

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

Board Meeting Agenda
Tuesday, September 26, 2023
5:15 PM

Please note that the estimated times for specific items on Board meeting agendas are subject to change; if audience members wish to be present for specific agenda items, they are encouraged to arrive at least 15 minutes prior to the estimated time.

1. **5:15 PM - Work Session**
 - A. Call to Order
Presenter: Mark Watson
Time: 5:15 PM
 - B. Appoint Community Curriculum Advisory Committee (CCAC) Members 4
Presenter: Brooke Nova
Time: 5:15 PM, 30 minutes
 - C. Safety and Security Update 5
Presenter: Saideh Haghghi Khochkhou
Time: 5:45 PM, 15 minutes
 - D. Discuss OSBA Elections 6
Presenter: Mark Watson
Time: 6:00 PM, 10 minutes
 - E. Summer School Update 7
Presenter: Audrea Neville
Time: 6:10 PM, 15 minutes
 - F. Board Goals Discussion 8
Presenter: Mark Watson
Time: 6:25 PM, 10 minutes
 - G. Board Member Compensation Discussion 9
Presenter: Mark Watson
Time: 6:35 PM, 10 minutes
 - H. Recess Board Meeting
Time: 6:45 PM
2. **7:00 PM - Regular Session**
 - A. Call to Order and Flag Salute
Presenter: Mark Watson
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgement 10
Presenter: Mark Watson
Time: 7:05 PM, 5 minutes
 - C. Proclamations
Presenter: Mark Watson
Time: 7:10 PM, 5 minutes
 1. Hispanic and Latina/o/x Heritage Month 11
Presenter: Ivette Pantoja
 2. Workforce Development Month 12
Presenter: Mark Watson
 3. Safe Schools Week 13
Presenter: Nancy Thomas
 4. National Principals Month 14

	Presenter: Patrick Maguire	
D.	Approval of Agenda Presenter: Mark Watson Time: 7:15 PM, 5 minutes SAMPLE MOTION: I move that the Board of Directors approve the agenda as printed.	
E.	Consent Agenda <i>Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.</i> Presenter: Mark Watson Time: 7:20 PM, 5 minutes SAMPLE MOTION: I move that the Board of Directors approve the Consent Agenda as printed	
	1. Approve Minutes of July 11, 2023, Board Meeting	15
	2. Approve Minutes of August 8, 2023, Board meeting	19
	3. Approve Minutes of September 12, 2023, Board Meeting	23
	4. Approve Routine Personnel Matters	26
	5. Accept Gifts and Donations	53
	6. Adopt Board / Superintendent Working Agreements	54
F.	Audience Time Presenter: Mark Watson Time: 7:25 PM, 5 minutes	
G.	Reports	
	1. Financial Report Presenter: Michelle Morrison Time: 7:30 PM, 5 minutes	57
	2. Division 22 Standards for Public Elementary and Secondary Schools 2022-23 Assurance Form: Part 1 Presenter: Brooke Nova Time: 7:35 PM, 15 minutes	62
H.	Action Items	
	1. Division 22 Standards for Public Elementary and Secondary Schools 2023-24 Assurances Part 2 : One Year Math Adoption Postponement Presenter: Brooke Nova Time: 7:50 PM, 10 minutes SAMPLE MOTION: I move that the Board of Directors approve the one year postponement of the Hillsboro School District's K-12 Math Adoption process to move from the 2023-24 to the 2024-25 school year.	73
	2. Nominate Member to OSBA Board of Directors - Position 20 Presenter: Mark Watson Time: 8:00 PM, 5 minutes SAMPLE MOTION: I move that the Board of Directors nominate [insert candidate name] for the OSBA Board of Directors position number 20.	74
	3. Nominate Member to OSBA Legislative Policy Committee - Position 15 Presenter: Mark Watson Time: 8:05 PM, 5 minutes SAMPLE MOTION: I move that the Board of Directors nominate [insert candidate name] for the OSBA Legislative Policy Committee position number 15.	75
	4. Appoint CCAC Members Presenter: Brooke Nova	76

Time: 8:10 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors appoint the following candidates to two-year positions:

Position 2: _____

Position 5: _____

Position 6: _____

Position 9: _____

Position 10: _____

Position 11: _____

Position 13: _____

Student Position 1: _____

Student Position 2: _____

Student Position 3: _____

Student Position 4: _____

Student Position 5: _____

Student Position 6: _____

- 5. Notice of Intent to Purchase - Microsoft 78

Presenter: Jordan Beveridge

Time: 8:15 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

- 6. Notice of Intent to Purchase - Telematic GPS 80

Presenter: Jordan Beveridge

Time: 8:20 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors acknowledge the Notice of Intent to Purchase of Telematic GPS and service from Sourcewell by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

- I. HCU / HEA Reports
 - Presenter: Mark Watson
 - Time: 8:25 PM, 10 minutes
- J. Discussion Time
 - Presenter: Mark Watson
 - Time: 8:35 PM, 10 minutes
 - 1. Student Representatives' Time
 - 2. Superintendent's Time
 - 3. Board of Directors' Time
- K. Adjourn Board Meeting
 - Presenter: Mark Watson
 - Time: 8:45 PM
- L. Next Meetings of the Board of Directors:
 - October 10, 2023 Board Work Session
 - October 24, 2023 Board 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
September 26, 2023
APPOINT COMMUNITY CURRICULUM ADVISORY COMMITTEE MEMBERS

SITUATION

In accordance with policy IFF, the Board of Directors has established the Community Curriculum Advisory Committee (CCAC) to provide for community involvement in the development of curriculum and instructional programs and input into those curricular areas identified by the Board. The CCAC consists of parents and community members who reside in the District attendance area, and includes student representation, as appropriate. CCAC members may not be current HSD employees. A value of the Board and CCAC is to recruit community members with diverse perspectives that reflect the population of the District.

CCAC members are appointed by the Board. The term of service for CCAC members is two years, and terms are staggered so that one-half of members' terms end each year. CCAC members who apply for reinstatement may be appointed by the Board to serve as many consecutive terms as are deemed appropriate.

The Board, in consultation with the CCAC chair and District staff, determines the number of participants that is sufficient to fulfill the responsibilities of the committee. In 2014, the Board agreed that the number of adult members serving on the committee in previous years (14) would serve as a baseline for the CCAC, with a goal of appointing five additional student members. If more or fewer qualified candidates apply, the Board, in consultation with District staff and the CCAC chair, will have the discretion to adjust the number of members, and define the process for appointing them.

Information regarding CCAC membership and applications:

- Seven active CCAC members have continuing terms.
- At this time, thirteen applications have been received for new community members interested in serving on the CCAC, along with ten student applications.

During tonight's work session, applicants have been invited to introduce themselves, and the Board will discuss the selection process. During this evening's regular session, Board members will identify a slate of candidates who will be officially appointed to fill the open positions.

New members who are appointed by the Board this evening will be able to participate in the first CCAC meeting of the 2023-24 school year on Monday, October 2, 2023.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss the CCAC selection process.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
SAFETY AND SECURITY UPDATE

SITUATION

The Board of Directors will receive an update on the District's Safety and Security Trio Project. Maintaining a safe school environment is a priority of the Hillsboro School District. Many factors are critical to securing the safety and well-being of students and staff during school hours and at school-sponsored activities. This report will highlight the following Bond related physical security updates:

- Access Control
- Lockdown and Lockout Systems
- Intrusion Alarms
- Security Cameras
- Secure Vestibules
- Additional Fences and Gates
- Exterior Doors Keying Update

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
DISCUSS OSBA ELECTIONS

SITUATION

Oregon School Boards Association (OSBA) is seeking nominations for positions on the OSBA Board of Directors. Washington County school districts (Banks, Beaverton, Forest Grove, Gaston, Hillsboro, Sherwood, and Tigard-Tualatin) are represented by positions 15, 16, and 20, which are staggered, two-year terms. Nominations are open for positions 16 (currently held by Maureen Wolf) and 20 (currently held by Erika Lopez).

Nominations are also being sought for all OSBA Legislative Policy Committee (LPC) positions. Washington County school districts are represented by positions 15 (currently held by Mark Watson, Hillsboro), 16 (currently held by Becky Tymchuk, Beaverton), and 20 (currently held by Tj Johnson, Gaston).

Tonight, Board members will discuss their possible interest in OSBA Board positions in anticipation of nominations during the regular session.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss interest in OSBA board service.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
SUMMER SCHOOL UPDATE

SITUATION

The District utilized ESSER funding to support students during the summer as part of our plan to engage and accelerate students in their learning. Paired with funding that the District currently uses, multiple summer school programs were offered to students specifically that were disproportionately impacted by the pandemic with an emphasis on engagement, enrichment and credit attainment.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
DISCUSS BOARD GOALS

SITUATION

The ongoing duties of the Board include resource allocation, formulating policy, and interacting with the community in support of the District mission. During the September 12 work session, the Board discussed goals for the 2023-24 school year. Based on these discussions, the following goals have been drafted.

Proposed Board goals for 2023-24

- The Board will champion the 2023-2027 [Strategic Plan](#). Board Members will each be visible as community leaders through actively participating in District/Community events. Engagement opportunities include attendance at: Proud to Be HSD festival, faith luncheon, coffee chats, listening sessions, PAC meetings, school activities, athletic events, and district organized occasions.
- The Board will focus on family engagement opportunities with Parent Advisory Committees (PACs). The Board will focus on [Pillar B](#) of the Strategic Plan: strive to develop trusting partnerships between home, school, and the community through proactive, responsive communication; meaning and authentic collaboration; and shared responsibility for the emotional and physical safety and success of all students.
- The Board will seek cross-agency opportunities with partner municipalities in order to leverage resources to improve the experience of students in our communities in the Hillsboro School District; e.g. city council of the City of Hillsboro, mayors and city managers of Hillsboro, North Plains, and Cornelius.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss the proposed Board goals.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
BOARD MEMBER COMPENSATION UPDATE

SITUATION

With the passage of [HB 2753 \(2023\)](#), district school boards are now allowed to provide stipends of up to \$500 per month to board members. Tonight, Board members will discuss developments regarding the legislation.

Boards around the State of Oregon have begun to discuss the stipend. On Monday, September 18, 2023, the Oregon School Board Association (OSBA) issued a recommendation to all boards to hold off on stipend discussions until the Oregon Government Ethics Commission (OGEC) issued an opinion on a potential conflict of interest. On Wednesday, September 20, 2023, the OGEC issued an opinion that HB 2753 allows a stipend as part of a school board member's compensation package, but it does not address the conflict of interest disclosure requirements. Voting on a pay package is an "actual" conflict of interest according to Oregon statute, the commission opinion says, and thus school board members can't participate in a vote on their own stipends.

The commission offered four options for Board to adopt the stipend:

1. School board members could adopt the stipends for future board members. School board members who might run in the next election would need to declare a "potential" conflict of interest before participating in the discussion and vote. The stipend would go into effect for a future office holder after an intervening election.
2. The school board could vote on individual resolutions for each school board member. A school board member would need to declare an "actual" conflict of interest for their stipend resolution and refrain from debate or vote. This means a board that is split on the issue could end up approving stipends for some school board members but not others.
3. The school board could draft a resolution that refers the stipend issue to voters. If the voters approve a stipend, the school board could adopt the voter-approved resolution without a conflict of interest.
4. The Legislature passes a new bill that removes the conflict of interest problem.

RECOMMENDATION

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

**HILLSBORO SCHOOL DISTRICT 1J
BOARD OF DIRECTORS 2023-2024
LAND ACKNOWLEDGEMENT**

As we gather here today, 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 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.

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.

The Hillsboro School District is committed to the recognition and education regarding tribal and local history and working with our local tribes in partnership.

PROCLAMATION

The Hillsboro School District observes Hispanic and Latina/o/x Heritage Month, a time to celebrate the achievements, histories, traditions and cultural diversity of Hispanic and Latina/o/x Americans who according to the latest US census were almost 19% of the US population or 62.6 million people.

The Hillsboro School District remembers that the observatioan started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was enacted into law on August 17, 1988 under President Ronald Reagan to cover a 30-day period starting on September 15 and ending on October 15.

The Hillsboro School District honors the vibrant history and diverse cultures of Oregon's Hispanic and Latina/o/x community as a central part of our state's story, and recognizes that people of Latinx descent contributed to the prosperity and culture throughout the history of the Hillsboro School District.

The Board of Directors of the Hillsboro School District do hereby proclaim the month of September 15, 2023 to October 15, 2023 be:

Hispanic and Latina/o/x HERITAGE MONTH



We urge all community members to join us in recognizing the many contributions and achievements of Hispanic and Latina/o/x Americans to the development of prosperity of our community.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District recognizes the impact that workforce development programs have had in rebuilding our economy, building a pipeline to good, quality jobs, and supporting underserved communities.

The Hillsboro School District knows that workforce development programs bring together leading business, labor, education, and other critical partners to showcase the impact workforce programs have on building our workforce.

The Hillsboro School District values that the investment in the education, training and future career advancement of HSD students is crucial to their ability to compete in the global economy and achieve economic equity.

The Hillsboro School District understands that collaboration among all members of the local workforce development system, including industry partners, workforce development entities, and community-based organizations, is critical to system alignment and preparing a workforce to meet not only the current, but future labor needs of our community.

The Board of Directors of the Hillsboro School District do hereby proclaim the month of September 2023 be:

WORKFORCE DEVELOPMENT MONTH



We urge all community members to join us in recognizing that we must work together to make our schools safe, secure, and peaceful places for learning, teaching, and working.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District appreciates that a week in October has been designated to increase awareness of the importance of safe schools and that it is critical for schools and communities to work together to ensure that our children are safe from harm and able to thrive in their academic environment.

The Hillsboro School District knows that excellence in education is dependent on safe, secure, and peaceful school settings.

The Hillsboro School District recognizes that all children deserve to learn in an environment where they feel safe and free from harm.

The Hillsboro School District encourages schools, communities, and organizations to work together to stop bullying and cyberbullying and put an end to hatred and racism by increasing awareness of the prevalence and impact of all forms of bullying on children of all ages.

The Hillsboro School District believes that it is important to focus public attention on school safety and identify, develop, and promote answers to these critical issues.

The Board of Directors of the Hillsboro School District do hereby proclaim the week of October 15-21, 2023 be:

SAFE SCHOOLS WEEK



We urge all community members to join us in recognizing that we must work together to make our schools safe, secure, and peaceful places for learning, teaching, and working.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District recognizes that principals and assistant principals work tirelessly each day as visionaries, assessment experts, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives.

The Hillsboro School District appreciates that principals and assistant principals work collaboratively with both teachers and district staff to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives for schools to achieve educational excellence.

The Hillsboro School District honors exemplary principals and assistant principals who have succeeded in providing high-quality learning opportunities for students, as well as their outstanding contributions to the profession.

The Hillsboro School District celebrates that Principals Month gives an opportunity to honor and recognize the contribution of all school principals and assistant principals to the success of every student in the District.

The Board of Directors of the Hillsboro School District do hereby proclaim the month of October 2023 be:

NATIONAL PRINCIPALS MONTH



We urge all community members to join us in recognizing the many contributions and achievements of principals and assistant principals to the development of prosperity of our community.

Hillsboro School District Board of Directors

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

July 11, 2023

District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. REGULAR SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Patrick Maguire	Michelle Morrison, Financial Officer
Monique Ward	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, Equity, Access and Engagement Officer, virtual
Hadley Brathapan	Rose Roman, Executive Assistant to the Board
RJ Panlilio	Ciara Hartzell, Technology Support
Alihannah Shalika, virtual	John Garcia, Technology Support

- A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 5:19 PM and led the Pledge of Allegiance.

- B. Land Acknowledgement
Board Chair Mark Watson read the Land Acknowledgement.

- C. Audience Time
No audience members requested to address the Board.

- D. Approval of Agenda
Director Erika Lopez MOVED, SECONDED by Director Monique Ward, to approve the agenda as printed.

The MOTION CARRIED (5-0).

No further discussion took place.

- E. Action Items
 - 1. Elect Board Chair and Vice Chair
Board Chair Mark Watson discussed the Board Chair and Vice Chair positions for the upcoming year.

Director Erika Lopez NOMINATED Board Chair Mark Watson for the Board Chair position.

Board Chair Mark Watson DECLARED the nominations closed.

Director Erika Lopez MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors elect Mark Watson for Chair of the Board of

Directors.

The MOTION CARRIED (5-0).

Director Patrick Maguire and Director Erika Lopez thanked Chair Mark Watson for his leadership over the last year.

Director Erika Lopez NOMINATED Ivette Pantoja for the Board Vice Chair position.

Board Chair Mark Watson DECLARED the nominations closed.

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors elect Ivette Pantoja for Vice Chair of the Board of Directors.

The MOTION CARRIED (5-0).

Board members thanked outgoing Vice Chair Nancy Thomas for her work over the last year.

2. Boundary Adjustment Clean Up

Operations Officer Saideh Haghighi Khochkhou provided background information.

Director Patrick Maguire MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the slight change to Rosedale and Groner's attendance boundaries.

The MOTION CARRIED (5-0).

Board members thanked HSD staff for the communication with families.

3. Approve Policies {PLACEHOLDER}

Policies IGBHD and JFCF were tabled for another meeting. No action.

F. Oath of Office

1. Accept Recommendation, Appoint Student Representatives to the Board of Directors, and Administer the Oath of Office

Board Chair Mark Watson discussed the selection process and administered the Oath of Office to elected Board members.

Director Erika Lopez MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors accept the recommendation of the interview committee, and appoint Hadley Brathapan, RJ Panlilio, and Aliannah Shalika to serve as Student Representatives to the Board of Directors for the 2023-24 school year, and administer the oath of office.

The MOTION CARRIED (5-0).

Board members welcomed the student representatives and provided comment.

I, Aliannah Shalika, will support the Constitution and the laws of the United States and the State of Oregon and will discharge the duties of Student Representative to the Hillsboro School District Board of Directors to the best of my ability.

I, Hadley Brathapan, will support the Constitution and the laws of the United States and the State of Oregon and will discharge the duties of Student Representative to the Hillsboro School District Board of Directors to the best of my ability.

I, RJ Panlilio, will support the Constitution and the laws of the United States and the State of Oregon and will discharge the duties of Student Representative to the Hillsboro School District Board of Directors to the best of my ability.

2. Administer the Oath of Office to Elected Board Members

Board Chair Mark Watson administered the Oath of Office to elected Board members.

I, Patrick Maguire, do solemnly affirm that I will support the Constitution of the United States, the Constitution of the State of Oregon and the laws thereof, and the policies of Hillsboro School District 1J. During my term, I will faithfully and impartially discharge the duties of the Office of School Board Member to the best of my ability.

I, Ivette Pantoja, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Oregon and the laws thereof, and the policies of Hillsboro School District 1J. During my term, I will faithfully and impartially discharge the duties of the Office of School Board Member to the best of my ability.

No further discussion took place.

G. Consent Agenda

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

Director Patrick Maguire MOVED, SECONDED by Director Erika Lopez, to approve the Consent Agenda as printed.

Director Monique Ward requested to remove policies IGBHD: Program Exemptions and JFCF: Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence - Student from the Consent Agenda.

Director Patrick Maguire MOVED, SECONDED by Director Mark Watson, to approve the Consent Agenda as amended.

The MOTION CARRIED (5-0).

No discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of June 20, 2023 Board Meeting
2. Approve Policies
 - a. E - Support Services
 - 1) EFA: Local Wellness
 - b. G - Personnel
 - 1) GCBDF/GDBDF: Paid Family Medical Leave Insurance
 - c. I - Instruction
 - 1) ~~IGBHD: Program Exemptions~~
 - d. J - Students
 - 1) ~~JFCF: Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student~~
3. Approve 2023-24 Board Meeting Dates

H. Discussion Time

- 1) Student Representatives' Time

Aliannah Shalika expressed excitement for the upcoming year.
Hadley Brathapan provided no comment
RJ Panlilio provided no comment.
- 2) Superintendent's Time

Superintendent Travis Reiman congratulated newly elected Board members, welcomed student reps, congratulated Chair Mark Watson and Vice Chair Ivette Pantoja for their Board leadership roles and thanked Director Nancy Thomas for her service as Vice Chair, congratulated Union reps Mary Kay Babcock and Bethany Schaffner for their roles, welcomed new Cabinet members, and thanked families for attending in support of new student representative and Board member.
- 3) Board of Directors' Time

Director Erika Lopez welcomed student reps, congratulated Board members on their elections, and thanked Vice Chair Ivette Pantoja for taking a leadership role. Director Monique Ward welcomed student reps, congratulated Board members, thanked Cabinet members especially Financial Officer Michelle Morrison for the budget discussion, and welcomed Superintendent Travis Reiman.
Director Patrick Maguire expressed appreciation to his mother, grandmother, thanked colleagues for their work, and looked forward to the next four years.
Board Vice Chair Ivette Pantoja expressed her excitement at joining the Board, learning about the work of the Board, and serving as Vice Chair.
Board Chair Mark Watson welcomed new cabinet members, welcomed Superintendent Travis Reiman, congratulated board members for their reelection, and thanked Vice Chair Ivette Pantoja for stepping up to serve a leadership role.

I. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 5:56 PM.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
August 8, 2023
Board Retreat

1. BOARD RETREAT

Board Present:	Staff Present:
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, Communications Officer
Patrick Maguire	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
Monique Ward	Francesca Sinapi, Equity, Access, and Engagement Officer
	Jordan Beveridge, Information & Technology Officer
Student Representatives Present:	Saideh Haghighi Khochkhou, Operations Officer
Aliannah Shalika	Adam Stewart, Capital Projects Officer
RJ Panlilio	Gina McLain, Director of Teaching and Learning
Hadley Brathapan	Megan Nace, Director of Technology Services
	Rose Roman, Executive Assistant to the Board of Directors
	Ciara Hartzell, Technology Support
	Mary Kay Babcock, HEA

1. Board Retreat

- A. Call to Order
Board Chair Mark Watson called the meeting to order at 8:08 AM.

- B. Team-Building Activity 1
Information & Technology Officer Jordan Beveridge led the first team building activity, asking the group to name an influential teacher and their impact.

- C. Transfer Process
Communications Officer Beth Graser reviewed the history and protocols of the transfer process and associated data, the accommodations made for families, and the enrollment funding.

- D. Strategic Plan
Communications Officer Beth Graser and Assistant Superintendent Brooke Nova gave a high-level overview of the strategic plan, shared the Portrait of a HSD Graduate, goals for student success and metrics, HSD performance targets, implementation of the strategic plan, launch/data calendar, data cycles, and next steps.

- E. Focus Areas and School Improvement Planning
Assistant Superintendent Audrea Neville discussed focus areas and accountability for 2023-24 school year for the school improvement plan.

- F. Early Literacy Efforts

Assistant Superintendent Audrea Neville and Director of Teaching and Learning Gina McLain discussed the 3rd grade strategic plan metric, elementary district literacy assessment, Wonders/Maravillas & Science of Reading Alignment, the complexity of learning to read, simple view of reading, and English/dual language literacy block.

- G. Public Comment Time
Board members discussed public comment time.
- H. Recess Meeting
Time: 9:57 AM
- I. Break
- J. Reconvene Meeting
Time: 10:14 AM
- K. Team-Building Activity 2
Information & Technology Officer Jordan Beveridge led a team-builder activity, asking the group what is something you wish you could improve or learn to do.
- L. Student Representatives
Board Chair Mark Watson led a discussion on the student representative process.
- M. Board Committees
Equity, Access, and Engagement Officer Francesca Sinapi discussed the EEAC. Assistant Superintendent Brooke Nova discussed the CCAC. Financial Officer Michelle Morrison discussed the Budget Committee.
- N. PAC Structure
Equity, Access, and Engagement Officer Francesca Sinapi discussed the PAC work plan, family engagement opportunities, and PAC leadership meeting schedule.
- O. Legislative Updates
Assistant Superintendent Brooke Nova discussed SB 819 on abbreviated school days, HB 3199 on middle school PE, and Financial Officer Michelle Morrison discussed state funding.
- P. Introduction of New Administrators
Human Resources Officer Kona Lew-Williams introduced new HSD administrators.
- Q. Recess Meeting
Time: 12:05 PM
- R. Lunch Break with New Administrators
- S. Reconvene Meeting
Time: 12:53 PM
- T. Team-Building Activity 3
Information & Technology Officer Jordan Beveridge led a team-building activity, asking what is your favorite bakery or restaurant.

- U. Bond Summary
Capital Projects Officer Adam Stewart gave a Bond Projects Update including financial summary, ongoing projects, 2023 completed projects, and remaining projects.
- V. SRO Update
Operations Officer Saideh Haghighi Khochkhoh introduced the SRO program, the officers and the schools the serve, the summary of the data the SROs provided, the time SRO spent in schools, and the IGA renewal process. Equity, Access, and Engagement Officer Francesca Sinapi discussed the proposed changes to the IGA of expectations and outcomes, and the training throughout the 2022-23 school year with SROs and attendance at PAC meetings and community events.
- W. Technology Update
Information & Technology Officer Jordan Beveridge discussed bond technology items, dark fiber projects, VOIP phone system replacement, paging systems replacement, safety integration, chargers & pens, repair & replacement, and replacement cycle. Director of Technology Services Megan Nace discussed tech enhanced classrooms, 1:1 device and future, and tech training for families.
- X. Calendar Look-ahead
Human Resources Officer Kona Lew-Williams gave an update on the 2023-24 school calendar.
- Y. Board Budget
Financial Officer Michelle Morrison gave an overview of the Board budget and spending.
- Z. Board Conferences
Board members discussed Board conferences for the 2023-2024 school year.
- AA. Board / Superintendent Communication
Board Chair Mark Watson and Superintendent Travis Reiman led the discussion on communication norms between the Superintendent, the Board, and Cabinet members.
- BB. Board Meeting Planning
Board members discussed potential topics for Board meetings.
- CC. Board Working Agreements
Board members discussed the working agreements.
- DD. Information - Administrative Regulation Update
 - 1. I - Instruction
 - a. IFF-AR(1): Community Curriculum Advisory Committee
 - b. IFF-AR(2): Community Curriculum Advisory Committee Charge - Purpose
- EE. Discussion Time
 - 1. Student Representatives' Time
RJ Panlilio thanked the Board for the opportunity to serve as student representative, inquired about receiving mentoring from Board member, asked much can student representative can contribute to HSD, and asked how can we fix the girls bathrooms at Glencoe High School.

Hadley Brathapan thanked the Board for giving him this platform, he discussed the sense of discrimination among minority students, and his desire to make students feel more connected and united in his school building.
Aliannah Shalika declined to comment.

2. Superintendent's Time

Superintendent Travis Reiman thanked the Board for taking time to talk about the strategic plan, and stated that it is a goal for him to bring academics to the forefront of our conversations. He thanked cabinet members for their help to make that plan happen, and for elevating student voices. He also gave a shout out to summer school staff at Witch Hazel and South Meadow who served over 600 students in July, and highlighted kinder jumpstart at WL Henry. He highlighted the upcoming Tamarack Elementary grand opening and HSD summer graduation at Glencoe High School. He also welcomed the incoming student representatives and thanked staff and Board leadership for their work on meeting planning.

3. Board of Directors' Time

Director Nancy Thomas thanked everyone for their time, thanked the student reps for being here.

Director Monique Ward thanked Audrea Neville, Michelle Morrison, and Brooke Nova for answering her policy questions, and welcomed the student representatives.

Director See Eun Kim welcomed the student representatives, welcomes and congratulated Director Ivette Pantoja, and thanked staff for their work on today's presentations.

Director Erika Lopez thanked staff for their work today.

Director Patrick Maguire thanked his Board colleagues for their service, his pleasure to serve along side them.

Vice Chair Ivette Pantoja reflected on the day and the great introduction into the role.

Chair Mark Watson thanked staff for their work, welcomed the student representatives, and welcome back his Board colleagues.

FF. Adjourn Board Retreat

Board Chair Mark Watson adjourned the Board Retreat at 3:37 PM

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
September 12, 2023
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. WORK SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
Erika Lopez, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire, virtual	Beth Graser, Communications Officer
Nancy Thomas, virtual	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
	Saideh Haghighi Khochkhou, Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Information Technology Officer
Hadley Brathapan	Francesca Sinapi, Equity, Access and Engagement Officer
RJ Panlilio	Rose Roman, Executive Assistant to the Board
Aliannah Shalika	Ciara Hartzell, Technology Support
	Mia Hocking, Resource Conservation Manager
	Olga Acuna, Executive Director of Federal Programs
	Mary Kay Babcock, HEA President

- A. Call to Order
Board Chair Mark Watson called the meeting to order at 5:17 PM

- B. Healthy and Safe Schools Plan
Operations Officer Saideh Haghighi Khochkhou introduced Resource Conservation Manager Mia Hocking. Mia and Saideh presented the HASS plan, including requirements and major areas of the plan, radon and lead in water, lead in water and asbestos, integrated pest management, annual compliance and communication procedures. Director Monique Ward thanked Saideh for answering her questions. Superintendent Travis Reiman thanked Mia for her work as Resource Conservation Manager.

- C. Board Goals Discussion
Board Chair Mark Watson led the discussion. Board members discussed meetings and dinner with PAC members, dinner with PACs, asking the PACs how they want to get to know the Board. The Board also discussed championing strategic plan, attending events such as the Proud to Be HSD festival, Parent Group meetings, Coffee Chats, Faith Luncheon, and holding joint meetings with the City of Hillsboro, Cornelius, and North Plains.

- D. Board Working Agreements Discussion
Chair Mark Watson presented the Board Working Agreements. No discussion took place.

- E. Public Comment / Audience Participation Discussion
Board Chair Mark Watson led the discussion. Director Monique Ward thanked the Board for considering changes. Director Erika Lopez thanked Director Patrick Maguire and Director Monique Ward for their work on the script.

F. Board Member Compensation Discussion

Board Chair Mark Watson provided background information. Director Nancy Thomas shared her reluctance with accepting the funds. Director Monique Ward shared her reluctance with having the funds take away from the approved budget. Director Erika Lopez liked the option of providing financial assistance for individuals and offering an opt out for individuals who do not want to take the stipend. Vice Chair Ivette Pantoja agreed that the stipend could help provide financial assistance to those who need it and that those who do not need it are able to opt out. Director Patrick Maguire agreed that a small stipend to defray expenses may remove barriers for others in the future, but stated that it feels awkward voting on it for himself. Chair Mark Watson reflected on the idea of creating opportunities for future Board members. Student representatives shared their thoughts.

G. Discuss OSBA Elections

Board Chair Mark Watson led the conversation, and explained the duties of the LPC and Director Erika Lopez explained the duties of the OSBA Board. Director Nancy Thomas discussed her desire to apply to fill position 20 on the OSBA Board.

H. Custodial Salary Update With Hillsboro Classified United

Human Resources Officer Kona Lew-Williams and Financial Officer Michelle Morrison discussed the negotiations with Hillsboro Classified United and the updated salary schedule. Board members asked questions and provided comments.

I. Action Items

1. Appoint Education Equity Advisory Committee (EEAC) Members

Equity, Access and Engagement Officer Francesca Sinapi gave background information on the EEAC selection process, Senate Bill 732, the associated OAR, Oregon Department of Education guidance, roles of proposed new members, diversity in representation by race, next steps, and meeting dates.

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors appoint the Education Equity Advisory Committee members as recommended by the Superintendent.

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

Board members asked questions and provided comment.

J. Discussion Time

1) Student Representatives' Time

Hadley Brathapan said he enjoyed the meeting and is excited for the upcoming year. RJ Panlilio shared how proud he is of Glencoe High School. He highlighted the freshman group that they welcomed on the first day of school, celebrated the football team beating Hilhi, and gave a shout out to the GHS football fans ranking in the top 10 by OSAA.

Aliannah Shalika said she enjoyed the meeting and to be able to understand what was going on.

3) Superintendent's Time

Superintendent Travis Reiman thanked everyone for the meeting preparation. He reported that HSD had 120 student access shuttles to go to CTE programs on the first week of school, requiring an extra bus. He highlighted the Diesel Mechanics program at our North Transportation Facility, including five female students who are enrolled in the program, the opening of Tamarack Elementary school to students this week and thanked those who attended the grand opening celebration.

4) Board of Directors' Time

Director Nancy Thomas provided no comment.

Director Erika Lopez thanked Director Nancy Thomas for her potential interest in serving on the OSBA Board of Directors.

Director Patrick Maguire shared his excitement at having school back in session.

Director Monique Ward said it is great to see everyone and welcomed the student representatives.

Vice Chair Ivette Pantoja thanked everyone for all of their work, and shared her excited to learn more.

Chair Mark Watson congratulated Superintendent Travis Reiman on his first official Board meeting, highlighted the opening ceremony of Tamarack Elementary, and offered to provide more information to Board members who want to know more about the OSBA Legislative Policy Committee.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 7:14 PM.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

- A. Ratify the acceptance of the resignation of the following administrative personnel:

Otis J. Gulley

Assignment: Middle School Principal
Location: Evergreen Middle School
Effective Date: June 30, 2023

Gregory Timmons

Assignment: High School Principal
Location: Liberty High School
Effective Date: June 30, 2023

- B. Ratify the acceptance of the retirement of the following licensed personnel:

Matthew Carr

Assignment: 1.0 FTE Music and Band Teacher
Location: South Meadows Middle School and R.A. Brown Middle School
Effective Date: July 1, 2023
Years of Service: 24 years

James Dunlop

Assignment: 1.0 FTE Music and Band Teacher
Location: Century High School
Effective Date: July 1, 2023
Years of Service: 25 years

Carolyn Grenz

Assignment: 1.0 FTE Title III TOSA
Location: Office for School Performance
Effective Date: August 31, 2023
Years of Service: 30 years

- C. Ratify the acceptance of the resignation of the following licensed personnel:

Brandon Begley

Assignment: 1.0 FTE Social Studies Teacher
Location: Oak Street Campus
Effective Date: June 16, 2023

Heather Brooks

Assignment: 1.0 FTE English Learner Specialist
Location: R.A. Brown Middle School
Effective Date: June 16, 2023

Lindsay Curletto-Holt

Assignment: 1.0 FTE School Counselor
Location: Liberty High School
Effective Date: September 8, 2023

Jesse Desai

Assignment: 1.0 FTE Secondary Resource Specialist
Location: R.A. Brown Middle School
Effective Date: June 16, 2023

Rachel Foote Allen

Assignment: 1.0 FTE Music Teacher
Location: Rosedale Elementary School
Effective Date: June 16, 2023

Shelley Hawbecker

Assignment: 1.0 FTE Transition Specialist
Location: Student Services
Effective Date: June 16, 2023

Trevor Hennigan

Assignment: 1.0 FTE Secondary Resource Specialist
Location: Hillsboro High School
Effective Date: June 16, 2023

Anya Hershberger

Assignment: 1.0 FTE TOSA – Early College
Location: Oak Street Campus
Effective Date: June 16, 2023

Maria Jimenez

Assignment: 1.0 FTE Counselor
Location: Mooberry Elementary School
Effective Date: June 16, 2023

Corey Jones

Assignment: 1.0 FTE 5th Grade Teacher
Location: Witch Hazel Elementary School
Effective Date: June 16, 2023

Rachel Kares

Assignment: 1.0 FTE Language Arts Teacher

Location: Liberty High School
Effective Date: June 16, 2023

Elizabeth Keenan

Assignment: 1.0 FTE Kindergarten Teacher
Location: Orenco Elementary School
Effective Date: June 16, 2023

Kristin LeBeau

Assignment: 0.9 FTE Music and Band Teacher
Location: Brookwood Elementary School
Effective Date: June 16, 2023

Jason Lenahan

Assignment: 1.0 FTE Physical Education Teacher
Location: WL Henry Elementary and Reedville Elementary School
Effective Date: June 16, 2023

Dorotea Lopez Perez

Assignment: 1.0 FTE TOSA – Family Engagement Specialist
Location: Office for School Performance
Effective Date: June 16, 2023

Erin Lowther

Assignment: 1.0 FTE 5th Grade Teacher
Location: Witch Hazel Elementary School
Effective Date: September 8, 2023

Shannon McGraw

Assignment: 1.0 FTE Language Arts Teacher
Location: Hillsboro High School
Effective Date: June 16, 2023

Nyree Miller

Assignment: 1.0 FTE 6th Grade Teacher
Location: Witch Hazel Elementary School
Effective Date: June 16, 2023

Nicole Monroy

Assignment: 1.0 FTE Support Specialist/Autism Consultant
Location: Student Services
Effective Date: June 16, 2023

Lindsey Morse

Assignment: 1.0 FTE PE Teacher
Location: Glencoe High School
Effective Date: June 16, 2023

Matthew Paulsen

Assignment: 1.0 FTE 5th Grade Teacher
Location: L.C. Tobias Elementary School
Effective Date: June 16, 2023

Kaitlin Peters

Assignment: 0.6 FTE Elementary Resources Specialist
Location: Atfalati Ridge Elementary School
Effective Date: June 16, 2023

Alison Prehn

Assignment: 1.0 FTE Science/TAG Teacher
Location: Glencoe High School
Effective Date: June 16, 2023

Dennis Rice

Assignment: 1.0 FTE Academic Options Teacher
Location: Liberty High School
Effective Date: June 16, 2023

Colleen Sauve

Assignment: 1.0 FTE Elementary Resource Specialist
Location: Rosedale Elementary School
Effective Date: June 16, 2023

Peter Stemple

Assignment: 1.0 FTE PE Teacher
Location: Lincoln Street Elementary School
Effective Date: June 16, 2023

Pamela Sturtevant

Assignment: 1.0 FTE Mental Health Care Coordinator
Location: Office for School Performance
Effective Date: June 16, 2023

Jacob Tenorio

Assignment: 1.0 FTE PE Teacher
Location: Evergreen Middle School
Effective Date: June 16, 2023

Stephanie Timmons

Assignment: 1.0 FTE 1st Grade Teacher
Location: Atfalati Ridge Elementary School
Effective Date: June 16, 2023

David Welsh

Assignment: 0.8 FTE PE Teacher

Location: Groner Elementary School/Hillsboro Online Academy
Effective Date: June, 16 2023

D. Approve the employment of the following administrative personnel:

Jennifer Cary

Assignment: Coordinator of Mental and Behavioral Health
Location: Office for School Performance, Administration Center
Effective Date: July 1, 2023

Kathleen Coolman

Assignment: Elementary School Principal
Location: Quatama Elementary School
Effective Date: July 1, 2023

Saideh Haghighi Khochkhou

Assignment: District Operations Officer
Location: Facilities and Maintenance Department
Effective Date: July 3, 2023

Kevin Hertel

Assignment: Middle School Principal
Location: Evergreen Middle School
Effective Date: July 17, 2023

Martha Rodriguez Siordia

Assignment: Director of Human Resources
Location: Human Resources Department, Administration Center
Effective Date: July 3, 2023

Roger Will

Assignment: Interim High School Principal
Location: Liberty High School
Effective Date: July 3, 2023

Jaycee Zaugg

Assignment: Interim Elementary School Principal
Location: Minter Bridge Elementary School
Effective Date: July 20, 2023

E. Approve the employment of the following supervisor-specialist-technical personnel:

Richelle Hall

Assignment: Supervisor – Student Services
Location: Student Services Department – Administration Center
Effective Date: August 1, 2023

F. Approve the employment of the following licensed personnel in the 2023-24 school year:

Nicole Abadir-Pruitt

Education: MA – Walden University, Minneapolis, MN
Experience: 1 year
Assignment: 1.0 FTE 2nd Grade Teacher – Quatama Elementary School

Shelby Adams

Education: BA – University of Mississippi, Oxford, MS
Experience: 4 years
Assignment: 1.0 FTE 5th Grade Teacher – Minter Bridge Elementary School

Lisa Allen

Education: MA – Webster University, Webster Groves, MO
Experience: 2 years
Assignment: 1.0 FTE Language Arts Teacher – Liberty High School

Ashlee Bear

Education: MA – George Fox University, Newberg, OR
Experience: None
Assignment: 1.0 FTE Intermediate Classroom Teacher – Lincoln Street Elementary

Douglas Bennett

Education: BA – Oregon State University, Corvallis, OR
Experience: None
Assignment: 0.833 FTE Math Teacher – Hillsboro High School

Alexis Bermudez

Education: BA – University of Oregon, Eugene, OR
Experience: None
Assignment: 1.0 FTE 3rd/4th Grade Teacher – Lincoln Street Elementary School

Jeremy Birch

Education: MA – Portland State University, Portland, OR
Experience: 20 years
Assignment: 1.0 FTE Student Success Coach – Mooberry Elementary School

Justin Broce

Education: BA – Portland Community College, Portland, OR
Experience: None

Assignment: 0.5 FTE Diesel Service Tech CTE Program – Hillsboro High School

Tara Bryson

Education: BA – OHSU School of Nursing
Experience: None
Assignment: 1.0 FTE District Nurse – Student Services

Rubymar Camacho Marchand

Education: MA – Alliant International University, Alhambra, CA
Experience: 2 years
Assignment: 1.0 FTE School Psychologist – Student Services

Lindsay Campbell

Education: MA – Concordia University, Portland, OR
Experience: 5 years
Assignment: 1.0 FTE Kindergarten Teacher – Quatama Elementary School

Melissa Cantwell

Education: MA – Pacific University, Forest Grove
Experience: 10 years
Assignment: 1.0 FTE Special Education Teacher – South Meadows Middle School

Tara Carroll

Education: MA – New Mexico Highlands University, Las Vegas, NM
Experience: None
Assignment: 1.0 FTE Special Education Teacher – J.W. Poynter Middle School

Kimberly Carter

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 17 years
Assignment: 1.0 FTE Intermediated Classroom Teacher – Rosedale Elementary School

Linda Chan

Education: BA – Grand Canyon University, Phoenix, AZ
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Reedville Elementary School

Riley Chun

Education: MA – Pacific University, Forest Grove, OR
Experience: 4 years

Assignment: 1.0 FTE 2nd Grade Teacher – Tamarack Elementary School

Rebeckah Cox

Education: MA – University of Portland, Portland, OR
Experience: None
Assignment: 1.0 FTE Dual Language 2nd Grade Teacher – Reedville Elementary School

Jennifer Cruz Hernandez

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE School Counselor – Liberty High School

Catherine Cuda

Education: MA – Western Governors University, Millcreek, UT
Experience: 7 years
Assignment: 1.0 FTE Math Teacher – Evergreen Middle School

Marci Cyphers

Education: MA – Pacific University, Forest Grove, OR
Experience: 10 years
Assignment: 1.0 FTE Physical Education Teacher – Evergreen Middle School

Amanda Davila

Education: MA – Lesley University, Cambridge, MA
Experience: 20 years
Assignment: 1.0 FTE TOSA – OSP – Special Education New Mentor Teacher – Student Services

Debora Deleon

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 4 years
Assignment: 1.0 FTE Spanish Teacher – Hillsboro High School

Kaylee Dinsmore

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Life Skills Teacher – Quatama Elementary School

Ryan Dutchuk

Education: MA – Southern Oregon University, Ashland, OR
Experience: 14 years
Assignment: 1.0 FTE Language Arts Dual Language Teacher – Hillsboro High School

Roger Fink

Education: MA – Oregon State University, Corvallis, OR
Experience: 22 years
Assignment: 1.0 FTE Health Teacher – Hillsboro High School

Kendall Flori

Education: MA – Portland State University, Portland, OR
Experience: 7 years
Assignment: 1.0 FTE Special Education Teacher – Glencoe High School

Tatiana Ford

Education: MA – University of Idaho, Moscow, ID
Experience: None
Assignment: 1.0 FTE Math Teacher – Evergreen Middle School

Alix Fournier

Education: BA – University of California, Los Angeles, CA
Experience: 19 years
Assignment: 0.5 FTE Art Teacher – Hillsboro High School

Jaime Gairan

Education: BA – OHSU School of Nursing, Ashland, OR
Experience: 22 years
Assignment: 1.0 FTE District Nurse – Student Services

Omar Garcia Echeverria

Education: BA – Corban University, Salem, OR
Experience: None
Assignment: 1.0 FTE School Counselor – WL Henry Elementary School

Angela Gelhar

Education: BA – Saint Martin’s University, Lacey, WA
Experience: 6 years
Assignment: 1.0 FTE Special Education Teacher – WV McKinney Elementary School

Jennifer Gonnuscio

Education: MA – Pacific University, Forest Grove, OR
Experience: 13 yrs
Assignment: 1.0 FTE 6th Grade Teacher – Mooberry Elementary School

Breanna Hansen

Education: BA – Oregon State University, Corvallis, OR

Experience: None
Assignment: 1.0 FTE Elementary Resource Teacher – Eastwood Elementary School

Katherine Hayden

Education: MA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE 4th Grade Teacher – Witch Hazel Elementary School

Kisa Henrich

Education: MA – Concordia University
Experience: 2 years
Assignment: 1.0 FTE PE Teacher – Glencoe High School

Andrew Holstrom

Education: MA – George Fox University, Newberg, OR
Experience: 2 years
Assignment: 1.0 FTE 4th Grade Teacher – Farmington View Elementary School

Michelle Huson

Education: BA – Linfield Good Samaritan School of Nursing, Portland, OR
Experience: None
Assignment: 1.0 FTE District Nurse – Student Services

Steven Hutt

Education: MA – University Southern California, Los Angeles, CA
Experience: 8 years
Assignment: 1.0 FTE Elementary Resource Teacher – Groner Elementary School

Natasha Inafuku

Education: MA – Pacific University, Forest Grove, OR
Experience: 7 years
Assignment: 1.0 FTE Kindergarten Teacher – Tamarack Elementary School

Jaqueline Jeremiah

Education: BA – Willamette University, Salem, OR
Experience: None
Assignment: 1.0 FTE Life Skills Teacher – Quatama Elementary School

Alicia Johnson

Education: MA – Lewis and Clark College, Portland, OR
Experience: 22 years

Assignment: 0.5 FTE School Counselor – Atfalati Ridge Elementary School

Cassandra Jolley

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 7 years
Assignment: 1.0 FTE Secondary Resource Specialist – Evergreen Middle School

Kellie Jordan

Education: BA – University of Oregon, Eugene, OR
Experience: None
Assignment: 1.0 FTE School Counselor – Butternut Creek Elementary School

Madeline Judge

Education: BA – University of Oregon, Eugene, OR
Experience: 2 years
Assignment: 1.0 FTE Music & Band Teacher – Brookwood Elementary School and Tamarack Elementary School

Nicole Kepner

Education: MA – Lesley University, Cambridge, MA
Experience: 5 years
Assignment: 1.0 FTE 5th Grade Teacher - Witch Hazel Elementary School

Jordan Kosmecki

Education: MA – University of Oregon, Eugene, OR
Experience: None
Assignment: 1.0 FTE 5th Grade Teacher – Jackson Elementary School

Mark Lacsamana

Education: BA – San Francisco State University, San Francisco, CA
Experience: 4 years
Assignment: 1.0 FTE Music/Band Teacher – WL Henry Elementary School

Edward Lavelle

Education: MA – Capella University, Minneapolis, MN
Experience: 14 years
Assignment: 1.0 FTE English Learner Specialist – Century High School

Dawn Leach

Education: BA – University of Wyoming, Laramie, WY
Experience: None

Assignment: 0.6 FTE Elementary Resource Specialist – L.C. Tobias Elementary School

Robert Lee

Education: BA – University of Alaska Fairbanks, Fairbanks, AK
Experience: 25 years
Assignment: 1.0 FTE Music/Band Teacher – Orenco Elementary School

Soo-Bin Lee

Education: MA – George Fox University, Newberg, OR
Experience: 3 years
Assignment: 1.0 Music Teacher – Rosedale Elementary School and Tamarack Elementary School

Maribel Legaria Cisneros

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Dual Language Kindergarten Teacher – Mooberry Elementary School

Marci Lister

Education: MA – Portland State University, Portland, OR
Experience: 4 years
Assignment: 1.0 FTE Special Education Teacher – Atfalati Ridge Elementary School

Criselda Lopez Vera

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Dual Language 5th Grade Teacher – Lincoln Street Elementary School

Jessica Lowry

Education: MA – Western Oregon University, Monmouth, OR
Experience: 12 years
Assignment: 1.0 FTE TOSA – Dean of Students – Century High School

Katie Lucitt

Education: BA-Sonoma State University, Rohnert Park, CA
Experience: 10 years
Assignment: 1.0 FTE Intermediate Classroom Teacher – WV McKinney Elementary School

Kandra Luna

Education: MA – Pacific University, Forest Grove, OR
Experience: 3 years

Assignment: 1.0 FTE TOSA – Dean of Students – Hillsboro High School

Sergio Maldonado

Education: MA – Oregon State University, Corvallis, OR
Experience: None
Assignment: 1.0 FTE 4th Grade Dual Language Teacher – WL Henry Elementary School

Alyssa Mancuso

Education: MA- University of Oregon, Eugene, OR
Experience: 5 years
Assignment: 1.0 FTE English Learner Specialist – Quatama Elementary School

Dana Marin

Education: MA – California State University Northridge, Los Angeles, CA
Experience: 7 years
Assignment: 1.0 School Counselor – J.W. Poynter Middle School

Helena Martyn

Education: MA – University of California, Davis, CA
Experience: 6 years
Assignment: 1.0 FTE Social Studies Teacher – R.A. Brown Middle School

Makala McKinney

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 3 Years
Assignment: 1.0 FTE Intermediate Classroom Teacher – Lincoln Street Elementary

Jose Mendez Zepeda

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE School Counselor – Evergreen Middle School

Melissa Merritt

Education: BA – Western Oregon University, Monmouth, OR
Experience: 6 years
Assignment: 1.0 FTE Home Instruction Teacher – Student Services

Kaleb Mitchell

Education: MA – Southern Oregon University, Ashland, OR
Experience: 17 years
Assignment: 1.0 FTE Math & Science Teacher – Glencoe High School

Aaron Monteith

Education: MA – Portland State University, Portland, OR
Experience: 12 years
Assignment: 1.0 FTE Special Education Teacher – Farmington View Elementary School

Sara Moreno

Education: MA – Texas State University, San Marcos, TX
Experience: 10 years
Assignment: 1.0 FTE TOSA – OSP – Special Education – Student Services

Grace Mustain

Education: MA – Concordia University, Portland, OR
Experience: 2 years
Assignment: 1.0 FTE 6th Grade Teacher – Free Orchards Elementary School

Angelica Nicosia

Education: MA – Western Governors University, Millcreek, UT
Experience: 9 years
Assignment: 1.0 FTE Special Education Teacher – J.W. Poynter Middle School

Eric Petersen

Education: BA – San Francisco State University, San Francisco, CA
Experience: 6 years
Assignment: 1.0 FTE 4th Grade Teacher – Quatama Elementary School

Kelly Raf

Education: MA – Tufts University, Middlesex County, MA
Experience: 15 years
Assignment: 1.0 FTE School Psychologist – Student Services

Kshitija Ranjan

Education: MA – Portland State University, Portland, OR
Experience: 7 years
Assignment: 1.0 FTE English Learner Specialist – Century High School

Samuel Reeves

Education: MA – Oregon State University, Corvallis, OR
Experience: 3 years
Assignment: 1.0 FTE Physics Teacher – Glencoe High School

Lee Ann Ross

Education: MA – Pacific University, Forest Grove, OR
Experience: 22 years
Assignment: 1.0 FTE Classroom Teacher – Ladd Acres Elementary School

LeAnne Rowe

Education: MA – Concordia University, Portland, OR
Experience: 7 years
Assignment: 1.0 FT 6th Grade Teacher – L.C. Tobias Elementary School

Julian Saenz

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE School Counselor/Student Success Coach – L.C. Tobias Elementary School

James Sage

Education: BA – Central Washington University, Ellensburg, WA
Experience: 1 year
Assignment: 0.5 FTE General Education/EL Specialist – W.L. Henry Elementary School

Teresa Sakaguchi

Education: MA – Oregon State University, Corvallis, OR
Experience: 31 years
Assignment: 1.0 FTE PE Teacher – Lincoln Street Elementary School

Guadalupe Sandoval Garfias

Education: BA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE School Counselor – Mooberry Elementary School

Samantha Schmidt

Education: BA – University of Wyoming, Laramie, WY
Experience: 2 years
Assignment: 1.0 FTE Music/Band Teacher – West Union Elementary School

Madeline Schmitz

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 Special Education Teacher – Mooberry Elementary School

Jessica Sipp

Education: MA – Lewis and Clark University, Portland, OR
Experience: 3 years
Assignment: 1.0 FTE 1st/2nd Grade Teacher – Witch Hazel Elementary School

Erin Stafford

Education: MA – Pepperdine University, Malibu, CA
Experience: None
Assignment: 0.5 FTE Child Development Specialist – Orenco Elementary School

David Steinhauer

Education: BA – Warner Pacific University, Portland, OR
Experience: None
Assignment: 1.0 FTE Business Teacher CTE Program – Hillsboro High School

Byron Sun

Education: MA – Pacific University, Forest Grove, OR
Experience: 6 years
Assignment: 1.0 FTE Spanish Teacher – Century High School

Madeline Traynor

Education: MA – George Fox University, Newberg, OR
Experience: 3 years
Assignment: 1.0 FTE 6th Grade Teacher – Witch Hazel Elementary School

Manuel Vasquez

Education: BA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 0.667 FTE English Learner Specialist – Hillsboro High School

Faith Valdez

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE School Counselor – South Meadows Middle School

Luis Valdivia

Education: BA – California State University, Northridge, CA
Experience: None
Assignment: 1.0 FTE Graphic Design CTE Teacher – Century High School

Vanessa Verduzco

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Student Services

Emily Walker

Education: MA – Pacific University, Forest Grove, OR
Experience: 3 years
Assignment: 1.0 FTE Kindergarten Teacher – Atfalati Ridge Elementary School

Nichole Warren

Education: MA – University of California, Davis, CA
Experience: 5 years
Assignment: 0.925 FTE School Counselor- STEAM TOSA – Groner Elementary School and Farmington View Elementary School

Samantha Watson

Education: MA – University of Oregon, Eugene, OR
Experience: 2 years
Assignment: 1.0 FTE 5th/6th Grade Teacher – Eastwood Elementary School

Sarah Weedin

Education: BA – University of Portland, Portland, OR
Experience: 4 years
Assignment: 1.0 FTE PE Teacher – WL Henry Elementary School

Ashley Weinmann

Education: BA – Western Governors University, Millcreek, UT
Experience: None
Assignment: 1.0 FTE Math Teacher – Glencoe High School

Ashley Wika

Education: MA – Western Governors University, Millcreek, UT
Experience: 13 years
Assignment: 1.0 FTE Special Education Teacher – Century High School

Wesley Winship

Education: MA – University of Phoenix, Phoenix, AZ
Experience: None
Assignment: 0.5 FTE Aviation Maintenance Technician CTE Program – Liberty High School

Kimberly Wismar

Education: MA – University of Minnesota, Twin Cities, St. Paul, MN
Experience: 16 years
Assignment: 1.0 FTE TOSA – OSP – Early College – Oak Street Campus

Nicole Wiswesser

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Student Services

Suzanne Womack

Education: BA – Concordia University, Portland, OR
Experience: 16 years
Assignment: 1.0 FTE 1st Grade Teacher – Eastwood Elementary School

Neidy Zambrano Guillen

Education: MA – University of Latin America, Tampa, FL
Experience: 12 years
Assignment: 1.0 FTE DL Kindergarten Teacher – Free Orchards Elementary School

- G. Approve the employment of the following licensed personnel in the 2023-24 school year, who have held temporary status:

Morgan Acker

Education: MA – Pacific University, Forest Grove, OR
Experience: 6 years
Assignment: 0.4 FTE 2nd Grade Teacher – Jackson Elementary School

Susan Acosta

Education: MA – Pacific University, Forest Grove, OR
Experience: 1 year
Assignment: 1.0 FTE Student Success Coach – Groner Elementary School and West Union Elementary School

Emma Alman

Education: MA – Oregon State University, Corvallis, OR
Experience: 1 year
Assignment: 1.0 FTE Science Teacher – J.W. Poynter Middle School

Talib Amador

Education: BA – Autonomous University of Yucatan, Mexico
Experience: 5 years

Assignment: 1.0 FTE Dual Language Science Teacher – Hillsboro High School

Megan Babat

Education: MA – Marylhurst University, Lake Oswego, OR
Experience: 11 years
Assignment: 1.0 FTE Math and Health Teacher – Oak Street Campus

Devon Baker

Education: MA – Oregon State University, Corvallis, OR
Experience: 21 years
Assignment: 0.5 FTE Science Teacher – Hillsboro High School

Timothy Battaion

Education: BA – California State University, Sacramento, CA
Experience: 2 years
Assignment: 1.0 FTE Secondary Classroom Teacher – J.W. Poynter Middle School

Hollie Bird

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Resource Specialist/Special Education Teacher – Oak Street Campus

Kyle Boone

Education: MA – University of Portland, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Social Studies and Electives Teacher – Oak Street Campus

Paige Botnik

Education: BA – In Progress
Experience: 1 year
Assignment: 0.6 FTE General Education Specialist – Lenox Elementary School

Tonya Brandaw

Education: BA – In Progress
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Liberty High School

Mark Brogan

Education: BA – Portland State University, Portland, OR
Experience: 1 year

Assignment: 1.0 FTE Life Skills Teacher – Rosedale Elementary School

Katie Brown

Education: MA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Quatama Elementary School

Benjamin Butler

Education: BA – Western Governors University, Millcreek, UT
Experience: 1 year
Assignment: 1.0 FTE Special Education Teacher – Rosedale Elementary School

Matthew Carr

Education: MA – University of Nevada, Las Vegas, NV
Experience: 31 years
Assignment: 1.0 FTE Music/Band Teacher – R.A. Brown Middle School

Maritza Carranza

Education: MA – Lewis & Clark College, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE District Youth Drug and Alcohol Counselor – Office for School Performance

Lindsay Chamberlain

Education: BA – Warner Pacific University, Portland, OR
Experience: 1 year
Assignment: 0.5 FTE 4th Grade Teacher – Jackson Elementary School

Melyssa Chasteen

Education: BA – In Progress
Experience: 1 year
Assignment: 1.0 FTE Social Learning Center – North Plains Elementary School

Xavier Chavez

Education: MA – Western Oregon University, Monmouth, OR
Experience: 6 years
Assignment: 1.0 FTE English Learner Specialist – Hillsboro High School

Taylor Connors

Education: MA – Nazareth College, Monroe County, NY

Experience: 5 years
Assignment: 1.0 FTE TOSA-OSP-Inclusion – Student Services

Concepcion Daza Santos

Education: MA – Complutense University of Madrid, Madrid, Spain
Experience: 17 years
Assignment: 1.0 FTE Dual Language Science Teacher – South Meadows Middle School

Lauren Diehl

Education: BA – University of Oregon, Eugene, OR
Experience: 1 year
Assignment: 1.0 FTE School Counselor – Lenox Elementary School

Kelsey Dresser

Education: BA – Western Oregon University
Experience: None
Assignment: 1.0 FTE 4th/5th Grade Teacher – L.C. Tobias Elementary School

James Dunlop

Education: MA – Portland State University, Portland, OR
Experience: 35 years
Assignment: 1.0 FTE Music/Band Teacher – Century High School

Jordan Dunn

Education: BA – In Progress
Experience: None
Assignment: 1.0 FTE Social Communication Teacher – P.I. Patterson Elementary School

Amity Elliott

Education: MA- George Fox University, Newberg, OR
Experience: None
Assignment: 0.5 FTE 5th Grade Teacher – North Plains Elementary School

Mikayla Flood

Education: BA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE Elementary Classroom Teacher – Orenco Elementary School

Raimundo Garcia Senechal

Education: MA – Pablo de Olavide Universidad, Seville, Spain
Experience: 18 years

Assignment: 1.0 FTE Dual Language Math Teacher – South Meadows Middle School

Kasia Gutierrez

Education: MA – George Fox University, Newberg, OR
Experience: 18 years
Assignment: 1.0 FTE Student Success Coach – Orenco Elementary School

Karen Guzman Cruz

Education: BA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE School Counselor – Lincoln Street Elementary School

Jeremiah Hansen

Education: BA – Northwest University, Kirkland, WA
Experience: None
Assignment: 1.0 FTE District Nurse – Student Services

Matthew Hayden

Education: MA – University of Phoenix,
Experience: 1 year
Assignment: 1.0 FTE Social Studies Teacher – Evergreen Middle School

Adam Heyen

Education: MA – Arizona State University, Tempe, AZ
Experience: 2 years
Assignment: 1.0 FTE Music/Band Teacher – L.C. Tobias Elementary School

Bryttnie Holden

Education: MA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Special Education Teacher – Hillsboro High School

Laura Holden

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Student Services

Gary Jones

Education: MA – University of California, Berkeley, CA
Experience: 1 year

Assignment: 1.0 FTE Industrial Education Technology Teacher –
Glencoe High School

Nichole Jorgensen

Education: MA – Walden University, Minneapolis, MN
Experience: 6 years
Assignment: 1.0 FTE English Learner Specialist – Quatama
Elementary and North Plains Elementary School

Aaron Krile Ponce

Education: MA – Centro de Investigaciones Pedagógicas y
Sociales, Jalisco, México
Experience: 24 years
Assignment: 1.0 FTE Dual Language Social Studies Teacher –
South Meadows Middle School

Jillian Kuhl

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: None
Assignment: 1.0 FTE Elementary Classroom Teacher – West Union
Elementary School

Anna Lang

Education: MA – Portland State University, Portland, OR
Experience: 3 years
Assignment: 1.0 FTE Elementary Classroom Teacher – WV
McKinney Elementary School

Maria Jose Leon Aguilar

Education: BA – Universidad de San Carlos de Guatemala,
Guatemala City, Guatemala
Experience: 19 years
Assignment: 1.0 FTE Dual Language Classroom Teacher – Lincoln
Street Elementary School

Annemarie Long

Education: MA – Portland State University, Portland, OR
Experience: 16 years
Assignment: 1.0 FTE Elementary Resource Specialist – Farmington
View Elementary School

Aurora Lopez

Education: BA – Kennesaw State University, Kennesaw, GA
Experience: 9 years
Assignment: 1.0 FTE Student Success Coach – Lincoln Street
Elementary School

Sarah Manos

Education: MA – Western Governors University, Millcreek, UT
Experience: 1 year
Assignment: 1.0 FTE 3rd Grade Teacher – Free Orchards
Elementary School

Arica Mathers

Education: MA – George Fox University, Newberg, OR
Experience: 12 years
Assignment: 0.5 FTE Family and Consumer Science CTE and Teen
Parent Teacher – Century High School

Yoriko Matsumori

Education: MA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE Special Education Teacher – Liberty High
School

Jessica Mendoza Avila

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Dual Language Science Teacher – South
Meadows Middle School

Stephen Moreno

Education: BA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE School to Career Specialist and Teen Parent
Teacher – Oak Street Campus

Florice Negrete Cardenas

Education: MA – Portland State University, Portland, OR
Experience: 8 years
Assignment: 1.0 FTE TOSA-OSP – Office of School Performance

Evan Nelson

Education: BA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE Health/PE Teacher – Hillsboro High School

Stacey Neth

Education: BA – Western Governors University, Millcreek, UT
Experience: 3 years
Assignment: 1.0 FTE Classroom Teacher – Orenco Elementary
School

Dalia Ochoa Diaz

Education: BA – Earlham College, Richmond, IN
Experience: 10 years
Assignment: 1.0 FTE Dual Language 4th Grade Teacher – Lincoln Street Elementary School

Molly Petersen

Education: MA – Pacific University, Forest Grove, OR
Experience: 2 years
Assignment: 1.0 FTE 4th Grade Teacher – Century High School

Matthew Peterson

Education: BA – Southern Oregon University, Ashland, OR
Experience: 1 year
Assignment: 1.0 FTE Math Teacher – Hillsboro High School

Amanda Piril

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE English Learner Specialist – J.W. Poynter Middle School

Janet Phillips

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Elementary Resource Specialist – Minter Bridge Elementary School

Jinnet Powel

Education: MA – Concordia University, Irvine, CA
Experience: 1 year
Assignment: 1.0 FTE Social Learning Center Teacher – West Union Elementary School

Heather Rasmussen

Education: BA – Eastern Oregon University, La Grande, OR
Experience: 1 year
Assignment: 1.0 FTE Community Transition Services Teacher – Student Services

Ana Rocha Lopez

Education: MA – Universidad Interamericana para el Desarrollo, Puebla, México
Experience: 12 years
Assignment: 1.0 FTE Spanish Teacher – Glencoe High School

Gabriela Rivera

Education: BA – University of California, Riverside, CA

Experience: None
Assignment: 1.0 FTE Dual Language – Language Arts Teacher –
South Meadows Middle School

Samantha Satterlee

Education: MA – George Fox University, Newberg, OR
Experience: 3 years
Assignment: 1.0 FTE English Learner Specialist – Hillsboro High
School

Ellin Schafer

Education: BA – Whitworth University, Country Homes, WA
Experience: None
Assignment: 1.0 FTE 4th/5th Grade Teacher – L.C. Tobias
Elementary School

Cara Seger

Education: MA – Portland State University, Portland, OR
Experience: 6 years
Assignment: 1.0 FTE Secondary Classroom Teacher – R.A. Brown
Middle School

Veva Sims-Cochran

Education: MA – Portland State University, Portland, OR
Experience: 32 years
Assignment: 0.5 FTE Special Education Teacher – Brookwood
Elementary School

Amy Taylor

Education: MA – Pacific University, Forest Grove, OR
Experience: 8 years
Assignment: 1.0 FTE 5th Grade Teacher – Minter Bridge Elementary
School

Elizabeth Troolines

Education: MA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE English Learner Specialist – Glencoe High
School

Laura Waarvick

Education: MA – Portland State University, Portland, OR
Experience: 9 years
Assignment: 1.0 FTE TOSA-OSP-Multilingual Programs – Office for
School Performance

Jessica Watkins

Education: MA – Portland State University, Portland, OR

Experience: 16 years
Assignment: 0.5 FTE Elementary Resource Specialist – Imlay
Elementary School

Jason Webber

Education: MA – Concordia University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Classroom Teacher – Indian Hills Elementary
School

Arik Wiest

Education: MA – University of Oregon, Eugene, OR
Experience: 1 year
Assignment: 1.0 FTE Health Science Teacher CTE Program –
Liberty High School

Kira Wright

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Student
Services

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
ACCEPT GIFTS AND DONATIONS
(as of August 31, 2023)

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 \$18,893.93 from Free Orchards Elementary School PTO to Free Orchards Elementary School for general education.

Donation of \$5,947.00 from Ising Community Choir to Hillsboro School District for the Mariachi Una Voz program.

RECOMMENDATION

The Superintendent recommends that the Board of Directors accept these donations.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
ADOPT BOARD / SUPERINTENDENT WORKING AGREEMENTS

SITUATION

The Board of Directors is the educational policy-making body for the Hillsboro School District. In order to effectively meet the District's challenges, it is essential that the Board and Superintendent function together as a leadership team. The Board / Superintendent working agreements, a tool that facilitates unity among the team members, is annually reviewed and readopted by the Board. The Board reviewed updates to the working agreements during the August 8 Retreat and September 12 work session.

RECOMMENDATION

The Superintendent recommends that the Board of Directors adopt the Board/Superintendent working agreements.

Hillsboro School District 2023-24 Board / Superintendent Working Agreements

Purpose

The Board of Directors is the educational policy-making body for the Hillsboro School District. The Board and Superintendent function together as a leadership team to effectively meet the District's challenges, agreeing that their first and greatest concern is the educational welfare of students. The Board and Superintendent are jointly committed to upholding the values and implementing the protocols outlined in the following working agreements.

Information Requests

- Individual Board members with requests for information will contact the Superintendent or appropriate Cabinet member. The Superintendent and / or Cabinet member will respond to general questions and inquiries.
- If information requests require additional staff work, the Superintendent will determine how to proceed. Requests that require considerable staff work will be added to a Board agenda, so the Board can determine whether it is a valuable investment of staff time.
- Information requests made during Board meetings will be recorded and tracked in the minutes.

Personnel Issues

- Board members support the employment of those persons best qualified to serve as school staff.
- Board members recognize that their sole employee is the Superintendent, whom they direct as a Board, and that it is not their role to direct staff.
- Board members agree that when they have concerns, they will follow the chain of command and contact the Superintendent or a Cabinet member.
- The Superintendent and Board Chair will collaborate to respond to employee concerns.

Speaking with One Voice

- Board members agree that they will strive to render all decisions based on the available facts and their independent judgment.
- Board members agree to accept the decision of the majority, while honoring the right of individual members to express opposing viewpoints and vote their convictions.
- The Board Chair, Vice Chair, and Superintendent will confer with each other, when possible, before responding to the media and

community as the official voice of the Board. The Superintendent and Communications Director will communicate facts and notify the Board when responding, as appropriate.

- Board members will be certain to clarify when they are speaking on their own behalf and when they are speaking as representatives of the Board. (For example, "... I am speaking to you today as an individual, and not on behalf of the Hillsboro School District Board of Directors.")

Superintendent / Board Relationship

- Board members agree to work with other Board members to establish effective Board policies, and to delegate authority for the administration of the schools to the Superintendent.
- Board members agree that they will not take any private action that will compromise the Board or administration. They will respect the confidentiality of information that is privileged under applicable law, and they will avoid being placed in a position that involves a conflict of interest.
- The Superintendent will communicate with the Board in a timely manner about issues that concern the District. Board members will provide feedback or suggestions to the Superintendent.
- Board members have access to members of Cabinet. In the event that a Board member contacts a Cabinet member, the Superintendent will be copied on the correspondence.
- The Superintendent will provide the Board with weekly updates.
- The Board Chair and Vice Chair will meet with the Superintendent to plan Board meeting agendas and strategize on how to address key issues.
- Board members and the Superintendent agree to be open to suggestions, and respectful in their manner of giving and receiving feedback, including reminders when their working agreements are being violated. The Board Chair and/or Superintendent will counsel Board members when necessary.
- The Board and Superintendent will review, revise, and recommit to their working agreements annually.

Meetings

- Board members agree to read all packet materials prior to the meetings.
- The Board packet will normally be emailed to Board members by the end of the day on the Thursday prior to a regularly scheduled Board meeting.
- When an individual Board member has a question about an agenda item prior to a Board meeting, they will strive to contact the Superintendent, so that information can be gathered and shared before the meeting.
- The Superintendent and Board secretary will act as parliamentarians at Board meetings to help ensure that each motion is clear and there is no missing or misunderstood information.
- The Board Chair will make every effort to ensure that all Board members wishing to speak regarding an agenda item have an opportunity to be heard.

Communication – Board / Superintendent / Staff / Community

- Board members and the Superintendent agree to show respect and consideration for each other at Board meetings and in all of their communications, work collaboratively together, strive to be a highly functioning team, and offer the same level of consideration and respect to administrators, staff members, audience members, and community members.
- Board members will endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- Board members agree to encourage the free expression of opinion by all Board members, and to follow the protocols established by the Board and Superintendent when communicating with other Board members, students, staff, and community members.
- Board members are encouraged to visit schools.
 - When Board members visit schools in their official capacity, they agree to plan their visits in advance with the principal, and wear their District “Board Member” badges.
 - When Board members visit schools as a parent or volunteer, they will sign in at the office and ask for a visitor badge. Advance notice is encouraged, but may not be required in all cases.
- Board members agree that emails sent to the entire Board from stakeholders will be answered by the Board Chair (or designee) on behalf of the Board, and copied to all Board members, and that concerns about the District will be referred to the Superintendent and Cabinet member, if appropriate. The Board Chair (or designee)

will include the following points in their response:

1. Thank you for sharing your concern regarding _____.
2. I have referred your concern to the Superintendent and Cabinet member (if appropriate).

If a Board member would like to respond to a stakeholder who has contacted several Board members regarding a concern, the Board member’s response will include the following points:

1. Thank you for sharing your concern regarding _____.
2. The Hillsboro School District Board Chair (or designee) will respond on behalf of the Board.

Board Meeting Agendas

- The Board Chair, Vice Chair, and Superintendent will set the Board agenda. Individual Board members may request that items be added to the agenda by contacting the Superintendent or Board Chair.
- Items will only be added to the agenda at a Board meeting if the majority of the Board agrees to consider them.

Board Professional Development Requests

- Because Board members believe that professional development is a key component to being an effective Board member, they are committed to informing themselves about current educational issues by individual study and through participation in programs that provide valuable relevant information, such as programs sponsored by state and national school boards associations and other professional organizations.
- See policy BHB for specific information regarding professional development requests. Board members participating in professional development opportunities will share a brief summary of the training with the rest of the Board following the event.

Proposed Adoption 09/26/2023

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
FINANCIAL REPORT

Business Office – General Update

In alignment with the [Center for Educational Leadership Principal Support Framework](#), specifically Action Area 3: A Strategic Partnership Between the Central Office and Principals, the Business Office develops systemic solutions that ensure instructional leadership is the primary job of principals.

Example 70: Agreement Review with Hillsboro Parks and Recreation

There is an efficiency created by a well-coordinated and defined set of operational systems and facility use. On August 22, 2023, HSD leaders from the Business Office, Activities, and Operations met with Hillsboro Parks and Recreation representatives to complete the Annual Review of the current Intergovernmental Agreement regarding facility use. Both organizations are working on updates to the agreement that will improve access for students and the community at large to both Parks and Recreation and District facilities.

Finance Team- Accounts Payable, Banking, Contracts, and Student Body Accounting

Jennifer Zavatsky, Finance Manager, is working closely with Jeff Jones to align the electronic workflows for purchasing and staffing with the Consolidated Budget Workbooks for departments. This best practice will capture time/date/stamp authorization systematically but requires some software programming and training for staff. This is another great opportunity she has found to align practices and save time for workflow users.

Finance Team- Financial Reporting and Grants

Jeff Jones, Manager of Business Services, is focused on finalizing the 2022-23 school year in order to draft the Annual Comprehensive Financial Report. The report will be reviewed by the District's independent auditor, reviewed by the Audit Committee, and approved by the full board at the end of the year. Special thanks to all of the Business Office and program level staff that follow the spending and documentation requirements of policy and best practice.

Christy Woodard and Nathan DePinto, Fiscal Planning Specialists, will be hosting the Oregon Department of Education and Department of Education as they begin the "monitoring" process for the ESSER and ARPA funds. These funds received an additional layer of review due to the COVID pandemic and federal requirements. Michelle Morrison will also participate in the monitoring and review interactions.

Employee Services

Daphne Fisk, Employee Benefits Supervisor, and the Benefits Team have facilitated the Mandatory Employee Benefits Enrollment period for the upcoming benefit year. It is a challenging process that all eligible employees are required to do in order to select insurance options and have the correct deductions in the September paycheck.

MaryBeth Puncochar, Risk Manager, has co-developed an “Integrated Employee Leave Management” program to better serve and coordinate employees accessing leave (regardless of what kind) and returning them to work as soon as safely possible. This proactive approach based on records provided will provide clear communications for the employee and their supervisor to ensure that every opportunity to plan for absences are available and services to students are as stable as possible. Benefits include \$40,547.66 in equipment from The Standard’s Workplace Possibility Program and \$31,869.67 from the Employer at Injury program for returning employees to modified work.

Donations Over \$5,000

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 \$18,893.93 from Free Orchards Elementary School PTO to Free Orchards Elementary School for general education.

Donation of \$5,947.00 from Ising Community Choir to Hillsboro School District for the Mariachi Una Voz program.

Workers’ Compensation Report

The table below includes workers’ compensation claims reported month to date through August 31, 2023.

The District received two new workers’ compensation claims in July and three in August for a total of five claims.

Workers’ Compensation Reports			
	2021-22	2022-2023	2023-2024
July	2	1	2
August	7	8	3
September	19	11	
October	8	13	
November	12	8	
December	10	6	
January	8	7	
February	10	11	
March	6	8	
April	13	10	
May	8	11	
June	9	9	
Yearly Total:	112	103	5

Student Incident Report

Student incident data below is month to date through August 31, 2023. Drivers for incidents are Slip/fall and collision with an object. Injuries to the head were the most common.

Student Incident Reports						
	2022-23 Total Incidents	Average Incidents Per School Day	Serious Injuries With 911 Transport	2023-24 Total Incidents	Average Incidents Per School Day	Serious Injuries With 911 Transport
July	0	N/A	0	0	N/A	0
August	3	N/A	0	0	N/A	0
September	87	0.20	1			
October	128	0.20	5			
November	71	0.16	3			
December	70	0.17	3			
January	87	0.23	4			
February	77	0.22	4			
March	79	0.22	6			
April	69	0.27	9			
May	83	0.26	9			
June	28	N/A	5			
Yearly Total:	782	0.20	49			

Vehicle Accidents

In July there were two vehicle claims filed and in August there were three claims filed for vehicle accidents.

General Functions

If you would like more information or to discuss these or other Business Office items, please contact Michelle Morrison at 503-844-1527 or [morrison@hsd.k12.or.us](mailto:morrisom@hsd.k12.or.us).

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2022-23

Un-Audited Annual General Fund 2022-23 - as of August 31, 2023

Revenues	1st Quarter	2nd Quarter	3rd Quarter	April	May	June	4th Quarter	Fiscal YTD	Budget		Fiscal YTD	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	2022-23	2022-23	% of Budget	2021-22	% of Budget
Taxes	\$446,330.53	\$86,749,126.59	\$3,069,772.43	\$225,113.78	\$292,552.48	\$1,759,620.48	\$2,277,286.74	\$92,542,516.29	\$88,485,305.00	104.59%	\$85,760,442.11	100.74%
Interest	\$96,743.35	\$390,118.68	\$679,379.43	\$141,142.89	\$126,996.21	\$86,378.52	\$354,517.62	\$1,520,759.08	\$500,353.00	303.94%	\$290,175.35	58.00%
Local Sources	\$238,084.45	\$714,099.80	\$452,004.88	\$87,006.01	\$106,437.76	\$1,452,487.53	\$1,645,931.30	\$3,050,120.43	\$1,798,031.00	169.64%	\$2,428,678.81	78.05%
Total Local	\$781,158.33	\$87,853,345.07	\$4,201,156.74	\$453,262.68	\$525,986.45	\$3,298,486.53	\$4,277,735.66	\$97,113,395.80	\$90,783,689.00	106.97%	\$88,479,296.27	99.70%
County/ESD	\$0.00	\$2,233,612.49	\$1,130,916.55	\$423,371.97	\$0.00	\$747,788.68	\$1,171,160.65	\$4,535,689.69	\$4,452,707.00	101.86%	\$4,208,695.82	111.47%
State Sources	\$51,876,384.55	\$35,205,170.92	\$36,022,708.52	\$13,384,537.89	\$10,957,925.23	\$754,853.18	\$25,097,316.30	\$148,201,580.29	\$150,089,995.00	98.74%	\$145,150,323.47	97.47%
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%	\$259,377.95	0.00%
Unassigned Beginning Balance*	\$9,491,915.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,491,915.00	\$21,194,031.00	44.79%	\$9,494,012.00	100.00%
Total Revenue	\$62,149,457.88	\$125,292,128.48	\$41,354,781.81	\$14,261,172.54	\$11,483,911.68	\$4,801,128.39	\$30,546,212.61	\$259,342,580.78	\$266,520,422.00	97.31%	\$247,591,705.51	98.67%
Expenditures												
Instruction												
Salaries	\$7,964,186.08	\$23,586,325.69	\$23,350,162.70	\$7,759,074.33	\$7,762,478.30	\$22,405,594.23	\$37,927,146.86	\$92,827,821.33	\$84,589,381.65	109.74%	\$87,851,226.68	106.34%
Benefits	\$3,747,189.56	\$11,598,187.22	\$11,538,160.33	\$3,951,256.76	\$3,836,193.98	\$11,620,027.44	\$19,407,478.18	\$46,291,015.29	\$45,603,296.86	101.51%	\$43,858,020.49	99.72%
Purchased Service	\$1,392,463.47	\$2,759,143.85	\$3,342,038.25	\$1,023,578.66	\$1,544,306.56	\$750,949.16	\$3,318,834.38	\$10,812,479.95	\$15,457,508.83	69.95%	\$8,881,139.00	60.32%
Supplies/Materials	\$446,346.10	\$687,180.54	\$383,648.20	\$171,577.43	\$190,865.69	-\$54,791.76	\$307,651.36	\$1,824,826.20	\$5,459,407.47	33.43%	\$3,002,938.46	63.92%
Capital Purchases	\$0.00	\$0.00	\$10,568.00	\$0.00	\$0.00	\$6,327.00	\$6,327.00	\$16,895.00	\$0.00	0.00%	\$14,975.09	0.00%
Other	\$69,110.19	\$132,855.78	\$7,435.00	\$1,434.95	\$249.98	\$2,505.51	\$4,190.44	\$213,591.41	\$1,136,366.19	18.80%	\$195,402.07	19.15%
Total Instruction	\$13,619,295.40	\$38,763,693.08	\$38,632,012.48	\$12,906,922.13	\$13,334,094.51	\$34,730,611.58	\$60,971,628.22	\$151,986,629.18	\$152,245,961.00	99.83%	\$143,803,701.79	97.80%
Support Services												
Salaries	\$8,719,746.93	\$12,474,994.05	\$12,192,043.81	\$3,965,602.97	\$4,153,517.02	\$7,896,236.63	\$16,015,356.62	\$49,402,141.41	\$51,340,343.95	96.22%	\$44,961,455.51	85.86%
Benefits	\$4,712,064.29	\$6,644,932.29	\$6,688,248.78	\$2,184,703.88	\$2,264,340.20	\$4,576,670.89	\$9,025,714.97	\$27,070,960.33	\$27,678,284.20	97.81%	\$24,642,740.33	88.40%
Purchased Service	\$2,083,571.95	\$4,696,709.25	\$3,794,686.69	\$1,264,691.25	\$666,314.62	\$1,883,267.42	\$3,814,273.29	\$14,389,241.18	\$9,381,719.13	153.38%	\$14,632,586.49	156.80%
Supplies/Materials	\$1,217,138.13	\$1,581,163.03	\$1,496,340.11	\$532,786.10	\$424,674.38	-\$827,890.64	\$129,569.84	\$4,424,211.11	\$3,313,511.13	133.52%	\$6,406,519.79	215.14%
Capital Purchases	\$24,340.50	\$58,705.19	\$93,526.32	\$138,676.13	-\$180,878.49	\$123,059.09	\$80,856.73	\$257,428.74	\$0.00	N/A	\$176,135.80	0.00%
Other	\$1,786,523.20	\$104,384.41	\$964,359.87	\$13,068.29	\$8,282.22	\$50,128.68	\$71,479.19	\$2,926,746.67	\$689,701.59	424.35%	\$1,977,958.33	305.82%
Total Support	\$18,543,385.00	\$25,560,888.22	\$25,229,205.58	\$8,099,528.62	\$7,336,249.95	\$13,701,472.07	\$29,137,250.64	\$98,470,729.44	\$92,403,560.00	106.57%	\$92,797,396.25	99.57%
Community Services												
Salaries	\$66,160.24	\$92,711.34	\$88,878.85	\$28,747.01	\$27,861.53	\$66,191.88	\$122,800.42	\$370,550.85	\$295,388.40	125.45%	\$376,212.98	100.19%
Benefits	\$34,904.29	\$53,062.01	\$51,645.03	\$17,045.53	\$17,138.41	\$41,374.39	\$75,558.33	\$215,169.66	\$159,247.94	135.12%	\$208,219.55	104.16%
Purchased Service	\$10,278.45	\$11,038.36	\$18,636.69	\$2,523.09	\$2,824.27	\$8,203.96	\$13,551.32	\$53,504.82	\$53,978.04	99.12%	\$39,124.46	58.47%
Supplies/Materials	\$3,400.95	\$6,163.26	\$6,450.69	\$1,185.32	\$4,437.96	\$2,842.38	\$8,465.66	\$24,480.56	\$19,064.40	128.41%	\$9,981.14	46.74%
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	\$3,968.22	N/A	\$800.00	0.00%
Total Community Services	\$114,743.93	\$162,974.97	\$165,611.26	\$49,500.95	\$52,262.17	\$118,612.61	\$220,375.73	\$663,705.89	\$531,647.00	124.84%	\$323,699.10	48.44%
Capital Projects												
Purchased Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$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%
Total Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Debt Service Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Internal Service Fund Trnsfr	\$8,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,500,000.00	\$8,500,000.00	0.00%	\$0.00	0.00%
Contingency/Ending Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,037,435.00	\$11,766,035.00	76.81%	\$9,491,915.00	94.57%
Total Expenditures	\$40,777,424.33	\$64,487,556.27	\$64,026,829.32	\$21,055,951.70	\$20,722,606.63	\$48,550,696.26	\$90,329,254.59	\$268,658,499.51	\$265,447,203.00	101.21%	\$246,416,712.14	98.20%

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2023-24

MONTHLY FINANCIAL REPORT - as of August 31, 2023

Revenues	July	August	September	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Fiscal YTD	Budget		Fiscal YTD	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	2023-24	2023-24	% of Budget	2023-24	% of Budget
Taxes	\$0.00	\$242,988.35	\$0.00	\$242,988.35	\$0.00	\$0.00	\$0.00	\$242,988.35	\$93,524,331.00	0.26%	\$245,355.07	0.29%
Interest	\$68,419.21	\$102,381.43	\$0.00	\$170,800.64	\$0.00	\$0.00	\$0.00	\$170,800.64	\$639,744.00	26.70%	\$57,456.00	16751.02%
Local Sources	\$30,471.89	\$46,158.43	\$0.00	\$76,630.32	\$0.00	\$0.00	\$0.00	\$76,630.32	\$2,751,130.00	2.79%	\$47,097.79	1.30%
Total Local	\$98,891.10	\$391,528.21	\$0.00	\$490,419.31	\$0.00	\$0.00	\$0.00	\$490,419.31	\$96,915,205.00	0.51%	\$349,908.86	0.39%
County/ESD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,255,911.00	0.00%	\$0.00	0.00%
State Sources	\$24,675,392.13	\$12,578,153.93	\$0.00	\$37,253,546.06	\$0.00	\$0.00	\$0.00	\$37,253,546.06	\$154,252,132.00	24.15%	\$40,165,956.89	26.97%
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%	\$0.00	0.00%
Adjusted Beginning Balance*	\$12,688,776.12	\$0.00	\$0.00	\$12,688,776.12	\$0.00	\$0.00	\$0.00	\$12,688,776.12	\$12,824,439.00	98.94%	\$21,194,031.00	223.24%
Total Revenue	\$37,463,059.35	\$12,969,682.14	\$0.00	\$50,432,741.49	\$0.00	\$0.00	\$0.00	\$50,432,741.49	\$269,247,687.00	18.73%	\$61,709,896.75	24.59%
Expenditures												
Instruction												
Salaries	\$41,705.09	\$146,951.68	\$0.00	\$188,656.77	\$0.00	\$0.00	\$0.00	\$188,656.77	\$83,657,609.00	0.23%	\$161,562.14	0.20%
Benefits	\$17,587.94	\$47,915.57	\$0.00	\$65,503.51	\$0.00	\$0.00	\$0.00	\$65,503.51	\$43,442,929.00	0.15%	\$7,150.58	0.02%
Purchased Service	\$520,532.55	\$281,253.05	\$0.00	\$801,785.60	\$0.00	\$0.00	\$0.00	\$801,785.60	\$14,493,546.00	5.53%	\$709,097.50	4.82%
Supplies/Materials	\$647,260.06	\$225,886.26	\$0.00	\$873,146.32	\$0.00	\$0.00	\$0.00	\$873,146.32	\$5,960,742.00	14.65%	\$107,127.98	2.28%
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	\$94,970.00	\$5,000.00	\$0.00	\$99,970.00	\$0.00	\$0.00	\$0.00	\$99,970.00	\$1,370,504.00	7.29%	\$49,228.85	4.82%
Total Instruction	\$1,322,055.64	\$707,006.56	\$0.00	\$2,029,062.20	\$0.00	\$0.00	\$0.00	\$2,029,062.20	\$148,925,330.00	1.36%	\$1,034,167.05	0.70%
Support Services												
Salaries	\$2,359,779.60	\$2,750,010.46	\$0.00	\$5,109,790.06	\$0.00	\$0.00	\$0.00	\$5,109,790.06	\$53,701,063.00	9.52%	\$4,623,004.49	8.83%
Benefits	\$1,187,964.63	\$1,326,501.77	\$0.00	\$2,514,466.40	\$0.00	\$0.00	\$0.00	\$2,514,466.40	\$27,886,659.00	9.02%	\$2,495,212.88	8.95%
Purchased Service	\$1,740,081.45	\$1,185,397.19	\$0.00	\$2,925,478.64	\$0.00	\$0.00	\$0.00	\$2,925,478.64	\$9,303,628.00	31.44%	\$1,206,936.93	12.93%
Supplies/Materials	\$1,416,924.32	\$812,796.28	\$0.00	\$2,229,720.60	\$0.00	\$0.00	\$0.00	\$2,229,720.60	\$3,826,284.00	58.27%	\$702,576.68	23.59%
Capital Purchases	-\$13,522.50	\$69,110.67	\$0.00	\$55,588.17	\$0.00	\$0.00	\$0.00	\$55,588.17	\$418,902.00	0.00%	\$14,202.00	0.00%
Other	\$2,040,946.24	\$10,201.77	\$0.00	\$2,051,148.01	\$0.00	\$0.00	\$0.00	\$2,051,148.01	\$879,744.00	233.15%	\$1,755,093.68	271.37%
Total Support	\$8,732,173.74	\$6,154,018.14	\$0.00	\$14,886,191.88	\$0.00	\$0.00	\$0.00	\$14,886,191.88	\$96,016,280.00	15.50%	\$10,797,026.66	11.59%
Community Services												
Salaries	\$18,217.12	\$18,092.34	\$0.00	\$36,309.46	\$0.00	\$0.00	\$0.00	\$36,309.46	\$368,744.00	9.85%	\$37,027.38	9.86%
Benefits	\$8,013.54	\$8,111.58	\$0.00	\$16,125.12	\$0.00	\$0.00	\$0.00	\$16,125.12	\$191,487.00	8.42%	\$18,553.31	9.28%
Purchased Service	\$4,766.72	\$12,447.74	\$0.00	\$17,214.46	\$0.00	\$0.00	\$0.00	\$17,214.46	\$63,886.00	26.95%	\$9,812.46	14.66%
Supplies/Materials	\$977.38	\$458.50	\$0.00	\$1,435.88	\$0.00	\$0.00	\$0.00	\$1,435.88	\$26,273.00	5.47%	\$1,333.58	6.25%
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	\$6,041.00	0.00%	\$0.00	0.00%
Total Community Services	\$31,974.76	\$39,110.16	\$0.00	\$71,084.92	\$0.00	\$0.00	\$0.00	\$71,084.92	\$656,431.00	10.83%	\$66,726.73	9.98%
Capital Projects												
Purchased Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$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%
Total Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Debt Service Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,500,000.00	0.00%
Contingency/Ending Balance	\$10,449,646.00	\$0.00	\$0.00	\$10,449,646.00	\$0.00	\$0.00	\$0.00	\$10,449,646.00	\$0.00	0.00%	\$11,766,035.00	117.22%
Total Expenditures	\$20,535,850.14	\$6,900,134.86	\$0.00	\$27,435,985.00	\$0.00	\$0.00	\$0.00	\$27,435,985.00	\$245,598,041.00	11.17%	\$32,163,955.44	12.82%

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
DIVISION 22 STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY
SCHOOLS 2022-23 ASSURANCE FORM: PART 1

SITUATION

Each year, the Oregon Department of Education requires that all school district superintendents report to their communities their district's standing regarding compliance with the Division 22 Standards for Public Elementary and Secondary Schools.

Following an internal monitoring and reporting process, districts must complete and return to the Oregon Department of Education the annual Division 22 Assurance Form. This form provides an opportunity to:

1. Assure the district's compliance with Division 22 standards.
2. Assure that the district's status regarding Division 22 has been reported publicly.
3. Identify any areas found to be out of compliance and provide an action plan for bringing those areas into compliance.

After a review of Division 22 standards by the appropriate personnel, the Hillsboro School District assures the Hillsboro School District is in compliance in 58 of 60 categories in Division 22.

The Assistant Superintendent for Academic Services will share the 2022-23 update on 581-022-2263 Physical Education Requirements for Middle Grades and the implementation of corrective action plan for 581-022-2355 Instructional Materials Adoption and (see attached report).

The Board will hear an update on Division 22 compliance, as well as changes to Division 22 for the 2023-2024 and 2024-2025 school years.

RECOMMENDATION

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

Hillsboro School District 1J

Report on Compliance with Public School Standards

2022-23 School Year

By November 1 of each year, school district superintendents are required by [OAR 581-022-2305: District Assurances of Compliance with Public School Standards](#) to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of **Hillsboro** School District's compliance with each of the requirements of Oregon's administrative rules found in [DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS](#) during the 2022-23 school year. For each rule reported as out of compliance, **Hillsboro** School District has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2024-25 school year.

What are the requirements of the standards? For a general overview of what each rule/standard requires, consult this high-level [Rules at a Glance summary](#). For specific, comprehensive requirements, use the links below for each individual rule.

Category: Teaching & Learning

Subcategory: Curriculum & Instruction

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2030 District Curriculum	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2045- Prevention Education in Drugs and Alcohol	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2050 Human Sexuality Education	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2055 Career Education	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2060 Comprehensive School Counseling	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Elementary Grades	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Middle Grades	Out of Compliance with 2022-23 requirements (225/week) but In Compliance with revised requirements (150/week average)	In the 2023-24 school year with revised requirements of 150/week, we are currently in compliance, exceeding the required minimum (+65 minutes).	Not applicable
581-022-2320 Required Instructional Time	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2340 Media Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2500 Programs and Services for TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2350 Independent Adoptions of Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2355 Instructional Materials Adoption	Implementing approved corrective action	<p>In May (middle school) and June (high school) 2023, the Board approved the adoption of Goodheart Wilcox instructional materials for Health instruction in grades 7-12.</p> <p>In May 2023, the Board approved the adoption of Wayside Publishing and Vista Learning instructional materials for World Language instruction in grades 7-12.</p> <p>In June 2023, the Board approved the adoption of Inquiry By Design instructional materials for Language Arts instruction in grades 7-12.</p> <p>Implementation of instructional materials (noted above) in the classroom by Fall 2023.</p>	Corrective Action Plan is in process in cooperation with the Oregon Department of Education. This plan will return the district to compliance by Fall of 2024.

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Assessment & Reporting

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2100 Administration of State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2110 Exception of Students with Disabilities from State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2115 Assessment of Essential Skills: Diploma Requirements	Waived for 2022-23 school year	Not applicable	Not applicable
581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2120 Essential Skill Assessments for English Language Learners	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2270 Individual Student Assessment.	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
Recordkeeping and Reporting			
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Program & Service Requirements

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2315 Special Education for Children with Disabilities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2330 Rights of Parents of TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2505 Alternative Education Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: High School Diploma

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2000 Diploma Requirements	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2005 Veterans Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2010 Modified Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2015 Extended Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2020 Alternative Certificate	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2025 Credit Options	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Health & Safety

Subcategory: Policies & Practices

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2205 Policies on Reporting of Child Abuse	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2220 Health Services	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2307 Educational Equity Advisory Committees	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2310 Equal Education Opportunities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2312 Every Student Belongs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2345 Auxiliary Services	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Plans & Reports

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-0107 Operational Plans for the 2022-23 School Year	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2223 Healthy and Safe Schools Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2225 Emergency Plans and Safety Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2230 Asbestos Management Plans	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2267 Annual Report on Restraint and Seclusion	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2510 Suicide Prevention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Athletics & Interscholastic Activities

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2210 Anabolic Steroids and Performance Enhancing Substances	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2215 Safety of School Sports – Concussions	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2308 Agreements Entered Into with Voluntary Organizations	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: District Performance & Accountability

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2250 District Improvement Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2255 School and District Performance Report Criteria	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2260- Records and Reports	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2265 Report on PE Data	Waived for 2022-23 school year	Not applicable	Not applicable
581-022-2300 Standardization	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2305 District Assurances of Compliance with Public School Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2370 Complaint Procedures	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Human Resources/Staffing

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2335 Daily Class Size	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2400 Personnel	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2405 Personnel Policies	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2410 Teacher and Administrator Evaluation and Support	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2415 Core Teaching Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2420 Educational Leadership - Administrator Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2440 Teacher Training Related to Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
DIVISION 22 STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY
SCHOOLS 2023-24 ASSURANCES PART 2: ONE-YEAR MATH ADOPTION
POSTPONEMENT

SITUATION

Each year, the Oregon Department of Education requires that all school district superintendents report to their communities their district's standing regarding compliance with the Division 22 Standards for Public Elementary and Secondary Schools.

Following an internal monitoring and reporting process, districts must complete and return to the Oregon Department of Education the annual Division 22 Assurance Form.

After a review of Division 22 standards by the appropriate personnel, the Hillsboro School District is seeking a 1-year postponement of the K-12 Math adoption and purchasing of materials (moving the timeline from 2023-24 to 2024-25 school year). Rule, 581-022-2360, Postponement of Purchase of State-Adopted Instructional Materials, requires Board approval prior to completing postponement paperwork with ODE.

The Board will hear a rationale of the request for a K-12 Math Adoption Postponement from the Assistant Superintendent for Academic Services.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the one year postponement of the Hillsboro School District's K-12 Math Adoption process to move from the 2023-24 to the 2024-25 school year.

I move that the Board of Directors approve the one year postponement of the Hillsboro School District's K-12 Math Adoption process to move from the 2023-24 to the 2024-25 school year.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
NOMINATE MEMBER TO OSBA BOARD OF DIRECTORS - POSITION 20

SITUATION

Oregon School Boards Association (OSBA) is seeking nominations for positions on the OSBA board of directors. Washington County school districts (Banks, Beaverton, Forest Grove, Gaston, Hillsboro, Sherwood, and Tigard-Tualatin) are represented by positions 15, 16, and 20, which are staggered, two-year terms. Nominations are open for positions 16 (currently held by Maureen Wolf) and 20 (currently held by Erika Lopez).

Candidates for the OSBA Board of Directors must be nominated by official action of a member board within their region, using an official nomination form, within the timelines specified by OSBA, and based on the following provisions:

- Candidates must be active members of a local board that is a dues-paying member of OSBA within the represented area.
- The nomination must be an official action of the local board in the represented area.
- Candidates must complete an OSBA Board of Directors Candidate Questionnaire form and Candidate Resume form.

Nominations will close on September 29, 2023. In mid-October, OSBA will distribute official ballots to member boards. Each member board shall have one vote for each open OSBA board position in their geographic area. Voting will open on November 15 and close on December 15. Newly elected members of the OSBA board will officially take office on January 1, 2024.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss potential nominees for OSBA board service. If a Board member expresses interest in serving, the Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors nominate [insert candidate name] for the OSBA Board of Director position number 20.

HILLSBORO SCHOOL DISTRICT
September 26, 2023
NOMINATE MEMBER TO OSBA LEGISLATIVE POLICY COMMITTEE – POSITION 15

SITUATION

Oregon School Boards Association (OSBA) is seeking nominations for positions on the OSBA Legislative Policy Committee (LPC). Elections are held for these positions in odd-numbered years.

The LPC consists of the voting members of the OSBA board of directors and 19 representatives who are nominated and elected by local school boards from 14 regions throughout the state. Washington County school districts are represented by LPC positions 15, 16, and 20.

Candidates for the OSBA LPC must be nominated by official action of a member board within their region, using an official nomination form, within the timelines specified by OSBA, and based on the following provisions:

- Candidates must be active members of a local board that is a dues-paying member of OSBA within the represented area.
- The nomination must be an official action of the local board in the represented area.
- Candidates must complete an OSBA LPC Candidate Questionnaire form and Candidate Resume form.

Nominations will close on September 29, 2023. In mid-October, OSBA will distribute official ballots to member boards. Each member board shall have one vote for each open OSBA LPC position in their geographic area. Voting will open on November 15 and close on December 15. Newly elected members of the OSBA LPC board will officially take office on January 1, 2024.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss potential nominees to the OSBA Legislative Policy Committee. If a Board member expresses interest in serving, the Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors nominate [insert candidate name] for the OSBA Legislative Policy Committee position number 15.

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
APPOINT COMMUNITY CURRICULUM ADVISORY COMMITTEE MEMBERS

SITUATION

In accordance with policy IFF, the Board of Directors has established the Community Curriculum Advisory Committee (CCAC) to provide for community involvement in the development of curriculum and instructional programs and input into those curricular areas identified by the Board. The CCAC consists of parents and community members who reside in the District attendance area, and includes student representation, as appropriate. CCAC members may not be current HSD employees. A value of the Board and CCAC is to recruit community members with diverse perspectives that reflect the population of the District.

CCAC members are appointed by the Board. The term of service for CCAC members is two years, and terms are staggered so that one-half of members' terms end each year. CCAC members who apply for reinstatement may be appointed by the Board to serve as many consecutive terms as are deemed appropriate.

The Board, in consultation with the CCAC chair and District staff, determines the number of participants that is sufficient to fulfill the responsibilities of the committee. In 2014, the Board agreed that the number of adult members serving on the committee in previous years (14) would serve as a baseline for the CCAC, with a goal of appointing five additional student members. If more or fewer qualified candidates apply, the Board, in consultation with District staff and the CCAC chair, will have the discretion to adjust the number of members, and define the process for appointing them.

Information regarding CCAC membership and applications:

- Seven active CCAC members have continuing terms.
- At this time, thirteen applications have been received for new community members interested in serving on the CCAC, along with ten student applications.

During tonight's work session, applicants were invited to introduce themselves, and the Board discussed the selection process. During this evening's regular session, Board members will identify a slate of candidates who will be officially appointed to fill the open positions.

New members who are appointed by the Board this evening will be able to participate in the first CCAC meeting of the 2023-24 school year on Monday, October 2, 2023.

RECOMMENDATION

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

I move that the Board of Directors appoint the following candidates to two-year positions:

Position 2: _____

Position 5: _____

Position 6: _____

Position 9: _____

Position 10: _____

Position 11: _____

Position 13: _____

Student Position 1: _____

Student Position 2: _____

Student Position 3: _____

Student Position 4: _____

Student Position 5: _____

Student Position 6: _____

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
NOTICE OF INTENT TO PURCHASE

SITUATION

Each year, the District purchases enough licenses for staff, computers and servers to use Microsoft Software, Operating Systems and Services. Student use of equivalent licenses is at no charge. The total cost is \$195,256.10 for the 2023-24 year.

Licenses to be purchased are:

Microsoft 365 A3 (3,068)
Microsoft 365 A5 (25)
Microsoft 365 A3 – student (22,000)
Power BI Pro for EDU (5)
Microsoft Visual Studio Professional (1)
Microsoft Visual Studio Enterprise (3)
Microsoft Windows Azure (1)
Microsoft Windows Remote Desktop Services (175)
Microsoft Windows Server Standard Edition (206)
Microsoft Windows Server Datacenter Edition (80)
Microsoft SQL Server Standard Core (10)
Microsoft Office 365 (Plan A2) (4,500)
Microsoft SQL Server Enterprise Core (14)
Microsoft Visio Pro for Office365 (1)

As a member of the [Organization for Educational Technology and Curriculum \(OETC\)](#), the District has the benefit of participating in a cooperative purchasing agreement, an exception to the public procurement requirements for conducting a request for proposal on purchases over \$150,000. Hillsboro School District 1 J is permitted to join cooperative purchasing agreements under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements). Notice of intent to purchase on a cooperative purchasing agreement will be advertised in Daily Journal of Commerce Oregon (DJCOregon) on September 22, 2023. Communication due to the notice of intent must be received following the instructions in the publication by September 29, 2023.

RECOMMENDATION

The Superintendent recommends the Board of Directors acknowledge the Notice of Intent to Purchase Microsoft Licensing from OETC by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

I move that the Board of Directors acknowledge the Notice of Intent to Purchase Microsoft Licensing by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

HILLSBORO SCHOOL DISTRICT 1J
September 26, 2023
NOTICE OF INTENT TO PURCHASE - TELEMATIC GPS

SITUATION

The District Transportation Department is in need of purchasing an upgraded Telematic GPS system and initial licensing to integrate more efficiently with our routing software. The Transportation Department is working with Tyler technologies to migrate our current routing software to their newest routing platform. The requested GPS system will allow for a seamless integration with this migration and include a parent app improving communication with families, added efficiency in locating buses and enhancing safety. This purchase will be \$188,882.

Devices and Services to be purchased are:

Telematic GPS

Single-mode LTE GO9 device for the Verizon network (198)

Support and Maintenance

GO Data Plan: Verizon, US, All I/Os or use of telematics (198)

Upgrades Geotab Device plan to include Active Tracking (198)

Installation

Telematic Professional Installation

- GPS Install 0 I/O Units up to (21)
- GPS Install 4 I/O Units up to (177)
- Telematic GPS Self-Installation Training (1)

Harnesses

Universal OBDII T-Harness Kit (25)

Universal Heavy-Duty T-Harness Kit (179)

IOX Add-On for GOX for auxiliary support (177)

6-pin heavy duty T-harness for installations where the Deutsch connector needs to remain available for other applications.

Accessories

Mounting bracket and material for GOX. Includes 2 zip ties, 2 screws, and double-sided tape for the bracket for installation purposes (198).

The District is purchasing these devices using the cooperative contract through Sourcewell. The District has the benefit of participating in a cooperative purchasing agreement, an exception to the public procurement requirements for conducting a request for proposal on purchases over \$150,000. Hillsboro School District 1J is permitted to join cooperative purchasing agreements under the authority of the State of Oregon (ORS

279A.215 Permissive Cooperative Procurements). Notice of intent to purchase on a cooperative purchasing agreement will be advertised in Daily Journal of Commerce Oregon (DJCOregon) on September 19, 2023. Communication due to the notice of intent must be received following the instructions in the publication by September 26, 2023.

RECOMMENDATION

The Superintendent recommends that the Board of Directors acknowledge the Notice of Intent to Purchase of Telematic GPS and services from Sourcewell by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

I move that the Board of Directors acknowledge the Notice of Intent to Purchase of Telematic GPS and services from Sourcewell by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).