

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

Board Meeting Agenda
Tuesday, October 24, 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 - Executive Session**
 - A. Call to Order Executive Session
Presenter: Mark Watson
 - B. ORS 192.660(2)(b) - Consider Employee Dismissal
ORS 192.660(1)(b) - Matters pertaining to or examination of the confidential records of a student
Presenters: Kona Lew-Williams / Brian Haats
 - C. Recess Executive Session
Presenter: Mark Watson
2. **6:15 PM - Work Session**
 - A. Call to Order
Presenter: Mark Watson
Time: 6:15 PM
 - B. Action Items
 1. Consider Employee Dismissal 4
Presenter: Kona Lew-Williams
Time: 6:15 PM, 5 minutes
SAMPLE MOTION: I move that the Board of Directors adopt the Superintendent's recommendation that _____ be dismissed from employment from the Hillsboro School District on the grounds of insubordination and neglect of duty, effective October 24, 2023.
or
I move that the Board of Directors decline to adopt the Superintendent's recommendation that _____ be dismissed from employment with the Hillsboro School District.
 - C. School Calendars Discussion 5
Presenter: Kona Lew-Williams
Time: 6:20 PM, 20 minutes
 - D. Bargaining Discussion 6
Presenter: Kona Lew-Williams
Time: 6:40 PM, 5 minutes
 - E. Discuss Superintendent Evaluation 7
Presenter: Travis Reiman
Time: 6:45 PM, 10 minutes
 - F. Recess Board Meeting
Time: 6:55 PM
3. **7:00 PM - Regular Session**
 - A. Call to Order and Flag Salute
Presenter: Mark Watson
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgement 8

	Presenter: Mark Watson	
	Time: 7:05 PM, 5 minutes	
C.	Proclamations	
	Presenter: Mark Watson	
	Time: 7:10 PM, 5 minutes	
	1. Native American Heritage Month	9
	Presenter: Erika Lopez	
	2. American Education Week	10
	Presenter: See Eun Kim	
	3. National Education Support Professionals Day	11
	Presenter: Monique Ward	
D.	Approval of Agenda	
	Presenter: Mark Watson	
	Time: 7:15 PM, 5 minutes	
	SAMPLE MOTION: <i>I move that the Board of Directors approve the agenda as printed.</i>	
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>I move that the Board of Directors approve the Consent Agenda as printed</i>	
	1. Approve Minutes of September 26, 2023, Board meeting	12
	2. Approve Minutes of October 10, 2023, Board Meeting	19
	3. Approve Routine Personnel Matters	21
	4. Accept Gifts and Donations	24
F.	Audience Time	
	Presenter: Mark Watson	
	Time: 7:25 PM, 5 minutes	
G.	Reports and Discussion	
	1. First Reading - High School Course Approvals: Metal Processing 3	25
	Presenters: Brooke Nova / Becky Kingsmith	
	Time: 7:30 PM, 15 minutes	
	2. Financial Report	30
	Presenter: Michelle Morrison	
	Time: 7:45 PM, 5 minutes	
	3. October 2023 Enrollment Report	34
	Presenter: Kona Lew-Williams	
	Time: 7:50 PM, 10 minutes	
	4. Strategic Plan Implementation Update	37
	Presenters: Brooke Nova / Beth Graser	
	Time: 8:00 PM, 20 minutes	
	5. Voluntary District Boundary Adjustment	38
	Presenters: Michelle Morrison / Travis Reiman	
	Time: 8:20PM, 5 minutes	
H.	HCU / HEA Reports	
	Presenter: Mark Watson	
	Time: 8:25 PM, 10 minutes	
I.	Discussion Time	
	Presenter: Mark Watson	
	Time: 8:35 PM, 10 minutes	

1. Student Representatives' Time
 2. Superintendent's Time
 3. Board of Directors' Time
- J. Adjourn Board Meeting
Presenter: Mark Watson
Time: 8:45 PM
- K. Next Meetings of the Board of Directors:
- November 14, 2023 Board Work / Regular Session
 - December 5, 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
October 24, 2023
CONSIDER EMPLOYEE DISMISSAL

SITUATION

Earlier this evening, the Board of Directors heard information regarding an employee dismissal. The Board of Directors will hold a vote to adopt or decline to adopt the Superintendent’s recommendation to terminate employment.

RECOMMENDATION

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

I move that the Board of Directors adopt the Superintendent’s recommendation that _____ be dismissed from employment with the Hillsboro School District on the grounds of insubordination and neglect of duty, effective October 24, 2023.

or

I move that the Board of Directors decline to adopt the Superintendent’s recommendation that _____ be dismissed from employment with the Hillsboro School District.

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
SCHOOL CALENDARS DISCUSSION

SITUATION

In preparation for adopting the 2024-25 and 2025-26 calendars, we will have an update and preview the draft calendars for both a Post-Labor Day and Pre-Labor Day starts to the school years.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the information, provide input and ask any questions they may have about the draft calendars.

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
BARGAINING DISCUSSION

SITUATION

In preparation for classified and licensed bargaining that will begin in 2024, the Board will be asked to have one representative for each District bargaining team along with an alternate Board member.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the information and ask any questions they may have regarding serving on the District bargaining teams.

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
DISCUSS SUPERINTENDENT EVALUATION

SITUATION

Board Policy CBG: Evaluation of the Superintendent states that the Board will formally evaluate the Superintendent's job performance each year. During this work session, the Board will discuss the process and timeline for evaluating the Superintendent's performance.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the information 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 knows that during National Native American Heritage Month we celebrate the rich tapestry of Indigenous peoples and honor their sacrifices, which we recognize as intricately woven into the history of this community and country.

The Hillsboro School District recognizes that Native Americans are descendants of the original, indigenous inhabitants of what is now the United States.

The Hillsboro School District honors Native Americans who have enriched our heritage and continue to add to all aspects of our society through their generosity of culture and the continued practice of teaching economic, environmental, and cultural sustainability.

The Hillsboro School District is committed to engaging in dialogues, led by tribal communities, around the opportunities and work in which they are currently engaged in the areas of self-determination, sovereignty, and cultural preservation.

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

NATIVE AMERICAN HERITAGE MONTH



We urge all community members to join us in recognizing Native American Heritage Month.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District recognizes that public schools are the backbone of our society, providing young people with the tools they need to maintain our nation's values of freedom, civility, and equality.

The Hillsboro School District knows that by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future.

The Hillsboro School District recognizes that education employees, licensed, classified and technical support staff, and administrators, work tirelessly to serve our children and communities with care and professionalism.

The Hillsboro School District encourages all community members to extend their commitment to public education and to the future of our children by supporting our community's schools through the contribution of time and energy.

The Board of Directors of the Hillsboro School District do hereby proclaim the week of November 13-17, 2023 be:

AMERICAN EDUCATION WEEK

We urge all community members to join us in recognizing American Education Week.

Hillsboro School District Board of Directors



PROCLAMATION

The Hillsboro School District recognizes that Education Support Professionals are essential partners to the education process and work diligently to provide a safe and healthy learning environment for students.

The Hillsboro School District appreciates that Education Support Professionals labor tirelessly to serve our students with care and professionalism.

The Hillsboro School District honors the invaluable and often-unsung behind the scenes work in the support of teachers in delivering instruction, developing their talents and dedication in service to our students.

The Board of Directors of the Hillsboro School District do hereby proclaim that November 15, 2023 be:

NATIONAL EDUCATION SUPPORT PROFESSIONALS DAY



We urge all community members to join us in recognizing all Education Support Professionals for their valued contributions to the Hillsboro School District.

Hillsboro School District Board of Directors

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
September 26, 2023
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. WORK SESSION

Board Present:	Staff Present:
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire	Beth Graser, Communications Officer
Monique Ward	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
	Saideh Haghighi Khochkhou, Operations Officer
Student Representatives Present:	Jordan Beveridge, Information Technology Officer
Hadley Brathapan	Francesca Sinapi, Equity, Access and Engagement Officer
RJ Panlilio	Public Safety Systems Specialist, Fred Kuest
Aliannah Shalika	Rose Roman, Executive Assistant to the Board
	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Mary Kay Babcock, HEA President

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

- B. Appoint Community Curriculum Advisory Committee (CCAC) Members
Assistant Superintendent Brooke Nova provided background information on the CCAC. Applicants Khalid Abughazaleh, Heather Brown, Phil Rogers, Natalie Larson, Annie Tronco introduced themselves to the Board. Superintendent Brooke Nova read statements from Linda Osuna, Joe Everton, Joseph Dilworth, Tia Rose, and Alili Cardenas Verduzco. Director Patrick Maguire suggested expanding the number of seats on the CCAC. Board members suggested adding an alternate list in case of dropouts. Assistant Superintendent Brooke Nova provided background information on the student representatives who applied to the CCAC. Board members voted to fill the CCAC positions and student rolls.

- C. Safety and Security Update
Operations Officer Saideh Haghighi Khochkhou introduced Public Safety Systems Specialist Fred Kuest who provided information on Bond physical security upgrades, access control system, lockdown and lockout systems, intrusion alarm systems, camera systems, secure entry vestibules, and additional security upgrades. Board members asked questions and provided comment.

- D. Discuss OSBA Elections
Board Chair Mark Watson announced that Director Nancy Thomas will seek the nomination for position 20 of the OSBA Board and Vice Chair Ivette Pantoja will seek nomination for position 15 on the Legislative Policy Committee (LPC).

- E. Summer School Update
Assistant Superintendent Audrea Neville gave information on the summer programs offered, the school based programs, data on the classes of 2024, 2025, and 2026, information on extended school year (ESY) and recovery services and the summer bilingual enrichment program (BEP).
- F. Board Goals Discussion
Board Chair Mark Watson presented the board goals for the 2023-24 school year. Board members provided no additional comments.
- G. Board Member Compensation Discussion
Board Chair Mark Watson gave an update from OSBA and the Oregon Ethics Commission on the topic of Board member compensation. Board members discussed and agreed to table the discussion until more guidance is provided from the state level.
- H. Recess Work Session
Board Chair Mark Watson recessed at 6:49 PM.

2. REGULAR SESSION

Board Present:	Staff Present:
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	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	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
Student Representatives Present:	Francesca Sinapi, Equity, Access and Engagement Officer
Hadley Brathapan	Public Safety Systems Specialist, Fred Kuest
RJ Panlilio	Rose Roman, Executive Assistant to the Board
Aliannah Shalika	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Mary Kay Babcock, HEA President
	Karla Brokaw, HCU Treasurer

- A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 7:08 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Mark Watson read the Land Acknowledgement.
- C. Proclamations
1. Hispanic and Latina/o/x Heritage Month
Vice Chair Ivette Pantoja read the Hispanic and Latina/o/x Heritage Month Proclamation.
 2. Workforce Development Month
Board Chair Mark Watson read the Workforce Development Month Proclamation.
 3. Safe Schools Week
Director Nancy Thomas read the Safe Schools Week Proclamation.
 4. National Principals Month
Director Patrick Maguire read the National Principals Month Proclamation.
- Chair Mark Watson informed the Board that Director See Eun Kim received the Oath of Office on July 6, 2023.
- D. Approval of Agenda
Director Monique Ward MOVED, SECONDED by Director Patrick Maguire, to approve the agenda as printed.

The MOTION CARRIED (6-0).

No further discussion took place.

E. Consent Agenda

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

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

The MOTION CARRIED (6-0).

No further discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of July 11, 2023, Board Meeting
2. Approve Minutes of August 8, 2023, Board meeting
3. Approve Minutes of September 12, 2023, Board Meeting
4. Approve Routine Personnel Matters
5. Accept Gifts and Donations
6. Adopt Board / Superintendent Working Agreements

F. Audience Time

One audience members requested to address the Board. Wai Christine Hon spoke regarding class sizes at West Union Elementary School.

G. Reports and Discussions

1. Financial Report

Financial Officer Michelle Morrison discussed the report and offered to answer any questions.

2. Division 22 Standards for Public Elementary and Secondary Schools 2022-23 Assurance Form: Part 1

Assistant Superintendent Brooke Nova presented the Division 22 standards assurances for the 2022-23 school year. Board members asked questions and provided comment.

H. Action Items

1. Division 22 Standards for Public Elementary and Secondary Schools 2023-24 Assurances Part 2 : One Year Math Adoption Postponement

Assistant Superintendent Brooke Nova presented the Division 22 standards for the 2023-24 school year and asked the Board to approve the postponement of K-12 Math adoption.

Director Nancy Thomas MOVED, SECONDED by Director Patrick Maguire, 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.

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

2. Nominate Member to OSBA Board of Directors - Position 20
Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors nominate Nancy Thomas for the OSBA Board of Directors position number 20.

The MOTION CARRIED (6-1). Director Monique Ward opposed.

No further discussion took place.

3. Nominate Member to OSBA Legislative Policy Committee - Position 15
Director Mark Watson MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors nominate Ivette Pantoja for the OSBA Legislative Policy Committee position number 15.

The MOTION CARRIED (6-1). Director Monique Ward opposed.

No further discussion took place.

4. Appoint CCAC Members
Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors appoint the following candidates to two-year positions:

Position 2: Alili Cardenas Verduzco

Position 5: Annie Tronco

Position 6: Khalid Abughazaleh

Position 9: Joe Everton

Position 10: Natalie Larsen

Position 11: Michael Smith

Position 13: Philip Rogers

Student Position 1: Macie Niebergall

Student Position 2: Giselle Rojas Sierra

Student Position 3: Daisy Jacobo Nolasco

Student Position 4: Jason Lloyd

Student Position 5: Sara Lacayo Lopez

Student Position 6: Mindy Moradi

The MOTION CARRIED (6-0). Director Patrick Maguire abstained from voting.

No further discussion took place.

5. Notice of Intent to Purchase - Microsoft
Information Technology Officer Jordan Beveridge provide background information.

Director Nancy Thomas MOVED, SECONDED by Director Monique Ward, 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).

The MOTION CARRIED (7-0).

No further discussion took place.

6. Notice of Intent to Purchase - Telematic GPS

Information Technology Officer Jordan Beveridge provided background information.

Director Monique Ward MOVED, SECONDED by Director Nancy Thomas, 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).

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

I. HCU / HEA Reports

HCU Karla Brokaw treasurer highlighted Century High School, discussed custodial wage negotiations and thanked HSD custodians, asked everyone to model investment in classified staff.

HEA President Mary Kay Babcock highlighted HEA attendance at national convention, discussed the Tamarack Elementary School grand opening and celebrated the All-staff kick-off event.

J. Discussion Time

1) Student Representatives' Time

Aliannah Shalika expressed appreciation for the summer schools presentation, and highlighted the increase in on-track percentage.

Hadley Brathapan highlighted the information on student on-track percentage.

RJ Panlilio highlighted the new student representatives on the CCAC, and thanked Assistant Superintendent Brooke Nova for a scholarship opportunity she led him to.

2) Superintendent's Time

Superintendent Travis Reiman discussed class sizes, professional development days, and thanked Chair Mark Watson and Director Erika Lopez for their service on OSBA LPC and Executive Boards.

3) Board of Directors' Time

Director Erika Lopez attended OSBA retreat last weekend, and that she shared our new public comment script with Boards across the state. She highlighted the upcoming legislative roadshow, invited our student representatives to attend, and reminded Board members and student representatives about the OSBA conference in November in Portland.

Director See Eun Kim thanked CCAC applicants and asked them to seek other volunteer opportunities in the District. She thanked Director Erika Lopez and Chair Mark Watson for their years of leadership in OSBA at the state level, and thanked Director Nancy Thomas and Vice Chair Ivette Pantoja for stepping into OSBA leadership positions on behalf of Hillsboro. She also highlighted the Tamarack Elementary School grand opening celebration.

Director Nancy Thomas stated that she is looking forward to serving on state OSBA Board, thanked Director Erika Lopez, Chair Mark Watson and Maureen Wolf for their encouragement. She highlighted her attendance at the all-staff kick-off and her son's senior sunrise for Liberty High School.

Director Patrick Maguire thanked the parent who spoke to the Board this evening, appreciated that HEA president is working to share what teachers are experiencing in schools, and expressed his thanks to staff in schools.

Director Monique Ward thanked staff for their work, and thanked the student representatives for being here.

Board Vice Chair Ivette Pantoja thanked staff, Chair Mark Watson, Director Erika Lopez, and OSBA.

Board Chair Mark Watson highlighted the Tamarack Elementary School grand opening, and thanked the Board for trusting Vice Chair Ivette Pantoja and himself in the roles of Board leadership.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:38 PM.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

October 10, 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
See Eun Kim, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, Communications Officer
Patrick Maguire, virtual	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	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
RJ Panlilio	Adam Stewart, Capital Projects Officer
Hadley Brathapan	Olga Acuna, Executive Director of Federal Programs
	Rose Roman, Executive Assistant to the Board
<u>Others Present:</u>	Ciara Hartzell, Technology Support
Matt Buckingham	Jane Siguenza, Bond Marketing Specialist
Maureen Barnhart	
Patrick Preston	
Sonja Ackman	

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

- B. Statewide Assessment Update
Assistant Superintendent Audrea Neville shared key points in state assessment data, 2022-23 participation rates in HSD and student achievement, comparison year to year and by group, and looking ahead to confirm the focus areas for this year. Board members and student representatives asked questions and provided comment.

- C. Bond Oversight Committee Final Report
Capital Projects Officer Adam Stewart thanked the community, staff, students, and Bond Oversight Committee members for the dedication to the Bond and expansion of the Hillsboro School District. He discussed the promises made and kept by the Bond, prioritized security and safety, renovate aging schools, relieve crowded classrooms and plan for growth, provide a modern education for every student, wise use of tax dollars. Bond Oversight Committee Chairman Matt Buckingham shared insight on the Bond and its projects. Superintendent Travis Reiman provided comment and presented certificates of appreciation to Bond Oversight Committee Chair Matt Buckingham, and members Maureen Barnhart, Patrick Preston and Sonja Ackman.

- D. Property Tax Levy Series Part 1: Levy History and Types

Financial Officer Michelle Morrison gave an overview of property tax history to date, gave information between property tax revenue and the State School Fund, provided information on property tax eras, tax programs, property tax and the state school fund equalization formula, capital project or bond levy, local option levy, and gave a look ahead at future sessions. Board members asked questions and provided comment.

E. Discussion Time

1) Student Representatives' Time

RJ Panlilio thanked Financial Officer Michelle Morrison for the information on bonds and levies, he highlighted the Glencoe High School Fall Play *Love of a Pig*, and shared that he earned a \$20,000 scholarship.

Hadley Brathapan shared his view on the Bond, and changing the perception of schools.

3) Superintendent's Time

Superintendent Travis Reiman highlighted the recent OSBA legislative roadshow, and the attendance of HSD student representatives, Director Erika Lopez, Vice Chair Ivette Pantoja, and Chair Mark Watson at the legislative roadshow. Superintendent Reiman discussed the PK-12 Admin Leadership meeting that occurred in the district today where new data sets were reviewed and the new strategic plan is being put in action.

4) Board of Directors' Time

Director See Eun Kim did not provide comment.

Director Patrick Maguire thanked everyone for the information and for their work.

Director Monique Ward thanked everyone for the presentations, and congratulated student representative RJ Panlilio on the scholarship he earned.

Director Erika Lopez thanked everyone for coming to OSBA legislative roadshow last week, and noted that HSD was the only District with students in attendance at the event.

Director Nancy Thomas shared with the Board that she missed the deadline for OSBA position 20, but assured them that it will come back for an appointment in November.

She congratulated student representative RJ Panlilio on the scholarship he earned.

Vice Chair Ivette Pantoja thanked everyone for their work, and expressed excited in learning about Bonds.

Chair Mark Watson highlighted the OSBA annual convention in November, and invited the student representatives to attend.

F. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 7:23 PM.

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

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

Derick Porter Cepeda

Assignment: 1.0 FTE Social Studies Teacher – Dual Language
Location: Century High School
Effective Date: October 27, 2023

Eric Petersen

Assignment: 1.0 FTE Temp – 4th Grade Teacher
Location: Quatama Elementary School
Effective Date: October 9, 2023

Jinnet Powel

Assignment: 1.0 FTE Elementary Resource Specialist
Location: Lenox Elementary School
Effective Date: October 17, 2023

Denise Ready

Assignment: 1.0 FTE English Language Arts
Location: Glencoe High School
Effective Date: September 22, 2023

Emily Wyman

Assignment: 0.8 FTE Counselor
Location: Groner Elementary School and Farmington Elementary School
Effective Date: October 6, 2023

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

Jason Barry

Education: MA – George Fox University, Newberg, OR
Experience: 18 years
Assignment: 1.0 FTE School Counselor – Century High School

Jennette Campbell

Education: BA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 0.8 FTE Physical Education Teacher – Groner Elementary School/Hillsboro Online Academy

Silvina Cuevas

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Kindergarten Teacher – W.V. McKinney Elementary School

Tracy DiPaola

Education: MA – University of Alaska, Anchorage, AK
Experience: 10 years
Assignment: 1.0 FTE English Learner Specialist/Language Arts Teacher – Hillsboro High School

Jessica Farfan McClean

Education: MA – University of Phoenix, Phoenix, AZ
Experience: 3 years
Assignment: 1.0 FTE Classroom Teacher – Evergreen Middle School

Taylor McCourt

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Elementary Resource Specialist – West Union Elementary School

Natalie Redman

Education: MA – Southern Oregon University, Ashland, OR
Experience: 2 years
Assignment: 1.0 FTE 5th Grade Teacher – Witch Hazel Elementary School

Crystal Sharpe

Education: BA – University of Houston-Downtown, Houston, TX
Experience: None
Assignment: 0.65 FTE Elementary Resource Specialist – West Union Elementary School

Pamela Stevens

Education: MA – Oregon State University, Corvallis, OR
Experience: 28 years
Assignment: 0.8 FTE English Learner Specialist – Jackson Elementary School

Jamie Strickland

Education: BA – Western Governors University – Millcreek, UT
Experience: None

Assignment: 1.0 FTE Special Education Teacher – Liberty High School

Kathryn Welch

Education: MA – California State University, Long Beach, CA
Experience: 21 years
Assignment: 0.875 FTE Special Education Teacher – Hillsboro High School

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

Brooke Garcelon

Education: MA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Kindergarten Teacher – Brookwood Elementary School

Jilla Mansouri

Education: BA – Liberty University, Lynchburg, VA
Experience: 9 years
Assignment: 1.0 FTE Math Teacher – Century High School

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
ACCEPT GIFTS AND DONATIONS
(as of September 30, 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 \$10,000 from Renaissance Charitable Foundation, on behalf of John and Carol Straus, to Lenox Elementary School for general education.
- Donation of \$7,200 from Patterson Booster Club to be used as follows:
 - \$6,000 for K-6 Field Trips in 2023-24
 - \$1,200 for library books and needs

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
FIRST READING – HIGH SCHOOL COURSE APPROVAL: METAL PROCESSING 3

SITUATION

Board approval is required for all proposed new courses. Once a course has been approved, it may be offered at the school bringing forth the proposal, as well as any other District school of the same level.

A new course proposal, “Metal Processing 3” has been submitted by Melissa Pendergrass, Coordinator of Career and College Pathways. This is the capstone level course for the Manufacturing & Design Technologies pathway. This course focuses on the process and production of metal projects. It enables students to experience the process of translating an idea into a finished product, with instruction in pricing, planning, designing, selecting materials, and using tools and machines to create and sell products. The proposal was presented to the CCAC at its regular meeting on October 2, 2023. The Board will be asked to place the course proposal for first reading tonight and approve the course during the November 14, 2023, Board meeting.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listens to the report, asks any questions, and takes the course proposal under review.

New Course Proposal/Course Modification Proposal

School Glencoe High School

Academic Program Area(s) Manufacturing & Design Technologies

Grade Level(s) 12

Sponsors of Change/Contact Person Joe Painter/Melissa Pendergrass

Title of Proposed Course Metal Processing 3

Is the proposed course required: No, the course is an elective.

Which type of credit? The course is AA/WL/CTE (circle one)

Is the proposed course semester (0.5 credit) or full year (1.0 credit)? The course is 1.0 credit.

Is the proposed course part of a focused program of study? If so, which one?

Yes the course is in a focused program of study. The course is in the Manufacturing Design & Technologies focused program of study.

CCP Program One Pager: [Manufacturing & Design Technologies 1-Pager](#)

1. Description of Proposed Course

This is the capstone level course for the Manufacturing & Design Technologies pathway. Students will build on the knowledge and skills they have learned in Machine/Welding 1 & 2. This course focuses on the process and production of metal projects. It enables students to experience the process of translating an idea into a finished product, with instruction in pricing, planning, designing, selecting materials, and using tools and machines to create and sell products. Students will apply all that was learned in Machine/Welding 1 & 2. The class will choose an item, research the cost, construct the item prototype, and eventually sell the item.

2. Rationale for Proposed Course

Currently, the GHS Manufacturing CTE Program of Study offers two courses: Machine Welding 1 and Machine Welding 2. We are undergoing a name change for those courses to Metal Processing 1 and 2 as this more accurately reflects the courses and their objectives and intended outcomes. Therefore, the proposed course here is Metal Processing 3.

Currently, most students are taking Machine Welding 2 as juniors and then retaking the course as seniors so that they may stay engaged in the CCP and complete their senior project in this program. In offering a third level, true capstone course, the pathway students will no longer duplicate credit, they will earn additional original credit and have more authentic work based learning experiences.

This course will also better prepare students to enter the PCC programs as well as the industry. According to the Portland Community College Website "The Oregon Employment Department reports that Portland area welders earn between \$19.44 to \$32.57 per hour. The average annual salary is \$54,067. The Oregon Employment Department reports that Portland-area machinists earn from \$18.77 to \$38.14 per hour. The average annual salary is \$56,877." Students will have a leg up in a career field that they can earn a living wage early on in their professional lives.

3. **Course Themes & Academic Content Standards**

Course Theme/Unit Outline

- Unit 1: Introduction to Manufacturing
- Unit 2: Networking and Entrepreneurship
- Unit 3: Business Writing
- Unit 4: Research and Development
- Unit 5: Manufacturing Costs
- Unit 6: Prototype Development
- Unit 7: Testing and Quality Assurance
- Unit 8: Marketing and Sales

Academic Content Standards

The following academic content standards will be addressed in Metal Processing 3:

- *ODE's Common Career Technical Core Standards for Manufacturing*
 - Machining:
 - CC-MN01 Describe the manufacturing industry and its contributions to society and the economy
 - CC-MN02 Demonstrate an understanding of and adherence to safe working practices
 - CC-MN03 Demonstrate the safe use of tools

 - Welding:
 - FA-MNWL02 Demonstrate an understanding of material removal techniques
 - FA-MNWL03 Demonstrate an understanding of safety hazards, protective devices used, and operations of Shielded Metal Arc Welding (SMAW) equipment
 - FA-MNWL04 Demonstrate understanding of set-up and procedure for Gas Metal Arc Welding (GMAW)
 - FA-MNWL06 Demonstrate proper set-up and procedure for Gas Tungsten Arc Welding (GTAW)
- *Oregon Employability Skills:*
 - [OES Skill Framework](#)
- *PCC Core Content and Outcomes Guides for Welding Courses*

CTE Programs of Study in HSD align with PCC programs, the GHS Manufacturing program aligns to a number of Courses at PCC and will specifically align with Welding 101 and 111 courses. Portland Community College CCOGs from Welding 101 and Welding 111:

 - Understand theory of operation
 - Demonstrate correct setup, operation and shutdown procedures for oxy-fuel system
 - Identify flame types.
 - Describe and demonstrate equipment setup, shut down, and operation
 - Identify electrode types and characteristics

4. **Impact on the Content Program** - Explain the potential impact on other curricular areas, staffing, and budget;

- Perkins Program of Study courses are required to have 3.0 credits by Fall 2024. In the GHS Manufacturing program, students have had the opportunity to repeat Machine Welding 2 senior year, if they took it previously. Adding Metal Processing 3 will provide the opportunity to accurately reflect the learning of the students repeating the course, and to meet program of study requirements. With this course proposal, students will intentional access to 3.0 credits of Metal

Processing with opportunities to participate in work based learning projects through this senior capstone course.

- There will be no impact on FTE: Welding 2 (Metal Processing 2) and Metal Processing 3 will be taught simultaneously in the same class period. This not only allows for higher level technical knowledge and skill building, but also will give the Advanced Manufacturing students an opportunity to model professionalism to the level 2 students.
- As this does not change the structure of FTE or building schedule, it will not affect students' ability to access other CTE, AP, elective, or core courses.

5. **Projected additional costs:** With the intentional roll out of Metal Processing 3, costs could be associated with opportunities to enhance the student experience:

- Consumable materials to support larger builds/projects such as gasses, metal (\$2000)
- Transportation Fees for Field Trips
- AWS Welding Curriculum <https://www.aws.org/store/page/welding-curriculum> (\$2,000)
 - Offers student credentials

Investments Already Made

- Donated CNC machine (2015, Align Precision)
- Donated Scotchman BEMO Cold Saw (2023, Metafab)

Funding Streams

- General Fund
- High School Success (Measure 98)
- Perkins
- Secondary Career Pathway Grants

6. **Equitable Access and Outcomes**

CTE Programs of Study - Non Traditional Focus

The Manufacturing industry is categorized as a non-traditional career area for those who identify as female. The HSD Perkins V Plan has a goal around equitable access for students who are considered non-traditional in specific industry areas. Equity based training is a part of the regular work for the HSD staff, built into the HSD Perkins Plan activities are equity training around how to identify and address systemic inequities and barriers, as well PLC training to use data to make informed decisions around improving equitable outcomes for students.

LongTerm Student Outcome Goals

- AWS industry credentials
- Course Alignment with Registered Youth Apprenticeship in Advanced Manufacturing will provide student opportunity to apply for paid apprenticeship opportunity in high school with occupation certificate upon completion of apprenticeship.
- Acceptance into skilled trade apprenticeships
- Continued machining/welding education at PCC

Post-secondary connections and dual credit possibilities

- PCC aligned
- Industry aligned via partnerships and advisory board

Career/Community Connections and Support for internships/apprenticeships, etc.

Industry Partners who have worked with Glencoe Students by sharing career opportunities, Industry

standards, and experiences include, but are not limited to:

- PCC OMIC (Training Center that is part of the Oregon Manufacturing Innovation Center initiative)
- Davis Tool (Local contract manufacturing company)
- Meta Fab, Inc. (Local precision sheet metal and machining company)
- Ascentec Engineering (EMS industry leader)

Site Council Chairperson:

Signature

Date

School Principal:

Signature

Date

HILLSBORO SCHOOL DISTRICT 1J
October 24, 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 71: Admin Center Safety Training

There is an efficiency created by a well-coordinated and defined set of operational systems and facility use. On Friday, September 22, 2023, HSD Admin Center Safety Committee members provided a staff-wide safety training to start the year. Each department is represented on the planning team that shares information regarding current responses to location emergencies that include Lock Down, Hold, Evaluate, and Shelter in Place.

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

Lisa Hicks, Contracts and Procurement Specialist, has been working with Human Resources and Security to streamline the service provider background check and badging process. As the Construction Management staff prepare to retire at the end of the year, this system will be critical in allowing eligible and available contractors to access district facilities. She has been a partner with the Applications office to set up and train for an on-site field print officer which saves time and talent in hiring and clearing volunteers.

Finance Team- Financial Reporting and Grants

Christy Woodard, Fiscal Planning Specialist, has been working with Brooke Nova, Alano Ciliberto, Melissa Pendergrass, Francesca Sinapi, Jeremy Carter, Gina McLain, and Michelle Morrison to prepare for the Quarter 1 Integrated Guidance Report required by ODE. Integrated Guidance is new in 2023 and combines multiple grant programs and includes performance data, financial information. Watch for information to come regarding the Student Investment Account, High School Success, and more.

Employee Services

Congratulations to Kim Hall, Payroll Supervisor, and Daphne Fisk, Employee Benefits Supervisor, and their teams for a successful September payroll and employee benefits enrollment period. Payroll also completed a retroactive pay and one-time, separate service payment for eligible custodians, as well as supplemental payrolls for summer programs. The Employee Benefits Team has been supporting staff with the Dependent Eligibility requirement of the Oregon Educators Benefit Board and began navigating the Paid Leave Oregon Program.

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 \$10,000 from Renaissance Charitable Foundation, on behalf of John and Carol Straus, to Lenox Elementary School for general education.
- Donation of \$7,200 from Patterson Booster Club to be used as follows:
 - \$6,000 for K-6 Field Trips in 2023-24
 - \$1,200 for library books and supplies

Workers’ Compensation Report

The table below includes workers’ compensation claims reported month to date through September 30, 2023.

The District has received 19 new workers’ compensation claims year to date, and a total of 14 claims for the month of September.

Workers’ Compensation Reports			
	2021-22	2022-2023	2023-2024
July	2	1	2
August	7	8	3
September	19	11	14
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	19

Student Incident Report

Student incident data below is month to date through September 30, 2023. Drivers for incidents were collision with an object. Injuries to the head were the most common type of injury.

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	102	.18	8
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 September there were three vehicle claims filed.

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 morrisom@hsd.k12.or.us.

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2023-24

MONTHLY FINANCIAL REPORT - as of September 30, 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	\$106,694.64	\$349,682.99	\$0.00	\$0.00	\$0.00	\$349,682.99	\$93,524,331.00	0.37%	\$446,330.53	0.52%
Interest	\$68,419.21	\$102,381.43	\$87,907.26	\$258,707.90	\$0.00	\$0.00	\$0.00	\$258,707.90	\$639,744.00	40.44%	\$96,743.35	28205.06%
Local Sources	\$31,767.49	\$46,858.79	\$63,008.19	\$141,634.47	\$0.00	\$0.00	\$0.00	\$141,634.47	\$2,751,130.00	5.15%	\$237,770.45	6.58%
Total Local	\$100,186.70	\$392,228.57	\$257,610.09	\$750,025.36	\$0.00	\$0.00	\$0.00	\$750,025.36	\$96,915,205.00	0.77%	\$780,844.33	0.88%
County/ESD	\$0.00	\$0.00	\$15,344.06	\$15,344.06	\$0.00	\$0.00	\$0.00	\$15,344.06	\$5,255,911.00	0.29%	\$0.00	0.00%
State Sources	\$24,675,392.13	\$12,578,153.93	\$12,330,218.07	\$49,583,764.13	\$0.00	\$0.00	\$0.00	\$49,583,764.13	\$154,252,132.00	32.14%	\$51,876,384.55	34.83%
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	\$37,464,354.95	\$12,970,382.50	\$12,603,172.22	\$63,037,909.67	\$0.00	\$0.00	\$0.00	\$63,037,909.67	\$269,247,687.00	23.41%	\$73,851,259.88	29.43%
Expenditures												
Instruction												
Salaries	\$41,705.09	\$146,951.68	\$8,205,220.41	\$8,393,877.18	\$0.00	\$0.00	\$0.00	\$8,393,877.18	\$83,657,609.00	10.03%	\$7,964,186.08	9.64%
Benefits	\$16,292.62	\$47,915.57	\$4,038,106.39	\$4,102,314.58	\$0.00	\$0.00	\$0.00	\$4,102,314.58	\$43,442,929.00	9.44%	\$3,747,189.56	8.52%
Purchased Service	\$520,454.32	\$337,295.40	\$623,271.04	\$1,481,020.76	\$0.00	\$0.00	\$0.00	\$1,481,020.76	\$14,493,546.00	10.22%	\$1,392,463.47	9.46%
Supplies/Materials	\$647,260.06	\$234,112.29	\$398,668.24	\$1,280,040.59	\$0.00	\$0.00	\$0.00	\$1,280,040.59	\$5,960,742.00	21.47%	\$446,346.10	9.50%
Capital Purchases	\$0.00	\$0.00	\$18,906.55	\$18,906.55	\$0.00	\$0.00	\$0.00	\$18,906.55	\$0.00	0.00%	\$0.00	0.00%
Other	\$94,970.00	\$5,316.10	\$16,436.16	\$116,722.26	\$0.00	\$0.00	\$0.00	\$116,722.26	\$1,370,504.00	8.52%	\$69,110.19	6.77%
Total Instruction	\$1,320,682.09	\$771,591.04	\$13,300,608.79	\$15,392,881.92	\$0.00	\$0.00	\$0.00	\$15,392,881.92	\$148,925,330.00	10.34%	\$13,619,295.40	9.26%
Support Services												
Salaries	\$2,321,569.11	\$2,750,510.46	\$4,620,259.26	\$9,692,338.83	\$0.00	\$0.00	\$0.00	\$9,692,338.83	\$53,701,063.00	18.05%	\$8,719,746.93	16.65%
Benefits	\$1,160,930.24	\$1,326,653.00	\$2,411,991.77	\$4,899,575.01	\$0.00	\$0.00	\$0.00	\$4,899,575.01	\$27,886,659.00	17.57%	\$4,712,064.29	16.90%
Purchased Service	\$1,739,388.98	\$1,147,469.27	\$1,397,655.63	\$4,284,513.88	\$0.00	\$0.00	\$0.00	\$4,284,513.88	\$9,303,628.00	46.05%	\$2,083,571.95	22.33%
Supplies/Materials	\$1,416,924.32	\$840,367.03	\$2,523,860.29	\$4,781,151.64	\$0.00	\$0.00	\$0.00	\$4,781,151.64	\$3,826,284.00	124.96%	\$1,217,138.13	40.87%
Capital Purchases	-\$13,522.50	\$69,110.67	\$32,456.42	\$88,044.59	\$0.00	\$0.00	\$0.00	\$88,044.59	\$418,902.00	0.00%	\$24,340.50	0.00%
Other	\$2,040,946.24	\$11,170.07	\$125,198.79	\$2,177,315.10	\$0.00	\$0.00	\$0.00	\$2,177,315.10	\$879,744.00	247.49%	\$1,786,523.20	276.23%
Total Support	\$8,666,236.39	\$6,145,280.50	\$11,111,422.16	\$25,922,939.05	\$0.00	\$0.00	\$0.00	\$25,922,939.05	\$96,016,280.00	27.00%	\$18,543,385.00	19.90%
Community Services												
Salaries	\$18,217.12	\$17,592.34	\$46,250.98	\$82,060.44	\$0.00	\$0.00	\$0.00	\$82,060.44	\$368,744.00	22.25%	\$66,160.24	17.62%
Benefits	\$8,037.11	\$7,960.35	\$29,328.08	\$45,325.54	\$0.00	\$0.00	\$0.00	\$45,325.54	\$191,487.00	23.67%	\$34,904.29	17.46%
Purchased Service	\$4,766.72	\$15,391.75	\$1,932.38	\$22,090.85	\$0.00	\$0.00	\$0.00	\$22,090.85	\$63,886.00	34.58%	\$10,278.45	15.36%
Supplies/Materials	\$977.38	\$524.05	\$562.31	\$2,063.74	\$0.00	\$0.00	\$0.00	\$2,063.74	\$26,273.00	7.85%	\$3,400.95	15.93%
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	\$31,998.33	\$41,468.49	\$78,073.75	\$151,540.57	\$0.00	\$0.00	\$0.00	\$151,540.57	\$656,431.00	23.09%	\$114,743.93	17.17%
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,766,035.00	117.22%
Total Expenditures	\$10,018,916.81	\$6,958,340.03	\$24,490,104.70	\$41,467,361.54	\$0.00	\$0.00	\$0.00	\$41,467,361.54	\$245,598,041.00	16.88%	\$52,543,459.33	20.94%

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
OCTOBER ENROLLMENT REPORT

SITUATION

On October 2, 2023, the Hillsboro School District had 18,542 registered students. This is a decrease of 226 students from October 3, 2022, and represents a 1.22 percent decrease in student growth.

Level	10/1/2019 Pre-Covid	10/1/2020	10/1/2021	10/3/2022	10/2/2023	Student Growth 2022-23	Percentage Growth 2022-23
Kinder	1,537	1,285	1,243	1,298	1,271	-27	-2.12
Grades 1-6	9,417	8,755	8,492	8,356	8,365	9	0.10
Grades 7-8	3,090	3,097	3,092	2,949	2,786	-163	-5.85
Grades 9-12	6,000	6,029	6,153	6,165	6,120	-45	-0.74
*TOTAL S	20,044	19,166	18,980	18,768	18,542	-226	-1.22

*These figures include City View Charter School

ADDITIONAL INFORMATION

- 502 students transferred out of the Hillsboro School District as follows:
 - 129 to virtual charter schools outside of the District
 - 68 to be homeschooled
 - 158 registered through the Northwest Regional Education Service District (NWRESA) as of July 1, 2023
 - 85 to private schools
 - 62 to other school districts

- The average number of kindergarten students over the past three years was 1,236 which was used for the 2023-24 projected kindergarten enrollment.
 - Kindergarten enrollment has decreased by 37 students as of October 2, 2023 in comparison to the May 2023 enrollment.
 - As of October 2, 2023, there is a difference of +73 from projection. These figures do not include City View Charter School.

- 60 students transferred into the Hillsboro School District
- Hillsboro Online Academy has increased 168 students between 2019 and 2023.
 - The following indicates the enrollment trends for the last five school years:
 - 154 students registered on October 1, 2019 (Grades 3 - 12)

- 1,147 on October 1, 2020 (Grades K - 12) - Note grades K-3 added moving forward for full enrollment of HOA students.
 - 621 students in K - 6
 - 526 students in 7 - 12
- 826 on October 1, 2021 (Grades K - 12)
 - 523 students in K - 6
 - 303 students in 7 - 12
- 350 on October 3, 2022 (Grade K - 12)
 - 143 students in K - 6
 - 207 students in 7 - 12
- 330 on October 2, 2023 (Grade K - 12)
 - 98 students in K - 6
 - 232 students in 7 - 12

HISTORICAL DATA

Over the past ten years, our District has experienced a decline of 2,177 students or 11.7 percent from October 1, 2014 to October 2, 2023.

Date	Total Enrollment
October 1, 2014	20,719
October 1, 2015	20,654
October 3, 2016	20,502
October 2, 2017	20,373
October 1, 2018	20,355
October 1, 2019	20,044
October 1, 2020	19,166
October 1, 2021	18,980
October 3, 2022	18,768
October 2, 2023	18,542

Allocated staffing ratios for October 1, 2015, through October 2, 2023 are shown below.

	Allocated 10/1/15	Allocated 10/1/16	Allocated 10/3/17	Allocated 10/2/18	Allocated 10/1/19	**Allocated 10/1/20	Allocated 10/1/21	Allocated 10/3/2022	Allocated 10/2/2023
K-6	K: 26:1 1-2: 28:1 3-6: 29:1	*K: 26:1 1-2: 28:1 3-6: 29:1	K: 26:1 1-2: 28:1 3-6: 29:1	K: 26:1 1-2: 28:1 3-6: 29:1	K: 26:1 1-2: 28:1 3-6: 31:1	K-2: 20:1 3-6: 33:1	K: 26:1 1-3: 24:1 3-6: 28:1	K: 26:1 1-3: 24:1 4-6: 28:1	K: 26:1 1-3: 24:1 4-6: 28:1
7-12	29:1	29:1	29:1	29:1	29:1	33:1	30:1	30:1	30:1

*First year of full-day Kindergarten

**Comprehensive Distance Learning and Hybrid Instructional Models

The table below shows race percentages of student enrollment for school years 2019-20 through October 2, 2023.

Race	Percentage 2019-20	Percentage 2020-21	Percentage 2021-22	Percentage 2022-23	Percentage 2023-24
American Indian/Alaskan Native	0.66%	0.62%	0.6%	0.62%	0.54%
Asian	6.59%	6.74%	6.78%	6.92%	7.21%
African American	2.54%	2.47%	2.67%	2.91%	3.19%
Hispanic	38.52%	40.26%	40.45%	41.16%	41.56%
Multiple	6.80%	7.37%	7.63%	7.76%	7.82%
Native Hawaiian/Other Pacific Islander	0.70%	0.75%	0.69%	0.68%	0.70%
White	44.18%	41.78%	41.18%	39.96%	38.98%

RECOMMENDATION

The Superintendent recommends the Board of Directors reviews and discusses this enrollment report.

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
STRATEGIC PLAN IMPLEMENTATION UPDATE

SITUATION

Staff have committed to provide semi-annual (October and February) reports to the Board on the implementation status of our 2023-2027 Strategic Plan.

Our current plan is organized around five goal areas, each of which contains one of our district's Performance Targets. We will share current data for these performance targets, as well as a plan for making this "dashboard" information publicly available on our website.

In addition, we will describe the outreach and accountability structures we have developed to ensure that the voices of our various stakeholder groups are heard and integrated on a consistent basis.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
October 24, 2023
VOLUNTARY DISTRICT BOUNDARY ADJUSTMENT

SITUATION

The City of Cornelius met with Forest Grove School District (FGSD) and Hillsboro School District leadership to request collaboration on a “Voluntary” adjustment to the school district boundary. Currently, the districts’ boundary runs through the middle of a future development site in Cornelius which would divide the community. Forest Grove School District has determined that they would like to collaborate on the boundary adjustment for the Hillsboro School District to include the property and students of the whole development.

A “Voluntary” boundary adjustment between districts may be utilized when it is initiated by both districts rather than one or the other or a private party. The process to implement a “Voluntary” adjustment of boundaries between Districts is outlined below:

1. The School Boards of the two districts need to adopt a joint resolution, petitioning for the adjustment of boundaries between the districts. The statutes specify the necessary contents of the resolution/petition. The School Boards can amplify their reasons, if they wish. Each School Board can act at its discretion and isn’t required to agree to anything, meaning that the process must be truly mutual. A specific description of the areas of each District to be adjusted should be identified, probably through a survey-level legal description.
2. Upon each District’s adoption, the joint resolution/petition is then submitted to the District Boundary Board which is the Board of County Commissioners of all impacted Counties.
3. The resolution/petition must be submitted to the county with the largest portion of property. The Washington County Board of Commissioners must act on the resolution/petition within 100 days after submission. The other counties have an additional 60 days to act. There is nothing in the statutes which prevents all the counties from acting well before the 100 day/60 day deadlines.
4. Before the Boards of Commissioners can act, they must publish two public notices of the intended date they will adopt the order adjusting the boundaries. The first notice period must be no sooner than 25 days nor later than 15 days preceding the Board meeting and the second notice, no sooner than 14 days nor later than 8 days preceding the Board meeting.
5. There is no public hearing required for Board of Commissioners’ action, merely that the action occur at a public meeting where a quorum is present to approve it. The Board of Commissioners have no discretion in acting on the resolution/petition. A mutual, voluntary resolution/petition must be approved.
6. Once the Board of Commissioners officially approves the resolution/petition, it is subject to a remonstrance process, where 500 “electors” residing within one of the School Districts can join in a remonstrance petition, which must be filed within 20 days after the Board of Commissioners acts. If a remonstrance petition is correctly filed, an election will be held on the remonstrance but only within that School District from which a proper remonstrance petition has been filed. So, if 500 voters in one District properly file a remonstrance petition with the District Boundary Board but this is not the case in the other District, a remonstrance election will be held

only in the District collecting 500 signatures. If voters in a remonstrance election reject the boundary adjustment, the adjustment is dead for a 12 month period. The Boards of Commissioners are designated as the “elections authority” for a remonstrance election.

7. If no remonstrance petition is properly filed, the boundary adjustment is automatically adopted but its effective date is delayed to a May 31 date, which, depending on the timing of the action, may be May 31 of the current or next following year.
8. Remonstrance election costs are to be prorated between the affected school districts according to a state-mandated formula.

Please see the attached map and DRAFT Resolution.

RECOMMENDATION

The Superintendent recommends that the Board of Directors attend the informational sessions, discuss and ask questions as needed.

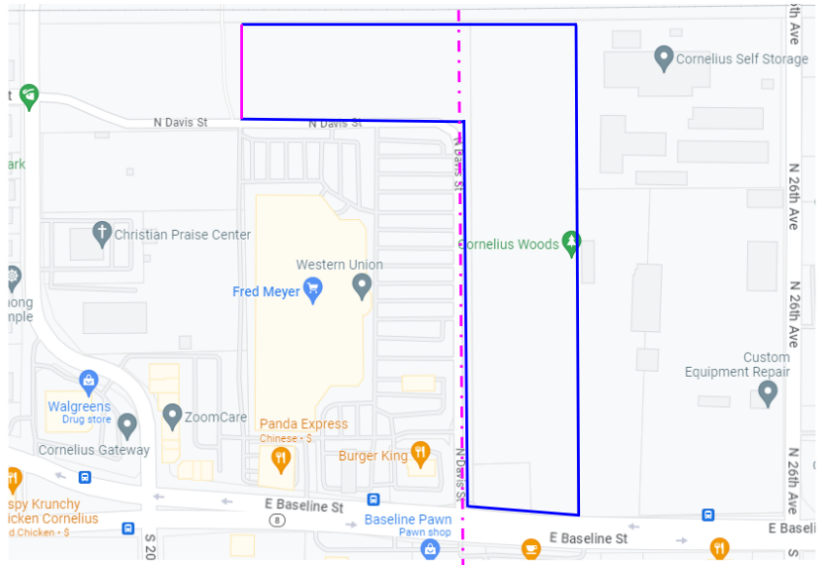
Map of Area of Redistricting



--- Current District Boundary
 Forest Grove to the West
 Hillsboro to the East

— Future Development Site
 (Calida)

— Voluntary Boundary
 Adjustment to Include Full
 Calida Development



Notes:

- The City of Cornelius met with Forest Grove School District (FGSD) and Hillsboro School District leadership to request collaboration on a “Voluntary” adjustment to the school district boundary.
- The Adjustment will increase the size of the Hillsboro School District and include property taxes and students.
- The majority of the development sits in what is currently the Hillsboro School District boundary.
- Forest Grove School District leadership believes that it would be best for the students and families of the development to attend the same schools.
- District agreement is the first step in the boundary adjustment process with official action still required by Washington County.

DRAFT Resolution to Enact Boundary Change

WHEREAS the (district) School District may, from time to time, carry out a review of all or subsections of its geographic boundary, and such a review may involve discussions and collaboration with other school districts adjoining the area under consideration;

WHEREAS the Hillsboro School District 1J and Forest Grove School District have engaged in a collaborative conversation based on resolutions previously adopted by both school districts' Boards of Directors;

WHEREAS the districts have reviewed a proposal to take the following described property from the Forest Grove School District, and add it to the Hillsboro School District 1J: Washington County parcel 1N334CD06700, future site of the Calida community development as generally presented in the Cornelius study area map;

WHEREAS the districts have determined that the proposal meets the following criteria:

- Safety and welfare of the students: The proposed change would positively impact the safety and welfare of all students;
- Neighborhood, community and/or geographic continuity: The proposed change would maintain continuity with existing and developing neighborhoods and cities;
- Prudent stewardship of public resources: The proposed change would create a more efficient expenditure of overall public resources;
- School district facility capacity: The proposed change is one that each district's existing and planned facilities can accommodate;
- Community interest: Patrons and community members / leaders share and demonstrate interest in the proposed boundary adjustment;
- Regional / local growth and development plans: The proposed change complements broader regional and local growth and development plans, including existing and projected adjustments to the Urban Growth Boundary and city service plans for undeveloped areas;
- Timeliness: The districts considered this proposal when sufficient information was available to make a decision.

NOW, THEREFORE, BE IT RESOLVED that the (district) School District Board of Directors requests that the Washington County Board of Commissioners transfer the herein-described property between Hillsboro School District 1J and Forest Grove School District, as provided in ORS 330.103.

Dated this ____ th day of _____, 20__,
By: _____ (signature)
Mark Watson, Board Chair
Attested By: _____(signature)
Travis Reiman, Superintendent