.5700
1.5252	1.5252	1.5252	1.5252	1.5252
0.5826	0.3659	0.3809	0.3893	0.4050
-	-	-	-	-
1.7621	1.7621	1.7621	1.7621	1.7621
2.0854	2.1499	2.0051	2.0332	2.0505
1.2766	1.2766	1.3744	1.4012	1.2766
0.1117	0.1852	0.1900	0.2621	0.2277
0.2766	0.2733	0.2771	0.1422	0.0877
-	-	-	-	-
-	-	-	-	0.0583
1.3973	1.4146	1.4216	1.4224	1.7388
0.3173	0.3021	0.3066	0.3074	-
0.1538	0.1538	0.1538	0.1538	0.1538
0.2828	0.4185	0.4582	0.4853	0.4460
0.3027	0.3037	0.2760	0.1798	0.1521
0.4888	0.4888	0.4888	0.4888	0.4888
0.0867	-	-	-	-
0.0982	-	-	-	-

HILLSBORO SCHOOL DISTRICT 1J
PRINCIPAL PROPERTY TAXPAYERS FOR WASHINGTON COUNTY
Current Year (2021) and Nine Years Prior (2012)

		2021			
Taxpayer	Name	Measure 50 Assessed Value (AV)	Taxes Levied	Percentage of HSD AV	Percentage of Washington County AV
1	Intel	$ 1,941,050,338	$ 32,617,489	11.09%	2.72%
2	Nike, Inc.	1,435,297,509	25,048,947	8.20%	2.01%
3	Portland General Electric Co.	819,111,924	13,308,138	4.68%	1.15%
4	Pacific Realty Associates	417,932,187	7,282,172	2.39%	0.59%
5	Northwest Natural Gas Co.	408,827,140	6,557,810	2.34%	0.57%
6	Verizon Communications Inc	299,376,000	5,064,128	1.71%	0.42%
7	Gentech Inc	273,303,730	4,640,669	1.56%	0.38%
8	Comcast Corporation	263,248,000	4,563,314	1.50%	0.37%
9	LAM Research Corporation	198,542,849	3,173,677	1.13%	0.28%
10	BV Centercal LLC	155,910,754	2,720,553	0.89%	0.22%
-	Frontier Communications	-	-	-	-
-	Maxim Integrated Products, Inc.	-	-	-	-
-	Tektronix, Inc.	-	-	-	-
	All other Washington County	65,060,763,723	1,153,016,695		
Total Washington County		$ 71,273,364,154	$ 1,257,993,592		
Hillsboro School District		$ 17,506,912,143			

Note: Represents Washington County only. Multnomah and Yamhill County portions of the District comprise less than 0.02% of the District's assessed value.

	2012			
Rank	Measure 50 Assessed Value (AV)	Taxes Levied	Percentage of HSD AV	Percentage of Washington County AV
1	$ 1,316,340,035	$ 22,190,506	11.58%	2.73%
2	437,733,767	7,120,512	3.85%	0.91%
3	405,597,504	6,427,562	3.57%	0.84%
5	299,183,240	4,889,897	2.63%	0.62%
6	279,691,970	4,397,293	2.46%	0.58%
-	-	-	-	-
7	239,232,340	3,900,107	2.10%	0.50%
8	223,356,000	3,761,998	1.96%	0.46%
-	-	-	-	-
-	-	-	-	-
4	350,700,000	5,817,155	3.08%	0.73%
9	133,369,640	2,162,910	1.17%	0.28%
10	132,546,208	2,129,082	1.17%	0.27%
	44,642,387,459	741,907,438		
	$ 48,236,782,163	$ 800,942,462		
	$ 11,371,005,915			

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HILLSBORO SCHOOL DISTRICT 1J
PROPERTY TAX LEVIES AND COLLECTIONS
Last Ten Fiscal Years
2012 Through 2021

Fiscal Year Ending June 30	Net Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of Levy		Collection in Subsequent Years	Tax Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2021	$ 124,164,238	$ 119,259,552	96.05%	$ -	$ 119,259,552	96.05%
2020	117,575,368	112,800,608	95.94%	824,179	113,624,787	96.64%
2019	111,269,635	106,810,743	95.99%	981,437	107,792,180	96.87%
2018	108,740,079	104,171,341	95.80%	1,318,418	105,489,759	97.01%
2017	103,666,996	99,478,687	95.96%	1,279,668	100,758,355	97.19%
2016	100,046,726	95,613,087	95.57%	1,376,116	96,989,203	96.94%
2015	92,272,618	88,208,658	95.60%	1,589,514	89,798,172	97.32%
2014	87,085,501	82,849,198	95.14%	2,046,971	84,896,169	97.49%
2013	84,325,790	80,516,253	95.48%	2,083,919	82,600,172	97.95%
2012	83,738,165	79,664,870	95.14%	3,478,423	83,143,293	99.29%

Taxes extended, less discounts allowed

HILLSBORO SCHOOL DISTRICT 1J
OUTSTANDING DEBT BY TYPE
Last Ten Fiscal Years
(dollars in thousands, except per capita)

Fiscal Year	General Obligation Bonds	Less Amount Available for Repayment	Net General Bonded Debt: General Bonded Debt	Net General Bonded Debt: Per ADMw	Net General Bonded Debt: Per Capita	Pension Obligation Bonds	Certificates of Participation
2021	$ 519,070,390	$ (2,488,915.17)	$ 516,581,475	$ 27,019	$ 3,664	$ 96,655,000	$ -
2020	535,725,507	-	535,725,507	26,769	3,839	104,510,000	-
2019	391,470,386	(2,027,936)	389,442,450	19,267	2,793	111,495,000	510,000
2018	405,480,411	-	405,480,411	20,069	2,789	117,570,000	1,000,000
2017	114,662,851	(3,418,710)	111,244,141	5,453	758	122,985,000	1,455,141
2016	140,365,702	(6,070,721)	134,294,981	6,530	950	127,705,000	1,895,283
2015	161,985,745	(7,847,015)	154,138,730	7,739	1,341	131,410,000	2,320,425
2014	188,175,000	(4,854,595)	183,320,405	9,207	1,399	94,900,000	5,882,366
2013	201,521,712	(3,581,143)	197,940,569	9,992	1,686	97,200,000	5,628,130
2012	217,576,712	(3,358,031)	214,218,681	10,792	1,589	99,065,000	5,105,060

Note: Details regarding the District's outstanding debt can be found in the notes to the financial statements.

			Total Debt				
Capital Leases	Notes Payable	Qualified Energy Conservation Bond	Total District	Per ADMw	Per Capita	Total Net Assessed Valuation	Average Daily Membership
$ 2,305,825	$ -	$ 1,735,125	$ 619,766,340	$ 32,416	$ 4,396	$ 17,506,912,143	19,119
2,348,222	-	2,164,679	644,748,408	32,216	4,621	16,682,866,306	20,013
2,523,294	-	2,586,363	508,585,043	25,161	3,647	15,915,917,572	20,213
2,862,571	-	3,000,365	529,913,347	26,228	3,644	15,503,796,073	20,204
3,059,088	335,102	3,406,866	245,904,048	12,054	1,675	14,586,782,181	20,400
3,026,567	721,014	3,406,866	277,120,432	13,475	1,936	14,019,008,427	20,566
2,039,383	1,089,976	-	298,845,529	15,005	1,481	12,527,948,271	19,917
-	-	-	288,957,366	14,512	1,764	11,946,872,340	19,911
-	-	-	304,349,842	15,364	1,652	11,438,477,752	19,809
-	-	-	321,746,772	16,209	1,860	11,356,808,253	19,850

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HILLSBORO SCHOOL DISTRICT 1J
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
JUNE 30, 2021

Overlapping Issuer	Net Property Tax Backed Debt	Percent Overlapping	Net Overlapping Debt
Chemeketa Community College	$ 48,120,992	0.0032%	$ 1,540
Multnomah County	690,660,604	0.0006%	4,144
Metro	920,585,000	6.4734%	59,593,149
Portland Community College	545,535,000	9.4210%	51,394,852
Washington County SD 13 (Banks)	8,796,137	0.0337%	2,964
Washington County	196,818,344	23.2971%	45,852,966
Washington County SD 1J (Hillsboro 7 Bd)	263,751	99.9211%	263,543
Tualatin Hills Park & Recreation District	61,463,970	1.7389%	1,068,797
Banks Fire District 13	3,665,000	2.2176%	81,275
Tualatin Valley Fire & Rescue District	17,325,000	6.3780%	1,104,988
City of Hillsboro	69,220,000	88.0165%	60,925,021
Chehalem Park & Recreation District	23,455,000	0.0142%	3,331
City of Cornelius	2,410,812	31.4344%	757,824
City of Beaverton	33,173,396	0.0038%	1,261
Washington County SD 48J (Beaverton)	957,104,907	0.0050%	47,855
Yamhill County	7,039,273	0.0186%	1,309
Subtotal, overlapping debt			221,104,819
Direct District net property tax backed debt			619,766,340
Total direct and overlapping debt			$ 840,871,159

(1) The percentage of overlapping debt is estimated by dividing the value of the property in the overlapping area by the total value of the property of the District.

Source: https://www.oregon.gov/treasury/oregon-bonds/municipal-debt-advisory/Pages/Overlapping-Debt-Request.aspx

HILLSBORO SCHOOL DISTRICT 1J
LEGAL DEBT MARGIN INFORMATION
Last Ten Fiscal Years
2012 Through 2021

	2021	2020	2019	2018
Debt Limit	$ 3,480,787,777	$ 2,901,472,235	$ 2,769,931,244	$ 2,990,941,202
Total net debt applicable to the limit	450,705,000	463,395,000	343,800,000	355,230,000
Legal debt margin	$ 3,030,082,777	$ 2,438,077,235	$ 2,426,131,244	$ 2,635,711,202
Total net debt applicable to the limit as a percentage of debt limit	12.95%	15.97%	12.41%	11.88%

ORS 328.245 establishes a parameter of bonded indebtedness for school districts. Aggregates governed by real market values of all taxable properties within the District are based on the following:

For each grade from Kindergarten to Eighth for which the District operates schools, fifty-five one-hundredths of one percent (0.0055) of the real market value.

For each grade from Ninth to Twelfth for which the District operates schools, seventy-five one-hundredths of one percent (0.0075) of the real market value.

Allowable Percentage of Real Market Value:	
Kindergarten through Eighth Grade, 9 x 0.0055 =	4.95%
Ninth through Twelfth Grade, 4 x 0.0075 =	3.00%
Allowable Percentage	7.95%

2017	2016	2015	2014	2013	2012
$ 2,715,928,535	$ 2,421,720,350	$ 2,242,004,958	$ 1,951,376,163	$ 1,415,000,484	$ 1,497,006,122
114,395,000	139,830,000	163,325,000	276,826,712	298,721,712	316,641,712
$ 2,601,533,535	$ 2,281,890,350	$ 2,078,679,958	$ 1,674,549,451	$ 1,116,278,772	$ 1,180,364,410
4.21%	5.77%	7.28%	14.19%	21.11%	21.15%

HILLSBORO SCHOOL DISTRICT 1J
DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Fiscal Years
2012 Through 2021

Year	Population	Personal Income (thousands of dollars) (estimated)		Personal Income	Unemployment Rate
2021	140,986	$5,707,395	(1)	$40,482	5.00%
2020	139,536	5,648,696		40,482	11.80%
2019	139,448	5,322,033		38,165	3.80%
2018	145,402	5,340,470		36,729	3.90%
2017	144,785	5,027,080		34,721	4.10%
2016	141,412	4,582,739		32,407	5.20%
2015	135,294	4,220,226		31,193	4.70%
2014	128,709	3,457,896		26,866	6.00%
2013	132,506	3,479,343		26,258	7.60%
2012	127,825	3,448,207		26,976	8.50%

Notes:

(1) - The Census Bureau will not release its standard 2020 ACS 1-year estimates because of the impacts of the COVID-19 pandemic on data collection. Experimental estimates, developed from 2020 ACS 1-year data, will be available on the ACS Experinetal Data webpage no later than November 30th. Therefore, HSD will use the prior year income numbers for the current year.

HILLSBORO SCHOOL DISTRICT 1J
PRINCIPAL EMPLOYERS FOR THE PORTLAND, OREGON, METROPOLITAN AREA
Current Year (2021) and Nine Years Ago (2012)

	2021			2012		
Employer	**Employees**	**Rank**	**Percentage of Total Employment**	**Employees**	**Rank**	**Percentage of Total Employment**
Ten Largest Employers:						
Intel Corp.	21,394	1	1.75%	15,636	1	1.93%
Providence Health System	19,326	2	1.58%	14,089	2	1.74%
Oregon Health & Science University	17,441	3	1.43%	12,000	3	1.48%
Legacy Health System	12,896	4	1.06%	9,204	5	1.14%
Nike, Inc.	12,000	5	0.98%	7,000	7	0.86%
Kaiser Permanente	11,910	6	0.98%	9,039	6	1.12%
Fred Meyer Stores	8,163	7	0.67%	9,858	4	1.22%
City of Portland	7,409	8	0.61%	-	-	-
Portland Public School	7,005	9	0.57%	-	-	-
Beaverton School District	5,646	10	0.46%	-	-	-
Wells Fargo	-	-	-	4,748	8	0.59%
US Bank	-	-	-	3,899	9	0.48%
Xerox	-	-	-	3,300	10	0.41%
Subtotal of ten largest employers	123,190		10.09%	88,773		10.96%
All Other Employers	1,097,477		89.91%	720,940		89.04%
Total Portland-Vancouver-Hillsboro MSA Employment	1,220,667		100.00%	809,713		100.00%

Source:
Oregon Employment Department: https://www.qualityinfo.org/multnomah-and-washington
June 2021 Portland-Vancouver-Hillsboro MSA

HILLSBORO SCHOOL DISTRICT 1J
CERTIFIED, CLASSIFIED, AND ADMINISTRATIVE EMPLOYEES
Last Ten Fiscal Years
2012 Through 2021

Fiscal Year	Certified	Classified	Administrative	Supervisory/ Technical	Total
2021	1,091	986	72	36	2,185
2020	1,137	1,102	77	34	2,350
2019	1,156	1,167	77	34	2,434
2018	1,206	843	78	33	2,160
2017	1,106	859	75	30	2,070
2016	1,104	781	74	30	1,989
2015	1,050	777	77	27	1,931
2014	981	747	72	32	1,832
2013	981	766	68	33	1,848
2012	1,041	731	67	29	1,868

(1) Full-time equivalent (FTE) positions

Source:
Hillsboro School District 1J payroll records

HILLSBORO SCHOOL DISTRICT 1J
STUDENT ENROLLMENT STATISTICS
Last Ten Fiscal Years
2012 Through 2021

Fiscal Year	Average Daily Membership		Percent Free and Reduced	Net Operating Expenditures per ADM	Student to Teacher Ratio
2021	19,119	(1)	38%	$ 11,454	18
2020	20,013		46%	11,166	18
2019	20,213		44%	10,894	17
2018	20,204		49%	10,597	20
2017	20,400		50%	10,589	18
2016	20,566		50%	10,245	20
2015	19,917		46%	9,899	20
2014	19,911		49%	8,531	20
2013	19,809		47%	8,140	19
2012	19,850		49%	8,043	19

(1) - During the 2019-20 school year, HSD's percentage of free-and-reduced-price-eligible students totaled 46 percent. Due to the pandemic, current data is not reliable and indicates a percentage of only 38% for 2020-21. Federal actions have allowed all students to receive meals at no cost during the 2020-21 school year.

HILLSBORO SCHOOL DISTRICT 1J
STUDENT ENROLLMENT AND CAPITAL ASSET STATISTICS
Last Ten Fiscal Years
2012 Through 2021

School/(Year Opened)	Square Footage	Fiscal Year Enrollment			
		2021	2020	2019	2018
Brookwood Elementary (1953)	43,041	333	351	335	348
Imlay Elementary (2002)	69,435	456	557	510	520
Butternut Creek Elementary (1977)	34,840	325	370	395	404
Patterson Elementary (2000)	69,435	379	456	456	455
Orenco Elementary (2000)	69,435	475	592	644	631
Indian Hills Elementary (1979)	40,219	388	459	475	478
Reedville Elementary (1922)	16,247	222	232	248	260
Eastwood Elementary (1978)	49,163	405	441	437	452
Farmington View Elementary (1950)	22,867	258	311	310	309
Free Orchards Elementary (2008)	73,500	322	368	361	389
Jackson Elementary (1990)	50,767	424	551	549	566
L.C. Tobias Elementary (1992)	50,000	415	486	449	450
Groner K - 8 (1949)	32,402	169	212	208	234
Lenox Elementary (1949)	51,074	407	482	499	471
McKinney Elementary (1970)	49,163	433	465	467	490
Minter Bridge Elementary (1980)	49,163	363	443	473	473
Moobery Elementary (1963)	49,496	389	420	427	427
North Plains Elementary (1954)	46,913	310	396	383	353
Rosedale Elementary (2009)	73,700	329	418	420	439
Quatama Elementary (2008)	73,100	425	516	509	482
Ladd Acres Elementary (1968)	60,825	397	484	539	533
Lincoln Street Elementary (2008)	73,400	399	461	482	490
W.L. Henry Elementary (1968)	52,813	361	357	362	359
West Union Elementary (1948)	42,757	316	365	370	390
Witch Hazel Elementary (2003)	69,435	480	522	519	510
Brown Middle School (1963)	95,414	696	723	726	731
Evergreen Middle School (1981)	120,000	732	785	796	801
Hillsboro Online Academy (2012)	8,500	1,020	183	195	197
South Meadows Middle School (2009)	153,000	727	736	694	700
Poynter Middle School (1959)	83,200	662	703	745	745
Miller Ed Junior High (1959)	9,560	-	-	-	-
Century High School (1997)	265,000	1,504	1,549	1,533	1,506
Glencoe High School (1980)	240,000	1,386	1,445	1,476	1,490
Liberty High School (2003)	288,897	1,450	1,462	1,495	1,477
Hillsboro High School (1969)	253,652	1,259	1,233	1,249	1,268
Miller Ed High School (1958)	20,552	64	86	91	82
		18,680	19,620	19,827	19,910

Source:

From 3/1/21 K-12 Enrollment - HR Dept

2017	2016	2015	2014	2013	2012
358	391	388	360	382	411
530	543	523	524	561	560
402	403	381	389	400	414
446	464	475	477	486	513
654	636	606	629	581	531
470	497	495	444	437	446
235	247	227	229	228	248
476	506	518	510	497	486
307	295	292	222	215	225
392	402	439	481	484	488
560	530	553	548	531	508
434	440	484	517	488	491
219	153	141	140	154	156
472	479	459	435	432	444
465	462	460	468	501	516
474	508	500	512	482	500
455	463	459	479	485	475
330	299	301	298	305	288
432	403	407	394	370	364
490	472	466	547	531	533
522	529	507	506	515	520
518	546	558	574	594	579
343	360	413	426	455	490
392	366	356	283	306	310
538	571	574	608	569	530
712	709	708	738	796	828
823	808	830	829	804	794
159	163	193	170	90	-
721	720	730	747	740	800
739	733	769	746	722	690
-	-	6	17	22	14
1,571	1,563	1,611	1,669	1,631	1,674
1,543	1,619	1,612	1,615	1,603	1,594
1,499	1,506	1,491	1,429	1,399	1,362
1,291	1,357	1,340	1,352	1,361	1,418
65	64	58	57	76	77
20,037	20,207	20,330	20,369	20,233	20,277

HILLSBORO SCHOOL DISTRICT 1J
TEACHER DATA
2020-21 SCHOOL YEAR

Education	Step	FTE	Salary
BA	A	16.03	$ 46,262
BA	B	3.00	48,204
BA	C	10.00	50,229
BA	D	6.04	52,339
BA	E	7.00	54,537
BA	F	15.57	56,827
BA	G	4.00	59,214
BA	H	5.00	61,701
BA	I	3.00	64,293
BA	J	26.30	66,992
BA+24	A	1.80	47,651
BA+24	B	0.00	49,652
BA+24	C	1.00	51,737
BA+24	D	2.00	53,910
BA+24	E	0.00	56,175
BA+24	F	5.00	58,534
BA+24	G	0.00	60,993
BA+24	H	1.00	63,554
BA+24	I	0.00	66,223
BA+24	J	9.00	69,005
BA+45	A	0.00	49,079
BA+45	B	0.00	51,141
BA+45	C	1.00	53,288
BA+45	D	0.00	55,527
BA+45	E	1.00	57,859
BA+45	F	3.00	60,289
BA+45	G	0.00	62,821
BA+45	H	1.00	65,459
BA+45	I	2.00	68,209
BA+45	J	1.00	71,074
BA+45	K	0.00	74,059
BA+45	L	1.00	77,169
BA+45	M	14.20	80,410
MA/BA+60	A	21.45	50,554
MA/BA+60	B	19.38	52,678
MA/BA+60	C	18.70	54,890
MA/BA+60	D	38.49	57,195
MA/BA+60	E	32.20	59,597

Education	Step	FTE	Salary
MA/BA+60	F	64.70	$ 62,100
MA/BA+60	G	22.28	54,709
MA/BA+60	H	19.30	67,426
MA/BA+60	I	11.60	70,259
MA/BA+60	J	19.75	73,209
MA/BA+60	K	17.04	76,285
MA/BA+60	L	23.75	79,488
MA/BA+60	M	14.90	82,827
MA/BA+60	N	163.63	86,305
MA+24/BA+90	A	0.00	52,070
MA+24/BA+90	B	1.00	54,257
MA+24/BA+90	C	1.00	56,536
MA+24/BA+90	D	2.00	58,910
MA+24/BA+90	E	5.40	61,384
MA+24/BA+90	F	17.50	63,962
MA+24/BA+90	G	7.00	66,649
MA+24/BA+90	H	2.00	69,448
MA+24/BA+90	I	6.50	72,365
MA+24/BA+90	J	6.00	75,404
MA+24/BA+90	K	12.00	78,571
MA+24/BA+90	L	10.60	81,871
MA+24/BA+90	M	13.00	85,310
MA+24/BA+90	N	84.50	88,893
MA+45/BA+120	A	0.00	53,631
MA+45/BA+120	B	0.00	55,883
MA+45/BA+120	C	0.00	58,230
MA+45/BA+120	D	0.00	60,676
MA+45/BA+120	E	4.50	63,224
MA+45/BA+120	F	18.20	65,880
MA+45/BA+120	G	10.70	68,647
MA+45/BA+120	H	14.85	71,530
MA+45/BA+120	I	16.40	74,534
MA+45/BA+120	J	19.00	77,664
MA+45/BA+120	K	19.75	80,927
MA+45/BA+120	L	14.37	84,326
MA+45/BA+120	M	18.40	87,866
MA+45/BA+120	N	160.10	91,557

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

School Board
Hillsboro School District 1J
Hillsboro, Oregon

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the Hillsboro School District 1J, Washington County, Oregon, (the District) as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated December 1, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CERTIFIED PUBLIC ACCOUNTANTS

December 1, 2021

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE

School Board
Hillsboro School District 1J
Hillsboro, Oregon

Report on Compliance for Each Major Federal Program

We have audited Hillsboro School District 1J (the District)'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2021. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, Hillsboro School District 1J complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control over Compliance

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



CERTIFIED PUBLIC ACCOUNTANTS

December 1, 2021

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2021

July 1, 2020- June 30, 2021 Federal Grantor, Program Title	Federal CFDA Number	Agency or Pass-through Number	Program Period Begin Date	 End Date	Revenue and Expenditures
DEPARTMENT OF AGRICULTURE:					
Passed through Oregon Department of Education:					
Child Nutrition Cluster					
School Breakfast Program (SBP)	10.553	3408001	7/1/2020	6/30/2021	$ 56,613
National School Lunch Program (NSLP)	10.555	3408001	7/1/2020	6/30/2021	845,006
Summer Food Service Program For Children (SFSPC)	10.559	3408001	7/1/2020	6/30/2021	6,556,248
		Total Pass-Through Programs from Child Nutrition Cluster			7,457,867
DEPARTMENT OF AGRICULTURE TOTAL					7,457,867
DEPARTMENT OF LABOR:					
Passed through Work Systems, Inc:					
WIOA Cluster					
WIOA Youth Activities	17.259	19-50120	7/1/2020	1/31/2021	1,241
WIOA Youth Activities	17.259	19-50115	7/1/2020	6/30/2021	285,016
		Total Pass-Through Programs from WIOA Cluster			286,257
		Total Pass-Through Programs from Work Systems, Inc			286,257
DEPARTMENT OF LABOR TOTAL					286,257
DEPARTMENT OF THE TREASURY:					
Passed through Washington County, OR:					
COVID 19 - Coronavirus Relief Fund	21.019	20-2151	3/1/2020	12/30/2020	2,990,278
DEPARTMENT OF THE TREASURY TOTAL					2,990,278
INSTITUTE OF MUSEUM AND LIBRARY SERVICES:					
Passed through State Library of Oregon:					
Library Services and Technology Act (LSTA)					
Grants to States - Free Orchards Elementary	45.310	n/a	5/12/2020	8/31/2020	150
INSTITUTE OF MUSEUM AND LIBRARY SERVICES TOTAL					150
DEPARTMENT OF EDUCATION:					
Indian Education Grants to Local Education Agencies	84.060	S060A192526	7/1/2019	6/30/2021	12,653
Indian Education Grants to Local Education Agencies	84.060	S060A202526	7/1/2020	6/30/2021	23,674
				Direct Program	36,327
				Total Direct Programs	36,327
Passed through the Office of Vocational Rehabilitation Services					
Rehabilitation Services - Vocational Rehabilitation Grants to States					
Youth Transition Program	84.126	160720	7/1/2019	6/30/2021	117,920
		Total Pass-Through Programs from Office of Vocational Rehabilitation Services			117,920
Passed through Oregon Department of Education:					
Title IA/D Grants to Local Educational Agencies (LEAs)					
Title IA	84.010	53283	7/1/2019	9/30/2021	114,823
Title IA	84.010	58279	7/1/2020	9/30/2021	3,083,343
Title ID	84.010	50314	7/1/2018	9/30/2021	245
Title ID	84.010	58902	7/1/2020	9/30/2021	26,139
Title IA/D - ESSA Partnerships	84.010	54329	7/1/2019	9/30/2021	98,300
Title IA/D - ESSA Partnerships	84.010	60392	7/1/2020	9/30/2021	63,796
				Pass-Through	3,386,646

See notes to the schedule of expenditures of federal awards

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2021

July 1, 2020- June 30, 2021 Federal Grantor, Program Title	Federal CFDA Number	Agency or Pass-through Number	Program Period Begin Date	 End Date	Revenue and Expenditures
DEPARTMENT OF EDUCATION (Continued):					
Passed through Oregon Department of Education (Continued):					
Migrant Education - State Grant Program					
Title IC - Migrant Education	84.011	49210	7/1/2018	9/30/2021	$ 6,409
Title IC - Migrant Education	84.011	53720	7/1/2019	9/30/2021	102,749
Title IC - Migrant Education	84.011	58934	7/1/2020	9/30/2021	958,216
Title IC - Migrant Education - Preschool	84.011	58916	7/1/2020	9/30/2021	46,067
Title IC - Migrant Education - Summer	84.011	57313	3/14/2020	9/30/2021	203,430
Title IC - Migrant Education - Summer	84.011	66108	7/1/2020	9/30/2021	2,347
				Pass-Through	1,319,218
Office of Special Education and Rehabilitative Services					
Special Education Cluster (IDEA)					
Special Education Grants to States (IDEA, Part B)					
IDEA - Part B Section 611	84.027	53783	7/1/2019	9/30/2021	1,632,300
IDEA - Part B Section 611	84.027	60671	7/1/2020	9/30/2022	751,042
IDEA - Part B Section 611	84.027	61432	7/1/2020	9/30/2021	24,458
Extended Assessment 2020-21	84.027	59361	7/1/2020	6/30/2021	1,537
Post School Outcomes (PSO) Interviews 2018	84.027	52249	7/1/2017	9/30/2021	1,652
				Pass-Through	2,410,989
Special Education Preschool Grants (IDEA Preschool)					
IDEA - Part B Section 619 2020-21	84.173	60509	7/1/2020	9/30/2022	19,726
				Pass-Through	19,726
	Total Pass-Through Programs from Special Education Cluster (IDEA)				2,430,715
Office of Career, Technical, and Adult Education					
Career and Technical Education - Basic Grants to States					
Perkins Comprehensive Basic	84.048	52495	7/1/2019	9/30/2020	25,817
Perkins Comprehensive Basic	84.048	57590	7/1/2020	9/30/2021	130,584
				Pass-Through	156,401
Office of Educational Improvement and Innovation					
Education for Homeless Children and Youth					
McKinney Homeless	84.196	54904	7/1/2019	9/30/2021	18,869
McKinney Homeless	84.196	65236	7/1/2020	9/30/2021	41,795
				Pass-Through	60,664
English Language Acquisition State Grants					
Title III - English Language Acquisition	84.365	50251	7/1/2018	9/30/2021	8,208
Title III - English Language Acquisition	84.365	53424	7/1/2019	9/30/2021	26,815
Title III - English Language Acquisition	84.365	58476	7/1/2020	9/30/2021	364,381
				Pass-Through	399,404
Supporting Effective Instruction State Grants					
Title IIA - Teacher Quality	84.367	49322	7/1/2018	9/30/2021	25,737
Title IIA - Teacher Quality	84.367	53545	7/1/2019	9/30/2021	133,600
Title IIA - Teacher Quality	84.367	58771	7/1/2020	9/30/2021	441,880
				Pass-Through	601,217
Student Support and Academic Enrichment Program					
Title IV-A Student Support and Academic Enrichment	84.424	58589	7/1/2020	9/30/2021	49,741
				Pass-Through	49,741
COVID 19 - Education Stabilization Fund					
COVID 19 - Governor's Emergency Education Relief Fund	84.425C	60955	7/1/2020	5/30/2021	431,202
COVID 19 - Elementary and Secondary School Emergency Relief Fund I	84.425D	57826	3/13/2020	9/30/2022	6,436
COVID 19 - Elementary and Secondary School Emergency Relief Fund II	84.425D	64596	3/13/2020	9/30/2023	25,664
				Pass-Through	463,302
				Total Pass-Through from Oregon Department of Education	8,867,308
DEPARTMENT OF EDUCATION TOTAL					9,021,555

See notes to the schedule of expenditures of federal awards

HILLSBORO SCHOOL DISTRICT 1J
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2021

July 1, 2020- June 30, 2021 Federal Grantor, Program Title	Federal CFDA Number	Agency or Pass-through Number	Program Period Begin Date	 End Date	Revenue and Expenditures
DEPARTMENT OF HEALTH AND HUMAN SERVICES:					
Title V State Sexual Risk Avoidance Education (Title V State SRAE) Program					
Office of Self Sufficiency Programs My Future-My Choice	93.235	157101	7/1/2018	6/30/2021	$ 5,313
DEPARTMENT OF HEALTH AND HUMAN SERVICES TOTAL					5,313
TOTAL FEDERAL FINANCIAL ASSISTANCE					$ 19,761,420

See notes to the schedule of expenditures of federal awards

Purpose of the Schedule

The accompanying Schedule of Expenditures of Federal Awards ("the Schedule") is a supplementary schedule to the District's financial statements and is presented for purposes of additional analysis. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Because the Schedule presents only a selected portion of the activities of the District, it is not intended to and does not present the financial position, changes in net position, or the operating funds' revenues, expenditures and changes in fund balances of the District.

SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The information in the Schedule is presented in accordance with the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Indirect Cost Rate

The District has not elected to use the 10 percent de minimis indirect cost rate as allowed under Uniform Guidance due to the District having a negotiated indirect cost rate with Oregon Department of Education and thus is not allowed to use the de minimis rate.

Federal Financial Assistance

Pursuant to Uniform Guidance, federal financial assistance is defined as assistance provided by a federal agency, either directly or indirectly, in the form of grants, contracts, cooperative agreements, loans, loan guarantees, property, interest subsidies, insurance or direct appropriations. Accordingly, non-monetary federal assistance, including federal surplus property, is included in federal financial assistance and, therefore, is reported on the Schedule, if applicable. Federal financial assistance does not include direct federal cash assistance to individuals. Solicited contracts between the state and federal government for which the federal government procures tangible goods or services are not considered to be federal financial assistance.

Major Programs

Uniform Guidance establishes criteria to be used in defining major federal financial assistance programs. Major programs for the District are those programs selected for testing by the auditor using a risk-assessment model, as well as certain minimum expenditure requirements, as outlined in Uniform Guidance. Programs with similar requirements may be grouped into a cluster for testing purposes.

Reporting Entity

The reporting entity is fully described in notes to the financial statements. Additionally, the Schedule includes all federal programs administered by the District for the year ended June 30, 2021.

Revenue and Expenditure Recognition

The receipt and expenditure of federal awards are accounted for under the modified accrual basis of accounting. Revenues are recorded as received in cash or on the accrual basis where expenditures are incurred. Expenditures are recorded when the liability is incurred. Donated commodities are valued at their estimated fair value.

SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
• Material weakness(es) identified?	No
• Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major federal programs:	
• Material weakness(es) identified?	No
• Significant deficiency(ies) identified?	None reported
Type of auditor's report issued on compliance for major federal programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)?	No

Major programs:

Assistance Listing Number(s)	***Name of Federal Program or Cluster***
21.019	Coronavirus Relief Fund
84.011	Migrant Education State Grant Program
84.425	Education Stabilization Fund

Dollar threshold used to distinguish between type A and type B programs:	$750,000
Auditee qualified as low-risk auditee?	Yes

FINANCIAL STATEMENT FINDINGS

None.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None.

PRIOR YEAR FINANCIAL STATEMENT FINDINGS

None.

PRIOR YEAR FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None.

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INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

School Board
Hillsboro School District 1J
Hillsboro, Oregon

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the basic financial statements of Hillsboro School District 1J, Washington County, Oregon (the District) as of and for the year ended June 30, 2021, and have issued our report thereon dated December 1, 2021.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295).**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **State school fund factors and calculation.**

In connection with our testing nothing came to our attention that caused us to believe the District was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

Internal Control

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Restriction on Use

This report is intended solely for the information and use of the school board and management of the Hillsboro School District 1J and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 
Larry E. Grant, A Shareholder
December 1, 2021

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
AWARD CONTRACT FOR SECURE ENTRY VESTIBULES

SITUATION

One of the projects included in the Hillsboro School District's 2017 Bond Program are Secure Entry Vestibules at Free Orchards Elementary School, Imlay Elementary School, Lincoln Street Elementary School, Orenco Elementary School, Patterson Elementary School, Rosedale Elementary School, Witch Hazel Elementary School and the District Administration Center.

On October 25, 2021, the District sent an Invitation to Bid for a contractor for the secure entry vestibule projects to our pre-qualified contractor list. A mandatory pre-bid meeting was held on October 29, 2021, that included visits to each school site. On November 18, 2021, the District received bids from four pre-qualified contractors to perform the work, InLine Construction, 2KG, Ross Builders and Five Star Builders. Construction Management staff recommends that the contract for Secure Entry Vestibules at Free Orchards Elementary School, Imlay Elementary School, Lincoln Street Elementary School, Orenco Elementary School, Patterson Elementary School, Rosedale Elementary School, Witch Hazel Elementary School and the District Administration Center be awarded to InLine Construction for the bid amount of $589,174.

A copy of the Invitation to Bid and Bid Results are attached to this situation page.

RECOMMENDATION

The Superintendent recommends that the Board of Directors award the contract for construction of Secure Entry Vestibules at Free Orchards Elementary School, Imlay Elementary School, Lincoln Street Elementary School, Orenco Elementary School, Patterson Elementary School, Rosedale Elementary School, Witch Hazel Elementary School and the District Administration Center to InLine Construction in the amount of $589,174.

> *I move that the Board of Directors award the contract for construction of Secure Entry Vestibules at Free Orchards Elementary School, Imlay Elementary School, Lincoln Street Elementary School, Orenco Elementary School, Patterson Elementary School, Rosedale Elementary School, Witch Hazel Elementary School and the District Administration Center to InLine Construction in the amount of $589,174.*

Hillsboro School District Bond

BID TABULATION FORM

Vestibules - Admin Center, Free Orchards, Imlay, Lincoln Street, Orenco, Patterson, Rosedale & Witch Hazel

OPEN: November 18, 2021 @ 2:00pm

BID PROVIDER	Signed	Addendum 1 -2 Ack.	Bid Bond	1st Tier Disclosure	BASIC QUOTE
In Line	Yes	Yes	Yes	Yes	589,174.00
Ross Builders	Yes	Yes	Yes		742,378.00
2KG	Yes	Yes	Yes		780,000.00
5 Star Builders	Yes	No	Yes	Yes	612,022.21
(Traffic Issues - accepted @ 2:04PM)					

OWNER Representative:

Sharon L. McCarthy 11/18/21

WITNESS:

HILLSBORO SCHOOL DISTRICT
CONSTRUCTION MANAGEMENT

Invitation to Bid for Public Improvements
DIVISION 0 * SECTION 00100

Hillsboro School District • 4901 SE Witch Hazel Rd • Hillsboro, Oregon 97123 • (503) 844 1340

1.0 Issue Date: 10/25/21

List of General Contractors: 2KG, Bremik, Brockamp & Jaeger, Corp Inc, Emerick, Five-Star Builders, INLINE, Par-Tech, Robinson, Ross Builders, Russell, Skanska, R.A. Gray

2.0 Project Name: Vestibule Projects at: Administration Center, Free Orchards ES, Imlay ES, Lincoln Street ES, Orenco ES, Patterson ES, Rosedale ES, Witch Hazel ES

2.1 Project Address:

Free Orchards	2499 S Beech St. Cornelius, OR 97113
Imlay	5900 SE Lois St. Hillsboro, OR 97123
Lincoln Street	801 NE Lincoln St. Hillsboro, OR 97124
Orenco	7050 NE Birch St. Hillsboro, OR 97124
Paul L. Patterson	261 NE Lenox St. Hillsboro, OR 97124
Rosedale	3901 SE 67th Ave. Beaverton, OR 97078
Witch Hazel	4950 SE Davis Rd. Hillsboro, OR 97123
Administration Center	3083 NE 49th Place Hillsboro, OR 97124

3.0 Description of Project: THE PROJECTS PROPOSE TO PROVIDE A SECURE VESTIBULE AT THE ENTRANCES OF THE ABOVE LISTED LOCATIONS. ADA OPERATIONS AND ELECTRONIC DOOR CONTROLS WILL BE INSTALLED AS PART OF THE SCOPE.

4.0 Project Manager: John Abel

4.1 Project Manager Phone: 503-844-1340 Project Manager Email: johna@cornerstonemgi.com

5.0 Owner: Hillsboro School District (District)

5.1 Owner's Representative: Adam Stewart, Capital Projects Officer

6.0 Architect: Process Architecture

7.0 Mandatory Pre-Bid Conference Date and Time: Friday, 10/29/21 at 10:00am.

7.1 Mandatory Pre-Bid Conference Location: Construction Management - 4901 SE Witch Hazel Rd. Hillsboro, OR 97123 followed by site visits to 8 sites.

7.2 The Consultant and District representative will be present to conduct the tour and answer any questions. Pre-quotation meeting decisions and the attendance list will be distributed in an addendum to contractors eligible to quote. Statements made by the Consultant and District representatives at the conference are not binding upon the District unless confirmed by Written Addendum. Written Addendums will be emailed to all Contractors that attend the mandatory Pre-Bid Conference.

8.1 Point of Contact: All questions concerning the bidding, material or technical requirements should be directed to the Project Manager listed above. **Questions are to come via 00210 Pre-Bid Request For Information form to johna@cornerstonemgi.com & lharkness@cornestonemgi.com by no later than 12:00pm on Friday, 11/10/21.** For copies of bid documents, please contact the Project Manager listed above.

9.0 Bid Closing (Bid Due to District): **11/18/21 @ 2:00pm [Thursday]**

10.0 Construction Start Date: 6/20/22

11.0 Substantial Completion: 8/19/22

12.0 Final Completion: 8/26/22

13.0 Sealed bids for the Project named above will be received until bid closing date and time listed above at:

Hillsboro School District
Adam Stewart, Capital Projects Officer
4901 SE Witch Hazel Rd
Hillsboro, OR 97123

All bids will be publicly opened at that time. Bids received after Bid Closing will not be considered and returned unopened. Bids will NOT be accepted by facsimile or electronic means.

14.0 __ Bid Security is Required.

15.0 Each Bidder is required to identify whether the Bidder is a "resident bidder" as defined in ORS 279A.120.

16.0 The Hillsboro School District will not receive or consider an Offer for a Public Improvement Contract unless the Offeror is registered with the Construction Contractors Board as specified in OAR 137-049-0230.

17.0 Required Asbestos & Lead-Based Abatement (licensed under ORS 468A.720) __ is _X_ not required for this quotation.

18.0 No Offer will be received or considered by the Contracting Agency unless the Offer contains a statement by the Offeror as part of its Offer that "Contractor agrees to be bound by and will comply with the

provisions of ORS 279C.800 through 279C.870 relating to the prevailing rate of wages."

19.0 Repair, Renovation, or Painting work being performed in "Child-Occupied Facilities" (facilities built prior to 1978 where children under the age of six regularly spend time) must be conducted by a "certified renovation firm" utilizing a "certified renovator". This _X_does or __does not apply to this project.

20.0 Contractor must certify that they have not discriminated and they will not discriminate against minority, women or emerging small business enterprises in obtaining any subcontracts.

21.0 Criminal background checks will be required as follows:

_X__Student Occupied Site**.** Employees who will be working on site must have successfully completed a Nationwide Criminal History Verification. The District will process the background checks and provide contractor personnel with photo id badges at the District's expense.

___Not a Student Occupied Site. Contractor conducts background check on their employees and provides their employees with proper picture identification badges.

Adam Stewart
Capital Projects Officer
Hillsboro School District
Publish: Email to pre-qualified list of contractors as listed above.
October 21, 2021

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
EMPLOYEE DISMISSAL

SITUATION

During this evening's Executive Session, the Board of Directors heard a recommendation for dismissal.

RECOMMENDATION

The Superintendent recommends that the Board of Directors adopt the Superintendent's recommendation to dismiss Christine Oglesby on the grounds of insubordination and neglect of duty, effective December 7, 2021.

> *I move that the Board of Directors adopt the Superintendent's recommendation to dismiss Christine Oglesby on the grounds of insubordination and neglect of duty, effective December 7, 2021.*

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
ADOPT PLANNING CALENDAR FOR THE 2022-23 BUDGET

SITUATION

Each year, the Board of Directors adopts a budget planning calendar for the upcoming year, in accordance with ORS 294.305 – 294.565 and Board policy DBC. Key dates on the calendar include:

- The 2022-23 Proposed Budget will be presented during the Budget Committee meeting on April 26, 2022.
- Provision has been made for an additional Budget Committee meeting on May 5, 2022, if needed.
- The calendar provides for the Public Hearing and Board actions to be taken during the regular June 21, 2022, Board meeting.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

> *I move that the Board of Directors adopt the planning calendar for the 2022-23 budget.*

Budget Planning Calendar

Hillsboro School District Budget Development activities are listed in the table below. The items may be modified as relevant information becomes available. Please watch for new information on the Budget Matters website.

Date	Activity
June 22, 2021	Appoint Budget Officer
November 16, 2021	Appoint Budget Committee Members to Vacant Positions
December 7, 2021	Budget Planning Calendar Approved
January 11, 2022	Budget update during Board Work Session (General Fund)
February 8, 2022	Budget update during Board Work Session (High School Success, Student Investment Account)
March 15, 2022	Budget update during Board Work Session (ESSER, ARP)
April 12, 2022	Budget update during Board Work Session (Bond)
April 26, 2022	Budget Committee Meeting: Committee members review proposed budget documents, receive Budget Message, and may approve the budget for Hearing.
May 5, 2022	Additional Budget Committee Meeting (if needed)
June 21, 2022	Budget Hearing: Board Adopts Budget, Makes Appropriations, Declares the Levy.
July 15, 2022	Levy Certified to Assessor, and Adopted Budgets distributed per Local Budget Law and district best practice.

Publications:

Per local budget law (ORS 294.305 – 294.565), the Notice of Budget Meeting will be published in the Hillsboro Tribune twice; the first time not more than 30 days prior to the meeting date and the second time not less than 5 days prior to the meeting (with a minimum of 7 days in between publications.

The Notice of Budget Hearing and Budget Summary will be published once not more than 25 days or less than 5 days prior to the Budget Hearing date.

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
2021-2022 CALENDAR DISCUSSION

SITUATION

Due to the transitional needs of students and staff from the pandemic, we will have a discussion regarding adjusting dates of the school year for the 2021-2022 calendar.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the information, ask any questions they may have, and adopt the revised 2021-22 calendar.

I move that the Board of Directors adopt the revised 2021-22 calendar.

2021-2022 Calendar
DRAFT: Proposed Changes To Board on December 7, 2021
(BOLD)

First Day/End of Quarter/Semester | Early Release | No School | Family/Student Connection

TOTAL STUDENT DAYS:

Semester 1 = 83 All students
Semester 2 = 88 All students

HSD exceeds ODE seat requirements. Click HERE for more information.

HILLSBORO SCHOOL DISTRICT

JULY 2021

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

25-27 – New Teacher In-Service

30-31 – In-Service

AUGUST 2021

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1 – Staff Development
2 – In-Service
3 – Licensed Non-Contract Day
6 – NO SCHOOL
Holiday – Labor Day
7-8 – Connection and Support with Families and Students (K-12)
9 – First Day of School for K-12

SEPTEMBER 2021 — 18

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

8 – **NO SCHOOL**
Licensed Non-Contract Day

OCTOBER 2021 — 20

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

10 – **End of 1st Quarter**
11 – NO SCHOOL
Holiday – Veterans Day
12 – NO SCHOOL
Elementary - Work Day
Secondary - Grade Prep
22 – NO SCHOOL
Elementary-Staff Development and Family Conference Prep
Secondary-Staff Development
23-24 – NO SCHOOL
Family Conference Connections K-12
25 – NO SCHOOL
Holiday – Thanksgiving Day
26 – NO SCHOOL
Licensed Non-Contract Day

NOVEMBER 2021 — 15

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20-31 – **NO SCHOOL**
Licensed Non-Contract Days (Winter Break)

DECEMBER 2021 — 13

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

14 - NO SCHOOL
Student/Staff Support Day

17 – **NO SCHOOL**
Licensed Non-Contract Day
Martin Luther King Jr. Day

27 – **End of 1st Semester**

28 – **NO SCHOOL**
Teacher Grade Prep

31 – **NO SCHOOL**
Licensed Prep Day

JANUARY 2022 — 17

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

21 – **NO SCHOOL**
Holiday – Presidents' Day

FEBRUARY 2022 — 19

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

4 - NO SCHOOL
Student/Staff Support Day

21-25 – **NO SCHOOL**
Licensed Non-Contract Days (Spring Break)

MARCH 2022 — 17

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

7 – **End of 3rd Quarter**

8 – **NO SCHOOL**
Elementary – Work Day
Secondary – Grade Prep

APRIL 2022 — 20

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

6 - NO SCHOOL
Student/Staff Support Day

30 – **NO SCHOOL**
Holiday – Memorial Day

MAY 2022 — 20

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16 – **EARLY RELEASE**
Last Day of School for K-11 Students

17 – **Last Day for Teachers**

20-21 – **Possible inclement weather make-up days. If the District closes school due to inclement weather during the 2020-21 school year these days could be added to the school calendar as make up days. Graduation dates would not be affected.**

JUNE 2022 — 12

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
FINANCIAL REPORT

Business Office – General Update

The Business Office collaborates with all departments in the District Office to provide a system of support for schools, so that principals can focus their attention on instructional leadership. Financial reports in upcoming months will feature examples of this collaboration, which promotes a culture of continuous improvement, learning, and responding to the changing needs of schools.

> *Example 53: Staffing and Substitute Recruitment*
> Central office services are designed to anticipate and proactively meet the needs of each school. The Business Office demonstrates efficiency by a well-coordinated and defined set of operational systems. Schools and departments are experiencing both regular and substitute staffing shortages. This creates pressure in the systems due to staff covering multiple roles throughout the day. The Business Office and Human Resources worked with the Communications Department and district substitute provider ESS to develop a district-wide flyer for recruitment. The flyer included QR Codes for scanning that linked directly to application sites for accessibility.

Finance Team – Accounts Payable, Banking, and Student Body Accounting

Finance Manager Jennifer Zavatsky and her team are providing extra support to Office/Department Managers and their Administrators as school activities begin to return to normal. Best practices for internal controls require detailed documentation for travel, training, and expense reimbursements. During the comprehensive distance learning and hybrid instructional model periods, transactions like these were significantly reduced and training has been provided to ensure staff know how and when to access district resources for position-related activities.

Finance Team – Financial Reporting, Contracts and Grants

Manager of Business Services Jeff Jones is the district point of contact for the Forecast 5 Analytics software suite. At a recent event, Director Erika Lopez was provided a "Custom Report" that included graphic representations of historical data for HSD and comparative districts. The business office accesses the 5Cast and 5Cast+ tools for financial analytics. Another analytics tool, 5Sight has the ability to provide additional staff and student related data. Mr. Jones is working with the Office of School Performance and Human Resources to explore the tool further.

The Oregon Department of Education has released information about streamlining the application and reporting process for six major grant funds beginning in February 2022. Christy Woodard and Nathan Depinto, Grant Fiscal Planning Specialists will be supporting program staff through this transition. It is anticipated that this new approach will increase efficiency and transparency at the state and local levels.

Payroll Team and Employee Benefits

Payroll Supervisor Kim Grannis and the payroll team are beginning beta testing on retroactive payroll models as the bargaining for both unions continues to move forward. The financial components of bargaining will impact salaries and payroll deductions towards insurance benefits. This is an extensive technical process that occurs infrequently and the teams wants to be prepared to act quickly under the new agreements.

Risk Manager Leah McCarthy continues to support staff through the vaccination verification process. She provides guidance to supervisors and has extended her expertise regarding the COVID testing process.

General Functions

The Business Office Recovery Team is working to track all COVID-19 related expenses and potential funding sources to recovery outlay wherever possible. Although the economic impact of the Coronavirus is yet to be determined, the Recovery Team is an ad-hoc work group aligned with the Business Office imperative to 1) minimizes waste, and 2) maximize opportunities. If you would like more information or to discuss these or other Business Office items, please contact Michelle Morrison at 503-844-1527 or morrisom@hsd.k12.or.us.

Workers' Compensation Report

In order to ensure accurate reports to the Board, and allow adequate time for the claims submitted each month to be fully processed, there is a one-month delay in reporting workers' compensation claims to the Board. The table below includes workers' compensation claims reported in October 2021.

The District received seven workers' compensation claims in October. As of October 31, 2021, there were 32 open claims; 17 were for medical costs only, and 14 included time loss. There were six employees on modified work plans during October.

Workers' Compensation Reports			
	2019-20	**2020-21**	**2021-22**
July	3	0	1
August	2	3	6
September	15	6	16
October	15	5	7
November	10	2	
December	18	2	
January	14	0	
February	17	0	
March	3	2	
April	0	4	
May	1	7	
June	0	3	
Yearly Total:	**99**	**34**	**30**

Student Incident Report. There is a one-month delay in reporting student incidents to the Board, in order to allow adequate time to ensure that these reports are complete and accurate. There were 63 student incidents reported in October.

Student Incident Reports						
	2020-21 Total Incidents	**Average Incidents Per School Day**	**Serious Injuries With 911 Transport**	**2021-22 Total Incidents**	**Average Incidents Per School Day**	**Serious Injuries With 911 Transport**
July	0	N/A	0	1	N/A	0
August	0	N/A	0	4	N/A	0
September	0	N/A	0	74	0.2	2
October	0	N/A	0	63	0.3	0
November	0	N/A	0			
December	1	N/A	0			
January	1	N/A	0			
February	2	N/A	0			
March	12	N/A	0			
April	29	1.4	1			
May	24	0.8	0			
June	9	1.4	2			
Yearly Total:	**78**		**3**	**142**		**2**

Vehicle Accidents

There is a one-month delay in reporting vehicle accidents to the Board, in order to allow adequate time to ensure that monthly reports are accurate and complete. There was only one vehicle accident in October.

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2021-22

MONTHLY FINANCIAL REPORT - as of November 30, 2021

	July	August	September	1st Quarter	October	November	2nd Quarter	Fiscal YTD	Budget		Fiscal YTD	
Revenues	**Actual**	**Actual**	**Actual**	**Actual**	**Actual**	**Actual**	**Actual**	**2021-22**	**2021-22**	**% of Budget**	**2020-21**	**% of Budget**
Taxes	$0.00	$0.00	$113,991.67	$113,991.67	$105,623.50	$65,486,713.14	$65,592,336.64	$65,706,328.31	$85,131,045.00	77.18%	$61,602,655.39	74.66%
Interest	$12,526.42	$12,218.92	$13,628.40	$38,373.74	$9,934.89	$0.00	$9,934.89	$48,308.63	$500,343.00	9.66%	$108,144.07	9.01%
Local Sources	$10,048.48	$29,191.00	$37,944.88	$77,184.36	$18,386.34	$55,952.67	$74,339.01	$151,523.37	$3,111,507.00	4.87%	$251,954.33	9.11%
Total Local	**$22,574.90**	**$41,409.92**	**$165,564.95**	**$229,549.77**	**$133,944.73**	**$65,542,665.81**	**$65,676,610.54**	**$65,906,160.31**	**$88,742,895.00**	**74.27%**	**$61,962,753.79**	**71.66%**
County/ESD	$0.00	$0.00	$2.39	$2.39	$1,325,703.50	$299,401.00	$1,625,104.50	$1,625,106.89	$3,775,652.00	43.04%	$1,932,804.55	51.00%
State Sources	$29,370,220.36	$11,748,791.18	$11,748,791.18	$52,867,802.72	$11,748,791.18	$11,520,238.53	$23,269,029.71	$76,136,832.43	$148,923,304.00	51.12%	$69,941,158.21	48.86%
Federal Sources	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	0.00%
Other Sources	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$44,025.66	0.00%
Beginning Balance*	$9,948,252.00	$0.00	$0.00	$9,948,252.00	$0.00	$0.00	$0.00	$9,948,252.00	$9,494,012.00	104.78%	$9,409,091.00	100.00%
Total Revenue	**$39,341,047.26**	**$11,790,201.10**	**$11,914,358.52**	**$63,045,606.88**	**$13,208,439.41**	**$77,362,305.34**	**$90,570,744.75**	**$153,616,351.63**	**$250,935,863.00**	**61.22%**	**$143,289,833.21**	**59.00%**
Expenditures												
Instruction												
Salaries	$72,130.56	$89,892.68	$7,185,708.10	$7,347,731.34	$7,162,391.78	$7,346,609.34	$14,509,001.12	$21,856,732.46	$82,611,861.05	26.46%	$20,278,350.51	25.52%
Benefits	$25,554.68	$39,265.48	$3,763,224.07	$3,828,044.23	$3,837,992.80	$3,859,604.31	$7,697,597.11	$11,525,641.34	$43,980,029.26	26.21%	$11,409,584.67	25.05%
Purchased Service	$372,495.83	$253,293.23	$599,616.95	$1,225,406.01	$629,136.80	$443,748.32	$1,072,885.12	$2,298,291.13	$14,722,372.52	15.61%	$1,536,051.50	10.69%
Supplies/Materials	$485,483.30	$137,473.38	$464,058.45	$1,087,015.13	$288,540.91	$228,092.51	$516,633.42	$1,603,648.55	$4,697,968.00	34.13%	$912,799.33	19.34%
Capital Purchases	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	0.00%
Other	$84,112.00	$10,900.00	$10,728.72	$105,740.72	$70,174.81	$1,951.00	$72,125.81	$177,866.53	$1,020,362.19	17.43%	$152,393.94	15.62%
Total Instruction	**$1,039,776.37**	**$530,824.77**	**$12,023,336.29**	**$13,593,937.43**	**$11,988,237.10**	**$11,880,005.48**	**$23,868,242.58**	**$37,462,180.01**	**$147,032,593.02**	**25.48%**	**$34,289,179.95**	**23.64%**
Support Services								$37,293,501.98	**$168,678.03**			
Salaries	$1,914,240.90	$2,057,302.93	$3,660,811.89	$7,632,355.72	$3,625,296.92	$3,616,896.10	$7,242,193.02	$14,874,548.74	$52,364,058.48	28.41%	$12,350,057.89	26.14%
Benefits	$1,075,135.28	$1,161,239.26	$2,125,917.21	$4,362,291.75	$2,089,594.26	$2,041,415.59	$4,131,009.85	$8,493,301.60	$27,877,023.92	30.47%	$8,098,446.72	29.91%
Purchased Service	$989,501.08	$1,201,184.64	$885,019.55	$3,075,705.27	$999,884.07	$1,469,069.81	$2,468,953.88	$5,544,659.15	$9,331,870.33	59.42%	$4,736,807.33	55.44%
Supplies/Materials	$497,483.86	$608,834.46	$606,173.00	$1,712,491.32	$908,027.19	$684,483.80	$1,592,510.99	$3,305,002.31	$2,977,837.18	110.99%	$2,696,879.16	96.08%
Capital Purchases	$0.00	$0.00	$34,716.33	$34,716.33	$5,767.80	$16,135.49	$21,903.29	$56,619.62	$0.00	0.00%	$41,194.65	0.00%
Other	$1,596,760.49	$113,372.11	$17,324.54	$1,727,457.14	$36,763.53	$27,846.87	$64,610.40	$1,792,067.54	$646,763.12	277.08%	$1,484,769.33	255.95%
Total Support	**$6,073,121.61**	**$5,141,933.40**	**$7,329,962.52**	**$18,545,017.53**	**$7,665,333.77**	**$7,855,847.66**	**$15,521,181.43**	**$34,066,198.96**	**$93,197,553.03**	**36.55%**	**$29,408,155.08**	**34.10%**
Community Services								$34,103,866.13	**-$37,667.17**			
Salaries	$17,052.17	$32,368.72	$29,072.91	$78,493.80	$26,055.63	$32,977.26	$59,032.89	$137,526.69	$375,481.49	36.63%	$115,122.76	36.72%
Benefits	$8,709.92	$13,787.18	$17,966.09	$40,463.19	$17,250.18	$20,573.84	$37,824.02	$78,287.21	$199,894.87	39.16%	$64,512.19	35.90%
Purchased Service	$169.00	$1,300.00	$1,429.28	$2,898.28	$7,171.21	$2,190.11	$9,361.32	$12,259.60	$66,915.07	18.32%	$745.00	1.31%
Supplies/Materials	$372.64	$491.97	$15.20	$879.81	$0.00	$188.07	$188.07	$1,067.88	$21,352.87	5.00%	$0.00	0.00%
Capital Purchases	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	0.00%
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$4,637.65	0.00%	$0.00	0.00%
Total Community Services	**$26,303.73**	**$47,947.87**	**$48,483.48**	**$122,735.08**	**$50,477.02**	**$55,929.28**	**$106,406.30**	**$229,141.38**	**$668,281.95**	**34.29%**	**$180,379.95**	**31.51%**
Debt Service Payment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	-$2,673.85	0.00%
Transfers	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	-$45.81	0.00%
Contingency/Ending Balance	$10,037,435.00	$0.00	$0.00	$10,037,435.00	$0.00	$0.00	$0.00	$10,037,435.00	$10,037,435.00	100.00%	$10,994,012.00	100.00%
Total Expenditures	**$17,176,636.71**	**$5,720,706.04**	**$19,401,782.29**	**$42,299,125.04**	**$19,704,047.89**	**$19,791,782.42**	**$39,495,830.31**	**$81,794,955.35**	**$250,935,863.00**	**32.60%**	**$74,869,007.32**	**30.83%**

***Unaudited Fund Balance** **Does not include "Future Years Expenses" earmarked in CAFR**

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
BOND AUDIT REPORT

SITUATION

In November 2017, voters approved the $408 million capital project bond sale and tax levy renewal. The District was well-prepared and positioned for an immediate sale, cash infusion and project commencement. In addition to the standard program testing conducted by the District's independent auditor, Grove, Mueller, Swank PC, a more focuses assurance review was conducted specifically on the Capital Project funds.

District staff engaged with Moss Adams, a local accounting firm to conduct an audit of the project expenditures to ensure compliance with the authorization under the ballot title. This report is for the 2020-21 fiscal year; the fourth consecutive comprehensive testing period of the Capital Projects Funds. An opinion was offered and incorporated into a report that includes other relevant supporting documents. District staff will continue to solicit independent opinions throughout the majority term of the program (2021-22) and provide annual reports to the community.

RECOMMENDATION

The Superintendent recommends that the directors review this report in advance and ask any questions they may have.



FISCAL YEAR 2020-21

BOND AUDIT REPORT

HSD CAPITAL PROJECT

HILLSBORO SCHOOL DISTRICT 1J
ADMINISTRATIVE CENTER
3083 NE 49TH PLACE
HILLSBORO, OR 97124
WWW.HSD.K12.OR.US

HILLSBORO SCHOOL DISTRICT 1J
Washington County, Oregon

TABLE OF CONTENTS

	Page
INTRODUCTION AND EXECUTIVE SUMMARY	2
AUDITOR INFORMATION	
Engagement Letter	3
Representative Letter	9
Report of Independent Accountants'	10
Recommendations	11
BALLOT TITLE AND RESOLUTION	12
PROCEDURES	17
INVESTMENT POLICY	19
BOND OVERSIGHT COMMITTEE INFORMATION	22
ANNUAL RECONCILIATION REVIEW	24
2020-21 REVENUES AND EXPENSES	27

INTRODUCTION AND EXECUTIVE SUMMARY

Audit Purpose

In November 2017, the community authorized Hillsboro School District 1J to sell bonds in the amount of $408,000,000 for Capital Improvements. In order to provide a high level of transparency and confidence, the Board of Directors requested an internal review of controls and transactions. This report documents the review as well as a third party opinion by Moss Adams LLC. The review period covers the 2020-21 fiscal year.

Management, Comprehensive Annual Financial Report, and Internal Controls

In addition to the bond fund specifics herein, all balance sheet, revenue, and expense transactions were subject to the standard annual testing procedures conducted by the district's independent audit firm, Grove, Mueller, Swank, P.C. The annual audit is conducted per policy DIE- Audits and the Comprehensive Annual Financial Reports are available by request and on the district website.

Notes on Financial Information

In order to align with federal bond exemption rules, the bond authorization was separated into two bond sales. The first was immediately after the passage of the bond vote in November 2017 in the amount of $268.4 million. The bonds earned $51.6 million in premium during the sale and are estimated to bring an additional $10.8 million in interest earnings.

The second bond sale for the remaining authorization of $139.5 million occurred in February of 2020, weeks prior to the COVID 19 pandemic outbreak in Oregon. Although the district received a single downgrade from Moody's, the bonds earned $28.5 million in premium and is estimated to yield $3.1 million in interest. The district has engaged with the consultants of Arbitrage Compliance Specialists in order to plan for a potential of higher interest earnings than costs, triggering a tax obligation.

From July 2020 through June 2021, $33.2 million was expended on projects related to the initial bond sale, leaving a balance of $9.2 million. Additionally, $64.9 million was expended on projects related to the second bond sale, leaving a balance of $122.5 million.

Please visit the bond website for additional project information and contact Michelle Morrison, the district Financial Officer with questions regarding this report.

MOSSADAMS

T (503) 242-1447
F (503) 274-2789

805 SW Broadway
Suite 1200
Portland, OR 97205

October 8, 2021

Jeff Jones, Manager of Business Services
Hillsboro School District 1J
3083 NE 49th Place
Hillsboro, OR 97124

Re: Examination Services

Dear Jeff:

Thank you for the opportunity to provide services to Hillsboro School District 1J. This engagement letter ("Engagement Letter") and the attached Professional Services Agreement, which is incorporated by this reference, confirm our understanding of the terms and objectives of our engagement, and limitations of the services that Moss Adams LLP ("Moss Adams," "we," "us," and "our") will provide to Hillsboro School District 1J ("you," "your," and "District").

Scope of Services - Examination

We will examine the assertion of the District that its bond proceeds were expended for the types of projects summarized in bond measure #34-278 ("Attachment A") for the period July 1, 2020 through June 30, 2021 (the "Assertion"). These projects are safety improvements (seismic, safety, security, upgrades), repairs, replacements, and addressing overcrowding (mechanical, electrical, plumbing, hardscape, and roofing upgrades; replace Brookwood Elementary; improvements and expansion to existing schools; new elementary gymnasiums; drop-off safety improvements; playground, athletic field and other improvements), plan for future growth (two elementary schools and transportation/maintenance facility), learning environments (classroom and technology upgrades; job training, infrastructure, and equipment), and furnishing, equipping, and issuance costs. Our examination will be conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants. Accordingly, it will include tests of your records and other procedures we consider necessary to enable us to express an opinion in a written report about whether the Assertion is fairly stated, in all material respects. If, for any reason, we are unable to complete the examination, we will not issue a report as a result of this engagement.

Because of the inherent limitations of an examination engagement, together with the inherent limitation of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with attestation standards.

As a condition of our engagement, District management acknowledges and understands that it is responsible for the preparation and fair presentation of the Assertion and the accuracy and completeness of that information. District management agrees that as a condition of our engagement District management will provide us with:

Assurance, tax, and consulting offered through Moss Adams LLP. Investment advisory services offered through Moss Adams Wealth Advisors LLC.

- Access to all information of which District management are aware that is relevant to the measurement, evaluation or disclosure of the Assertion;
- Access to additional information that we may request from District management for the purpose of the engagement; and
- Unrestricted access to persons within the appropriate party(ies) from whom we determine it necessary to obtain evidence.

We may advise you about appropriate criteria or assist in the development of the Assertion, but the responsibility for the Assertion remains with you.

At the conclusion of our engagement, we will require a representation letter from management that, among other things, will confirm management's responsibility for the Assertion.

Timing

Ashley Osten is responsible for supervising the engagement and authorizing the signing of our report. We expect to begin fieldwork on approximately October 18, 2021, complete fieldwork on approximately October 22, 2021, and issue our report no later than November 30, 2021. If unforeseen difficulties occur which make meeting the November 30, 2021 date improbable, we will inform you immediately. Our ability to meet these targets will be dependent, in part, on the level of preparation and cooperation by your staff.

Our scheduling is based on your completion of documents requested by Moss Adams. Efficient use of our staff benefits both you and Moss Adams, allowing for timely completion of our work. We may experience delays in completing our services due to your staff's unavailability or delays in your completing the documents requested by Moss Adams. We will work with you to coordinate completion of our work, realizing that any such delays will also delay completion of our work and the delivery of our work product. You understand our fees are subject to adjustment if we experience delays in completing our services. Our services will be concluded upon delivery to you of our examination report.

Fees

We estimate that our fees for these services will be $20,000. You will also be billed for expenses.

The fee estimate is based on anticipated cooperation from your personnel, the expectation that the District's records will be in good order, and the assumption that unexpected circumstances will not be encountered during the completion of the examination. If we find that significant additional time is likely to be necessary, we will attempt to discuss it with you and arrive at a new fee estimate before we incur significant additional fees or expenses.

This Engagement Letter and attached Professional Services Agreement constitute the entire agreement (the "Agreement") and understanding between Moss Adams and the District. The District agrees that in entering into this Agreement it is not relying and has not relied upon any oral or other representation, promise or statement made by anyone which is not set forth herein.

We appreciate the opportunity to be of service to you. If you agree with the terms of our engagement as set forth in this Agreement, please sign the enclosed copy of this Engagement Letter and return it to us with the Professional Services Agreement.

Very truly yours,

Ashley Osten

Ashley Osten, Partner, for
Moss Adams LLP

Enclosures

Accepted and Agreed:

This Engagement Letter and the attached Professional Services Agreement set forth the entire understanding of Hillsboro School District 1J with respect to this engagement and the services to be provided by Moss Adams LLP:

Officer Signature: _____

Print Name: Adam Stewart

Title: Capital Projects Officer

Date: October 8, 2021

Client: # 661118
v. 9/7/2021

PROFESSIONAL SERVICES AGREEMENT
Examination Services

This Professional Services Agreement (the "PSA") together with the Engagement Letter, which is hereby incorporated by reference, represents the entire agreement (the "Agreement") relating to services to be provided to the District by Moss Adams. Any undefined terms in this PSA shall have the same meaning as set forth in the Engagement Letter.

Objective of the Examination

The objective of our examination is the expression of an opinion as stated in the Engagement Letter. Our examination will be conducted in accordance with the standards described in the Engagement Letter and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this engagement.

Procedures and Limitations

An examination includes examining evidence on a test basis and cannot be relied upon to disclose all material errors, or known or suspected fraud or noncompliance with laws or regulations or internal control deficiencies that may exist. Therefore, our examination will involve judgment about the number of transactions to be examined and the areas to be tested. Also, we will plan and perform the examination to obtain reasonable, but not absolute, assurance about whether the Assertion about the subject matter and criteria is fairly stated, in all material respects. A risk exists that we may not detect material misstatements because: (a) an examination is designed to provide reasonable, but not absolute, assurance the Assertion is fairly presented in all material respects, (b) we will not perform a detailed examination of all transactions as such is cost prohibitive, and (c) an examination is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the Assertion. However, we will inform you of any material errors, known or suspected fraud and non compliance with laws or regulations, internal controls deficiencies identified during the engagement, and uncorrected misstatements that come to our attention, unless clearly inconsequential. Our responsibility is limited to the period covered by our examination and does not extend to any time period for which we are not engaged as examiners.

Changes in Professional or Accounting Standards

To the extent that future federal, state, or professional rule-making activities require modification of our examination approach, procedures, scope of work, etc., we will advise you of such changes and the impact on our fee estimate. If we are unable to agree on the additional fees, if any, that may be required to implement any new accounting and examination standards that are required to be adopted and applied as part of our engagement, we may terminate this Agreement as provided herein, regardless of the stage of completion.

Representations of Management

During the course of our engagement, we may request information and explanations from management regarding, among other matters, the District's operations, internal control, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide us with a written representation letter confirming some or all of the representations made during the engagement. The procedures we will perform in our engagement will be heavily influenced by the representations that we receive from management. While we may assist management in the preparation of the representation letter, it is management's responsibility to carefully review and understand the representations made therein.

Fees and Expenses

Billings are due upon presentation and become delinquent if not paid within 30 days of the invoice date. Any past due fee under this Agreement shall bear interest at the highest rate allowed by law on any unpaid balance. In addition to fees, you may be billed for expenses and any applicable sales and gross receipts tax. Direct expenses may be charged based on out-of-pocket expenditures, per diem allotments, and mileage reimbursements, depending on the nature of the expense. Indirect expenses, such as processing time and technology expenses, may be passed through at our estimated cost and may be billed as a flat charge or a percentage of fees. If we elect to suspend our engagement for nonpayment, we may not resume our work until the account is paid in full. If we elect to terminate our services for nonpayment, or as otherwise provided in this Agreement, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our work. You will be obligated to compensate us for fees earned for services rendered and to reimburse us for expenses. You acknowledge and agree that in the event we stop work or terminate this Agreement as a result of your failure to pay on a timely basis for services rendered by Moss Adams as provided in this Agreement, or if we terminate this Agreement for any other reason, we shall not be liable to you for any damages that occur as a result of our ceasing to render services.

Limitation on Liability

IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES IN CONNECTION WITH OR OTHERWISE ARISING OUT OF THIS AGREEMENT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR EXEMPLARY OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT.

Subpoena or Other Release of Documents

As a result of our services to you, we may be required or requested to provide information or documents to you or a third-party in connection with governmental regulations or activities, or a legal, arbitration or administrative proceeding (including a grand jury investigation), in which we are not a party. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate to protect information from discovery. If you take no action within the time permitted for us to respond or if your action does not result in a judicial order protecting us from supplying requested information, we will construe your inaction or failure as consent to comply with the request. Our efforts in complying with such requests or demands will be deemed a part of this engagement and we shall be entitled to additional compensation for our time and reimbursement for our out-of-pocket expenditures (including legal fees) in complying with such request or demand.

Document Retention Policy

At the conclusion of this engagement, we will return to you all original records you supplied to us. Your District records are the primary records for your operations and comprise the backup and support for the results of this engagement. Our records and files, including our engagement documentation whether kept on paper or electronic media, are our property and are not a substitute for your own records. Our firm policy calls for us to destroy our engagement files and all pertinent engagement documentation after a retention period of seven years (or longer, if required by law or regulation), after which time these items will no longer be available. We are under no obligation to notify you regarding the destruction of our records. We reserve the right to modify the retention period without notifying you. Catastrophic events or physical deterioration may result in our firm's records being unavailable before the expiration of the above retention period.

Except as set forth above, you agree that Moss Adams may destroy paper originals and copies of any documents, including, without limitation, correspondence, agreements, and representation letters, and retain only digital images thereof.

Use of Electronic Communication

In the interest of facilitating our services to you, we may communicate by facsimile transmission or send electronic mail over the Internet. Such communications may include information that is confidential. We employ measures in the use of electronic communications designed to provide reasonable assurance that data security is maintained. While we will use our best efforts to keep such communications secure in accordance with our obligations under applicable laws and professional standards, you recognize and accept we have no control over the unauthorized interception of these communications once they have been sent. Unless you issue specific instructions to do otherwise, we will assume you consent to our use of electronic communications to your representatives and other use of these electronic devices during the term of this Agreement as we deem appropriate.

Enforceability

In the event that any portion of this Agreement is deemed invalid or unenforceable, said finding shall not operate to invalidate the remainder of this Agreement.

Entire Agreement

This Professional Services Agreement and Engagement Letter constitute the entire agreement and understanding between Moss Adams and the District. The District agrees that in entering into this Agreement it is not relying and has not relied upon any oral or other representations, promise or statement made by anyone which is not set forth herein.

Use of Moss Adams' Name

The District may not use any of Moss Adams' name, trademarks, service marks or logos in connection with the services contemplated by this Agreement or otherwise without the prior written permission of Moss Adams, which permission may be withheld for any or no reason and may be subject to certain conditions.

Dispute Resolution Procedure, Venue and Limitation Period

This Agreement shall be governed by the laws of the state of Washington, without giving effect to any conflicts of laws principles. If a dispute arises out of or relates to the engagement described herein, and if the dispute cannot be settled through negotiations, the parties agree first to try in good faith to settle the dispute by mediation using an agreed upon mediator. If the parties are unable to agree on a mediator, the parties shall petition the state court that would have jurisdiction over this matter if litigation were to ensue and request the appointment of a mediator, and such appointment shall be binding

on the parties. Each party shall be responsible for its own mediation expenses, and shall share equally in the mediator's fees and expenses.

Each party hereby irrevocably (a) consents to the exclusive jurisdiction and venue of the appropriate state or federal court located in King County, state of Washington, in connection with any dispute hereunder or the enforcement of any right or obligation hereunder, and (b) WAIVES ITS RIGHT TO A JURY TRIAL. EACH PARTY FURTHER AGREES THAT ANY SUIT ARISING OUT OF OR RELATED TO THIS AGREEMENT MUST BE FILED WITHIN ONE (1) YEAR AFTER THE CAUSE OF ACTION ARISES.

Termination

This Agreement may be terminated by any party, with or without cause, upon ten (10) days' written notice. In such event, we will stop providing services hereunder except on work, mutually agreed upon in writing, necessary to carry out such termination. In the event of termination: (a) you shall pay us for services provided and expenses incurred through the effective date of termination, (b) we will provide you with all finished reports that we have prepared pursuant to this Agreement, and (c) neither party shall be liable to the other for any damages that occur as a result of our ceasing to render services.

Use of Nonlicensed Personnel

Certain engagement personnel who are not licensed as certified public accountants may provide services during this engagement.

Regulatory Access to Documentation

The documents created or incorporated into our documentation for this engagement are the property of Moss Adams and constitute confidential information. However, we may be requested to make certain engagement related documents available to regulatory agencies pursuant to authority given to them by law or regulation. If requested and in our opinion a response is required by law, access to such engagement related documents will be provided under the supervision of Moss Adams personnel. Furthermore, upon request, we may provide photocopies of selected engagement related documents to regulatory agencies. The regulatory agencies may intend or decide to distribute the photocopies or information contained therein to others, including other government agencies.

Hiring of Employees

Any offer of employment to members of the engagement team prior to issuance of our report may impair our independence and as a result, may result in our inability to complete the engagement and issue a report.

Mutual Waiver of COVID-19 Claims

This provision addresses issues regarding the novel coronavirus ("COVID-19"). The Parties acknowledge their respective understanding of the hazards of COVID-19, including, but not limited to, its highly contagious nature and the corresponding health risks associated with being exposed to or infected by COVID-19. Each Party agrees to waive, release, discharge, and covenants not to sue the other Party or its affiliates and its and their respective officers, directors, partners, principals, employees, agents, or subcontractors from any and all claims, damages, expense, liability, illness or losses that may occur from exposure to or infection by COVID-19 arising out of, related to, or in any way connected with the professional services provided by Moss Adams.

Representative Letter

Hillsboro School District Bond

November 19, 2021

Moss Adams LLP
805 SW Broadway, Suite 1200
Portland, OR 97205

We are providing this letter in connection with your examination of our assertion that the District's bond proceeds were expended for the types of projects summarized in bond measure #34-278 for the period July 1, 2020 through June 30, 2021.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this letter:

1. All bond expenditure transactions have been properly recorded in the accounting records and were provided to you without adjustment.
2. All relevant matters are reflected in the information provided to evaluate the assertion.
3. We confirm all known matters contradicting the assertion and any communication from regulatory agencies or others affecting the bond expenditures or management's assertion that the District's bond proceeds were expended for the types of projects summarized in bond measure #34-278 for the period July 1, 2020 through June 30, 2021 have been disclosed to you, including communications received between June 30, 2021 and the date of this letter.
4. We acknowledge our responsibility for our assertion that the District's bond proceeds were expended for the types of projects summarized in bond measure #34-278 for the period July 1, 2020 through June 30, 2021.
5. We confirm that any known events subsequent to June 30, 2021 that would have a material effect on management's assertion have been disclosed to you.
6. We have provided you with:
    a. Access to all information, of which we are aware that is relevant to the examination of ourassertion such as records, documentation and other matters;
    b. Additional information that you have requested from us for the purpose of the examination;
    c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain evidence.
7. We have disclosed to you:
    a. All deficiencies in internal control relevant to our examination engagement of which you are aware;
    b. Knowledge of any actual, suspected, or alleged fraud or noncompliance with laws andregulations affecting the subject matter; and
8. For those employees that have been paid from bond proceeds, we evaluated the duties performed and believe they comply with the District's time study performed as well as the types of projects summarized in bond measure #34-278.
9. For all substitute teachers that were funded from bond proceeds, we have evaluated the duties performed by the teacher for whom the substitute replaced and verified the duties performed were in accordance with the types of projects summarized in bond measure #34-278.

Adam Stewart, Capital Projects Officer

Jeff Jones, Manager of Business Services

MOSSADAMS

Report of Independent Accountants

To the Board of Directors
Hillsboro School District 1J

We have examined Hillsboro School District 1J's (the District's) assertion that its bond proceeds were expended for types of projects summarized in bond measure #34-278 for the period July 1, 2020 through June 30, 2021 (the Assertion). The District's management is responsible for the Assertion. Our responsibility is to express an opinion on the Assertion based on our examination.

Our examination was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether management's assertion is in accordance with the criteria, in all material respects. An examination involves performing procedures to obtain evidence about management's assertion. The nature, timing and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of the Assertion, whether due to fraud or error. We believe that the evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, management's assertion that its bond proceeds were expended for types of projects summarized in bond measure #34-278 for the period July 1, 2020 through June 30, 2021 is fairly stated in all material respects.

Moss Adams LLP

Portland, Oregon
November 19, 2021

Auditor Recommendations



Recommendation

To the Board of Directors
Hillsboro School District 1J

We did not note anything during our procedures regarding recommendations.

Very truly yours,

Ashley Osten, Partner, for
Moss Adams LLP

Ballot Title and Resolution

HILLSBORO SCHOOL DISTRICT 1J
July 31, 2017
APPROVAL OF ELECTION RESOLUTION AND NOTICE OF MEASURE ELECTION, INCLUDING THE CAPTION, QUESTION, AND SUMMARY, FOR THE NOVEMBER 2017 BOND ELECTION

SITUATION

In order to place the $408 million bond package on the November 2017 ballot, the School Board must approve an election resolution and a notice of measure election, which includes the ballot caption, question, and summary. These documents must then be filed with the county elections office, no later than September 7. District staff and representatives of the District's bond counsel, bond underwriter, and communications consultant have worked together to ensure that the attached document provides accurate, descriptive information that meets the Secretary of State's criteria. The Board of Directors is being asked to approve these items during the July 31 work session because this is the Board's last meeting prior to the filing deadline for the November 2017 ballot.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the election resolution and notice of measure election, including the caption, question, and summary, for the November 2017 bond election.

RESOLUTION

A RESOLUTION OF HILLSBORO SCHOOL DISTRICT NO. 1J, WASHINGTON, YAMHILL AND MULTNOMAH COUNTIES, OREGON, CALLING A MEASURE ELECTION TO SUBMIT TO THE ELECTORS OF THE DISTRICT THE QUESTION OF CONTRACTING GENERAL OBLIGATION BONDED INDEBTEDNESS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $408,000,000 TO FINANCE CAPITAL COSTS; AND RELATED MATTERS.

WHEREAS the Board of Directors (the "Board") of Hillsboro School District No. 1J, Washington, Yamhill and Multnomah Counties, Oregon, (the "District") has determined that a need exists for the District to finance capital costs, as more fully described in the notice of measure election attached hereto as Exhibit A (the "Project"), and pay bond issuance costs; and

WHEREAS, in connection with the Project, the District has evaluated the need for safety improvements, the joint funding of safety improvements with other public and private entities, and the funding of safety improvements, in accordance with ORS 332.176; and

WHEREAS the District applied for the Oregon School Capital Improvement Match (the "Match Program") under Senate Bill 447; and

WHEREAS the costs of the Project and issuance costs are estimated to be not more than $408,000,000 from bond funds; and

WHEREAS the District anticipates incurring expenditures (the "Expenditures") to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures it may make from its general funds on the Project from the proceeds of voter-approved general obligation bonds which may be issued as tax-exempt obligations or qualified tax credit bonds; and

WHEREAS ORS 328.205, as amended, subject to voter approval, authorizes the District to contract bonded indebtedness to provide funds to finance the costs of the Project and to pay bond issuance costs;

NOW, THEREFORE, the Board of Directors of Hillsboro School District No. 1J, Washington, Yamhill and Multnomah Counties, Oregon, resolves as follows:

1. The measure election is hereby called for the purpose of submitting to the electors of the District the question of contracting general obligation bonded indebtedness in the name of the District in an amount not to exceed $408,000,000 (the "Bonds"). Bond proceeds will be used to finance the Project and pay all Bond issuance costs. The Bonds shall mature over a period of not more than twenty-one (21) years from the date of issue and may be issued in one or more series.

2. The measure election hereby called shall be held in the District on the 7th day of November, 2017. As authorized by the County Clerks of Washington, Yamhill and Multnomah Counties, Oregon, and the Oregon Secretary of State, the election shall be conducted by mail, pursuant to ORS 254.465 and 254.470.

3. The District authorizes the Chair, Superintendent, Chief Financial Officer (each an "Authorized Representative") or his/her designee to submit the final ballot title and explanatory statement and to take such further action as is necessary to carry out the intent and purposes herein, in compliance with the applicable provisions of law.

4. The Authorized Representative shall cause to be delivered to the Election Officer of Washington County, Oregon (the "Election Officer"), a Notice of Measure Election (the "Notice") in substantially the form attached hereto as Exhibit A, which shall be approved and filed by the Authorized Representative of the District, not later than September 7, 2017 (sixty-one (61) days prior to the election date), and with such changes as may be necessitated in connection with the Match Program.

5. The District hereby declares its official intent, pursuant to Treasury Regulation Section 1.150-2, to reimburse itself with the proceeds of the Bonds for any of the Expenditures incurred by it prior to the issuance of the Bonds.

6. The Authorized Representative is hereby authorized to execute all documents necessary in conjunction with the Match Program.

7. The law firm of Hawkins Delafield & Wood LLP is hereby appointed to serve as Bond Counsel with respect to the issuance of the Bonds. The District will pay the fees and expenses of the Bond Counsel from the Bond proceeds.

ADOPTED by the Board of Directors of Hillsboro School District No. 1J, Washington, Yamhill and Multnomah Counties, Oregon, this 31st day of July, 2017.

HILLSBORO SCHOOL DISTRICT NO. 1J, WASHINGTON, YAMHILL AND MULTNOMAH COUNTIES, OREGON

By:_____
Lisa Allen, Chair, Board of Directors

ATTEST:

By:_____
Mike Scott, Superintendent/District Clerk

EXHIBIT A

NOTICE OF MEASURE ELECTION

HILLSBORO SCHOOL DISTRICT NO. 1J
WASHINGTON, YAMHILL AND MULTNOMAH COUNTIES, OREGON

NOTICE IS HEREBY GIVEN [_____ *(insert date submitted to county clerk, not adoption date)*] that a measure election will be held in Hillsboro School District No. 1J, located in Washington, Yamhill and Multnomah Counties, Oregon, on November 7, 2017. The following shall be the ballot title of the measure to be submitted to the district's voters:

CAPTION (10 WORD LIMIT):

Bonds to Improve Schools and Classrooms, Address Safety, Repairs, Overcrowding

QUESTION (20 WORD LIMIT):

Shall Hillsboro School District improve schools, safety, security, and technology; issue $408 million in bonds; estimated to maintain tax rate?

If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

SUMMARY (175 WORD LIMIT):

If approved, bonds are expected to fund projects to upgrade safety, repair aging schools, improve learning environments, relieve school crowding, and plan for growth.

The District has been awarded $6 million in state matching funds if measure is approved.

Independent audits and citizen oversight required.

Bonds expected to fund:

Safety Improvements

- Seismic, safety, security upgrades.

Repairs, Replacements, Address Overcrowding

- Mechanical/electrical/plumbing/hardscape/roofing upgrades;
- Replacement of Brookwood Elementary;

- Improvements to Reedville Elementary / Hillsboro High School;
- New elementary gymnasiums;
- Drop-off safety improvements;
- Playground, athletic field and other improvements.

Plan for Future Growth

- Two elementary schools;
- Transportation/Maintenance facility.

Learning Environments

- Classroom and technology upgrades;
- Job training infrastructure, equipment.

Bond issuance costs.

State matching and remaining funds may be used to:

- Purchase land for additional school capacity;
- Replace additional hardscapes, portables;
- Replace windows;
- Improve/replace tennis courts.

Bonds would mature in not-to-exceed 21 years from issuance. The estimated tax rate is not projected to increase over current levels of $2.24 per $1,000 of assessed property value. Actual levy rate may differ due to changes in interest rates and/or assessed value.

The following authorized District official hereby certifies the above ballot title is true and complete.

_____	_____
Signature of authorized District official	Date signed
_____	_____
Printed name of authorized District official	Title

Internal Controls and Procedures
Capital Projects Bonds System Description

PERSONNEL INVOLVED:

Superintendent: Mike Scott
Chief Financial Officer (CFO): Michelle Morrison
Capital Projects Officer (CPO): Adam Stewart
Manager of Business Services: Jeff Jones
Finance Manager – Accounting and Purchasing: Jennifer Zavatsky
Fiscal Planning Specialist: Christy Woodard
Accounts Payable Department:
Financial Assistant II: Denise Hess
Financial Assistant I: Tiffany McGowen
Financial Assistant I: Connie Cannon
General Accountant: Pam Gray

DESCRIPTION:

The general public within the Hillsboro School District vote to approve a bond sale for capital projects. The ballot title describes allowable expenditures from bond sale proceeds, premium, and interest earned. All bond program activities will be coordinated by the Capital Project Officer and transactions will align with normal district controls described in the Procedures and authorized by the Chief Financial Officer.

Cash Flow and Banking

Cash flows and banking are subject to the standard Procedures for access and reconciliation with an additional layer of oversight by the Capital Project Officer. Requests for payment/transfer are initiated electronically and follow the standard banking workflow. The interest generated from investments (Zions bank) will settle in the appropriate US Bank Bond Checking account per the pre-determined investment schedule and guided by the bond investment policy.

Expenditure Authorization

All bond-related expenditures are subject to the standard internal controls for similar transactions, with additional oversight of the Capital Project Officer. A separate chart of accounts is maintained with each bond sale for internal tracking purposes of expenditures. Invoices for bond project expenditures will not be authorized for payment without a specific stamp of approval from the Capital Project Officer or designee.

External bank accounts will be maintained specifically for Bond funds and interfund/banking transactions will be pre-authorized by the Capital Project Officer. Staff positions funded by the bond will be temporary for the duration of the program.

Insurance

The District will obtain an Owner Controlled Insurance Program (OCIP) or "wrap-up program" using bond funds for construction projects. An OCIP, unlike traditional construction insurance coverage, provides eligible participants of a construction project with general liability coverage under one policy.

Code: **DFAA**
Adopted: 6/26/18
Revised/Readopted: 6/11/19; 9/22/20
Orig. Code: DFAA

Investment Policy – Capital Project Fund

Scope

This investment policy applies to activities of the Hillsboro School District with regard to investing the financial assets of the Capital Project Fund.

Funds will be invested in compliance with the provisions of Oregon Revised Statute (ORS) 294.035 through 294.048, ORS 294.125 through 294.155, ORS 294.810, and other applicable statutes. Investments will be in accordance with these policies and written administrative procedures. Investment of tax-exempt borrowing proceeds will comply with the "arbitrage" restrictions of Section 148 of the Internal Revenue Code of 1986.

Objectives

The District's investment objectives are:

1. Preservation of capital and the protection of investment principal;

2. Conformance with federal, state, and other legal requirements;

3. Maintenance of sufficient liquidity to meet operating requirements.

Delegation of Authority

The Chief Financial Officer (CFO) is designated as the investment officer of the District and is responsible for investment decisions and activities, under the direction of the Superintendent.

Prudence

The standard of prudence to be used by the investment officer in the context of managing the overall portfolio shall be the prudent investor rule, which states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

Investment Diversification

The CFO will diversify the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities.

Percent of Diversification By Instrument	Maximum Portfolio
U.S. Treasury Obligations (Bills, notes and bonds)	100%
U.S. Government Agency Securities and Instrumentalities of Government-Sponsored Corporations	100%
Certificates of Deposit (CD) Commercial Banks	25%
Certificates of Deposit (CD) Savings and Loan Associations	10%
State of Oregon Investment Pool	100%

Diversification by Financial Institutions

Certificates of Deposit (CD's) - Commercial Banks
No more than 15 percent of the total portfolio with any one financial institution.

Certificates of Deposit (CD's) - Savings and Loan Associations
Amount per institution based on capital adequacy guidelines; in any case not to exceed 10 percent of the total portfolio with any one institution.

State of Oregon Investment Pool - State Pool
With the exception of pass-through funds (in and out within 10 days), no more than the statutory limit per ORS 294.810 or 100 percent of the total portfolio.

Investment Maturity

Investment maturities for the Capital Project Fund shall be scheduled to coincide with projected cash flow needs. Investments which exceed 18 months shall be limited to U.S. Treasury Obligations and U.S. Government Agency Securities and Instrumentalities of Government Sponsored Corporations.

Qualified Institutions

The CFO shall maintain a list of all authorized dealers and financial institutions which are approved for investment purposes. Any firm is eligible to make an application to the investment officer and upon due consideration and approval will be added to the list. Additions or deletions to the list will be made at the director's discretion. At the request of the CFO the firms performing investment services for the District shall provide their most recent financial statements or Consolidated Report of Condition (call report) for review. At minimum, the CFO shall conduct an annual evaluation of each firm's credit worthiness to determine whether it should be on the authorized list. Securities dealers not affiliated with a bank shall be required to have an office located in Oregon or Washington.

Safekeeping and Collateralization

Investment securities purchased by the District will be delivered by either book entry or physical delivery, and held in third-party safekeeping by a bank designated as primary agent. The trust department of the bank designated as primary agent will be considered to be a third party for the purposes of safekeeping of securities purchased from that bank. The purchase and sale of securities will be on a payment versus delivery basis. The primary agent shall issue a safekeeping receipt to the District listing a specific instrument, rate, maturity, and other pertinent information.

Deposit-type securities (e.g., certificates of deposit or CD) shall be collateralized through the state collateral pool as required by ORS for any amount exceeding FDIC coverage, recognizing that ORS requires only 25 percent collateral. Other investments shall be collateralized by the actual security held in safekeeping by the primary agent.

Monitoring and Adjusting the Portfolio

The investment officer will routinely monitor the contents of the portfolio, the available markets and the relative values of competing instruments and will adjust the portfolio accordingly.

Internal Controls

The investment officer shall maintain a system of written internal controls, which shall be reviewed annually by the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation or imprudent actions.

Accounting Method

Investments will be carried at amortized cost. Gains or losses from investments will be credited or charged to investment income at the time of sale. Premiums or discounts on securities shall be amortized/ accredited over the life of the securities. The District shall comply with Generally Accepted Accounting Principles (GAAP).

Reporting Requirements

The investment officer shall generate daily and monthly reports for management purposes. In addition, the Board will be provided quarterly reports which will include data on investment instruments being held, as well as any narrative necessary for clarification.

Review and Adoption

This policy shall be reviewed not less than annually, and shall expire if not readopted annually.

END OF POLICY

Legal Reference(s):

ORS 294.135 ORS 332.107

Bond Oversight Committee Information

Purpose

Over the five years of the Bond, the Citizens' Bond Oversight Committee (CBOC) will convene regularly, and as needed, to review progress on the projects detailed in the Hillsboro School District Bond Measure 34-278. CBOC will review program progress and will monitor program spending and schedules. A written report describing program progress will be prepared quarterly for the Board of Directors and published on the Hillsboro School District website. CBOC also will issue an annual report to the Board, including an overall assessment of the bond projects, schedules, spending trends, and cost projections.

Committee Members

The Citizens' Bond Oversight Committee comprises 10 adult community members and 2 student members. They were appointed to serve by the School Board on March 13, 2018.

- **Chair:** Matthew Buckingham, News Copy Editor, Willamette Week
- **Vice Chair:** Patrick Preston, Public Affairs Manager, City of Hillsboro
- Sonja Ackman, Research Program Manager, OHSU
- Maureen Barnhart, retired
- Peter Brandom, Senior Project Manager, City of Hillsboro
- Matthew Costigan, Senior Project Manager, Washington County
- William Caleb Ford, Assistant Finance Director, Metro
- Holly Robison, homemaker/storyteller
- Jeff Sarafa, Finance Director
- Mia Tognoli, student, Century High School
- Kevin Zuercher, Recreation Supervisor, City of Hillsboro

Citizens Bond Oversight Committee Charter

Authorization

The Hillsboro School District School Citizens Bond Oversight Committee shall be established as an advisory committee to the Board of Directors. All meetings of the Citizen Bond Oversight Committee will be open to the public. Agendas for meetings will be posted at least one week prior to the meeting date and minutes will be available via the Hillsboro School District website.

Purpose and Authority

The purpose and authority of the Oversight Committee is to convene quarterly or as needed to review progress on the projects detailed in the Hillsboro School District Bond Measure 34-278. The Committee will review program progress and will monitor program spending and schedules. A written report describing program progress will be prepared following each Committee meeting. This written report will be shared with the Board of Directors and will be published on the Hillsboro School District website.

Estimated Time to carry out oversight

The oversight committee will have its initial meeting not later than April 6, 2018 and will be dissolved on January 1, 2022, or upon issuance of a final report by the Committee after all projects authorized by the Hillsboro School District Bond Measure 34-278 have been completed, whichever is earlier. Meetings shall be held at a time and location to be determined by the Committee Chair.

Membership

The Oversight Committee shall be composed of not more than 15 at large community members and up to 4 high school students. The District will accept applications for membership beginning January 2, 2018 through February 16, 2018. Members shall be appointed by the Hillsboro School District Board at their March 13, 2018 Regular Board Meeting. The District's Capital Projects Officer and Chief Financial Officer shall serve as ex officio members.

Chair and Vice Chair

The Hillsboro School District Board shall designate one member to serve as Chair and one member to serve as Vice Chair of the Oversight Committee. The Chair shall preside over committee meetings and act as spokesperson for the committee.

Annual Report

The Oversight Committee shall prepare and deliver regular meeting minutes as well as an annual report to the Board of Directors regarding program progress. The annual report shall include an overall assessment of the projects, schedules, spending trends and cost projections to ensure the purpose and promise of the Hillsboro School District Bond Measure 34-278 is fully realized.

Annual Reconciliation Review
Bond Funded Positions

In 2017, Hillsboro School District voters authorized the district to sell $408.0 million in tax-exempt bonds to fund capital improvements across the district. Allowable expenditures are defined in the Ballot Title (Appendix A).

Due to the broad nature of the ballot title descriptions, there are areas where bond projects and district operations align and may even overlap, specifically in the areas of maintenance and technology. In consultation with both Bond Counsel[1] and the district's independent audit firm, Grove, Mueller & Swank, P.C., an internal district standard has been created to determine whether or not payroll and other expenses may be allowable by the bond fund.

Counsel Guidance

Components for the "allowability" of bond expenditures include capitalization, duration, purpose, and alignment with ballot title.

1. The Oregon Constitution describes what "Capital costs" are eligible to be charged to a bond for school districts:
   Section 5. "Capital costs" defined. As used in this Article, "capital costs" means cost of land and of other assets having a useful life of more than one year, including costs associated with acquisition, construction, improvement, remodeling, furnishing, equipping, maintenance, or repair. (Created through H.J.R. 13, 2009 and adopted by the people May 18, 2010)
2. GASB Codification regarding Capital Assets (see Appendix B):
   18. Capital assets should be reported at historical cost. The cost of a capital asset should include capitalized interest and ancillary charges necessary to place the asset into its intended location and condition for use.
   Ancillary charges include costs that are directly attributable to asset acquisition-such as freight and transportation charges, site preparation costs, and professional fees. Donated capital assets should be reported at their estimated fair value at the time of acquisition plus ancillary charges, if any.

Standard checklist for bond-eligible payroll expenses

Due to the broad scope of the ballot title, the standard below has been developed to determine whether or not payroll or other expenses may be charged to the bond fund. Ideally, this determination would be made in the planning phase (budget) and reviewed for percentage of eligible activity expenses, up to 100%.

[1] Hawkins, Delafield & Wood LLP (5/13/19)

Annual Reconciliation Review
Bond Funded Positions

Capital (Bond Eligible)	**Operational (Non-bond eligible)**
C.1- Activities or services by staff are bond-related and temporary in nature ● Wages ● Associated payroll costs ● Related services and supplies	O.1- Activities or services by staff are permanent or ongoing in nature
C.2- Structural, materials, and real property- per Ballot Title	O.2- Consumable supplies
C.3- Equipment/technology- per Ballot Title ● Planning and procurement of items ● Installation costs ● Initial training for use and development of training materials ● Development of required systems of support designed to last the life of the asset	O.3- Continued training for use
C.4- Insurance and legal services for bond related activities	O.4- Periodic reports (used for monitoring or operating systems or equipment)
C.5- Infrastructure, related systems- per Ballot Title	O.5- Normal maintenance or repair (not included in Ballot Title)
C.6- Test: What percentage of this (item/cost) is related to bond activities?	O.6- Test: What percentage of this (item/cost) is related to regular operations?

Annual Reconciliation of Bond Positions

Below is the annual review for all bond funded positions to reconcile the estimated payroll expense against actual activities. This documentation will be used for year-end reclassification of FTE payroll and associated expenses.

Other supplemental and extra duty expenses are authorized by the Capital Projects Officer on an “as needed” basis. Extra help is occasionally needed due to bond work. To date this extra help has been used for clerical help with the badging of contractors, moving of furniture, locking and unlocking school sites during the summer and other miscellaneous work.

Annual Reconciliation Review
Bond Funded Positions

Name	Position	Budget	Verification Date	Actual	FTE Change
Adam Stewart-113	Capital Project Officer	100%	8/26/2020	100%	1.0 -1.0 = 0.0
Jim Peterson-113	Construction Coordinator	100%	8/26/2020	100%	1.0 -1.0 = 0.0
Sharon McCarty-112	Construction Mgmt Admin Support	100%	8/26/2020	100%	1.0 -1.0 = 0.0
Jordan Beveridge-113	Information Officer	50%	9/2/2020	13%	***0.5-0.13 = - 0.37***
Casey Waletich-113	Operations Officer	20%	8/27/2020	40%	***0.2 - 0.4 = - 0.2***
Jane Siguenza-114	Bond Marketing Specialist	100%	8/26/2020	100%	1.0 -1.0 = 0.0
Tiffany McGowen-112	Financial Asst 1	50%	8/26/2020	75%	***0.63-.5 = + 0.13***
Alano Ciliberto-113 (Worksheet)	Coordinator Bond Tech Integration	100%	8/28/2020	100%	***0.94 -1.0 = - 0.06***
Fred Kuest-114	Public Safety Systems Specialist	100%	8/27/2020	100%	***0.94 -1.0 = - 0.06***

Annual Reconciliation of Other Expenses

Other temporary staffing expenses are authorized by the Capital Projects Officer on an “as needed” basis. Extra help is occasionally needed for clerical help with the badging of contractors, moving of furniture, locking and unlocking school sites during the summer and other miscellaneous work. A former HSD administrator is engaged to assist with communication between buildings undergoing construction and construction management office.

HILLSBORO SCHOOL DISTRICT 1J
2020-21 REVENUE AND EXPENSES

		Total
REVENUES:		
Revenue from local sources:		
1500	Earning on investments	1,263,638
1960	Recovery of prior year	(22,500)
	Total revenue from local sources	1,241,138
Revenue from other sources:		
5400	Resources - beginning fund balance	205,550,815
	Total revenue from other sources	205,550,815
TOTAL REVENUES		**$ 206,791,953**

		Salaries Object 100	Associated Payroll Costs Object 200	Purchased Services Object 300	Supplies & Materials Object 400	Capital Outlay Object 500	Other Object 600	Total
EXPENDITURES:								
Support services								
2660	Technology	$ 22,483	$ 7,565	$ -	$ -	$ -	$ -	$ 30,048
	Total support services	22,483	7,565	-	-	-	-	30,048
Facilities acquisition & construction								
4150	Building acquisition, construction, & improvement services	710,085	405,261	9,475,166	6,911,544	78,222,063	756,089	96,480,208
4180	Other Capital Purchases	-	-	164,143	221,730	1,235,135	-	1,621,008
	Total facilities acquisition & construction	710,085	405,261	9,639,309	7,133,274	79,457,198	756,089	98,101,216
TOTAL EXPENDITURES		**$ 732,568**	**$ 412,826**	**$ 9,639,309**	**$ 7,133,274**	**$ 79,457,198**	**$ 756,089**	**$ 98,131,264**

HILLSBORO SCHOOL DISTRICT 1J
ADMINISTRATIVE CENTER
3083 NE 49TH PLACE
HILLSBORO, OR 97124
WWW.HSD.K12.OR.US

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
INFORMATION – ADMINISTRATIVE REGULATION UPDATE

SITUATION

Updated administrative regulations (ARs) that do not require Board action will be posted in the Board meeting packet for the information of the Board, staff members, and the public.

Policy language must meet the following criteria:

1. Legally mandated or legally wise
2. Harmonize with District's existing collective bargaining agreements
3. Reflect current District practice

The following administrative regulation (AR) has proposed changes:

- JECBA-AR: Admission of Exchange Students

RECOMMENDATION

The Superintendent recommends that the Board of Directors review the updated administrative regulations.

Code: **JECBA-AR**
Revised/Reviewed: 4/28/09; 12/10/19
Orig. Code: JECBA-AR

Admission of Exchange Students

The procedures for approving international exchange programs and accepting exchange students shall be as follows:

Prerequisites

1. State department guidelines stipulate that a group-sponsored student must obtain school approval and family placement before leaving their home country.

2. Exchange students attending District schools through group-sponsored exchange programs must obtain a J-1 Visa from the U.S. Citizenship and Immigration Services which they must show upon registration. Approved group-sponsored exchange programs are those designated by the United States Information Agency and officially recognized by the Board. Exchange students on a J-1 Visa are not required to pay tuition.

3. Exchange students attending District schools through private sponsorship must obtain an F-1 Visa and prior approval required by the U.S. Citizenship and Immigration Services. Pursuant to federal law, foreign students on an F-1 Visa may only attend secondary schools within the District, and are required by law to pay the District's established tuition rate for the period of attendance. The period of attendance may not exceed 12 months.

4. The student or sponsoring organization will provide all dues and fees.

Program Guidelines

1. ~~A high school may accept a number of exchange students for placement that does not exceed one-half of one percent of student enrollment at the school, plus an additional placement for each student from that school studying abroad.~~ *All exchange organizations must declare to the Executive Director of Schools that oversees high school no later than March 15th their intent to enroll students, the number of desired student placements, and preferred school for the following school year. (Organizations should not contact individual schools.)*

2. ~~Candidates will be selected from exchange programs at the discretion of the building administrator.~~ *The Hillsboro School District will determine the number of student placements available and may conduct a lottery for placements no later than March 30th. The purpose of the lottery is to determine which exchange organizations will be able to place students, and the number of student placements each organization will be offered in Hillsboro School District schools for the next school year.*

3. ~~In addition, up to two students may be accepted at any one time from short-term programs at the discretion of the building administrator.~~ *Exchange student placements per high school will not exceed one-half of one percent of student enrollment, plus an additional placement for each student from that school studying abroad as part of an approved exchange program.*

4. ~~All potential organizations or individuals will obtain approval from the building administrator by July 1 for the coming school year. Applications may not be accepted after July 1.~~ *Once the number of placements per organization are determined, organizations may work directly with schools for student registration. Students must register for school admission by July 1.*

5. *All final exchange organization partnerships and student placements are subject to final approval by the Executive Director of Schools.*

6. The building administration *and/or the Executive Director of Schools* reserves the right to terminate attendance if the student does not comply with the high school academic/behavioral standards that apply to that student.

7. An exchange student will receive an honorary Hillsboro School District high school diploma, unless a prescribed course of study includes completion of requirements for a standard diploma. Counselors will review an appropriate course of study and will give a written recommendation to the student. The recommendation will specify either an honorary or standard diploma. All full-year students may participate in graduation ceremonies regardless of diploma received.

New Exchange Organizations

Programs wishing to enroll exchange students in the district must meet the following requirements:

1. New exchange organizations must be approved by the superintendent or designee no later than March 1st;

2. The exchange organization must have a local representative who is available to meet with the designated school administrator representative, the student and the host family.

3. The exchange organization representative must provide information required by the district and have it on file at the district office;

4. The exchange organization must have been approved by and be in good standing for the current school year with the Council on Standards for International Educational Travel (CSIET) and be a United States Information Agency (USIA) designated organization.

5. The exchange organization must be sponsored by a nonprofit organization;

6. The selection of the host family and home placement must be made prior to the student's arrival in Hillsboro. Noncompliance with this provision can result in the immediate suspension or revocation of the approved status of an international exchange program.

Continued Exchange Organizations

1. All exchange organizations must declare no later than March 15th their intent to enroll students the following year.

2. *All continuing exchange organizations shall meet the expectations outlined in the "New Exchange Organization" listed above.*

3. *Exchange organizations will be evaluated on an as-needed basis. Those programs that fail to meet district expectations will be removed from the approved list.*

HILLSBORO SCHOOL DISTRICT 1J
December 7, 2021
FIRST READING – POLICIES

SITUATION

The Hillsboro School District has contracted with Oregon School Boards Association (OSBA) to receive a quarterly policy update.

Policy language must meet the following criteria:

- Legally mandated or legally wise
- Harmonize with District's existing collective bargaining agreements
- Reflect current District practice

The Superintendent and Cabinet members have reviewed the policies listed below, and are presenting them to the Board for first reading:

- Policies in Section A/B - Board Governance and Operations
  - BBAA: Individual Board Member's Authority and Responsibilities
  - BD/BDA: Board Meetings
  - BDDH: Public Comment at Board Meetings
  - BDDH-AR: Public Comment at Board Meetings

- Policies in Section D - Fiscal Management
  - DLC-AR: Staff Expense Reimbursement

- Policies in Section G - Personnel
  - GBNA-AR: Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures – Staff
  - GBNAA/JHFF: Suspected Sexual Conduct with Students and Reporting Requirements
  - GBNAA/JHFF-AR: Suspected Sexual Conduct Report Procedures and Form
  - GBNAB/JHFE: Suspected Abuse of a Child Reporting Requirements
  - GBNAB/JHFE-AR(1): Reporting of Suspected Abuse of a Child
  - GBNAB/JHFE-AR(2): Abuse of a Child Investigations Conducted on District Premises

- Policies in Section I - Instruction
  - IB: Freedom of Expression
  - IGBHA: Alternative Education Programs
  - IKFB: Graduation Exercises

- Policies in Section J - Students

- JFCJ: Weapons in the Schools – Students
- JHFE/GBNAB: Suspected Abuse of a Child Reporting Requirements
- JHFE/GBNAB-AR(1): Reporting of Suspected Abuse of a Child
- JHFE/GBNAB-AR(2): Abuse of a Child Investigations Conducted on District Premises
- JHFF/GBNAA: Suspected Sexual Conduct with Students and Reporting Requirements
- JHFF/GBNAA-AR: Suspected Sexual Conduct Report Procedures and Form

- Policies in Section K/L – District-Community Relations
- KGBB: Firearms Prohibited

RECOMMENDATION

The Superintendent recommends that the Board of Directors review the first reading of policies of the District's policy manual.

Code: **BBAA**
Adopted: 2/17/09
Revised/Readopted: 1/22/19; 9/22/20
Orig. Code(s): BBAA

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their~~his/her~~ position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the District's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

~~A Board member has the right to express personal opinions.~~ When expressing ~~such~~ personal opinions in public, the Board member should~~must~~ clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the Superintendent, gained through attendance at District events or activities, and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

   Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the Superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional time or expense to the District must be submitted to the Board for consideration.

2. Requests for Legal Opinions

   Requests~~A request~~ for ~~a~~ legal [advice or] opinions~~opinion~~ by a Board member [that will incur a cost for the District] must be approved by a majority vote of the Board before the request is made to legal counsel. ~~If the legal opinion sought involves the Superintendent's employment or performance, the request should be made to the Board chair.~~ [The Board chair is authorized to obtain legal advice or opinions if [advantageous] to do so prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval.] Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

When Board members receive complaints or requests for action from staff, students, or members of the public, the Board members will direct the staff, students, members of the public to the complaint policy [Board policy KL – Public Complaints]. Such ~~such~~ information will ~~is to~~ be conveyed to the Superintendent ~~for action~~.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the District's educational program, may visit schools or other facilities to gain information, and may request information from the Superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the District or its schools.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075

38 OR. ATTY. GEN. OP. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

Corrected 10/21/21

Code: BD/BDA
Adopted: 5/27/08
Revised/Readopted: 1/22/19
Orig. Code(s): BD

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special~~,~~ or emergency meeting. "Meeting" means the convening of a quorum of the Board as the district's~~District's~~ governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, i.e. a work session. The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special, and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes. [For information how to give or submit public comment [it is outlined in Board policy BDDH - Public Comment at Board Meetings[1]] [and/or] [posted on the district's website].]

All Board meetings, including Board retreats and work sessions, will be held within ~~the~~ District boundaries, except as allowed by law[2]. The Board may attend training sessions outside the District boundaries but cannot deliberate or discuss District business.~~[3]~~ No meeting will be held at any place where discrimination on the basis of disability, an individual's race, creed, color, religion, sex, sexual orientation[4], gender identity, parental status, national origin, marital status, disability, or age is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects

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[[1] When telephone or other electronic means of communication is used during a meeting open to the public, the Board shall make at least one place available to the public where, or at least one electronic means by which, the public can listen during the meeting. At all meetings of the Board open to the public, the public will be provided an opportunity, to the extent reasonably possible, to access and attend the meeting by telephone, video or other electronic or virtual means. If in-person oral testimony (or public comment) is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit oral testimony during the meeting[, at the designated portion of the agenda,] by telephone, video or other electronic or other means. If in-person written testimony is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit written testimony including by email or other electronic means, so that the Board is able to consider the submitted testimony in a timely manner.]

[2] ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

~~[3] ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction as long as no deliberations toward a decision are involved.~~

~~[4] As defined in ORS 174.100.~~

to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the notice.

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for hearing-impaired persons. Other~~Such other~~ appropriate auxiliary aids and services will be provided upon request and ~~with~~ appropriate advance notice. ~~Communications with all qualified individuals with disabilities shall be as effective as communications with others.~~

[If requested to do so at least three business days before a meeting held in public, the Board will make a reasonable effort to provide interpretation services.{[5]}]

All meetings held in public shall comply with the Oregon Indoor Clean Air Act ~~and the smoking provisions contained in the Public Meetings Law~~.

1. Regular, Special and Emergency Meetings

   Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the annual organizational meeting and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

   No later than the next regular meeting following July 1, the Board will hold the annual~~an~~ organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years (odd numbered years), the first meeting will be held no later than July 31.

   Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may also be scheduled if less than a quorum is present at a meeting or additional business still needs to be conducted at the ending time of a meeting. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

   Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings

   Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing District business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, decision-making, or gathering of information on which to deliberate.

   Electronic communications may contain:

   a. Agenda item suggestions;
   b. Reminders regarding meeting times, dates, and places;
   c. Board meeting agendas or information concerning agenda items;

{[5] Districts are encouraged to evaluate interpretation needs and resources prior to adding this language. A district may decide that translating the agenda, minutes or other documents, or public comment is sufficient.}

d. One-way information from Board members or the Superintendent to each Board member (e.g., an article on student achievement or to share a report on District progress on goals) ~~so long as that information is also being made available to the public~~;
e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

E-mails sent to other 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. ~~*Public Records and Meetings Law.*~~

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by public meetings law. ~~the Public Meetings Law.~~

4. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with ~~the~~ state law on public meetings, including notice and minutes.

5. Executive Sessions

Executive sessions may be held during regular, special, or emergency meetings for a reason permitted by law. (See Board policy BDC - Executive Sessions)

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 174.104
ORS Chapter 192
ORS Chapter 193
ORS 255.335
ORS 332.040 - 332.061
ORS 433.835 - 433.875

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
OR. ATTY. GEN. Public Records and Meetings Manual.
Oregon House Bill 2560 (2021).
Oregon House Bill 3041 (2021).

Corrected 10/21/21

Code: BDDH
Adopted: 12/17
Revised/Readopted: 1/22/19; 10/27/20
Orig. Code(s): BDDH

Public Comment at Board Meetings

{HB 2560 (2021) goes into effect on January 1, 2022, and requires that districts provide the same opportunity for public comment to those attending virtually as is provided to those attending in person. We recommend that districts review current public comment practices and adopt policy language that meets the law and the desired district practice.}

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district community members to attend Board meetings to become acquainted with the programs and operations of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

~~The Board meeting is an open meeting held in public to conduct district business.~~

~~It is the intent of the Board to ensure that communications with individuals with disabilities are as effective as communications with others.~~ Individuals with hearing, vision, or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings~~. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids and services~~.

~~Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate that such requests would result in a fundamental alteration in the service, program or activity or an undue financial and administrative burdens, an alternative, equally effective means of communication will be used.~~

~~Request for an Item on the Agenda~~

~~A member of the public may request that the superintendent consider placing an item on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least ten working days prior to the scheduled meeting.~~

Procedures for Oral Public Comment ~~at Meetings~~

~~Members of the public are encouraged to share their ideas and opinions with the Board. During a regular session of a Board meeting that is open to the public, a portion of the agenda may be designated for public comment.~~

The Board establishes the following~~will establish~~ procedures for public comment at Board meetings held in open session.~~in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons.~~ The information will be ~~easily~~ accessible and available to all patrons accessing or attending such a ~~public~~ Board meeting.

1. ~~Discussion or presentation concerning a published agenda item~~Public comment is limited to its designated place on the agenda~~, unless otherwise authorized by the Board chair~~ and while time allows.

2. A ~~visitor~~ person speaking during ~~the meeting~~public comment may introduce or speak on a topic not on the published agenda. ~~The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or study.~~

3. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will complete and submit the Intent to Speak card to the Board secretary, submit their name electronically or as directed prior to the Board meeting.[1] A request to give public comment in-person or electronically does not guarantee time will be available.~~In accordance with Board policy, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing the Board secretary with a completed Intent to Speak card before the Board chair convenes the session, in order to allow the chair to provide adequate time for each agenda item.~~

4. ~~Any individual~~A person speaking ~~to the Board~~ during ~~a meeting~~ the public comment portion of the meeting ~~shall~~ should state their name and, if speaking for an organization, the name ~~and identity~~ of the organization. A spokesperson should be designated to represent a group with a common purpose.

5. A person giving public comment is limited to an established time limit of up to three minutes, at the Board's discretion. Statements ~~by members of the public~~ shall be brief and concise. ~~An individual shall be limited to up to three minutes, at the Board's discretion.~~ In the event that a district staff member is utilized to provide translation, the speaker may receive up to six minutes, at the Board's discretion. Priority to speak will be given to students, parents (or guardians) of students, and community members, at the Board's discretion. ~~Written material may be submitted to the Board secretary to give to the Board.~~ [The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner.] If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board secretary, as directed, to give to the Board.

6. ~~Questions asked by the public may be referred to the superintendent for follow-up, if appropriate.~~ Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date.

[1] When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

7. Comments aimed at State and Federally protected classes shall be prohibited. Anger, rudeness, ridicule, obscene or profane language, impatience, lack of respect for others and personal attacks are not acceptable behavior. Demonstrations in support or opposition to a speaker or idea are not permitted.

Failure to abide by these requirements may result in the forfeiture of the speaker's right to speak.

[The Board will not hear public comment at Board work sessions.]

[Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.]

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to the Executive Assistant to the Board of Director's Rose Roman at romanr@hsd.k12.or.us. Materials or comments submitted at least [72 hours] in advance of a Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting]. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment~~Speakers~~ may offer objective criticism of district operations and programs, but in public sessions, the Board will not hear comments regarding any individual district staff member or group of employees. The Board chair will direct the visitor to the procedures in Board policy KL – Public Complaints for ~~Board~~ consideration of a legitimate complaint involving a staff member, and will connect the visitor with an administrator, as appropriate. A hearing conducted before the Board regarding personnel may take place in an executive session.

The Board vests in its chair or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.

A commendation involving a staff member should be sent to the Superintendent.

~~**Petitions**~~

~~Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the Superintendent for consideration and recommendation.~~

~~The Board chair should be alerted to see that all visitors have been acknowledged and thanked for their presence and for any contributed comments on agenda issues. Similar courtesy should be extended to members of staff who have been in attendance. Their return for future meetings should be welcomed.~~

END OF POLICY

Legal Reference(s):

ORS 165.535
ORS 165.540
ORS 192.610 - 192.690
ORS 332.057
ORS 332.107

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).
Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).
Oregon House Bill 2560 (2021).

Corrected 10/21/21

Code: BDDH-AR
Revised/Reviewed: 12/17; 1/22/19; 10/27/20

Public Comment at Board Meetings

To make a comment or present a topic during public comment, if the opportunity is available on the Board agenda and at the Board's discretion, please complete an Intent to Speak card and submit it to the Board secretary before the Board chair convenes the session. Those attending virtually and want to provide public comment should notify the Executive Assistant to the Board Directors Rose Roman by submitting an email to romanr@hsd. k12.or.us [as directed] prior to the start of the meeting. Signing up to provide public comment does not guarantee time will be available.

Any person speaking to the Board during a meeting should state their name and, if speaking for an organization, the name of the organization. An individual who has submitted an Intent to Speak card and has been invited to speak will be allowed up to three minutes, upon the Board's discretion. In the event that a district staff member is utilized to provide translation, the speaker may receive up to six minutes, at the Board's discretion. Priority to speak will be given to students, parents (or guardians) of students, and community members, at the Board's discretion. A spokesperson should be designated to represent a group with a common purpose. The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point.

~~Please keep in mind that reference to~~Comments about a specific employee or group of employees is prohibited, as follows:

A person speaking during the designated portion of the agenda for public comment~~Speakers~~ may offer objective criticism of district operations and programs, but in public sessions, the Board will not hear comments regarding any individual district staff member or group of employees. The Board chair will direct the visitor to the procedures in Board policy KL – Public Complaints for ~~Board~~ consideration of a legitimate complaint involving a staff member, and will connect the visitor with an administrator, as appropriate. A~~ny~~ hearing conducted before the Board regarding personnel ~~shall~~ may take place in an executive session.

A commendation involving a staff member should be sent to the superintendent.

SEE FORM ON REVERSE

Intent to Speak Card

The Board welcomes your input. To provide in-person public comment, ~~P~~please submit this completed card to the ~~b~~Board secretary before the Board chair convenes the session.

Name _____ Date~~:~~ _____

Email Address _____ Telephone Number _____

Representing _____
(Name of group, self, or organization)

I am an: ☐ HSD Student ☐ HSD Parent ☐ HSD Staff Member ☐ Other _____

I WISH TO ADDRESS THE BOARD REGARDING THE FOLLOWING:

_____
_____
_____
_____

INDICATE YOUR POSITION ON THIS MATTER: In favor Opposed

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public Complaints and KL-AR - Public Complaints Procedure. A hearing conducted by the Board regarding personnel may take place in an executive session.

The Board requests that a topic or comment is limited to three minutes or less.

Corrected 10/21/21

Code: **DLC-AR**
Adopted: 9/01/15
Revised/Readopted: 2/26/19
Orig. Code: DLC-AR

Staff Expense Reimbursement

Expense reimbursement for staff traveling on approved District business will be governed by the following procedures and will be in line with budgetary allocations. Travel expenses include travel fares, meals and lodging, and expenses incident to travel. Only travel expenses as are ordinary and necessary in the conduct of approved travel for District business purposes and directly attributable to it will be reimbursed. As used in this regulation an "ordinary" expense means one that is common and accepted in the profession; a "necessary" expense means one that is essential and appropriate in order to conduct District business. Reimbursement procedures established by the District will also apply to Board members traveling on Board-approved District business, as applicable.

In-District and Out-of-District Travel

Use of private vehicles for in-district and out-of-district business travel will be reimbursed, after approval by the immediate supervisor, per the reimbursement standards set by the District.

Out-of-State Travel

Out-of-state travel requires prior Superintendent or designee approval.

Insurance Coverage

1. Insurance costs are included as part of the mileage reimbursement for employees authorized to use a private vehicle to conduct District business. It is the responsibility of the owner or driver of the vehicle to be certain that the vehicle is adequately covered by insurance.

2. The responsibility of the District for damages resulting from vehicle accidents is not the same as set forth in the District's general liability insurance policy. The employee's insurance coverage provides primary coverage when the employee is driving their own vehicle on approved District business.

Meals and Meetings

1. Reimbursement will be made for ordinary and necessary meal expenses incurred in the course of approved travel for District business. Meals include amounts spent for food, beverage, taxes, and related gratuities. Alcoholic beverages will not be reimbursed by the District. See Expense Reimbursement Request and Accounting Procedures below.

2. Expenses in excess of the District's established limit are ordinarily the responsibility of the employee and may be reimbursed only with approval from the Superintendent or designee. Receipts for all meal expenses must be secured and attached to the claim.

Reservations, Commercial Carrier, and Lodging

1. Travel must be conducted in the most expeditious and cost-effective manner, as determined by the District.

2. Each employee is responsible for making their own reservations by obtaining a purchase order number from the business office and furnishing that number to the local travel agency or commercial carrier.

3. Individuals traveling on approved District business by a carrier offering travel credits (i.e., frequent flyer mileage, etc.) are required to account for credits received and may use the credits for future approved District travel purposes only.

Vehicle Rentals

1. Rental vehicles may be used only when use will effect a savings or otherwise be more advantageous to the District or when the use of other transportation is not feasible.

2. Rental of a compact vehicle is recommended when suitable for approved District business because of the lower initial rate and the guaranteed rate. Certain rental agencies guarantee the compact rate in all owned stations and in most licensee stations, which means that if a reservation for a compact vehicle is accepted and one is not available, a standard-sized vehicle will be substituted at the compact rate.

3. Rental vehicles will be used only for official travel or in lieu of taxi for necessary travel. Any additional costs incurred for other usage will be the personal responsibility of the traveler.

4. Employees will be informed if the District carries the rental car endorsement as part of its insurance coverage. In the event the District does not carry the rental car endorsement the employee will be authorized to purchase insurance coverage from the rental agency.

Canceled Trips

1. If an employee cannot leave at the scheduled time, it is their responsibility to call the travel agency or carrier and arrange to have the tickets canceled or exchanged.

2. Commercial carrier reservation cancellations must be made at least 24 hours before departure time, whenever possible.

3. Lodging reservations must be canceled by the employee as soon as possible to avoid a cancellation charge.

4. If a trip is canceled after an advance and/or tickets have been issued, the advance and tickets must be returned to the business office immediately.

Personal Travel Combined with District Business Travel

1. If an individual traveling on approved District business engages in both business and personal activities, travel expenses incurred will be reimbursed only for expenses that are ordinary and necessary in the conduct of District business. Expenses incurred as a part of personal business are the sole responsibility of the traveler.

2. When personal travel is combined with approved District business travel and the individual is traveling by less than the most expeditious and cost-effective manner, any additional costs must be paid by the traveler.

3. Time away from work caused by traveling by less than the most expeditious means available for personal purposes must be charged to vacation or other appropriate leave.

4. Vacation or other personal leave may be taken in conjunction with approved District travel subject to the following:

    a. Time delays related to approved District business are charged as working time even if no work is performed;
    b. If the employee travels by less than the most cost-effective manner, as determined by the District, for approved District business or for personal travel combined with travel for District business purposes, the employee must pay the additional cost (e.g., increased fare, meals, lodging expenses, etc.) incurred as a result of the personal travel;
    c. All subsistence and local transportation (e.g., taxi, vehicle fare, etc.) while on vacation status or other appropriate leave must be paid by the employee;
    d. The traveler will not be required to pay any of the basic transportation costs incurred as a part of the approved District business, even though the traveler spends a substantial part of the total time away from home on vacation or other personal leave, provided the employee was traveling on approved District business;
    e. A traveler who decides on their own to conduct District business without prior approval, while on vacation or other personal leave, cannot then use this as a justification to have the District pay basic transportation cost from the District to the location visited, or submit a request for other expense reimbursement.

Expense Reimbursement Request and Accounting Procedures

1. Reimbursement requests detailing actual expenditures must be submitted on the District's travel expense form and approved by the building administrator in writing. Receipts and supporting documentation must accompany all expense reimbursement requests. This includes, but is not limited to, receipts for transportation, lodging, meals, registration, conference, and workshop fees. All requests must be submitted to the District office within 30 working days of the conclusion of the trip.

2. Reimbursement for expenditures will be made within 30 working days after the approved travel expense report is received by the business office.

3. Expenses which consist primarily of the cost of furnishing meals for others will be reimbursed upon submission of a travel expense report which includes:

    a. Names of guests;

b. Organizations involved;
c. Full explanation of the District business purpose of the meeting.

4. In the event a vehicle was rented, a copy of the rental agreement must be attached to the travel expense report. The rental charge should be paid from the amount advanced, as applicable. Purchase of gas and oil which have been deducted from the rental charge by the rental agency must be included.

5. Any claim for mileage reimbursement must be submitted to the District office within 30 working days of the conclusion of the travel.

6. Mileage for approved District business travel in a private vehicle will be reimbursed Internal Revenue Service (IRS) rate in effect July 1 for the July through June fiscal year. This rate will be revised annually. Reimbursement that exceeds the IRS rate will be included as income to the employee in accordance with IRS regulations.

7. Meal expenses for approved District business travel purposes may be reportable as income to the employee in accordance with IRS regulations. Generally, meal expenses incurred for approved District business purposes in which District business is conducted with at least one or more other persons or that is incurred on approved District business for a trip that is overnight, or long enough that the individual needs to stop for sleep or rest to properly perform his/her duties, as defined by the IRS, will not be reportable as income to the employee.

8. In the event the total of the amount charged to, and/or received from, the District by the employee as advances, reimbursement, or otherwise, exceeds the ordinary and necessary business expenses, the excess must be reported as income in accordance with IRS requirements.

Reimbursable Expense Limitations

1. Meal expenses may be reimbursed subject to the ~~following limitations~~ *current U.S. General Service Administration regional guidelines at the time the expense was incurred*.

~~Allowance: Breakfast $ 10~~
~~Lunch $ 15~~
~~Dinner $25~~

2. Gratuities must not exceed 20 percent and must be included as a part of the receipt. Gratuities in excess of 20 percent are the responsibility of the employee and will not be reimbursed by the District.

3. Other expenses such as toll charges, parking fees, valet services, cleaning, pressing, and laundry may be reimbursed if length of trip or circumstances demand.

4. Mileage reimbursement for actual miles traveled on District business, may be approved subject to the following limitations:

   a. In-district mileage reimbursement will not be granted to an employee, other than a District-approved tutor, for traveling from the employee's residence to the place where work begins for the day or for returning home from the last place worked during the day;

b. Reimbursement will be made only for those miles actually traveled in the course of completing approved District business. When chauffeured, mileage for two round trips and short-term parking will be reimbursed if not greater than the cost of one round trip plus economy parking;
c. Group travel may be requested on one travel request form for a group traveling together as long as advance and reimbursement is payable to one person who has complete responsibility for reporting expenses;
d. In the event a private vehicle is approved for use from home, to or from an airport or railroad station, mileage for one round trip and economy parking will be reimbursed. Parking receipts are required;
e. Individuals requesting reimbursement for use of a private vehicle on approved District business must meet insurance requirements. See Insurance Coverage above.

5. Lodging will be reimbursed at reasonable commercial rates.

6. Local taxi, shuttle, bus fares, vehicle rentals, and third-party transportation, e.g., Lyft, Uber, may be reimbursed, subject to the District's requirement that travel selected is by the most expeditious, cost-effective manner, as determined by the District.

Code: **GBNA-AR**
Revised/Reviewed: 3/14/17; 4/30/19
Orig. Code: GBNA-AR

Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures – Staff

The following definitions and procedures shall be used for reporting, investigating, and resolving reports of hazing, harassment, intimidation, bullying, cyberbullying, and menacing of staff or third parties.

Definitions

1. "Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in District business, such as employees of businesses or organizations participating in cooperative work programs with the District, and others not directly subject to District control at inter-district and intra-district athletic competitions or other school events.

2. "District" includes District facilities, District premises, and non-District property if the student or employee is at any District-sponsored, District-approved, or District-related activity or function, such as field trips or athletic events where students are under the control of the District, or where the employee is engaged in District business.

3. "Hazing" includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health, or safety of a staff member for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any District-sponsored work activity, work group or work assignment, or other such activities intended to degrade or humiliate regardless of the person's willingness to participate.

4. "Harassment" is unwelcome conduct that is based on race, color, religion, sex (including pregnancy), sexual orientation, gender identity[1], national origin, age (40 or older), disability or genetic information. Harassment becomes unlawful when a) enduring the offensive conduct becomes a condition of continued employment, or b) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

5. "Intimidation" includes, but is not limited to, any threat or act intended to tamper, substantially damage, or interfere with another's property, cause substantial inconvenience, subject another to

[1] ~~"Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated with the individual's sex at birth.~~

offensive physical contact, or inflict serious physical injury on the perception of the other's race, religion, color, national origin, disability, ~~or~~ sexual orientation or gender identity.

6. "Cyberbullying" is the use of any electronic device to convey a message in any form (e.g., text, image, audio, or video) that defames, intimidates, harasses, or otherwise harms, insults, or humiliates another in a deliberate, repeated, or hostile and unwanted manner under a person's true or false identity. Any communication of this form which substantially disrupts or prevents a safe and positive educational or working environment may also be considered cyberbullying.

7. "Bullying" is a pattern of repeated mistreatment that harms, intimidates, undermines, offends, degrades, or humiliates an employee.

8. "Menacing" includes, but is not limited to, any act intended to place a District employee, student, or third party in fear of imminent serious physical injury.

Reporting Procedures

The building principals, supervisors, and the assistant superintendent of human resources have responsibility for investigations concerning reports of hazing, harassment, intimidation, bullying, cyberbullying, or menacing of staff or third parties. The investigator(s) shall be a neutral party having had no involvement in the report presented.

Any employee or third party who has knowledge of conduct in violation of Board Policy JFCF - Hazing, Harassment, Intimidation, Menacing, Bullying, Cyberbullying, Teen Dating Violence, or Domestic Violence - Student shall immediately report concerns to the building principal or supervisor.

Any employee or third party who has knowledge of conduct in violation of Board policy GBNA – Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff and this administrative regulation or feels they have been hazed, harassed, intimidated, bullied, cyberbullied, or menaced in violation of Board policy or this administrative regulation ~~policy~~ shall immediately report concerns to the designated District official.

All reports and information will be promptly investigated in accordance with the following procedures:

Step 1 Any reports or information on acts of hazing, harassment, intimidation, bullying, cyberbullying, or menacing (e.g., complaints, rumors) shall be presented to the building principal or supervisor. Reports against the building principal shall be filed with the chief human resources officer. Reports against the Superintendent shall be filed with the Board chair. Information may be presented anonymously. All such information will be conveyed in writing and will include the specific nature of the offense and corresponding dates.

Step 2 The District official receiving the report shall promptly investigate. Parents will be notified of the nature of any report involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within 10 working days after receipt of the information or report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings conveyed in the report will be communicated in writing. The District official(s) conducting the investigation shall notify the person making the report within 15 working days of receipt of the information or report, and parents as appropriate, in writing

when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.

[A copy of the notification letter or the date and details of notification to the person making the report, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.]

Step 3 If the person making the report is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the Superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The Superintendent or designee will arrange such meetings with the person making the report and other affected parties as deemed necessary to discuss the appeal. The Superintendent or designee shall provide a written decision to the appeal within 15 working days.

Step 4 If the person making the report is not satisfied with the decision at Step 3, a written appeal may be filed with the Board. Such appeal must be filed within 10 working days after receipt of the Step 3 decision. The Board shall~~may~~, within ~~30~~ 20 working days, conduct a hearing at which time the person making the report shall be given an opportunity to present the information or report. The Board shall provide a written decision to the person making the report within 10 working days following completion of the hearing.

If the Board decides not to hear the report, the superintendent's decision is final.

Timelines may be extended upon written agreement between both parties. This applies to reports filed against the superintendent or any Board member.

Reports against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted.

Reports against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted.

Reports against the Board chair may be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted.

Direct complaints of discriminatory harassment related to employment may be filed with the Oregon Bureau of Labor and Industries, Civil Rights Division or the U.S. Department of Labor, Equal Employment Opportunities Commission.

Documentation related to the incident may be maintained as a part of the employee's personnel file. Additionally, a copy of all reported acts of hazing, harassment, intimidation, bullying, menacing, or cyberbullying and documentation will be maintained as a confidential file in the District office.

Corrected 10/21/21

Code: GBNAA/JHFF
Adopted: 12/08/20
Orig. Code: JHFF

~~Reporting Requirements for~~ Suspected Sexual Conduct with Students and Reporting Requirements *

Sexual conduct by district employees, contractors[1], agents[2], and volunteers[3] is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to this policy. Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.

[4]"Sexual conduct," means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student's educational performance, or of creating an intimidating or~~,~~ hostile ~~or offensive~~ educational environment. "Sexual conduct" does not include touching or other physical contact that is necessitated by the nature of the school employee's job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.~~.~~

"Student" means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

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[1] "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

[2] "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

[3] "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

[4] This definition of "sexual conduct" affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the {[5]}designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Officer who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a~~the~~ designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation GBNAA/JHFF-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation.~~as appropriate, for investigation.~~ The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

~~The district will post in each school building the names and contact information of the employees designated for the school building to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.~~

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

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[5] {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual conduct for a school building in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;

2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and

3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 332.107 ORS 339.370 - 339.400 ORS 419B.005 - 419B.045

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).
House Bill 2136 (2021).
Senate Bill 51 (2021).

Corrected 10/21/21

Code: GBNAA/JHFF-AR
Revised/Reviewed: 12/08/20
Orig. Code: GBNAA/JHFF-AR

Suspected Sexual Conduct Report Procedures and Form

~~When the designee receives a report of suspected sexual conduct that may have been committed by a person licensed[1] through Teacher Standards and Practices Commission (TSPC), the designee shall notify TSPC as soon as possible. When the designee receives a report of suspected sexual conduct that may have been committed by a person who is not licensed through TSPC, the designee shall notify the Oregon Department of Education (ODE) as soon as possible.~~

The district posts in each school building the names and contact information of the district employees{[2]} designated for the respective[3] ~~in each~~ school building ~~designated~~ to receive reports of suspected sexual conduct and the procedures the designee(s) will follow upon receipt of the report.

When a designated licensed administrator[4] receives a report of suspected sexual conduct that may have been committed by a commission licensee[5], the designee shall notify Teacher Standards and Practices Commission (TSPC). The designee shall notify the Oregon Department of Education (ODE) if the administrator receives a report of suspected sexual conduct that may have been committed by a school employee, contractor, agent or volunteer that is not a commission licensee.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Officer who shall refer the report to the Board chair.

~~[1] "License" includes a license, registration or certificate issued by the Teacher Standards and Practices Commission.~~

[2] {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual conduct for a school building, in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

~~[3] Senate Bill 155 (2019) requires the district to designate a licensed administrator and an alternate licensed administrator for each school building.~~

[4] A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.

[5] "Commission licensee," as is defined in ORS 342.120 (as amended by HB 2136 (2021)), means a person whom the TSPC has authority to investigate or discipline because the person is enrolled in an approved educator preparation program, is an applicant for a TSPC license or registration, holds a license or registration issued by TSPC, or has held a license or registration issued by the TSPC at any time during the previous five years.

The district will investigate all reports of suspected sexual conduct, unless otherwise requested by TSPC or ODE as appropriate.

When the designee receives a report of suspected sexual conduct by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave[6] and take necessary actions to ensure the student's safety. The employee shall remain on leave until TSPC[7] or ODE[8] determines that the report is substantiated and the district takes appropriate employment action against the employee, or cannot be substantiated or is not a report of sexual conduct and the district determines either: 1) an employment policy was violated and the district will take appropriate employment action against the employee; or 2) an employment policy has not been violated and an employment action against the employee is not required. ~~The district will investigate all reports of suspected sexual conduct by persons who are licensed by the TSPC, unless otherwise requested by TSPC, and all reports of suspected sexual conduct by persons who are not licensed by TSPC, unless otherwise requested by ODE.~~

When the designee receives a report of suspected sexual conduct by a contractor[9], an agent or a volunteer, the district shall prohibit the contractor, agent or volunteer from providing services to the district. ~~If the district determines there is reasonable cause to support a report of suspected sexual conduct, the district shall prohibit the contractor, agent or volunteer from providing services.~~ The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected sexual conduct has been investigated and a determination has been made by TSPC or ODE, as appropriate, that the report is unsubstantiated.

Upon request from ODE or TSPC the district will provide requested documents or materials to the extent allowed by state and federal law.

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

An "investigation" means a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the person who initiated the report, the person who may have been subjected to sexual conduct, witnesses and the person who is the subject of the report, and results in a finding that the report is a substantiated report, cannot be substantiated, or is not a report of sexual conduct. If the subject of the report is a district employee represented by a contract or a collective bargaining agreement, the investigation must meet any negotiated standards of such employment contract or agreement.

Nothing prevents the district from conducting its own investigation, unless another agency requests to lead the investigation or requests the district to suspend their~~the~~ investigation, or taking an employment action based on information available to the district before an investigation conducted by another agency is completed. The district will cooperate with agencies assigned to conduct such investigations.

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[6] The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

[7] TSPC investigates reports on commission licensees.

[8] ODE investigates reports on persons who are not commission licensees.

[9] ~~{The district is encouraged to duplicate this language in the contract. If the contract is with a company and the person assigned to do the work is the alleged perpetrator, the district shall notify the company and request another company employee be assigned to complete the work}.~~

A "substantiated report" means a report of sexual conduct that TSPC or ODE determines is founded.

If, following the investigation, the district decides to take an employment action, the district will inform the district employee of the employment action to be taken and provide information about the appropriate appeal process. The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.

If the district is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, the district shall create a record of the findings of the substantiated report and the employment action taken by the district will be placed in the records on the school employee maintained by the district. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the district may use the record as a basis for providing information required to be disclosed about a district employee under ORS 339.378(1). The district will notify the employee that information about substantiated reports may be disclosed to a potential employer.

Training

The district shall provide information and training each school year to district employees on the following:

1. Prevention and identification of sexual conduct;

2. Obligations of district employees under ORS 339.388 and 419B.005 - 419B.050 and under adopted board policies to report suspected sexual conduct; and

3. Appropriate electronic communications with students.

The district shall make available each school year the training described above to contractors, agents, volunteers and to parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees.

The district shall provide to contractors, agents and volunteers each school year information on the following:

1. Prevention and identification of sexual conduct;

2. Obligations of district employees under adopted board policies to report suspected sexual conduct; and

3. Appropriate electronic communications with students.

The district shall make available each school year training that is designed to prevent sexual conduct to students attending district-operated schools.

Suspected Sexual Conduct Report Form	
Name of person making report:	
Position / Role of person making report:	
Phone:	**Email:**
Name of person suspected of sexual conduct:	
Date and place of incident or incidents:	
Description of suspected sexual conduct:	
Name of witnesses (if any):	
Evidence of suspected sexual conduct, e.g., letters, photos, etc. (attach evidence, if possible):	
Any other information:	
I agree that all of the information on this form is accurate and true to the best of my knowledge.	
Signature:	**Date:**

WITNESS STATEMENT FORM

NAME OF WITNESS:	**POSITION OF WITNESS:**
DATE OF TESTIMONY/INTERVIEW:	**INCIDENT LOCATION:**
OTHER WITNESSES:	

DESCRIPTION OF INSTANCE WITNESSED: (WRITE ONLY WHAT WAS OBSERVED - INCLUDE DESCRIPTION OF WHO, WHERE, WHEN)
ANY ADDITIONAL INFORMATION:
I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.
SIGNATURE: **DATE:**

ATTACH ADDITIONAL PAGES AS NEEDED

Code: GBNAB/JHFE
Adopted: 10/12
Revised/Readopted: 11/13/18; 2/23/21; 3/16/21
Orig. Code: JHFE

~~Reporting of~~ Suspected Abuse of a Child Reporting Requirements**

Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse[1] shall orally report or cause an oral report immediately by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010. Any district employee who has reasonable cause to believe that **any person**[2] ~~**adult or student**~~ with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010. If known, the report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by district employees, contractors[3], agents[4], volunteers[5], or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulation.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to the Oregon

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[1] Includes the neglect of a child; abuse is defined in ORS 419B.005.

[2] "Person" could include adult, student or other child.

[3] "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

[4] "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

[5] "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

Department of Human Services (DHS) or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator.

The district will designate a licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by district employees, contractors, agents, volunteers or students.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Officer who shall also report to the Board chair.

The district will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for local law enforcement and the local DHS office or its designee, and a statement that this~~e~~ duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the district and set forth in administrative regulation JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support a~~the~~ report, a district employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety. When there is reasonable cause to support a~~the~~ report, a district contractor, agent or volunteer suspected of abuse shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the district as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a district employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall provide information and training each school year to district employees on the prevention and identification of abuse, the obligations of district employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The district shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees.

The district shall provide each school year information on the prevention and identification of abuse, the obligations of district employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The district shall make available each school year training that is designed to prevent abuse to students attending district-operated schools.

The district shall provide to a district employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute abuse;

2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and

3. A description of the prohibitions imposed on district employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the district employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.

Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The district shall make available to students, district employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail, using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 339.370 - 339.400
ORS 418.257 - 418.259
ORS 419B.005 - 419B.050
OAR 581-022-2205

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).
Senate Bill 51 (2021).

Corrected 10/21/21

Code: GBNAB/JHFE-AR(1)
Adopted: 6/18/18
Revised/Readopted: 11/13/18
Orig. Code: JHFE-AR

Reporting of Suspected Abuse of a Child

Reporting

Any District employee having reasonable cause to believe that any child with whom the employee comes in contact has suffered abuse[1] ~~, or that any person with whom the employee comes in contact has abused a child,~~ shall orally report or cause an oral report ~~to be~~ immediately ~~made~~ by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to a law enforcement agency within the county where the person making the report is at the time of their contact. Any District employee who has reasonable cause to believe that **any person**[2] with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010~~contact. The District employee should also immediately inform a supervisor, building administrator, or Superintendent~~.

Any district employee who has reasonable cause to believe that another District employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another District employee, contractor, agent, volunteer or student shall immediately report such to the DHS or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator or alternate licensed administrator for their school building.

If known, the~~such~~ report shall contain the names and addresses of the child and~~,~~ the ~~child's~~ parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that~~which~~ the person making the report believes might be helpful in establishing the possible cause of the suspected abuse~~,~~ and the identity of a possible perpetrator.

A written record of the abuse report shall be made by the employee suspecting the abuse of a child using the District's Child Abuse/Neglect Report Form.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the

[1] Includes the neglect of a child; abuse is defined in ORS 419B.005.

[2] "Person" could include adult, student or other child.

designee that received the report ~~employee's supervisor~~ and the executive director of the office for school performance, if appropriate.

When the District receives a report of suspected abuse of a child by one of its employees, and the executive director of the office for school performance and ~~assistant superintendent of~~ human resources administrator determine that there is reasonable cause to support the report, the District shall place the school employee on paid administrative leave[3] ~~until the DHS or a law enforcement agency either determines that the report is unfounded and the report will not be pursued, or determines that the report is founded and the education provider takes the appropriate disciplinary action against the school employee~~and take necessary actions to ensure the student's safety. ~~If the DHS or a law enforcement agency is unable to determine whether the abuse of a child occurred, the District may either reinstate the employee or take disciplinary action at the District's discretion.~~ The employee shall remain on leave until DHS or law enforcement determines that the report is substantiated and the District takes the appropriate employment action, or cannot be substantiated or is not a report of abuse and the District determines that either 1) an employment policy was violated and the District will take appropriate employment action against the employee, or 2) an employment policy has not be violated and no action is required by the District against the employee.

The written record of each reported incident of abuse of a child, action taken by the District, and any findings as a result of the report shall be maintained by the District.

If, following the investigation, the District decides to take an employment action, the District will inform the District employee of the employment action to be taken and provide information about the appropriate appeal process. [The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.]

If the District is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, a record of the findings of the substantiated report and the employment action taken by the District will be placed in the records on the school employee maintained by the District. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the District may use the record as a basis for providing information required to be disclosed about a District employee under ORS 339.378(1). The District will notify the employee that information about substantiated reports may be disclosed to a potential employer.

Definitions

1. Oregon law recognizes these and other types of abuse:

    a. Physical;
    b. Neglect;
    c. Mental injury;
    d. Threat of harm;
    e. Sexual abuse and sexual exploitation.

[3] The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

2. "Child" means an unmarried person who is under 18 years of age or is under 21 years of age and residing in or receiving care or services at a child-caring agency.

3. A "substantiated report" means a report of abuse that a law enforcement agency or DHS determines is founded.

Confidentiality of Records

The name, address~~,~~ and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

Upon request from law enforcement or DHS the District shall immediately provide requested documents or materials to the extent allowed by state and federal law.

~~The disciplinary records of a District employee or former District employee convicted of a crime listed in Oregon Revised Statute (ORS) 342.143 are not exempt from disclosure under ORS 192.345 or 192.355. Therefore, if a District employee or former employee is convicted of a crime listed in ORS 342.143, the District that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. However, prior to the disclosure of a disciplinary record, the District shall remove any personally identifiable information from the record that would disclose the identity of a child, crime victim, or District employee who is not the subject of the disciplinary record.~~

Failure to Comply

Any District employee who fails to report a suspected abuse of a child as provided by this policy and the prescribed Oregon law commits a violation punishable by law. A District employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by this policy, the employee will be disciplined up to and including dismissal.

Cooperation with Investigator

District staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. Any investigation of abuse of a child will be directed by the DHS or law enforcement officials as required by law. DHS or law enforcement officials wishing to interview a student shall present themselves at the school office and contact the school administrator, unless the school administrator is the subject of the investigation. When the school administrator or designee is notified that the DHS or law enforcement officer would like to interview a student at school, the school administrator or designee must request that the investigating official fill out the appropriate form (see JHFE/GBNAB-AR(2) – Abuse of a Child Investigations Conducted on District Premises). The school administrator or designee should not deny the interview based on the investigator's refusal to sign the form. If the student is to be interviewed at the school, the school administrator or designee shall make a private space available. The school administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification the school administrator or designee shall refuse access to the student.

Law enforcement officials~~officers~~ wishing to remove a student from the premises shall present themselves at the office and contact the school administrator or designee. The law enforcement official~~officer~~ shall sign the student out in accordance with District procedures and after having provided adequate identification.~~on a form to be provided by the school and after having provide adequate identification.~~

2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, District employees shall not notify parents or anyone else other than DHS or law enforcement agency, and any school employee necessary to enable the investigation.

3. The school administrator or designee shall advise the investigator of any conditions of disability prior to any interview with the affected child.

4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

Nothing prevents the District from conducting its own investigation, unless another agency requests to lead the investigation or requests the District to suspend the investigation, or taking an employment action based on information available to the District before an investigation conducted by another agency is completed. The District will cooperate with agencies assigned to conduct such investigations.

Corrected 10/21/21

Code: **GBNAB/JHFE-AR(2)**
Revised/Reviewed: 11/13/18

Abuse of a Child Investigations Conducted on District Premises

The Department of Human Services (DHS) or a law enforcement agency has the authority to conduct an investigation of a report of child abuse on school premises according to Oregon Revised Statute (ORS) 419B.045. The school administrator must be notified that the investigation is to take place, unless the administrator is a subject of the investigation. The investigator is not required to reveal information about the investigation to the school as a condition of conducting the investigation.

After the investigator provides adequate identification, school staff shall allow access to the child and provide a private space for conducting the interview. The investigator shall be advised by a school administrator or a school staff member of a child's relevant disabling conditions, if any, prior to any interview with the child. The school administrator or designee may, at the investigator's discretion, be present to facilitate the investigation.

School staff may only notify DHS, the law enforcement agency or school employees that are necessary to enable the investigation. School staff may not notify any other persons, including the child's parent(s) or guardian(s).

Investigator Name (Printed)	Name of Agency
Name of Worker's/Investigator's Supervisor	Supervisor Contact Information
Investigator Position and Badge or ID Number	Student Name
	School
Investigator Signature	Date

☐ Investigator refused to sign. District staff should not deny entry based on refusal to sign.

FOR COMPLETION BY DISTRICT STAFF

□ Student not available for interview
□ Student refused to be interviewed
□ Administrator participated in interview

Name of Administrator Notified

Name of Office Staff Involved

Name of Participating Administrator

Corrected 10/21/21

Code: **IB**
Adopted: 11/29/11
Revised/Readopted: 5/28/19
Orig. Code: IB

Freedom of Expression

Students have a general right to freedom of expression within the school system. The District requires~~,~~ ~~however,~~ that students exercise their rights fairly, responsibly, and in a manner not disruptive to other individuals or to the educational process.

Freedom of Student Inquiry and Expression

1. Generally, students and student organizations are free to examine and discuss questions of interest to them and to express opinions publicly and privately within the school system, provided such examination and expression is fair and responsible and is not disruptive to other individuals or to the educational process. Students may support or oppose causes by orderly means which do not disrupt other individuals or the operation of the school.

2. In the classroom, students are free to examine views offered in any course of study, provided such examination is expressed in a responsible manner.

Freedom of Association

Students are free to organize associations to promote their common interests. Student organizations should be open to all students. Membership criteria may not exclude students on the basis of race, color, religion, sex, sexual orientation, gender identity, parental status, national origin, marital status, familial status, linguistic background, culture, socioeconomic status, capability, geographic location, disability, or age.

Each student organization must have a faculty advisor to counsel and, when necessary, supervise students in the organization. All student organizations must submit to the school a statement of purpose, criteria for membership, rules and procedures[~~,~~ and a current list of officers]. School administrators may establish reasonable rules and regulations governing the activity of student organizations.

Publications K-8, Displays and Productions

On occasion, materials such as leaflets, newsletters, cartoons~~,~~ and other items including displays and productions are prepared, produced and/or distributed by students as part of the educational process and free expression in an academic community. Materials~~Such materials~~ may be reviewed by the administrator or~~and~~ may be restricted or prohibited pursuant to legitimate educational concerns. Such concerns include:

1. The material is or may be defamatory;

2. The material is inappropriate based on the age, grade level, and/or maturity of the ~~reading~~ audience;

3. The material is poorly written, inadequately researched, biased, or prejudiced;

4. Whether there is an opportunity for a named individual or named individuals to make a response;

5. Whether specific individuals may be identified even though the material does not use or give names;

6. The material is or may be otherwise generally disruptive to the school environment. Such disruption may occur, e.g., if the material uses, advocates, or condones the use of profane language, or advocates or condones the commission of unlawful acts; and

7. Students, parents, and members of the public might reasonably perceive the materials to bear the sanction or approval of the District.

High School Student Journalists

Generally, high school student journalists have the right to exercise freedom of speech and of the press in school-sponsored media. "School-sponsored media" means materials that are prepared, substantially written, published, or broadcast by student journalists, that are distributed or generally made available, either free of charge or for a fee, to members of the student body; and that are prepared under the direction of a student-media adviser. School-sponsored media does not include media intended for distribution or transmission solely in the classrooms in which they are produced.

School-sponsored media prepared by student journalists are subject to reasonable time, place, and manner restrictions, pursuant to state and federal law. School-sponsored media cannot contain material that:

1. Is libelous or slanderous;

2. Is obscene, pervasively indecent, or vulgar;

3. Is factually inaccurate or does not meet journalistic standards established for school-sponsored media;

4. Constitutes an unwarranted invasion of privacy;

5. Violates federal or state law or regulation; or

6. So incites students as to create a clear and present danger of:

    a. The commission of unlawful acts on or off school premises;
    b. The violation of District[or school] policies; or
    c. The material and substantial disruption of the orderly operation of the school. A school official will base a forecast of material and substantial disruption on specific facts, including past experience in the school and current events influencing student behavior, and not on undifferentiated fear or apprehension.

Modifications or removal of items may be appealed in writing to the Superintendent's designee. The Superintendent's designee shall schedule a meeting within three school days of receiving the written appeal. Those present at the meeting shall include the individual(s) making the appeal, the individual(s) who made the decision to modify or remove materials, and the Superintendent's designee. At the

Superintendent's designee's discretion, the District's legal counsel may also attend the meeting. The Superintendent's designee shall make a decision within three school days of the meeting.

If the complainant is not satisfied with the decision of the Superintendent's designee, the complainant may appeal to the Board under established District procedures.

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 332.072
ORS 332.107
ORS 336.477
ORS 339.880
ORS 339.885
ORS 659.850
OAR 581-021-0050
OAR 581-021-0055

Equal Access Act, 20 U.S.C. §§ 4071-4074 (2018).
Westside Cmty. Bd. of Educ. v. Mergens, 496 U.S. 226 (1990).
Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988).
U.S. CONST. amend. I; U.S. CONST. amend. XIV.
OR. CONST., art. I, § 8.
House Bill 3041 (2021).

Corrected 10/21/21

Code: **IGBHA**
Adopted: 12/16/08
Revised/Readopted: 2/25/20
Orig. Code: IGBHA

Alternative Education Programs**

The Board is dedicated to providing educational options for all students. It is recognized there will be students in the District whose needs and interests are best served by participation in an alternative education program.

A list of alternative education programs will be approved by the Board annually. Annual evaluation of alternative education programs will be made in accordance with Oregon Revised Statute (ORS) 336.655 and Oregon Administrative Rule (OAR) 581-022-2505. The Superintendent will develop administrative regulations as necessary to evaluate the District's alternative education programs.

Alternative education programs will consist of instruction or instruction combined with counseling. These programs may be public or private. A private alternative education program shall be registered with the Oregon Department of Education. Alternative education programs must meet all the requirements set forth in state law and rules, and federal law, as applicable.

Students, after consultation with a parent or guardian, may be placed in an alternative education program if the District determines that the placement serves the student's educational needs and interests and helps the student achieve District and state academic content standards. Such placement must have the approval of the student's resident district and, as appropriate, the attending district. The District will also consider and propose alternative education programs for students prior to expulsion or leaving school as required by law.

District educators, parents or guardians, and community members may request establishment of alternative education programs within the District pursuant to Board policy IGBHB – Establishment of Alternative Education Programs** and its accompanying administrative regulation, and may utilize the curriculum process outlined in administrative regulation IF-AR – Curriculum Guide.

END OF POLICY

Legal Reference(s):

ORS 329.485
ORS 332.072
ORS 336.014
ORS 336.175
ORS 336.615 - 336.665
ORS 339.030
ORS 339.250

OAR 581-021-0045
OAR 581-021-0065
OAR 581-021-0070
OAR 581-021-0071
OAR 581-022-2320
OAR 581-022-2505
OAR 581-023-0006
OAR 581-023-0008

Corrected 10/21/21

Code: **IKFB**
Adopted: 2/28/12
Revised/Readopted: 2/25/20; 2/23/21
Orig. Code: IKFB

Graduation Exercises

Students shall be eligible to participate in commencement exercises provided they satisfy the following requirements for participation.

The student must have been in attendance at a District high school for at least one term (semester or trimester) of the senior year, except for students who attend a foreign school during their senior year as part of a foreign exchange program.

The student must have successfully completed the requirements for a Chancellor's diploma, a Standard diploma, a Modified diploma, an Extended diploma, or an Alternative Certificate.

Exceptions are subject to approval by the Superintendent.

The District's valedictorian(s), salutatorian(s), or others at the discretion of the principal or designee, may be permitted to speak as part of the District's planned graduation program. All such speeches will be reviewed and approved in advance by the principal or designee.

A student shall be allowed to wear a dress uniform issued to the student by a branch of the U.S. Armed Forces if the student:

1. Qualifies to receive a high school diploma, a modified diploma, an extended diploma or an alternative certificate; and

2. Has completed basic training for, and is an active member of, a branch of the U.S. Armed Forces.

Graduating students will be allowed to wear Native American or other items of cultural significance, in accordance with consistently-enforced rules established by the principal or designee[1].

END OF POLICY

Legal Reference(s):

[1] The district may prohibit an item or object that: a) is likely to cause a substantial disruption of, or material interference with the graduation ceremony, or b) replaces a cap or gown customarily worn at a graduation ceremony.

ORS 329.451
ORS 332.107
ORS 339.505
ORS 343.295

OAR 581-021-0050
OAR 581-021-0055
OAR 581-021-0060
OAR 581-022-2000
OAR 581-022-2010

OAR 581-022-2015
OAR 581-022-2020
OAR 581-022-2505

31 OR. ATTY. GEN. OP. 428 (1964)
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Kay v. David Douglas Sch. Dist. No. 40,1987); cert. den., 484 U.S. 1032 (1988).
Doe v. Madison Sch. Dist. No. 321, 177 F.3d 789 (9th Cir. 1999).
Lee v. Weisman, 505 U.S. 577 (1992).
Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988).

Corrected 10/21/21

Code: **JFCJ**
Adopted: 7/14
Revised/Readopted: 1/22/19
Orig. Code: JFCJ

Weapons in the Schools – Students

Students shall not bring, possess, conceal, or use a weapon on or at any ~~District~~ property under the jurisdiction of the District, any ~~or at~~ activities under the jurisdiction of the District or any interscholastic activities administered by a voluntary organization.

In accordance with Oregon law, no person shall possess or discharge a firearm, as defined by Oregon law, in a school building, on school grounds, or on any site or premises that at the time is being used exclusively for a student program or activity that is sponsored or sanctioned by the District.

In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in a school zone is prohibited. A "school zone," as defined by federal law, means in or on school grounds or within 1,000 feet of school grounds.

The Superintendent or designee may authorize other persons to possess weapons for courses, programs, and activities approved by the District and conducted on District property, including, but not limited to, hunter safety courses, weapons-related vocational courses, or weapons-related sports. The District will post a notice at any site or premise off district grounds that at the time is being used exclusively for a school program or activity. The notice shall identify the District as the sponsor, the activity as a school function and that the possession of firearms or dangerous weapons in or on the site or premises is prohibited under Oregon Revised Statute (ORS) 166.370.

For purposes ~~the purpose~~ of this policy, and as defined by state and federal law, ~~a~~ "weapon" includes ~~the following~~:

1. "Dangerous weapons" means any weapon, device, instrument, material, or substance, which under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury.

2. "Deadly weapons" means any instrument, article, or substance specifically designed for and presently capable of causing death or serious physical injury.

3. "Firearms" means any weapon (including starter gun or an airsoft gun) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, frame, or receiver of any such weapon, any firearm muffler or silencer, or any destructive device.

4. "Destructive devices" ~~means~~ includes, but is not limited to, any explosive, incendiary~~,~~ or poison gas component~~,~~ or any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A

destructive device does not include any device which~~that~~ is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line-throwing, safety~~,~~ or similar device.

Weapons may also include, but are not limited to, knives, metal knuckles, straight razors, noxious or irritating gases, poisons, unlawful drugs or other items fashioned with the intent to use, sell, harm, threaten~~,~~ or harass students, staff members, parents~~,~~ and community members~~patrons~~.

Replicas of weapons, fireworks, and pocket knives are also prohibited by Board policy. Exceptions to the District's replica prohibition may be granted only with prior principal approval for certain curriculum or school-related activities.

Prohibited weapons, replicas of weapons, fireworks, and pocket knives are subject to seizure or forfeiture.

Reporting Violations

In accordance with Oregon law, any District employee~~employees~~ who has~~have~~ reasonable cause to believe a student or other person, while in a school, is or within the previous 120 days has ~~has unlawfully~~ been in possession of a firearm or destructive device, as defined by this policy ~~within the previous 120 days~~, shall immediately report such violation~~violations~~ to an administrator or designee~~,~~ or law enforcement. [Any District employee who has reasonable cause to believe that a person, while in a school, is or has been in possession of a firearm or destructive device more than 120 days previously, may report to law enforcement.] Employees who report directly to law enforcement shall also immediately inform an administrator.

Administrators shall promptly notify the appropriate law enforcement agency of staff reports received~~,~~ and at any other time there is reasonable cause to believe ~~that~~ violations for firearms or destructive devices have occurred or that a student has been expelled for bringing, possessing, concealing~~,~~ or using a dangerous or deadly weapon, firearm or destructive device.

A person making a report as described above who has reasonable grounds for making the report is immune from liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of the report. The identity of a person participating in a good faith report as described above may not be disclosed except when allowed by law.

Parents or guardians shall be notified of all conduct by their student that violates this policy.

Employees shall promptly report all other conduct prohibited by this policy to an administrator.

Discipline

Students determined~~found~~ to have brought, possessed, concealed, or used a firearm, as defined in policy, in violation of this policy or state law shall be expelled from school for a period of not less than one year. All other violations of the policy will result in discipline ~~up to~~ and may include~~including~~ expulsion and/or referral to law enforcement, as appropriate. The Superintendent may, on a case-by-case basis, modify this expulsion requirement. The Superintendent may propose alternative programs of instruction or instruction combined with counseling that are ~~age~~ appropriate and accessible to the student, and shall provide such information in writing to the student and the parent in accordance with law[1]~~. The District may also request~~

[1] At least once every six months or at any time the information changes because of the availability of new programs.

~~suspension of a student's driving privileges or the right to apply for driving privileges with the Oregon Department of Transportation, as provided by law~~. Appropriate disciplinary and/or legal action will be taken against students or others who assist in activity prohibited by this policy.

~~Students who qualify for s~~Special education students shall be disciplined in accordance with federal law and Board policy JGDA - Discipline of Students with Disabilities and accompanying administrative regulations.

~~**Exceptions**~~

~~Weapons under the control of law enforcement personnel are permitted. The Superintendent or designee may authorize other persons to possess weapons for courses, programs, and activities approved by the District and conducted on District property, including, but not limited to, hunter safety courses, weapons-related vocational courses, or weapons-related sports.~~

~~**Notices**~~

~~The District may post a notice at any site or premise off of District grounds that at the time is being used exclusively for a school program or activity. The notice shall identify the District as the sponsor and the activity as a school function, and state that the possession of firearms or dangerous weapons in or on the site or premises is prohibited under Oregon Revised Statute (ORS) 166.370.~~

"Gun-Free School Zone" signs may be posted in cooperation with city and/or county officials as appropriate. Violations, unless otherwise excepted by law or this policy, shall be reported to the appropriate law enforcement agency.

The Superintendent will annually report the name of each school and the number of students from each listed schools expelled for bringing, possessing, concealing or using a firearm to the Oregon Department of Education.

END OF POLICY

Legal Reference(s):

ORS 161.015
ORS 166.210 - 166.370
ORS 166.382
ORS 332.107
ORS 339.115
ORS 339.240
ORS 339.250
ORS 339.315

OAR 581-021-0050 - 0075

OAR 581-053-0010(5)
OAR 581-053-0230(9)(k)
OAR 581-053-0330(1)(r)
OAR 581-053-0430(17)
OAR 581-053-0531(16)

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2018).
Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2018).
Youth Handgun Safety Act, 18 U.S.C. §§ 922(x), 924(a)(6) (2018).
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101, 7111-7121 (2018).
Oregon Senate Bill 554 (2021).

Corrected 10/21/21

Code: JHFF/GBNAA
Adopted: 12/08/20
Orig. Code: JHFF

~~Reporting Requirements for~~ Suspected Sexual Conduct with Students and Reporting Requirements *

Sexual conduct by district employees, contractors[1], agents[2], and volunteers[3] is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to this policy. Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.

[4]"Sexual conduct," means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student's educational performance, or of creating an intimidating or~~,~~ hostile ~~or offensive~~ educational environment. "Sexual conduct" does not include touching or other physical contact that is necessitated by the nature of the school employee's job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.~~.~~

"Student" means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

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[1] "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

[2] "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

[3] "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

[4] This definition of "sexual conduct" affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the {[5]}designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Officer who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a~~the~~ designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation.~~as appropriate, for investigation.~~ The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

~~The district will post in each school building the names and contact information of the employees designated for the school building to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.~~

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

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[5] {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual conduct for a school building in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;

2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and

3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 332.107 ORS 339.370 - 339.400 ORS 419B.005 - 419B.045

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).
House Bill 2136 (2021).
Senate Bill 51 (2021).

Corrected 10/21/21

Code: JHFF/GBNAA-AR
Revised/Reviewed: 12/08/20
Orig. Code: JHFF/GBNAA-AR

Suspected Sexual Conduct Report Procedures and Form

~~When the designee receives a report of suspected sexual conduct that may have been committed by a person licensed[1] through Teacher Standards and Practices Commission (TSPC), the designee shall notify TSPC as soon as possible. When the designee receives a report of suspected sexual conduct that may have been committed by a person who is not licensed through TSPC, the designee shall notify the Oregon Department of Education (ODE) as soon as possible.~~

The district posts in each school building the names and contact information of the district employees{[2]} designated for the respective[3] ~~in each~~ school building ~~designated~~ to receive reports of suspected sexual conduct and the procedures the designee(s) will follow upon receipt of the report.

When a designated licensed administrator[4] receives a report of suspected sexual conduct that may have been committed by a commission licensee[5], the designee shall notify Teacher Standards and Practices Commission (TSPC). The designee shall notify the Oregon Department of Education (ODE) if the administrator receives a report of suspected sexual conduct that may have been committed by a school employee, contractor, agent or volunteer that is not a commission licensee.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Officer who shall refer the report to the Board chair.

~~[1] "License" includes a license, registration or certificate issued by the Teacher Standards and Practices Commission.~~

[2] {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual conduct for a school building, in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

~~[3] Senate Bill 155 (2019) requires the district to designate a licensed administrator and an alternate licensed administrator for each school building.~~

[4] A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.

[5] "Commission licensee," as is defined in ORS 342.120 (as amended by HB 2136 (2021)), means a person whom the TSPC has authority to investigate or discipline because the person is enrolled in an approved educator preparation program, is an applicant for a TSPC license or registration, holds a license or registration issued by TSPC, or has held a license or registration issued by the TSPC at any time during the previous five years.

The district will investigate all reports of suspected sexual conduct, unless otherwise requested by TSPC or ODE as appropriate.

When the designee receives a report of suspected sexual conduct by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave[6] and take necessary actions to ensure the student's safety. The employee shall remain on leave until TSPC[7] or ODE[8] determines that the report is substantiated and the district takes appropriate employment action against the employee, or cannot be substantiated or is not a report of sexual conduct and the district determines either: 1) an employment policy was violated and the district will take appropriate employment action against the employee; or 2) an employment policy has not been violated and an employment action against the employee is not required. ~~The district will investigate all reports of suspected sexual conduct by persons who are licensed by the TSPC, unless otherwise requested by TSPC, and all reports of suspected sexual conduct by persons who are not licensed by TSPC, unless otherwise requested by ODE.~~

When the designee receives a report of suspected sexual conduct by a contractor[9], an agent or a volunteer, the district shall prohibit the contractor, agent or volunteer from providing services to the district. ~~If the district determines there is reasonable cause to support a report of suspected sexual conduct, the district shall prohibit the contractor, agent or volunteer from providing services.~~ The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected sexual conduct has been investigated and a determination has been made by TSPC or ODE, as appropriate, that the report is unsubstantiated.

Upon request from ODE or TSPC the district will provide requested documents or materials to the extent allowed by state and federal law.

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

An "investigation" means a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the person who initiated the report, the person who may have been subjected to sexual conduct, witnesses and the person who is the subject of the report, and results in a finding that the report is a substantiated report, cannot be substantiated, or is not a report of sexual conduct. If the subject of the report is a district employee represented by a contract or a collective bargaining agreement, the investigation must meet any negotiated standards of such employment contract or agreement.

Nothing prevents the district from conducting its own investigation, unless another agency requests to lead the investigation or requests the district to suspend their~~the~~ investigation, or taking an employment action based on information available to the district before an investigation conducted by another agency is completed. The district will cooperate with agencies assigned to conduct such investigations.

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[6] The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

[7] TSPC investigates reports on commission licensees.

[8] ODE investigates reports on persons who are not commission licensees.

[9] ~~{~~The district is encouraged to duplicate this language in the contract. If the contract is with a company and the person assigned to do the work is the alleged perpetrator, the district shall notify the company and request another company employee be assigned to complete the work~~}~~.

A "substantiated report" means a report of sexual conduct that TSPC or ODE determines is founded.

If, following the investigation, the district decides to take an employment action, the district will inform the district employee of the employment action to be taken and provide information about the appropriate appeal process. The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.

If the district is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, the district shall create a record of the findings of the substantiated report and the employment action taken by the district will be placed in the records on the school employee maintained by the district. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the district may use the record as a basis for providing information required to be disclosed about a district employee under ORS 339.378(1). The district will notify the employee that information about substantiated reports may be disclosed to a potential employer.

Training

The district shall provide information and training each school year to district employees on the following:

1. Prevention and identification of sexual conduct;

2. Obligations of district employees under ORS 339.388 and 419B.005 - 419B.050 and under adopted board policies to report suspected sexual conduct; and

3. Appropriate electronic communications with students.

The district shall make available each school year the training described above to contractors, agents, volunteers and to parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees.

The district shall provide to contractors, agents and volunteers each school year information on the following:

1. Prevention and identification of sexual conduct;

2. Obligations of district employees under adopted board policies to report suspected sexual conduct; and

3. Appropriate electronic communications with students.

The district shall make available each school year training that is designed to prevent sexual conduct to students attending district-operated schools.

Suspected Sexual Conduct Report Form	
Name of person making report:	
Position / Role of person making report:	
Phone:	**Email:**
Name of person suspected of sexual conduct:	
Date and place of incident or incidents:	
Description of suspected sexual conduct:	
Name of witnesses (if any):	
Evidence of suspected sexual conduct, e.g., letters, photos, etc. (attach evidence, if possible):	
Any other information:	
I agree that all of the information on this form is accurate and true to the best of my knowledge.	
Signature:	**Date:**

WITNESS STATEMENT FORM

NAME OF WITNESS:	POSITION OF WITNESS:
DATE OF TESTIMONY/INTERVIEW:	INCIDENT LOCATION:
OTHER WITNESSES:	

DESCRIPTION OF INSTANCE WITNESSED: (WRITE ONLY WHAT WAS OBSERVED - INCLUDE DESCRIPTION OF WHO, WHERE, WHEN)
ANY ADDITIONAL INFORMATION:
I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.
SIGNATURE: DATE:

ATTACH ADDITIONAL PAGES AS NEEDED

Corrected 10/21/21

Code: **JHFE/GBNAB-AR(1)**
Adopted: 6/18/18
Revised/Readopted: 11/13/18
Orig. Code: JHFE-AR

Reporting of Suspected Abuse of a Child

Reporting

Any District employee having reasonable cause to believe that any child with whom the employee comes in contact has suffered abuse[1] ~~, or that any person with whom the employee comes in contact has abused a child,~~ shall orally report or cause an oral report ~~to be~~ immediately ~~made~~ by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to a law enforcement agency within the county where the person making the report is at the time of their contact. Any District employee who has reasonable cause to believe that **any person**[2] with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010~~contact. The District employee should also immediately inform a supervisor, building administrator, or Superintendent~~.

Any district employee who has reasonable cause to believe that another District employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another District employee, contractor, agent, volunteer or student shall immediately report such to the DHS or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator or alternate licensed administrator for their school building.

If known, the~~such~~ report shall contain the names and addresses of the child and~~,~~ the ~~child's~~ parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that~~which~~ the person making the report believes might be helpful in establishing the possible cause of the suspected abuse~~,~~ and the identity of a possible perpetrator.

A written record of the abuse report shall be made by the employee suspecting the abuse of a child using the District's Child Abuse/Neglect Report Form.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the

[1] Includes the neglect of a child; abuse is defined in ORS 419B.005.

[2] "Person" could include adult, student or other child.

[designee that received the report] [~~employee's supervisor~~ and the executive director of the office for school performance, if appropriate].

When the District receives a report of suspected abuse of a child by one of its employees, and the executive director of the office for school performance and assistant superintendent of human resources determine that there is reasonable cause to support the report, the District shall place the school employee on paid administrative leave[3] ~~until the DHS or a law enforcement agency either determines that the report is unfounded and the report will not be pursued, or determines that the report is founded and the education provider takes the appropriate disciplinary action against the school employee~~and take necessary actions to ensure the student's safety. ~~If the DHS or a law enforcement agency is unable to determine whether the abuse of a child occurred, the District may either reinstate the employee or take disciplinary action at the District's discretion.~~ The employee shall remain on leave until DHS or law enforcement determines that the report is substantiated and the District takes the appropriate employment action, or cannot be substantiated or is not a report of abuse and the District determines that either 1) an employment policy was violated and the District will take appropriate employment action against the employee, or 2) an employment policy has not be violated and no action is required by the District against the employee.

The written record of each reported incident of abuse of a child, action taken by the District, and any findings as a result of the report shall be maintained by the District.

If, following the investigation, the District decides to take an employment action, the District will inform the District employee of the employment action to be taken and provide information about the appropriate appeal process. [The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.] [The employee may appeal the employment action taken through an appeal process administered by a neutral third party.]

If the District is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, a record of the findings of the substantiated report and the employment action taken by the District will be placed in the records on the school employee maintained by the District. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the District may use the record as a basis for providing information required to be disclosed about a District employee under ORS 339.378(1). The District will notify the employee that information about substantiated reports may be disclosed to a potential employer.

Definitions

1. Oregon law recognizes these and other types of abuse:

    a. Physical;
    b. Neglect;
    c. Mental injury;
    d. Threat of harm;
    e. Sexual abuse and sexual exploitation.

[3] The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

2. "Child" means an unmarried person who is under 18 years of age or is under 21 years of age and residing in or receiving care or services at a child-caring agency.

3. [A "substantiated report" means a report of abuse that a law enforcement agency or DHS determines is founded.]

Confidentiality of Records

The name, address~~,~~ and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

Upon request from law enforcement or DHS the District shall immediately provide requested documents or materials to the extent allowed by state and federal law.

~~The disciplinary records of a District employee or former District employee convicted of a crime listed in Oregon Revised Statute (ORS) 342.143 are not exempt from disclosure under ORS 192.345 or 192.355. Therefore, if a District employee or former employee is convicted of a crime listed in ORS 342.143, the District that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. However, prior to the disclosure of a disciplinary record, the District shall remove any personally identifiable information from the record that would disclose the identity of a child, crime victim, or District employee who is not the subject of the disciplinary record.~~

Failure to Comply

Any District employee who fails to report a suspected abuse of a child as provided by this policy and the prescribed Oregon law commits a violation punishable by law. A District employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by this policy, the employee will be disciplined up to and including dismissal.

Cooperation with Investigator

District staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. Any investigation of abuse of a child will be directed by the DHS or law enforcement officials as required by law. DHS or law enforcement officials wishing to interview a student shall present themselves at the school office and contact the school administrator, unless the school administrator is the subject of the investigation. When the school administrator or designee is notified that the DHS or law enforcement officer would like to interview a student at school, the school administrator or designee must request that the investigating official fill out the appropriate form (see JHFE/GBNAB-AR(2) – Abuse of a Child Investigations Conducted on District Premises). The school administrator or designee should not deny the interview based on the investigator's refusal to sign the form. If the student is to be interviewed at the school, the school administrator or designee shall make a private space available. The school administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification the school administrator or designee shall refuse access to the student.

Law enforcement officials~~officers~~ wishing to remove a student from the premises shall present themselves at the office and contact the school administrator or designee. The law enforcement official~~officer~~ shall sign the student out in accordance with District procedures and after having provided adequate identification.~~on a form to be provided by the school and after having provide adequate identification.~~

2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, District employees shall not notify parents or anyone else other than DHS or law enforcement agency, and any school employee necessary to enable the investigation.

3. The school administrator or designee shall advise the investigator of any conditions of disability prior to any interview with the affected child.

4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

Nothing prevents the District from conducting its own investigation, unless another agency requests to lead the investigation or requests the District to suspend the investigation, or taking an employment action based on information available to the District before an investigation conducted by another agency is completed. The District will cooperate with agencies assigned to conduct such investigations.

Corrected 10/21/21

Code: **JHFE/GBNAB-AR(2)**
Revised/Reviewed: 11/13/18

Abuse of a Child Investigations Conducted on District Premises

The Department of Human Services (DHS) or a law enforcement agency has the authority to conduct an investigation of a report of child abuse on school premises according to Oregon Revised Statute (ORS) 419B.045. The school administrator must be notified that the investigation is to take place, unless the administrator is a subject of the investigation. The investigator is not required to reveal information about the investigation to the school as a condition of conducting the investigation.

After the investigator provides adequate identification, school staff shall allow access to the child and provide a private space for conducting the interview. The investigator shall be advised by a school administrator or a school staff member of a child's relevant disabling conditions, if any, prior to any interview with the child. The school administrator or designee may, at the investigator's discretion, be present to facilitate the investigation.

School staff may only notify DHS, the law enforcement agency or school employees that are necessary to enable the investigation. School staff may not notify any other persons, including the child's parent(s) or guardian(s).

Investigator Name (Printed)	Name of Agency
Name of Worker's/Investigator's Supervisor	Supervisor Contact Information
Investigator Position and Badge or ID Number	Student Name
	School
Investigator Signature	Date

☐ Investigator refused to sign. District staff should not deny entry based on refusal to sign.

FOR COMPLETION BY DISTRICT STAFF

□ Student not available for interview
□ Student refused to be interviewed
□ Administrator participated in interview

Name of Administrator Notified

Name of Office Staff Involved

Name of Participating Administrator

Corrected 10/21/21

Code: **JHFE/GBNAB**
Adopted: 10/12
Revised/Readopted: 11/13/18; 2/23/21; 3/16/21
Orig. Code: JHFE

~~Reporting of~~ Suspected Abuse of a Child Reporting Requirements**

Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse[1] shall orally report or cause an oral report immediately by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010. Any district employee who has reasonable cause to believe that **any person**[2] ~~**adult or student**~~ with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010. If known, the report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by district employees, contractors[3], agents[4], volunteers[5], or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulation.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to the Oregon

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[1] Includes the neglect of a child; abuse is defined in ORS 419B.005.

[2] "Person" could include adult, student or other child.

[3] "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

[4] "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

[5] "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

Department of Human Services (DHS) or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator.

The district will designate a licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by district employees, contractors, agents, volunteers or students.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Officer who shall also report to the Board chair.

The district will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for local law enforcement and the local DHS office or its designee, and a statement that thise duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the district and set forth in administrative regulation JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support athe report, a district employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety. When there is reasonable cause to support athe report, a district contractor, agent or volunteer suspected of abuse shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the district as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a district employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall provide information and training each school year to district employees on the prevention and identification of abuse, the obligations of district employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The district shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees.

The district shall provide each school year information on the prevention and identification of abuse, the obligations of district employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The district shall make available each school year training that is designed to prevent abuse to students attending district-operated schools.

The district shall provide to a district employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute abuse;

2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and

3. A description of the prohibitions imposed on district employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the district employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.

Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The district shall make available to students, district employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail, using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 339.370 - 339.400
ORS 418.257 - 418.259
ORS 419B.005 - 419B.050
OAR 581-022-2205

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).
Senate Bill 51 (2021).

Corrected 10/21/21

Code: KGBB
Adopted:

Firearms Prohibited

{Oregon law has allowed members of the public possessing a concealed carry license to carry firearms on district property in accordance with ORS 166.370(3)(g). Senate Bill (SB) 554 (2021) allows districts to prohibit even those with concealed carry licenses from carrying firearms by adopting a policy and posting notice at entry points.
OSBA considers this policy to be conditionally required because if the district wants to prohibit concealed carry licensees from carrying firearms on district property, the district must adopt a policy. If the district does not want to limit concealed carry licensees, the district does not need to adopt this policy.}

No person on grounds of the schools controlled by the Board (including in school buildings), will possess any firearm[1], except when said firearm is possessed by a person who is not otherwise prohibited from possessing the firearm, and is unloaded and locked in a motor vehicle. The exception provided in Oregon Revised Statute (ORS) 166.370(3)(g) for concealed carry licensees (see ORS 166.291 and 166.292) does not apply to the possession of firearms on grounds of the schools controlled by the Board.[2] Firearms under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons for courses, programs and activities when in compliance with law and board policy.

Any person violating or threatening to violate the above rules, as determined by the district, may be issued a trespass citation, ejected from the premises and referred to law enforcement officials[3].

[The district will post clearly visible sign(s) at all normal points of entry to the school grounds subject to this policy indicating that the affirmative defense described in ORS 166.370(3)(g) does not apply. The district will post on the district's web pages designated for school board operations, identifying designated school grounds that are subject to this policy.]

END OF POLICY

Legal Reference(s):

[1] "Firearm" has the meaning given that term in ORS 166.210, except that it does not include a firearm that has been rendered permanently inoperable.

[2] See Senate Bill 554 (2021).

[3] ORS 339.315 requires any district employee with reasonable cause to believe that a person is in possession of a firearm within a school or has possessed a firearm within a school in violation of Oregon law in the previous 120 days report such information to an administrator or law enforcement. A district employee with reasonable cause to believe that a person is in possession of a firearm within a school or has possessed a firearm within a school in the previous 120 days in violation of Oregon law, may report such information to law enforcement.

ORS 161.015
ORS 164.245
ORS 164.255
ORS 166.210 - 166.370
ORS 297.405
ORS 332.107
ORS 332.172
ORS 339.315

Gun-Free Schools Act, 20 U.S.C. § 7961 (2018).
Senate Bill 554 (2021).

PROPOSED