

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

Board Meeting Agenda
April 13, 2021
5:15 PM

1. 5:15 PM - Executive Session

On Google Meets

- A. Call to Order Executive Session
Presenter: Martin Granum
Time: 5:15 PM
- B. ORS 192.660(2)(i) - Evaluation of the Superintendent
Presenter: Mike Scott / Greg McKenzie
Time: 5:15 PM, 30 minutes
- C. Recess Executive Session
Presenter: Martin Granum
Time: 5:45 PM

2. 5:45 PM - Work Session

On Zoom

- A. Call to Order
Presenter: Martin Granum
Time: 5:45 PM
- B. Budget Update 3
Presenter: Michelle Morrison
Time: 5:45 PM, 30 minutes
- C. Latino Parent Advisory Committee Report and Discussion 4
Presenter: Travis Reiman / Olga Acuna
Time: 6:15 PM, 30 minutes
- D. Learning Acceleration Plan 5
Presenter: Travis Reiman / Dayle Spitzer
Time: 6:45 PM, 20 minutes
- E. Human Resources Department Report 6
Presenter: Kona Lew-Williams / Kim Bayer / Brian Haats
Time: 7:05 PM, 15 minutes
- F. Boundary Adjustment Recommendation Atfalati Ridge and North Plains
Elementary Schools 7
Presenter: Adam Stewart
Time: 7:20 PM, 10 minutes
- G. Elementary Language Arts Adoption Update 16
Presenter: Dayle Spitzer / Arcema Tovar / Francesca Sinapi
Time: 7:30 PM, 20 minutes
- H. Student Representatives Selection Process 17
Presenter: Mike Scott
Time: 7:50 PM, 10 minutes
- I. School Resource Officer Update 19
Presenter: Mike Scott / Morgan Quimby / Alex Oh
Time: 8:00 PM, 10 minutes

J. Return to In-Person Learning Information	34
Presenter: Mike Scott / Travis Reiman / Dayle Spitzer	
Time: 8:10 PM, 30 minutes	
K. Notice of Intent to Purchase	35
Presenter: Jordan Beveridge	
Time: 8:40 PM, 5 minutes	
L. Discussion Time	
Presenter: Martin Granum	
Time: 8:45 PM, 15 minutes	
M. Adjourn Work Session	
Presenter: Martin Granum	
Time: 9:00 PM	
3. Next Meetings of the Board of Directors	
• April 27, 2021, Work / Regular Session	
• May 11, 2021, Work Session	

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
BUDGET UPDATE

SITUATION

Each year, the District conducts periodic discussions with Budget Committee members about the current and future financial position of the District. This update is in preparation for building the 2021-22 District budget. The Committee members will review the latest information available regarding the 2020-21 budget development and discuss assumptions and timelines for the upcoming budget development cycle.

Items of interest include:

- Current year budget update
- Near and long-term forecast information
- Current service level (CSL) details
- An update on other funds (state grants, federal support)
- Next steps

RECOMMENDATION

The Superintendent recommends that the Budget Committee listen to this report and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
LATINO PARENT ADVISORY COMMITTEE REPORT AND DISCUSSION

SITUATION

The role of the Hillsboro School District's Latino Parent Advisory Committee (HSD Latino PAC) is to advise HSD staff members on matters concerning planning, developing, administering, and evaluating of the District's parent engagement program, and to consequently make recommendations regarding State policies and guidelines, project proposals, and other matters of interest to the Latino parent community.

Further, the Latino PAC collaborates and consults with the District's Office of Federal Programs, which receives federal funds under Every Student Succeeds Act (ESSA), to 1) raise achievement for low-income and/or otherwise disadvantaged children; 2) provide access and opportunities for parent involvement; 3) increase family engagement in schools; and 4) enhance collaboration between educators and parents.

PAC members are selected from schools serving high concentrations of students who are eligible to receive services under federal programs. To ensure ESSA-funded programs are well represented, the responsibility for recommending members for appointment is delegated to the District's PAC or the parent advisory committee area from which the member is selected.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
LEARNING ACCELERATION PLAN

SITUATION

This update will include an overview of the re-framing from “learning loss” to “learning acceleration,” including a preliminary list of strategies and programs we are coordinating in order to boost learning through the summer and into next school year.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the update and ask any question they have.

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
HUMAN RESOURCES DEPARTMENT REPORT

SITUATION

Throughout the year, the Board will be presented with information regarding work that is being performed by various departments throughout the District. Tonight's report will provide information regarding the Human Resources department.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
BOUNDARY ADJUSTMENT RECOMMENDATION
ATFALATI RIDGE & NORTH PLAINS ELEMENTARY SCHOOLS

SITUATION

With the upcoming opening of the new Atfalati Ridge Elementary School in the North Plains area this fall, there is a need to balance student enrollments between Atfalati Ridge and the existing North Plains Elementary School. The required boundary adjustment process was initiated in February 2021 and resulted in a proposed redrawing of school attendance boundaries in March 2021.

The attached report provides information about the boundary adjustment process, including selection and deliberation of the committee members and public comments. The proposed and current boundary maps are also attached for review and comparison.

RECOMMENDATION

The Superintendent recommends the Board of Directors read the attached report, ask any questions they may have, and review the proposed boundary map to finalize a decision at the April 27, 2021 Board meeting.

**REPORT ON BOUNDARY ADJUSTMENT PROCESS
ATFALATI RIDGE & NORTH PLAINS ELEMENTARY SCHOOLS
April 13, 2021**

Introduction

The 2017 Hillsboro School District Bond provided for a new school to be built in North Plains, specifically at 29174 NW King Street in the new Sunset Ridge development. Named Atfalati Ridge Elementary School (AFES), construction of the campus is scheduled to be completed by summer 2021 and opened to students in September 2021. Capacity of AFES is 600 students.

New development is also coming in just north of the existing North Plains Elementary School (NPES – capacity of 375 students). As the community continues to grow, the District expects to have both AFES and NPES serving the North Plains community with sufficient enrollment capacity for the next several years.

However, the addition of the new school does necessitate the redrawing of school attendance boundaries to balance current and projected enrollments between AFES and NPES.

Process

Following Board Policy JC: School Attendance Boundary Areas, the Superintendent initiated a boundary adjustment process in February 2021 to allow for community input. This included formation of a boundary adjustment process committee, comprising two Board members, three North Plains area parents, AFES and NPES principals, and District staff, which first met on February 25. Appendix 1 provides a list of committee members, meeting dates and the guiding principles for the process.

Throughout the process, meeting dates and solicitations for feedback from the community were publicized on the NPES and bond websites (i.e., photo rotator and announcements), the District’s weekly “Hot News” e-newsletter and concomitant social media, and the NPES school newsletter. An online survey form was posted through March and linked from the NPES and bond websites. Printed survey forms and proposed map displays also were placed at the main entry to NPES. Other physical distribution was limited due to COVID-19 precautions and time constraints.

After reviewing Policy JC and guiding principles, committee members deliberated the draft proposals, raised questions about the impact of future enrollments on the boundaries, considered alternatives to boundary adjustments, and discussed comments received via the survey as well as community social media and neighborhood conversations. Several community members also were present at each of the meetings and had opportunities to provide their feedback.

Survey results, comments and staff responses as of March 31, 2021, are presented in Appendix 2.

Proposal

On March 11, 2021, the third and final committee meeting, attending members unanimously recommended to present the Board with the final proposal of the attendance boundary map (Appendix 3). The current NPES boundary map is also included as Appendix 4 for comparison.

The proposed boundaries generally split the current NPES attendance area at Highway 26, Glencoe Road and Pumpkin Ridge Road. Students to the north of 26, west of Glencoe Road and roads west of Pumpkin Ridge Road will continue attending NPES. Students to the south of 26, east of Glencoe Road, along both sides of Pumpkin Ridge Road and east of it will attend AFES this fall. A small portion of Patterson Elementary School's attendance area, which currently does not have any District students, also was included to smooth out the southern AFES boundary lines. The Transportation Department will fine-tune its bus routes once a decision is made on the proposal.

The proposed boundaries also split the current NPES enrollments fairly evenly between AFES and NPES, with projected enrollment of approximately 215 students each. More information about 2021-22 kindergarten additions to enrollments will be forthcoming at upcoming kinder fairs.

**APPENDIX 1:
BOUNDARY ADJUSTMENT PROCESS
COMMITTEE MEMBERS, MEETING DATES & GUIDING PRINCIPLES**

Members

- Ariel Goodwin, North Plains parent
- Carol Hatfield, Executive Director of Transportation
- Danielle Johnson, incoming Principal of Atfalati Ridge Elementary
- Tom Luba, Director of Student Information and Evaluation
- Andrew Morris, North Plains parent
- Audrea Neville, Executive Director of Schools (elementary and middle)
- Becky Rios, Principal of North Plains Elementary
- Jane Siguenza, Bond Marketing Specialist
- Jaci Spross, School Board member
- Adam Stewart, Capital Projects Officer (committee chair)
- Mark Watson, School Board member
- Kevin Zuercher, North Plains parent

Meeting dates (virtual):

- February 25, 2021 – review process and first draft
- March 4, 2021 – review demographic data, refine draft
- March 11, 2021 – finalize proposal

Meeting summaries and videos may be found at: <https://www.hsd.k12.or.us/Page/6662>

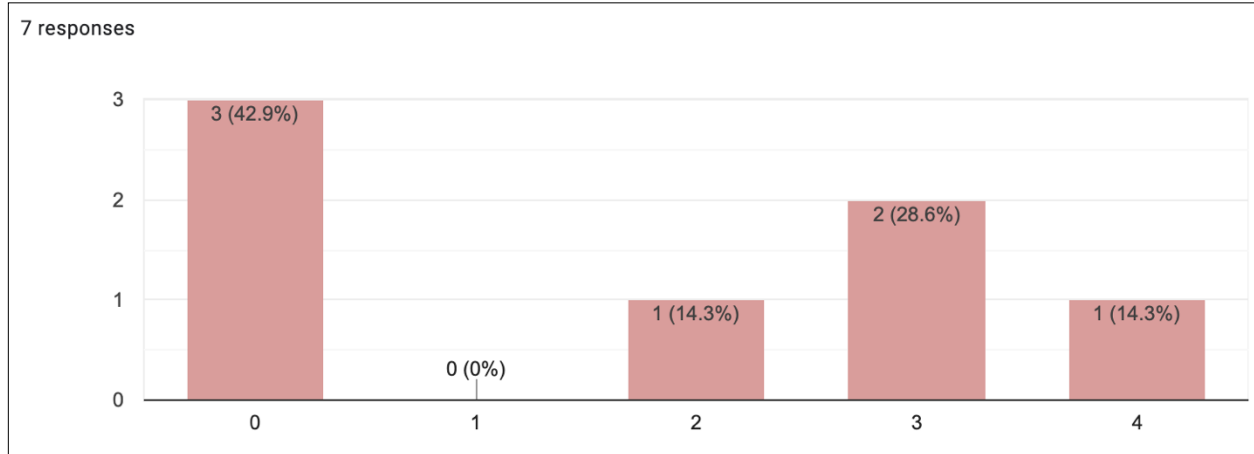
Guiding Principles

- Maintain existing feeder patterns – keep students in existing feeder group
- Minimize the numbers of schools and students impacted by boundary adjustments
- Minimize changes for families who have been impacted by past boundary adjustments
- Make adjustments for the long term to maintain boundaries for as long as possible
- Consider the transportation costs associated with any boundary adjustment
- Maintain existing neighborhoods
- Create an appeal/transfer process to allow students to stay at their current school, even if their neighborhood is moved to a new school through the boundary adjustment process
- Consider transfer requests to and from other District schools
- Consider equity in the boundary adjustment process

It is understood that some of these Guiding Principles can be mutually exclusive

APPENDIX 2: BOUNDARY ADJUSTMENT PROCESS SURVEY RESULTS & COMMENTS

(Survey Results page is at <https://www.hsd.k12.or.us/site/default.aspx?PageID=6668>)



Strongly dislike/dislike = 3/7 = 43%

Neutral = 1/7 = 14%

Strongly like/like = 3/7 = 43%

Opinion	North Plains resident	AFES/NPES parent	Comments	Questions
0 - Strongly dislike	3	2	<ul style="list-style-type: none"> As a parent, we should have the option of which school we want to enroll our child into if we are in the city boundary of north plains. I am not sure why we aren't sending all the kids to the new school and upgrading NPE. Then in 1-3 years when growth needs it, we can re-open NPE. This would save money on staffing, building maintenance and overhead costs of operating 2 schools at 25-36% capacity, and upgrade the old school that needs it desperately. 	<ul style="list-style-type: none"> Why are 160 kids stuck in an asbestos ridden school in a state of disrepair?
1 - Dislike				
2 - Neutral	1	1	<ul style="list-style-type: none"> I have no major thoughts or concerns about the proposed boundaries 	<ul style="list-style-type: none"> I do have a question for HSD on whether or not they've considered how the unavoidable smell that wafts over from the Recology compost facility right behind the school could impact daily life for students and faculty. Has this been considered? It's not a small issue and should be looked into, if it hasn't already.
3 - Like	2	2	<ul style="list-style-type: none"> My family and I live within the older part of North Plains. We are happy with the proposed boundary. I am fine with the boundaries however there are not a lot of childcare providers in the North plains area. I am concerned that if my children are in the new school area, they will not have the ability to get to their childcare provider. This is critical as my son has adhd and behaviors that make change a hard thing. 	<ul style="list-style-type: none"> Will busing be provided to the local childcare providers in North Plains?
4 - Strongly like	1	1		

STAFF RESPONSES

NPES Upgrades/Renovations & Moving All Students Temporarily to AFES

NPES will be receiving numerous renovations in summer 2021. These include safety and seismic upgrades in the building as well as a new playground where the portables currently reside (these will be moved to the Peter Boscow campus).

Over the past several months, from summer 2020 through January 2021, major projects were completed, including the new, stand-alone gymnasium (which also provides a community youth recreation resource), a new parent dropoff and parking lot, and a renovated bus dropoff and staff parking lot. The memorial baseball field also was refurbished.

In 2018, the building roof was upgraded and classrooms received new flexible furniture. In all, about \$12.2 million of bond funding will be invested in NPES. While these projects do not produce an entirely new school, they rejuvenate the campus to serve students, staff and the North Plains community for years to come.

As for temporarily moving all North Plains students to AFES, this option was considered but dropped for several reasons. Staffing, which is about 80% of our operational costs, would need to follow the students, wherever they are, and to ensure adequate teacher-student ratios. So, there would not be dramatic cost savings in this area. Transportation costs may be increased since most students will not be in the walking zone for AFES. Certain district program(s) may be housed at AFES to utilize the building beyond student education. Above all, having students move from school to school is known to be detrimental to their well-being and will disrupt school culture and community.

Child Care/Transportation

We do understand your childcare concerns, which boundary changes can impact. An option is for parents to apply for alternate pickup and/or dropoff transportation to a childcare provider within their school attendance area (once transportation routes are finalized after the boundary process). More information and forms can be found on the [Transportation Department](#) page. Still to be determined is the availability of on-site after-school programs.

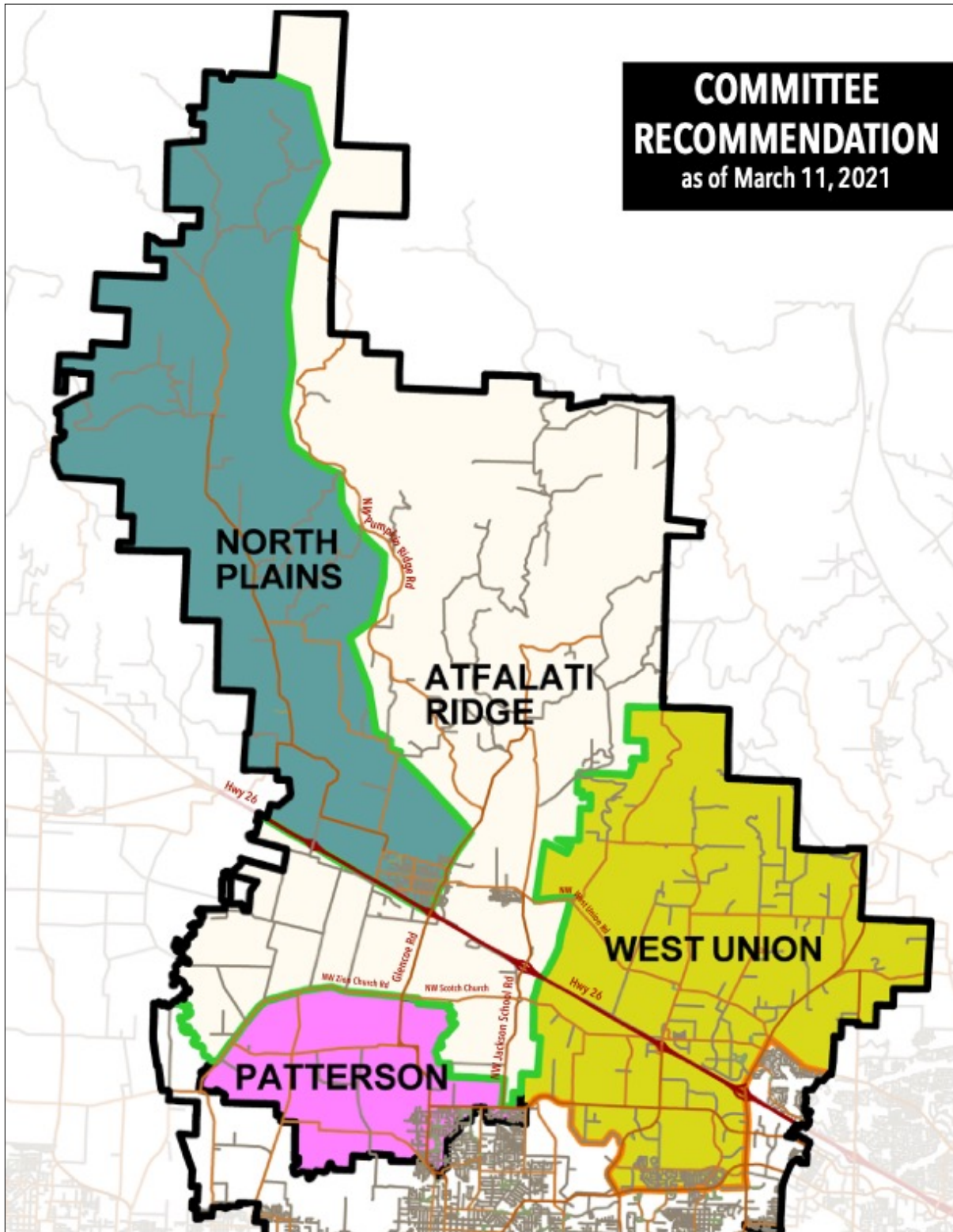
Open Enrollment

Attendance boundaries are governed by School Board policies [JC](#) and [JECC](#) and their administrative rules, with the expectation that students attend the schools that they are assigned. HSD does not have an open enrollment process as it can greatly impact balancing of enrollments and equity, as well as the subsequent allocation of staffing and resources. Also, since HSD's boundaries incorporate not only North Plains and Hillsboro, but parts of Banks, Beaverton, Cornelius, Sherwood, and Portland as well, our policies must be applied equitably and consistently across the district. We would be unable to offer an open enrollment option for just one area.

Recology Facility Odors

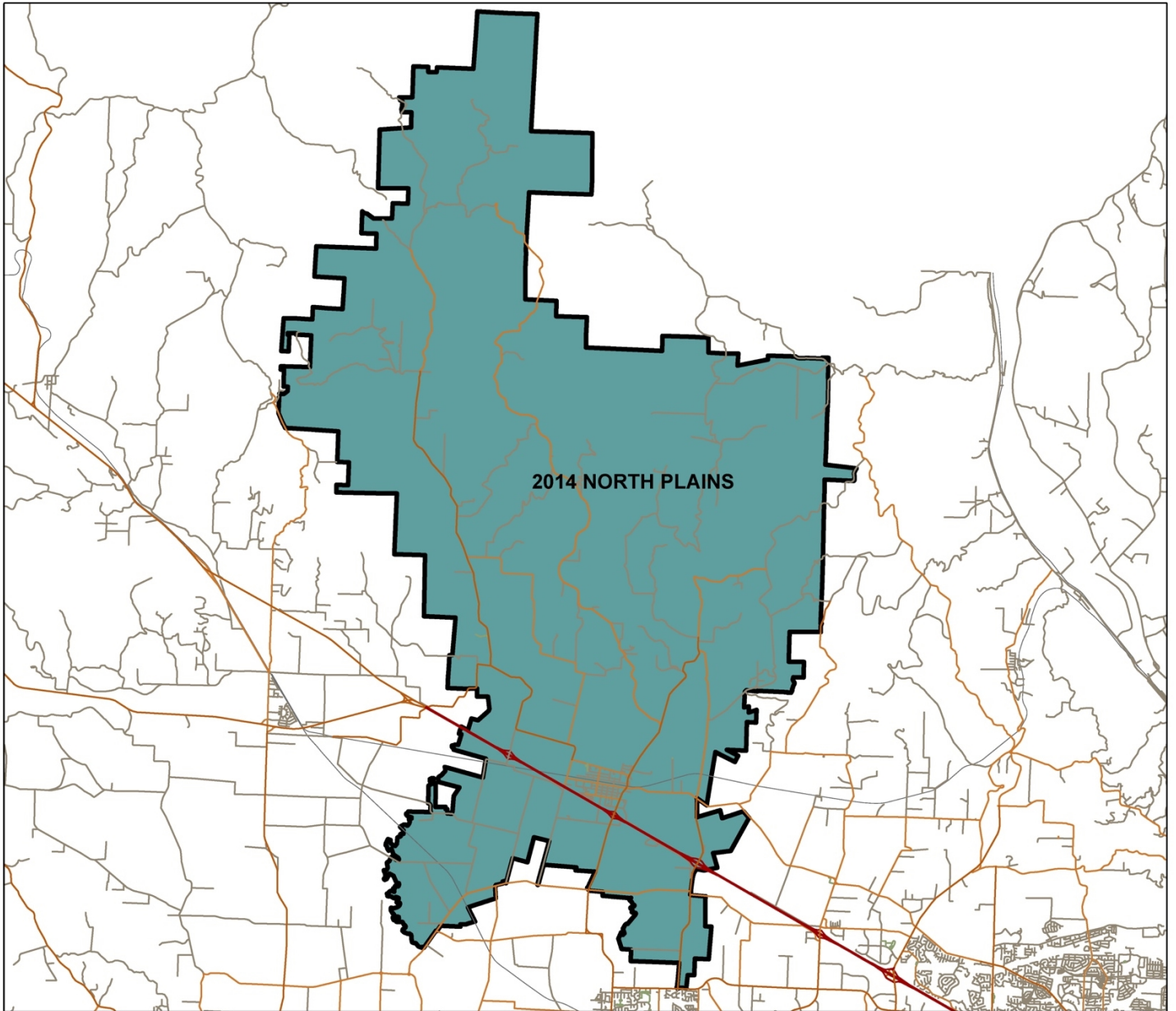
Like our neighbors in North Plains, our school can be impacted by the odors wafting from the Recology facility, depending on how the wind blows and when the compost is turned. However, this is beyond the district's control as the business operations are governed by state DEQ regulations. Our school's HVAC systems can filter out fine particulates, but not the odors. So, unfortunately, at this time, students and staff will need to get used to these smells and mitigate them as best as they can, just as they do at home. Recology does accept reports from neighbors about odor concerns. The phone number posted on their [website](#) is (503) 647-9489.

**APPENDIX 3:
BOUNDARY ADJUSTMENT PROCESS
ATTENDANCE BOUNDARY MAP PROPOSAL**



**APPENDIX 4:
BOUNDARY ADJUSTMENT PROCESS
CURRENT NORTH PLAINS BOUNDARY MAP**

**Hillsboro School District 1J
District Map**



HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
ELEMENTARY LANGUAGE ARTS ADOPTION UPDATE

SITUATION

In accordance with policy IIA-AR, the Office for School Performance facilitates teams of teachers, students, parents, community members, and administrators to improve instructional programs, develop curriculum, and make recommendations to the Board regarding the implementation of adopted instructional materials within each academic content area.

The Hillsboro School District's strategic plan states that students deserve academic content that is engaging, connects to their personal goals, and is responsive to the world around them. Tonight's presentation will highlight the District's implementation of our new Language arts adoption of Wonders and Maravillas including supports, examples of the digital and print resources and teacher testimonials.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the update on the Language Arts Adoption.

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
STUDENT REPRESENTATIVE SELECTION PROCESS

SITUATION

Because the Board values the input of students on matters that are important to them, Board members established a position of “Student Representative to the Board,” beginning with the 2018-19 school year.

It was determined that up to three students would be appointed each year, to serve from September through June, and no school would be represented by more than one position. The opportunity to serve as a student representative would rotate between schools on an annual basis, with students from Glencoe High School, Hillsboro High School, and Miller Education Center having the opportunity to participate in 2021-22; and students from Liberty High School, Century High School, and the Hillsboro Online Academy having the opportunity to participate the following year.

During the February 9 work session, Board members agreed upon the following timeline for selecting Student Representatives to serve during the 2021-22 school year:

- February 15 – Recruitment begins
- April 2 – Applications due
- April 13 – Board selects applicants to interview, finalizes the interview questions, and identifies the interview subcommittee (at least two Board members and current Student Representatives on a separate pre-interview committee)
- April 15 – Students are invited to interview and receive the interview questions
- Week of April 19 – Interviews are conducted *Students don’t have class Wednesday, April 21 and may be most available
- April 27 – The interview committee presents its recommendation to the Board for approval
- May 3 – Students are notified of the Board’s decision
- June 22 - Students are appointed
- Last week of July – Students participate in orientation

RECOMMENDATION

The Superintendent recommends that the Board of Directors complete the follow:

1. Determine Board members who will make up the committee (maximum three)
2. Determine the number of student applicants to be interviewed. If it is decided that not all students will move forward, the committee will decide which students will be interviewed

**Hillsboro School District
Student Representative to the Board of Directors
Interview Questions
April 2021**

Board Member: _____ Candidate: _____

1. What personal strengths/experiences will you bring to enhance the work of the Board?

2. If you should be selected as a student representative to the Board, what do you see as your role on the Board? In the school?

3. What do you hope to accomplish as a student representative to the Board?

4. What do you expect to learn from your Board experience?

5. How will you work to represent the views of a wide range of students?

6. The Board meets on Tuesday evenings twice a month. Occasionally, there are extra meetings and/or committee meetings at other times. There are also opportunities to attend school events during both days and evenings. What challenges do you anticipate in meeting this time commitment?

7. Do you have any questions that we can address for you?

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
SCHOOL RESOURCE OFFICER UPDATE

SITUATION

The Board will receive an updated IGA and Exhibit A (formally MOU) between HSD and the City of Hillsboro that has been reviewed by PACE and HPD attorneys.

The Board will receive an updated IGA and Exhibit A (formally MOU) between HSD and the Washington County Sheriff's Office that has been reviewed by PACE and WCSO attorneys.

RECOMMENDATION

The Superintendent recommends that the Board of Directors review the updated documents and ask any questions they have.



INTERGOVERNMENTAL AGREEMENT

This Agreement ("Agreement") is made by and between the City of Hillsboro, a municipal corporation of the State of Oregon ("City"), and the Hillsboro School District ("District").

RECITALS

Whereas, the City and District through a joint and cooperative effort desire a School Resource Officer (SRO) program that focuses on building trust-based relationships between police officers, school staff, and students;

Whereas, the City and District desire to promote school safety by building a positive school climate in which everyone feels safe, students are supported, and the learning environment is culturally sustaining for all students success; and

Whereas, the City and District seek for SRO's to serve as positive role models to instill in students good judgment and discretion, respect for other students, and a sincere concern for the well-being of the school community.

The parties agree as follows:

TERMS AND CONDITIONS

1. START AND END DATES.

The **effective date** of this Agreement is July 1, 2021. This Agreement shall continue until June 30, 2022. Agreement may be terminated earlier or term may be extended, as provided in this Agreement.

2. AGREEMENT DOCUMENTS.

This Agreement consists of these Terms and Conditions and the documents ("Exhibits") listed below in descending order of precedence. A conflict in these documents shall be resolved in the priority listed below with these Terms and Conditions taking precedence. The Exhibits to this contract are:

- Exhibit A: Scope of Work;
- Copy of Hillsboro School District policies referenced within Exhibit A (KN, KN-AR (1), and KN-AR (2)).

3. RESPONSIBILITIES OF THE PARTIES.

3.1. City of Hillsboro Responsibilities: Provide seven (7) School Resources Officers (SRO's) and one (1) SRO Sergeant (Supervisor) to the Hillsboro School District for each year of the agreement. City will invoice the District each September at the start of the academic school year for the cost of one (1) SRO. Any increase in cost will be detailed on the invoice and typically will not exceed 5% per year.

3.2. District Responsibilities: District agrees to pay \$157,053.33 for the cost of one (1) School Resource Officer (SRO) within net 30 days of receipt from the City for each year of the agreement.

4. COMPLIANCE WITH APPLICABLE LAWS.

- 4.1. Each party shall comply with all applicable federal, state, and local laws; and rules and regulations on non-discrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition or handicap. In addition, each party agrees to comply with all local, state, and federal ordinances, statutes, laws, and regulations that are applicable to the services provided under this Agreement.
- 4.2. The Parties understand the hazards of COVID-19 and are familiar with the Centers for Disease Control Prevention (“CDC”) guidelines; and federal, state, and local orders regarding COVID-19. The Parties acknowledge that they understand the circumstances regarding COVID-19 and will take all necessary precautions as provided by the CDC and federal, state, and local governments.

5. RECITALS.

The recitals above are incorporated herein as if fully set forth.

6. INDEPENDENT CONTRACTOR.

Each party is an independent contractor with regard to each other party and agrees that the performing party has no control over the work or the manner in which it is performed. No party is an agent or employee of any other. Nothing herein is intended, nor shall it be construed, to create between the parties any relationship of principal and agent, partnership, joint venture or any similar relationship, and each party hereby specifically disclaims any such relationship.

7. TERMINATION.

- 7.1. Termination for convenience. Subject to any limitations in Exhibit A regarding repayment of funds, this Agreement may be terminated, with or without cause and at any time, by a party by providing 180 days’ written notice of intent to the other party.
- 7.2. Termination for cause. Either party may terminate this Agreement, in whole or in part, if:
 - 7.2.1. the terminating party provides 30 days’ written notice to the other party of any material breach or default of any covenant, warranty, obligation, certification or agreement under this Agreement, a failure to perform the work or services under this Agreement within the time specified herein or any extension thereof, or a failure to pursue the work or services as to endanger the performance under this Agreement in accordance with its terms (“Default Action”); and
 - 7.2.2. the defaulting party failed to cure the Default Action within 30 days of the date of the notice required by 7.2.1.

8. CHANGES.

Modifications to this Agreement are valid only if made in writing and signed by all parties.

9. INDEMNIFICATION.

In exchange for the monetary payment and rights and duties contemplated in this Agreement, the City agrees to hold harmless, waive, release, indemnify, defend and discharge the District from all liability and claims arising from the SRO's actions, including but not limited to liability and claims arising from the SRO's negligent acts. In exchange for the rights and duties contemplated in this Agreement, the District agrees to hold harmless, waive, release, indemnify, defend and discharge the City from all liability and claims arising from actions of the District and its employees, including but not limited to liability and claims arising from the District's negligent acts. The District includes its Board of Directors, the individual members thereof, and its officers, agents, employees, volunteers, and representatives. The City includes its City Council, the individual members thereof, and its officers, agents, and employees, volunteers, and representatives. "Liability and claims" means demands for any value or benefit, such as lawsuits, tort claims, insurance claims, causes of action, fines, fees, and costs (e.g., medical costs and attorney fees).

10. ACTION, SUITS OR CLAIMS.

Each party shall give the other immediate written notice of any action or suit filed or any claim made against that party that may result in claims or litigation in any way related to this Agreement.

11. INSURANCE.

Each party agrees to maintain insurance levels or self-insurance in accordance with ORS 30.282, for the duration of this Agreement at levels necessary to protect against public body liability as specified in ORS 30.269 to 30.274.

12. NO THIRD PARTY BENEFICIARIES.

Except as set forth herein, this Agreement is between the parties and creates no third-party beneficiaries. Nothing in this Agreement gives or shall be construed to give or provide any benefit, direct, indirect or otherwise to third parties unless such third parties are expressly described as intended to be beneficiaries of its terms.

13. REMEDIES, NON-WAIVER.

The remedies provided under this Agreement shall not be exclusive. The parties shall also be entitled to any other equitable and legal remedies that are available. No waiver, consent, modification or change of terms of this Agreement shall bind the parties unless in writing and signed by all parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of a party to enforce any provision of this Agreement shall not constitute a waiver by a party of that or any other provision.

14. OREGON LAW, DISPUTE RESOLUTION AND FORUM.

This Agreement shall be construed according to the laws of the State of Oregon. The parties shall negotiate in good faith to resolve any dispute arising out of this Agreement. If the parties are unable to resolve any dispute within fourteen (14) calendar days, the parties are free to pursue any legal remedies that may be available. Any litigation between the parties arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Washington County Circuit Court, and if in the federal courts, in the United States District Court for the District of Oregon located in Portland, Oregon.

15. ASSIGNMENT.

No party shall assign its rights or obligations under this Agreement, in whole or in part, without the prior written approval of the other party or parties.

16. SEVERABILITY/SURVIVAL OF TERMS.

If any provision of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the provision shall be stricken. All provisions concerning indemnity survive the termination of this Agreement for any cause.

17. FORCE MAJEURE.

In addition to the specific provisions of this Agreement, the performance by any Party shall not be in default where delay or default is due to war, insurrection, strikes, walkouts, riots, floods, drought, earthquakes, fires, casualties, acts of God, governmental restrictions imposed or mandated by governmental entities other than the parties, enactment of conflicting state or federal laws or regulations, new or supplementary environmental regulation, litigation or similar bases for excused performance that are not within the reasonable control to the Party to be excused.

18. INTERPRETATION OF AGREEMENT.

This Agreement shall not be construed for or against any party by reason of the authorship or alleged authorship of any provision. The Section headings contained in this Agreement are for ease of reference only and shall not be used in construing or interpreting this Agreement.

19. INTEGRATION.

This document constitutes the entire agreement between the parties on the subject matter hereof and supersedes all prior or contemporaneous written or oral understandings, representations or communications of every kind on the subject.

20. OTHER NECESSARY ACTS.

The Parties shall execute and deliver to each other any and all further instruments and documents as may be reasonably necessary to carry out this Agreement.

21. NOTICE.

Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, electronic mailing, or mailing with postage prepaid to District or City at the address set forth below. Any communication or notice so addressed and mailed shall be deemed to be given five (5) days after mailing. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

For the City of Hillsboro

Contract Administrator Name, Title: **Jim Coleman, Chief of Police**
Address, City, State, and ZIP Code: **250 SE 10th Street, Hillsboro, OR 97123**
Telephone: **503.681.6175**
Email: **jim.coleman@hillsboro-oregon.gov**

For the Agency

Contract Administrator Name, Title: **Enter contract administrator’s name and title**
Address, City, State and ZIP Code: **Enter address**
Telephone: **Enter telephone number**
Email: **Enter email address**

22. COUNTERPARTS.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

This writing is intended both as the final expression of the Agreement between the parties with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement.

All of the aforementioned is hereby agreed upon by the parties and executed by the duly authorized representatives of the parties signing on the next page.

FOR THE CITY OF HILLSBORO:

FOR THE HILLSBORO SCHOOL DISTRICT:

Signature

Signature

Name (Printed)

Name (Printed)

Title

Title

Date

Date

I. GOALS OF THE SRO PROGRAM

SRO programs goals include:

1. To foster a positive school climate based on respect for all students, staff, and community members by striving to know all stakeholders by Name, Strength, and Need.
2. Educate students, staff, and families on relevant law enforcement topics i.e. age of consent, child abuse and reporting, domestic violence prevention.
3. Strengthen community relationship by creating a safe school environment, provide a law enforcement resource to school administrators, teachers, and students to reduce crime.

The SRO Program is designed to fill three overall roles:

1. **Fostering Positive School Climate-** One of the primary roles SROs fulfill is fostering a positive school climate through relationship-building and restorative conversations. Officers will engage in various activities, in coordination with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school and responding in a trauma-responsive and sensitive way.
2. **Education** –SROs should participate in the school community by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families, and school staff. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.
3. **Law Enforcement** – SROs are responsible for the majority of law enforcement activities occurring at the school during school hours. Parents, students, teachers, and other school personnel should bring complaints about student misbehavior to the school principal and/or designee, rather than the SRO. School officials should ensure that non-criminal student disciplinary matters remain the responsibility of school staff and not the SRO. Enforcement of the code of student conduct is the responsibility of teachers and administrators. The SRO shall refrain from being involved in the enforcement of disciplinary rules that do not constitute violations of law, except to support staff in maintaining a safe school environment.

Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

While law enforcement is the role of SROs, alternatives to the SRO taking a student into custody should be used whenever possible, and investigations or arrest of students during school hours or at school-sponsored events/activities should be a measure of last resort and must comply with the following Hillsboro School District Policies: Relations with Law Enforcement Agencies ([policy KN](#)), Relations with Law Enforcement Agencies ([policy KN-AR\(1\)](#)), Investigations Conducted on District Premises ([policy KN-AR \(2\)](#)). The SROs' discretion to act remains the same as that of any other police officer.

II. ORGANIZATIONAL STRUCTURE

A. Composition:

1. HPD shall provide seven (7) School Resource Officers (SROs)
 - a. HSD shall provide funding for one FTE
2. HPD will provide one (1) SRO Sergeant (Supervisor)
3. SROs shall be regular sworn officers of the City's Police Department.

B. Officer Recruitment & Selection

HSD District officials and HPD shall agree on guidelines for the selection of officers to serve as SROs. The ultimate selection process and appointment of the SRO are completed by the law enforcement agency.

SRO's should meet the following general criteria:

1. **Experience as a police officer and commitment to student and community well-being-** SRO's must have a minimum of three years' experience as a patrol officer and off probationary status. **Successful performance-** All candidates should have proven performance as reflected by prior performance evaluations or supervisory feedback. Applicants must have a demonstrated work history that reflects their ability to respectfully and effectively communicate with other officers, staff and the public. Candidates should be free of sustained disciplinary actions and/or substantiated public complaints for bias related incidents.

C. Training Requirements

All SROs shall complete specialized training which will include at a minimum the following:

1. A basic nationally recognized training class for police officers working in a school environment at City expense. The course should include: training that covers responsibilities and limitations of SROs, Oregon school laws, MOUs, child development, conflict resolution, developmentally informed de-escalation and crisis intervention techniques, working with youth in a school setting and integrating SROs into a positive school environment. This course should be completed prior to the end of their first year of service as an SRO, unless a delay up to 12 months is mutually agreed upon between HSD and City due to limited course availability or catastrophic event.
2. The same annual virtual training through Safe Schools required for HSD certified building staff including but not limited to: Suicide prevention, FERPA, sexual conduct and child abuse training, and supporting students experiencing homelessness.
3. Eight hours annually of diversity, equity, inclusion and anti-bias training- by attending district or building level professional development offerings, or through participating in other community or nationally recognized training programs as approved by their supervisor, including courses offered by Oregon DPSST.

4. Three hours of disability training provided by HSD Student Services department, specifically on the topic of Autism, Oppositional Defiant Disorder, Reactive Attachment Disorder and best practices when communicating and interacting with students with these identifications.
5. 16 hours of Safety Care training in the officers first year and eight hours annually each year after- provided by HSD Student Services Team (note training does not mean certification; SROs are not required to be certified in Safety Care).
6. Four hours of annual Restorative Practices Training including Restorative Circles either by attending district or building level professional development offerings.
7. Eight hours annually on the topics of: Trauma Informed Care, Trauma Responsive Care, Resilience or other similar topics by attending district or building level professional development offerings.
8. One hour annually of HSD Home Visit training provided by HSD staff.

The above listed training, unless indicated, will be provided by HSD and will be offered multiple times and at locations throughout the year. When possible efforts will be made to schedule SRO specific professional development with the SROs and their supervisors to accommodate scheduling needs. SROs agree to make every effort to attend HSD provided training when they are scheduled, if a scheduling conflict arises the SRO will notify their supervisor and the trainer as soon as they become aware of the conflict, unless exigent circumstances exist. If the SRO or their supervisor for any reason elect to participate in a community or other nationally recognized training program to fulfill any of the required training hours mentioned above the cost of those training will become the individual or law enforcement agencies responsibility.

III. OPERATIONAL PROCEDURES

Chain of Command- General guidance and task supervision are the responsibility of the Hillsboro Police Youth Services Sergeant, who will work closely with and in cooperation with the building Principal or identified designee.

- A. **Duties-**The primary functions of the SRO is to help foster a positive school climate, serve as an educational resource, provide a safe and secure learning environment and serve as a liaison between the school and the police department. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise. As required by law, SROs should never be assigned to duties within schools in place of or in lieu of a certified teacher.
- B. **Uniform-** the SRO will wear the prescribed City uniform of the day including a firearm and bullet resistant vest. The SRO uniform is agreed to be an identifiable polo shirt with police department logo and officer name displayed, a duty belt, department issued uniform pants, and department issued footwear. Drop holsters and load bearing vests are not preferred wear in the school setting. The police supervisor may allow for exceptions to this rule at their discretion based on investigatory or policing needs or as required by Oregon law.
- C. **Daily Schedule-** the City and the District shall each name a contact person who will monitor the SRO program. Each building Principal will designate a contact person for the school to facilitate communication with the SRO assigned to the Principal's school.
- D. **Absence/Substitutions-** in cases when the SRO is absent due to court appearances, illness, vacation, training, or other contracted leave of absence, the City may but is not required to

provide a replacement officer during the term of the SRO's absence. The District will call 911 in cases involving emergencies and 503-629-0111 (non-emergency number) as needed when an SRO is not present. It is the responsibility of the SRO to report schedule conflicts to the school and the District's contact as identified in paragraph (C) as soon as possible.

E. Special Events - SRO's may assist with supervision of after-school activities as requested and approved by HSD and their Supervisor. Such activities may include:

1. Supervision at after school activities like sports competitions and school dances
2. Supervision at high school graduations
3. Provide training and resources to parents/parent advisory committees (PACs)
4. Others as identified by HSD and the police department

F. Summer/Extended Closure Activities- SRO may assist with supervision of summer/Extended Closure activities as requested and approved by HSD and their supervisor. Such activities may include:

1. Food box delivery
2. Summer meal distribution
3. Summer school supervision
4. Community Outreach
5. Delivery of training to the school board, staff, students, or parents in collaboration with HSD staff
6. Participation in training opportunities

G. Role in Responding to violations of law on HSD property- As sworn police officers, once SROs are involved in an official investigation of alleged violations of law, they have the following responsibilities.

1. Abide by all federal, state, and local laws and ordinances.
2. Report any conflict created by any laws, ordinances, rules, and policies and procedures to the building Principal and their supervisor for resolution.
3. Perform a thorough investigation as indicated by the circumstances and document the interviews of all involved parties as necessary based upon the needs of the investigation
4. In accordance with [ORS 419B.045](#), when an investigation of a report of child abuse is conducted on school premises, the school administrator shall first be notified that the investigation is to take place, unless the school administrator is a subject of the investigation.
5. Present the case to the Washington County District Attorney and/or the Washington County juvenile Department for review.

H. Role in School Policy Violations

1. SROs are not school disciplinarians and violations of the student code of conduct or school rules that are not violations of law should always be handled by school faculty and staff, not SROs. SROs should not directly intervene unless the situation is a direct threat to the health, safety, and security of the student or another person in the school or as required by law and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator; clear district guidelines on SRO involvement will be developed and distributed to school staff with a copy of guidelines provided to the SRO's. Revisions will be mutually agreed upon by HSD and the City. The SRO will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook and Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

I. Data Collection

1. SROs will submit a mutually agreed upon monthly activity report to the Superintendent of Schools or designee, and building principals by the 5th of the following month (example: activity report for September will be submitted by the 5th of October).
 - a. At a minimum that data will include: law enforcement calls for service on school property, number of presentations/lessons delivered to students, staff or families, the topic(s), and number of participants, the number of investigations
2. SROs will submit an annual professional list of training attended by August 31st following the HSD calendar cycle September to August.

J. Release of Student Information

1. The release of student records is governed by ORS 336.187 and ORS 326.565 – 326.580, and the Family Education Rights and Privacy Act (“FERPA”), 20 U.S.C. § 1232g, and its implementing regulations. In accordance with FERPA, “school officials” may access and disclose student records only as authorized by FERPA. The SRO will become familiar with and comply with all state and federal student confidentiality laws applicable to the K-12 school environment.
2. SROs. The release of student records is governed by Family Educational Rights and Privacy Act (20 U.S.C. 1232g; 34 CFR part 99) (“FERPA”). For purposes of access to student records, each SRO is considered a “school official” and may be provided students’ personally identifiable information (“PII”) on an as-needed basis to carry out SRO duties for legitimate educational purposes. In addition, each SRO may only use PII for the purpose for which the disclosure was made; and to promote school safety and the physical security of students. SROs, acting as school officials, may not disclose PII obtained from student records, without prior written consent, to others, including other officers who are not acting in the capacity as school officials, unless the disclosure fits within one of the exceptions to consent in FERPA. SRO will have independent access to student names and directory information through District’s student information system. Each SRO may request student discipline records and student health records from a District administrator for legitimate educational purposes.
3. Directly Information. Information that is designated as “directory information” is published in School Board Policy JOA. The information regarding students whose parents have opted-out of disclosure of such student information will be withheld. The information items designated as “directory information” are subject to change. The SRO or other law enforcement officials seeking access to directory information may request such information from the building principal.

K. Role in Locker, Vehicle, Personal, and Other Searches

1. The SRO may perform searches independent of the school administration within department policy and law.
 - a. Strip searches of students by SROs are prohibited.
 - b. Unless there is an immediate threat to a student, a teacher, or public safety, SROs shall not initiate or participate in other physically invasive searches of a student.

L. Limits on Interviews, Custody, and Investigations on District Premises

1. **Interviews** – Law Enforcement Officials including SROs may participate in the questioning of a student about conduct that could result in violations of law or potential criminal charges in compliance with HSD Policies: Relations with Law Enforcement Agencies ([policy KN](#)), Relations with Law Enforcement Agencies ([policy KN-AR\(1\)](#)),

Investigations Conducted on District Premises ([policy KN-AR \(2\)](#)), and Oregon State Law: Investigation conducted on school premises ([ORS 419B.045](#)). Parents/guardians should be allowed sufficient time to arrive at school to be present for interview unless the investigation is a report of child abuse.

2. **Custodies** – Incidents or investigations resulting in law enforcement taking custody of a student:
 - a. Building principals will be advised prior to the arrest of a student where practical.
 - b. When practical SROs should facilitate a student being taken into custody outside of school time or by another officer not serving in the SRO role.
 - c. The student’s parent(s) or guardian(s) shall be notified of their student being arrested in accordance with law and in a timely manner.
 - d. Unless a student is taken into physical custody as the result of an investigation, or there is an immediate threat to students, teachers, or public safety, SROs shall not use restraints on students.
 - e. Force: Physical force will not be used upon a student except as allowed by department policy and state law. <https://www.hillsboro-oregon.gov/home/showpublisheddocument?id=26355><https://www.hillsboro-oregon.gov/home/showpublisheddocument?id=26355>
3. **Investigations on District Premises**- When an administrator is notified that law enforcement, including SROs, would like to interview a student at school for the purpose of an investigation that is not related to abuse of a child, the law enforcement official will contact the school administrator or designee, provide adequate identification, inform the school administrator or designee of the nature of the investigation, and provide the name of the student to be interviewed in compliance with [policy KN-AR\(1\)](#) .The administrator must request that the investigating official complete HSD Board Policy form [policy KN-AR \(2\)](#) including providing information below:
 - a. Copy of the warrant
 - b. Copy of court order
 - c. Brief description of exigent circumstance
 - d. Name and date of parent that gave consent
 - e. Affirm that the interview is not considered a “seizure” pursuant to state and federal law.

Failure to meet one of the five criteria may result in the administrator’s refusal to allow the student interview on district property. Should an administrator refuse to allow a student interview on district property, the SRO shall notify their supervisor. The supervisor will contact the HSD the Security Service Manager to discuss next steps. SROs will utilize interpretation resources provided by the City of Hillsboro when speaking to a student or family that speaks a language the SRO is not fluent in.

4. **School cameras**

SROs shall not access any campus security cameras unless asked to do so by the school administration. The SRO does not need permission to view the security cameras if there is an active violent crisis or other exigent circumstances exist.

M. Role in Attendance Issues

1. Attendance will be handled by school personnel. The SRO will not take an active role in the tracking student attendance. The SRO will act as a liaison between the school (building administrator or designee) and police personnel should police involvement become necessary to enforce compulsory attendance and/or irregular attendance (truancy) per [ORS 339.010](#), [ORS 339.020](#), [ORS 339.080](#) and [ORS 339.095](#) or if they have

knowledge or access to resources that may support the family to help the student attend school regularly.

N. Involvement in school level meetings

1. SROs may participate in building level Safety Committee meetings either virtually or in person for every school they support when their schedule allows. SROs will notify building principals if unable to attend prior to the meeting date unless extenuating circumstances prevent prior notice.
2. Upon administrator invitation SROs may facilitate a restorative circle as part of a re-entry meeting for students returning from expulsion, court ordered placement, or when a student is returning from a suspension that is five or more days in length, when the SROs schedule allows.
3. SROs will make efforts to prioritize their attendance/involvement at: building level Attendance Team meetings, Care Team meetings, and Climate and Culture Team meetings to serve as a liaison between the school and resources available in the community to further each teams work and effectiveness.

O. Relationship Building and Classroom Presentations

1. SROs will actively build relationships with students and families they serve by attending at least one PAC/PTA/PTO meeting for each building they serve annually: to introduce themselves and provide 30min of training on a mutually agreed upon safety topic.
2. Upon invitation each SRO will attend each district Parent Advisory Committee meeting at least once annually, these include: Black Village Family Advisory Committee, Asian/Pacific Islander PAC, Native American PAC, and Latinx PAC to introduce themselves and provide 30min of training on mutually agreed upon safety topics.
3. Each SRO will provide annually, a minimum of 3 hours of training to any of the following audiences: students, building and/or district staff, or parents/families/caregivers
4. SROs will meet with their building administrators and case managers annually to identify which specialized programs are offered at each school and the location of each program within the building.

IV. SCHOOL DISTRICT RESPONSIBILITY

The School Resource Officer program is a partnership between the Hillsboro School District and Hillsboro Police Department. To this end HSD will have responsibilities as a partner which include:

1. It is the responsibility of the Superintendent or designee to provide the Supervisor of the SROs with a schedule of professional development that is available through the district and/or buildings the same day that information is distributed to Certified Staff in the district.
2. Ensuring all SROs have access to active HSD email accounts and the paperwork to renew those accounts annually
3. Access to Safe Schools, 3, 2, 1, Insight, Jitter, and TeachFlix virtual training platforms.
4. Provide an office with locking door and law enforcement approved safe at each comprehensive high school building
5. Provide annual training to all building level administrators on the role of SROs, the current MOU, SRO program goals, and metrics for reviewing SRO program goals.
6. Ensure that SROs are not involved in school discipline, including consulting, unless the administrator determines that a report to police is needed for further investigation to determine if there has been a violation of law or determines the school is required to complete a mandatory report.

7. Ensure SROs and schools staff follow HSD policies: Relations with Law Enforcement Agencies ([policy KN](#)), Relations with Law Enforcement Agencies ([policy KN-AR\(1\)](#)), Investigations Conducted on District Premises ([policy KN-AR \(2\)](#))
8. Gather feedback annually by May from students, families/caregivers, SROs, certified staff, classified staff, and administrators on their experience with the SRO program in HSD. This feedback will be discussed with HPD and used to mutually set goals for the SRO program the following year.
9. Provide access to the same language development programs certified staff have access to at the districts expense
10. With consent from individual SRO's, ensure names and school assignments for each SRO are posted on the district and individual school website.
11. Providing language translation and interpretation for SRO activities that are not specific to law enforcement matters. SROs must follow the HSD translation/interpretation request process.
12. Post data on SRO activities on HSD district website twice per calendar year; at a minimum that data will include: law enforcement calls for service on school property, number of presentations/lessons delivered to students, staff or families and the topic(s), number of investigations
13. Offer training listed in section C of this agreement that indicates it is provided by HSD staff
14. Ensure SROs have access to training calendars and are able to enroll in courses when required by section C of this agreement
15. Invite SROs to building Safety Team, Climate and Culture team, Care Team, Attendance team and re-entry meetings for students returning from expulsion or court ordered incarceration.
16. Notify the City of Hillsboro Police Department related to any public records or media request related to this agreement or services performed by the SRO's.

V. CRISIS PLANNING

1. SROs will participate in crisis response drills with other law enforcement agencies as part of their ongoing training and preparation as a law enforcement official.
2. SROs will serve on the building level safety committee and will provide knowledge and insight on specific safety and law enforcement topics as they arise.

VI. REVIEWING THIS AGREEMENT

A. Review

1. In compliance with the terms of the IGA, this Exhibit will be modified and/or revised (only if needed) on a yearly basis as mutually agreed by HSD and Hillsboro Chief of Police or designee.

VII. PROBLEM RESOLUTION

1. The parties agree that the investigation of complaints and/or concerns regarding an SRO and/or the SRO Program, and the timely communication of the resolution of such complaints and/or concerns to the complainant, are of mutual interest.
2. SRO's, while performing duties covered under the IGA, will fall under the complaint protocols of the Hillsboro Police Department.
3. Complaints brought forward to The District, or to the Hillsboro Police Department, will be mutually notified to either party, to the extent allowed by employing agency policy and collective bargaining agreements.
4. The Hillsboro Police Department will provide the district with access to the most

- current and updated departmental complaint procedure.
5. The District will inform all students, parents, guardians, teachers, and administrators of the available complaint procedure at the beginning of each school year.
 6. HSD staff that receive a complaint will help the person making the report to complete the complaint process.
 - a. If the individual making the complaint does not want to complete the complaint process the HSD staff member will notify the HSD Security Service Manager who will then contact the SRO supervisor.
 7. The City acknowledges District's obligations related to abuse and sexual conduct. If there are reports or allegations of sexual conduct or abuse involving an SRO, the City agrees to immediately initiate an investigation.

Supporting Documents:

HSD Policies:

1. Relations with Law Enforcement Agencies ([policy KN](#))
2. Relations with Law Enforcement Agencies ([policy KN-AR\(1\)](#))
3. Investigations Conducted on District Premises ([policy KN-AR \(2\)](#))

HPD Policies:

1. HPD Use of Force ([policy 300](#))
2. HPD Handcuffing and Restraints ([policy 303](#))
3. Apprehension and Arrest ([policy 401](#))
4. Complaints and Investigations of Complaints ([policy 1004](#))
5. Profiling and Unbiased Policing ([policy 1011](#))
6. Standards of Conduct ([Policy 320](#))

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
RETURN TO IN-PERSON LEARNING UPDATE

SITUATION

The Board will receive an update on our return to in-person learning roll-out, including experiences by grade level, transportation, school meals, and plans for the start of hybrid at the secondary level on April 19.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
NOTICE OF INTENT TO PURCHASE

SITUATION

In accordance with the COVID-19 pandemic response plan to deploy student devices 1:1 at the elementary level, the District has selected Acer Chromebooks, services and warranty repair through the [Organization for Educational Technology and Curriculum \(OETC\)](#). The total cost is \$3,878,550.00. Funding for this may be provided by the 2017 District Bond as authorized under the Ballot Title and as allowed under federal programs to support students during the public health emergency.

Devices and Services to be purchased are:

Acer Chromebook Spin 511 R752TN Chromebook (10,200)
Extended 3yr Parts Warranty (10,200)
Acer Power Adapter (300)
Acer Stylus (500)

The District is purchasing these devices from OETC and 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).

RECOMMENDATION

The Superintendent recommends 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).

HILLSBORO SCHOOL DISTRICT 1J
April 13, 2021
NOTICE OF INTENT TO PURCHASE

SITUATION

In accordance with the COVID-19 pandemic response plan to deploy student devices 1:1 at the elementary level the District has chosen to purchase a service plan and warranty repair for the Acer Chromebooks through CDWG. The total cost is \$445,785.00. Funding for this may be provided by the 2017 District Bond as authorized under the Ballot Title and as allowed under federal programs to support students during the public health emergency.

Devices and Services to be purchased are:

3yr Pickup and Repair Service (10,200)
Chromebook White Glove Enrollment and Setup (10,200)
Lenovo AC Adapter (315)

The District is purchasing these services using the Intermountain ESD contract through CDWG. 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).

RECOMMENDATION

The Superintendent recommends 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).