



Hillsboro School District 1J

July 12, 2016
Board Meeting

Board of Directors

Monte Akers • Lisa Allen • Wayne Clift • Glenn Miller • Erik Seligman • Janeen Sollman • Kim Strelchun

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS

Administration Center, 3083 NE 49th Place, Hillsboro, OR

Board Meeting Agenda

July 12, 2016

5:15 PM

1. 5:15 PM - Work Session
 - A. South Hillsboro Local Improvement District (LID) Report 4
Presenter: Adam Stewart
 - B. Meeting Advanced Learners' Needs - Update 5
Presenter: Travis Reiman / Dayle Spitzer
 - C. Student Advisors Update 6
Presenter: Mike Scott
 - D. Review Summer Work Session Agenda 7
Presenter: Mike Scott
 - E. Board Discussion Time
 - F. Recess Board Meeting
2. 7:00 PM - Regular Session
Call to Order and Flag Salute
3. Approval of Agenda
4. Audience Time
5. Reports and Discussion
 - A. AdvancED Final Report 8
Presenter: Travis Reiman
 - B. Curriculum Adoption Cycle: Postpone Selection of Instructional Materials 9
Presenter: Travis Reiman
 - C. Financial Report (*see written report*) 10
Presenter: Adam Stewart
 - D. Policies - First Reading
If no public comments or questions are received regarding these policies during the review period, they will be placed on the consent agenda for approval during the next regular meeting.
 1. Policy ECF / EDD / FECBA: Resource Conservation Management and Sustainable Business Practices (delete policies EDD: Sustainability; and FECBA: Energy-Saving Construction) 15
Presenter: Casey Waletich
6. Consent Agenda
Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.
 - A. Approve Minutes of June 14, 2016, Board Meeting 20
 - B. Approve Routine Personnel Matters 26

C. Establish Tuition Rates for Nonresident Students	34
D. Approve Annual Depository, Auditor, Legal Counsel, Newspaper, and Agent Designations	35
E. Approve Annual Clerk / Officer Designations	36
F. Approve Annual Crime Policy Coverage Limits	37
G. Readopt Policy DFAA: Capital Project Fund	38
H. Readopt Policy IGBC: Title I / Parental Involvement	43
I. Establish Mileage Reimbursement Rate	45
J. Approve Resolution to Extend Workers' Compensation to Volunteers	46
K. Accept Gifts and Donations	48
L. Approve Parent Organization Activities for Liability Insurance Coverage	49
7. Action Items	
A. Elect Board Chair and Vice Chair Presenter: Wayne Clift	56
B. Approve Participation in South Hillsboro Local Improvement District (LID) Presenter: Adam Stewart	57
8. NWRESD / HCU / HEA Reports	
9. Superintendent's Time	
10. Board of Directors' Time	
11. Executive Session	
If needed, the Board may wish to go into Executive Session to discuss matters according to ORS 192.660. (Only used if the Board needs to come back to the Regular Session to take action.)	
12. Adjourn Regular Session	
13. Next Meetings of the Board of Directors:	
• August 17, 2016 - Summer Work Session	
• September 13, 2016 - Work Session	

HILLSBORO SCHOOL DISTRICT 1J
JULY 12, 2016
SOUTH HILLSBORO LOCAL IMPROVEMENT DISTRICT (LID) REPORT

SITUATION

Several large South Hillsboro property owners have petitioned the Hillsboro City Council to form a Local Improvement District (LID). The purpose of the LID is to help finance four transportation improvement projects with an estimated cost of \$24.8 million. The four projects include: the extension of Cornelius Pass Road south of Tualatin-Valley Highway into South Hillsboro; the widening of Cornelius Pass Road north of Tualatin-Valley Highway to Frances Street; the realignment of Kinnaman Road to 198th Avenue and the installation of a signal light; and the construction of a westbound right-turn lane at Cornelius Pass Road and Tualatin-Valley Highway. The Hillsboro School District, which owns 40 acres in this portion of the South Hillsboro development, has been asked to join this LID.

By participating in the LID, the Hillsboro School District will be entitled to reduced system development charges. Newland Development, from whom HSD's 40-acre parcel was purchased, has agreed to pay all LID assessments levied against HSD's property, and that obligation will remain in place as the District splits up and distributes its 40 acres throughout the Reed's Crossing site.

Hillsboro School District staff and HSD's realtor recently met with City of Hillsboro staff and representatives from Newland Development to discuss this matter, and all agreed that participating in the LID is in the best interest of Hillsboro School District. The Board will be asked to approve the District's participation in the South Hillsboro LID during tonight's regular session.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
MEETING ADVANCED LEARNERS' NEEDS – UPDATE

SITUATION

This spring, District leaders received many questions about advanced and accelerated course offerings, as well as “honors options” in District high schools. Tonight’s report will outline a process for developing a long-term plan for high school course offerings across the District.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
STUDENT ADVISORS UPDATE

SITUATION

Last spring, the Board of Directors discussed creating a student advisory team. At that time, it was decided that the Superintendent would meet with a team of students on a monthly basis during the 2015-16 school year, and present an update for further discussion at a future meeting. Tonight, the Board will hear the Superintendent's report, and discuss options for student involvement.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
REVIEW SUMMER WORK SESSION AGENDA

SITUATION

The Board will review and discuss agenda items planned for the summer extended work session on August 17, 2016.

RECOMMENDATION

The Superintendent recommends the Board of Directors review and discuss the summer work session agenda.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
ADVANCED FINAL REPORT

SITUATION

In February 2016, the AdvancED External Review team recommended to the AdvancED Accreditation Commission that the Hillsboro School District earn the distinction of systems accreditation by AdvancED for a five-year term, which expires on June 30, 2021. An update on the External Review Team's findings will be presented to the Board during tonight's meeting.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
CURRICULUM ADOPTION CYCLE:
POSTPONE SELECTION OF INSTRUCTIONAL MATERIALS

SITUATION

Pursuant to [Division 22](#) requirements regarding the adoption of instructional materials, school districts must annually notify both the Board of Directors and the public regarding their intentions to postpone curriculum adoption cycles prescribed by the Oregon Department of Education. The District is currently implementing a high school math adoption, and is engaged in a K-12 science adoption. In some other content areas, the District continues to not align with the state's established timeline.

At this time, the Hillsboro School District intends to notify the Oregon Department of Education of the need to continue to postpone the adoption of instructional materials for the following academic content areas: Science, World Languages, Health and Physical Education, Social Science, and Art. This postponement is the result of multiple years of budget reductions.

Laws regarding the adoption of instructional materials are changing, due to the broad availability of digital resources, and the ability to access information on the Internet in ways that challenge the lifespan of paper textbooks. The District will continue to report on this requirement annually until the State Board of Education provides revised guidance.

RECOMMENDATION

The Superintendent recommends the Board of Directors listen to this report regarding the postponement of materials, including Science, World Languages, Health and Physical Education, Social Science, and Art, and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
FINANCIAL REPORT

Business Office. The end of the school year involves meetings with office managers, bookkeepers, and grant stewards to close out the fiscal year. During June and July, Business Office staff members focus on closing out the 2015-16 fiscal year, and performing the necessary Infinite Visions set-up and maintenance for the 2016-17 fiscal year. Because of the large number of staff and position changes at the beginning of the new fiscal year, time-intensive user role maintenance is required in order ensure that roles are matched to job assignments and responsibilities. The Business Office is piloting new automations within fiscal services that are designed to maintain internal controls, while minimizing the number of required steps to complete workflow processes.

Finance Team – Accounting and Purchasing. The Facilities and Technology Services departments, in collaboration with the Finance team, assisted with a utility bill audit of energy usage, garbage services, and telecommunications. The audit was conducted by Northwest Capital Recovery Group. Hillsboro School District is the first Oregon school district to complete this type of efficiency test. The audit revealed that the District can realize immediate and ongoing savings in utility costs by switching several eligible sites to a lower alternative electrical rate and changing garbage pickup schedules. The Business Office would like to especially thank Sharon McCarty, Jeff Hamman, Patty Bertsch, Denise Hess, Koral Unger, and Lowell Stuebe for their assistance with the audit.

Finance Team – General Ledger and Grants. In accordance with grant eligibility rules, Finance Manager Jeff Jones has been working closely with District grant managers to complete the current fiscal year spending. Mr. Jones also supports the Nutrition Services program, and assists with both High Cost Disability and Indirect Rate Certification for the District. This year, Mr. Jones will also facilitate the annual audit, and oversee the development of the Comprehensive Annual Financial Report for the 2015-16 fiscal year.

Payroll Team. Payroll Supervisor Kim Grannis and the payroll team have processed the final payroll checks and payables for 2015-16. In the month of June, four payrolls were posted, in order to issue July and August balance-of-contract paychecks for 10-month employees, June paychecks for both 10- and 12-month employees, and payment for non-contract hours that employees spent working on projects and attending professional development trainings during May and June. The Payroll team is working with Human Resources staff members to set up 2016-17 positions and contracts in the District's Infinite Visions software.

Benefits Team. The Benefits team wishes long-time staff member Vivian Sartor a very happy retirement, effective June 30, 2016. During the transition assessment, it was determined that a Benefits Supervisor will fill the 1.0 FTE vacancy, due to increased

reporting requirements for employee benefits. Lynette Coffman has left the Payroll team to fill the new position, effective July 1, 2016 – in time to prepare for the Oregon Educators Benefit Board (OEBB) mandatory 2016 benefits enrollment period, which is open from August 15 through September 6, 2016. The licensed and classified employee groups are in the process of developing the insurance pool metrics. Both employee groups plan to offer several Health Reimbursement Arrangement (HRA) plans, which will allow the District to provide the best value in employee benefits.

Risk Management. Risk Manager Leah McCarthy has solicited liability and workers' compensation premiums for 2016-17. Ms. McCarthy is working with the District's carriers and agents to build a comprehensive profile for the District. Additionally, Ms. McCarthy is working closely with employee leaves assistant Rhonda Crouch to minimize the District's workers' compensation expenses by returning District staff who have been out on leave to modified duty as soon as possible.

Workers' Compensation Report. In order to ensure accurate reports to the Board, and allow adequate time for the claims submitted each month to be fully processed, there is a one-month delay in reporting workers' compensation claims to the Board. The table below includes workers' compensation claims reported in May 2016.

The District received 8 workers' compensation claims in May 2016. As of May 31, 2016, there are 68 open claims; 28 are for medical costs only, and 40 include time loss. There were 7 employees on modified work plans during May.

Worker's Compensation Claims			
	2013-14	2014-15	2015-16
July	4	1	3
August	5	9	2
September	3	10	10
October	1	12	8
November	2	3	7
December	7	6	13
January	9	16	11
February	4	6	11
March	7	11	12
April	8	8	10
May	5	11	8
June	2	8	
Yearly Total:	57	101	95

Student Accident Report. There is a one-month delay in reporting student accidents to the Board, in order to allow adequate time to ensure that these reports are complete and accurate. There were 175 student accidents reported in May.

Student Incident Reports			
	2013-14	2014-15	2015-16
July	0	4	0
August	10	1	6
September	141	83	181
October	190	156	243
November	96	64	160
December	87	59	43
January	88	94	134
February	66	98	177
March	47	78	165
April	117	109	183
May	73	106	175
June	21	36	
Yearly Total:	936	888	1,467

Vehicle Accidents – May 2016. There is a one-month delay in reporting vehicle accidents to the Board to allow adequate time to ensure that monthly reports are accurate and complete. There were two minor bus accidents and one serious bus accident in May. The serious bus accident resulted in damage to one bus and five other vehicles. Three people sustained injuries.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
MONTHLY FINANCIAL REPORT - Actual, as of May 31, 2016*

Revenues	1st Quarter Actual	2nd Quarter Actual	3rd Quarter Actual	April Actual	May Actual	4th Quarter Actual	Fiscal YTD 2015-16	Budget 2015-16	% of 2015-16 Budget Expended	2014-15 Fiscal YTD	% of 2014-15 Budget Expended
Taxes	\$127,260.87	\$61,787,723.25	\$2,110,075.93	\$192,514.89	\$170,005.91	\$362,520.80	\$64,387,580.85	\$62,536,410.00	102.96%	\$58,039,580.89	100.89%
Interest	\$52,288.99	\$77,034.79	\$118,740.27	\$38,889.57	\$38,900.84	\$77,790.41	\$325,854.46	\$284,034.00	114.72%	\$237,924.36	87.15%
Local Sources	\$199,461.83	\$86,219.27	\$638,458.53	\$124,543.33	\$18,557.40	\$143,100.73	\$1,067,240.36	\$1,703,297.00	62.66%	\$1,262,472.60	106.73%
Total Local	\$379,011.69	\$61,950,977.31	\$2,867,274.73	\$355,947.79	\$227,464.15	\$583,411.94	\$65,780,675.67	\$64,523,741.00	101.95%	\$59,539,977.85	100.95%
County/ESD	\$971,666.67	\$920,523.56	\$883,338.42	\$322,529.13	\$242,916.67	\$565,445.80	\$3,340,974.45	\$4,484,632.00	74.50%	\$4,641,539.96	97.61%
State Sources	\$40,118,362.26	\$30,475,578.27	\$31,276,453.79	\$8,656,030.00	\$11,180,369.63	\$19,836,399.63	\$121,706,793.95	\$123,313,242.00	98.70%	\$120,064,129.08	105.32%
Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Sources	\$473.86	\$833.50	\$427.00	\$249.99	\$12,286.32	\$12,536.31	\$14,270.67	\$0.00	0.00%	\$6,184.83	0.00%
Beginning Balance	\$17,604,269.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,604,269.16	\$16,659,380.00	105.67%	\$14,456,891.66	86.75%
Total Revenue	\$59,073,783.64	\$93,347,912.64	\$35,027,493.94	\$9,334,756.91	\$11,663,036.77	\$20,997,793.68	\$208,446,983.90	\$208,980,995.00	99.74%	\$198,708,723.38	102.21%
Expenditures											
Instruction											
Salaries	\$5,823,167.08	\$19,170,779.24	\$19,278,214.44	\$6,513,778.89	\$6,535,469.01	\$13,049,247.90	\$57,321,408.66	\$74,917,802.72	76.51%	\$51,364,962.04	75.11%
Benefits	\$2,612,738.05	\$8,767,124.96	\$8,720,280.90	\$2,915,055.10	\$2,937,483.27	\$5,852,538.37	\$25,952,682.28	\$33,637,805.45	77.15%	\$25,641,529.19	73.24%
Purchased Service	\$729,274.10	\$710,785.36	\$1,066,252.03	\$212,873.95	\$185,690.88	\$398,564.83	\$2,904,876.32	\$3,507,293.65	82.82%	\$2,374,681.85	94.46%
Supplies/Materials	\$327,916.86	\$507,807.90	\$409,956.29	\$146,433.70	\$168,160.32	\$314,594.02	\$1,560,275.07	\$1,950,893.70	79.98%	\$1,416,388.88	85.15%
Capital Purchases	\$461.25	\$7,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,561.25	\$0.00	0.00%	\$0.00	0.00%
Other	\$74,482.73	\$31,675.27	\$11,128.80	\$44,250.11	\$7,797.16	\$52,047.27	\$169,334.07	\$207,495.55	81.61%	\$172,137.72	88.13%
Total Instruction	\$9,568,040.07	\$29,195,272.73	\$29,485,832.46	\$9,832,391.75	\$9,834,600.64	\$19,666,992.39	\$87,916,137.65	\$114,221,291.07	76.97%	\$80,969,699.68	75.13%
Support Services											
Salaries	\$6,035,909.75	\$9,298,608.43	\$9,456,958.23	\$3,137,518.96	\$3,233,837.83	\$6,371,356.79	\$31,162,833.20	\$36,413,507.95	85.58%	\$28,924,763.66	84.90%
Benefits	\$3,090,496.08	\$4,795,510.75	\$4,645,085.05	\$1,620,363.31	\$1,651,149.10	\$3,271,512.41	\$15,802,604.29	\$21,237,576.32	74.41%	\$16,248,694.83	82.08%
Purchased Service	\$3,492,200.86	\$3,044,126.59	\$3,525,903.42	\$724,009.66	\$1,090,823.14	\$1,814,832.80	\$11,877,063.67	\$13,509,913.10	87.91%	\$12,744,265.78	93.11%
Supplies/Materials	\$1,971,951.01	\$1,438,415.77	\$820,083.98	\$315,590.54	\$293,008.85	\$608,599.39	\$4,839,050.15	\$6,065,759.18	79.78%	\$5,256,422.23	84.49%
Capital Purchases	\$43,303.46	\$152,927.50	\$72,529.24	\$63,770.35	\$68,812.19	\$132,582.54	\$401,342.74	\$384,414.00	104.40%	\$64,816.88	9.47%
Other	\$1,166,078.02	\$28,382.28	\$129,603.80	\$6,943.00	\$899.00	\$7,842.00	\$1,331,906.10	\$1,369,321.56	97.27%	\$1,306,239.68	92.03%
Total Support	\$15,799,939.18	\$18,757,971.32	\$18,650,163.72	\$5,868,195.82	\$6,338,530.11	\$12,206,725.93	\$65,414,800.15	\$78,980,492.11	82.82%	\$64,545,203.06	85.07%

*Because this regular Board meeting session was scheduled early in the month, complete financial data for the month ending June 30 was not available in time for posting in the Board packet.

<i>Expenditures (continued)</i>	1st Quarter Actual	2nd Quarter Actual	3rd Quarter Actual	April Actual	May Actual	4th Quarter Actual	Fiscal YTD 2015-16	Budget 2015-16	% of 2015-16 Budget Expended	2014-15 Fiscal YTD	% of 2014-15 Budget Expended
Community Services											
Salaries	\$44,952.95	\$64,891.35	\$60,241.47	\$19,951.87	\$20,112.79	\$40,064.66	\$210,150.43	\$238,396.08	88.15%	\$196,447.55	87.83%
Benefits	\$20,228.38	\$26,865.35	\$32,499.10	\$9,300.59	\$10,898.11	\$20,198.70	\$99,791.53	\$140,340.24	71.11%	\$109,056.31	83.68%
Purchased Service	\$9,164.94	\$68,768.98	\$61,173.81	\$20,739.92	\$12,105.62	\$32,845.54	\$171,953.27	\$222,588.19	77.25%	\$27,682.39	58.69%
Supplies/Materials	\$1,077.98	\$587.79	\$750.02	\$0.00	\$0.00	\$0.00	\$2,415.79	\$4,540.37	53.21%	\$3,027.47	44.59%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$88.00	\$88.00	\$88.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$0.00	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	\$814.12	0.00%	\$1,700.00	0.00%
Total Community Services	\$75,424.25	\$161,813.47	\$154,664.40	\$49,992.38	\$43,204.52	\$93,196.90	\$485,099.02	\$606,679.00	79.96%	\$337,913.72	82.74%
Capital Projects											
Purchased Service	\$17,447.86	\$2,461.36	\$0.00	\$0.00	\$0.00	\$0.00	\$19,909.22	\$0.00	0.00%	\$83,818.20	0.00%
Capital Projects	\$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	\$17,447.86	\$2,461.36	\$0.00	\$0.00	\$0.00	\$0.00	\$19,909.22	\$0.00	0.00%	\$83,818.20	0.00%
Debt Service Payment	\$341,443.76	\$450.00	\$486,770.84	\$0.00	\$0.00	\$0.00	\$828,664.60	\$848,213.82	97.70%	\$824,515.62	95.06%
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00	0.00%	\$0.00	0.00%
Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,824,319.00	0.00%	\$0.00	0.00%
Total Expenditures	\$25,802,295.12	\$48,117,968.88	\$48,777,431.42	\$15,750,579.95	\$16,216,335.27	\$31,966,915.22	\$154,664,610.64	\$208,980,995.00	74.01%	\$146,761,150.28	75.49%

*Because this regular Board meeting session was scheduled early in the month, complete financial data for the month ending June 30 was not available in time for posting in the Board packet.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
FIRST READING – POLICY ECF / EDD / FECBA: RESOURCE CONSERVATION
MANAGEMENT AND SUSTAINABLE BUSINESS PRACTICES

SITUATION

As the District moves forward with energy and resource conservation efforts, relevant Board policies are being reviewed, and updates recommended. The proposed revision to policy ECF incorporates guidelines and direction from policies EDD and FECBA, together with new language regarding the District's resource conservation management program. Upon Board approval of policy ECF / EDD / FECBA: Resource Conservation Management and Sustainable Business Practices, standalone policies EDD and FECBA will be deleted.

RECOMMENDATION

The Superintendent recommends the Board of Directors review the first reading of policy ECF / EDD / FECBA: Resource Conservation Management and Sustainable Business Practices.

~~Energy Conservation~~ Resource Conservation Management and Sustainable Business Practices

~~The District encourages and supports an energy conservation and education program to substantially lower consumption of electricity, natural gas, gasoline, and water. It will be the responsibility of each District employee and student to participate in conservation efforts to reduce consumption to levels prescribed by state and federal guidelines while maintaining programs.~~

The Board of Directors recognizes the responsibility of the District to ensure the most responsible and economical use of energy and other resources in fulfilling its mission of educating students; and is committed to modeling environmental stewardship, wisely managing natural resources, and supporting conservation, in order to create and maintain sustainable, healthy school environments through environmentally and economically sound practices. In order to fulfill these environmental and financial responsibilities, the District will engage in a resource conservation management program that focuses on sustainable actions, minimizing resource utilization, and promoting environmental stewardship.

The program shall include:

Resource Conservation / Sustainability:

- Allocating available staff and resources to develop and implement a program of effective resource conservation management and education;
- Establishing a resource conservation management plan that includes goals, activities, and deliverables designed to minimize waste and effectively and efficiently manage available resources;
- Engaging in educational opportunities for staff and students that promote economic, social, and environmental responsibility and sustainability; and maintaining an expectation that all District students and staff utilize resources responsibly;

Energy-Conserving Construction:

- Considering the most prudent use of available resources in the design and construction of new buildings, and the remodeling of existing buildings; and assigning high priority to proposed construction and renovation projects that contain the most efficient energy-saving plans within an acceptable budget;
- Documenting in the architectural evaluation energy-saving designs that comply with District educational specifications and cost-control checklists;
- Including life cycle cost analyses for all new construction projects within the scope of the architect's services, to be used as a basis for project design and value engineering decisions.

The Superintendent will direct staff to develop comprehensive administrative regulations that supplement and directly support this policy. It is the responsibility of District administrators, through the Superintendent's office, to implement, direct, monitor, evaluate, and report District energy conservation efforts.

END OF POLICY

Legal Reference(s):

ORS Chapters 279A, 279B, and 279C

ORS 332.107

ORS 332.155

ORS 455.560

ORS 455.565

Hillsboro School District 1J

Code: EDD
Adopted: 07/96
Revised: 11/08

Sustainability

The District will strive to conduct its operations and make decisions that support sustainability by minimizing the waste of natural resources, while protecting the health and wellbeing of its constituents through environmentally and economically sound practices.

The District shall consider, when purchasing, the potential for recycling of materials and shall avoid, when feasible, the purchase of materials that are not recyclable. The District shall take advantage of local opportunities to recycle waste materials and cooperate with the recycling efforts of the community.

END OF POLICY

Legal Reference(s):

ORS Chapters 279A, 279B and 279C

ORS 332.107

Energy-Conserving Construction

The Board recognizes the importance and need for energy conservation in the construction of new District facilities.

Proposed construction and renovation projects that contain the most efficient energy-saving plans within an acceptable budget will have high priority. Energy-saving designs will be documented in the architectural evaluation and will comply with educational specifications and cost-control checklists as determined by the Board.

A continuous study of energy problems and energy sources will be maintained for future planning.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 332.155](#)

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS – MINUTES

June 14, 2016

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

1. WORK SESSION

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
Erik Seligman
Janeen Sollman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Ted Zehr, Executive Director, Secondary Education
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Sev Flores, Technology Support

Others Present:

Frank Angelo,
Angelo Planning Group
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

Board Chair Wayne Clift called the meeting to order at 5:17 PM. Director Lisa Allen was unable to attend the meeting.

a. Budget Reinvestment Update - Talented and Gifted (TAG) / Athletics / Activities / the Arts

Executive Director Ted Zehr and Assistant Superintendent Travis Reiman presented information regarding the utilization of reinvestment funds that were approved in the 2015-16 budget for the talented and gifted (TAG) program, high school athletics and activities, and the arts. They explained that District leaders plan to expand reinvestments beyond Tier 1 athletic programs for 2016-17. Rian Petrick, the District's new Director of Extracurricular Programs and Community Outreach, and an advisory team will begin reviewing programs in July, identifying priorities so that funding can be made available as it is received.

b. Presentation of District Long-Range Facility Plan

Chief Financial Officer Adam Stewart and Frank Angelo (of the Angelo Planning Group) presented the final draft version of the District Long-Range Facility Plan. The District's Long-Range Planning Committee (LRPC) worked for several months with Mr. Angelo to prepare the plan, which was designed to comply with the requirements of Oregon Revised Statute (ORS) 195.110 and includes information related to student enrollment trends, population forecasts, facility conditions, new facility needs, and key recommendations of the LRPC regarding the most appropriate methods for accommodating the current and anticipated student population. Upon Board approval (June 14, regular session), the recommendations will be incorporated into the comprehensive plans of the City of Hillsboro and Washington County. The plan will also be used as the basis for discussions regarding a District bond program.

Board and staff members discussed bond election timelines and the establishment of a Bond Committee. Further discussion will be scheduled during a future Board meeting.

c. Board Leadership Planning

Board Chair Wayne Clift and Vice Chair Glenn Miller expressed their availability to continue in their current positions through the 2016-17 school year, and several Board members expressed their support. Board Chair Clift also explained that Director Lisa Allen, who was not able to attend the meeting, has expressed her willingness and availability to serve as Vice Chair, and he read a statement she had prepared outlining her qualifications. He explained that Director Allen clarified in a recent conversation that she is willing to be considered for this role in a future year, if Vice Chair Miller wishes to continue for another year in his current role. Board Chair Clift added that Director Allen will be available to speak regarding her preference during the July 12 Board meeting. Board members will appoint their 2016-17 Chair and Vice Chair on July 12.

d. Board Discussion Time

Board members discussed District events and processes. Superintendent Scott and staff members provided information regarding the recent student walk-out, including the District administrative team’s actions to support school administrators and teachers, the importance of students staying in school and engaging in meaningful conversation, and the consequences for students who left campus.

Recess Board Meeting

The meeting was recessed at 6:52 PM.

REGULAR SESSION

Board Present:

Wayne Clift, Chair
Glenn Miller, Vice Chair
Monte Akers
Erik Seligman
Janeen Sollman
Kim Strelchun

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Dayle Spitzer, Assistant Superintendent, School Performance
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board

Others Present:

Glencoe High School Robotics
Team (Shockwave)
Students and Advisors
Devin Hunter, HCU
Maureen Barnhart, HEA

Martha Méndez Bolaños, Bilingual Interpreter / Translator
Gaspar Lopez Lopez, Hispanic Community Outreach Worker
Sev Flores, Technology Support

2. Call to Order and Flag Salute

Board Chair Wayne Clift reconvened the meeting at 7:04 PM, and led the Pledge of Allegiance. Director Lisa Allen was unable to attend the meeting.

3. RECOGNITION / STUDENT PRESENTATION

Student Presentation: Glencoe High School – Team Shockwave

Students from Glencoe High School’s robotics team, Shockwave, demonstrated their most recent competitive robot, and discussed their team’s structure, participants, and outreach projects, and their year of successful competitions.

4. *Recess Board Meeting, Convene Budget Hearing*

5. Hold Budget Hearing

Board Chair Wayne Clift announced the final public hearing prior to Board adoption for the 2016-17 budget. He declared the Budget Hearing open at 7:19 PM, and asked for public testimony. Hearing no requests to comment, Board Chair Clift closed the Budget Hearing.

6. *Adjourn Budget Hearing, Reconvene Board Meeting*

7. Approval of Agenda

Director Kim Strelchun MOVED, SECONDED by Director Erik Seligman, to approve the agenda. The MOTION CARRIED (6-0).

8. Audience Time

Tim Carlisle, retiring District librarian, addressed the Board regarding the importance of school libraries and teacher librarians for student success.

Superintendent Scott commended Mr. Carlisle for his vision, passion, and lasting impact on the District's school libraries.

9. REPORTS AND DISCUSSION

a. Announce Budget Committee Vacancies

Chief Financial Officer Adam Stewart announced that there will be four vacancies on the Budget Committee, effective July 1, 2016, since the terms of three committee members will expire on June 30, and one member is resigning her position because she will no longer be a resident of the District. These positions are currently held by Betsy Julian (position 1), Chris Barry (position 5), Cathy Clark Thomas (position 6), and Angie Ellis (position 7). Chief Financial Officer Stewart stated that he has not yet been able to confirm whether any of these committee members wish to reapply.

Budget Committee vacancies will be advertised throughout the District and the community, and applications will be accepted through September 6, 2015.

b. Announce Citizens' Curriculum Advisory Committee Vacancies

Assistant Superintendent Travis Reiman announced that, effective July 1, 2016, there will be ten open positions on the Citizens' Curriculum Advisory Committee (CCAC), including four student positions, due to a combination of resignations, expiring terms, and positions that remained open during the 2015-16 school year. Committee members serve two-year terms and may reapply when their terms expire. Vacancies will be advertised throughout the District and community. The Board will review the applicant list in August, and appoint committee members in September. The first CCAC meeting of 2016-17 is scheduled to take place on October 3.

Board members discussed other potential opportunities for student participation on District committees. This topic will be readdressed during a future Board meeting.

c. Financial Report (see written report)

Chief Financial Officer Adam Stewart presented the monthly financial report. He explained that the transition to an automated system for student accident reporting was completed during the 2016-17 school year, and data from this system will be used to identify trends and develop focused trainings to improve safety. The financial report is included in the Board packet.

10. CONSENT AGENDA

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

Director Glenn Miller MOVED, SECONDED by Director Erik Seligman, to approve the Consent Agenda as printed. The MOTION CARRIED (6-0).

Consent Agenda items were as follows:

- a. Approve Minutes of May 5, 2016, Budget Committee Meeting
- b. Approve Minutes of May 10, 2016, Board Meeting
- c. Approve Minutes of May 24, 2016, Board Meeting
- d. Approve Routine Personnel Matters
- e. Accept Donations
- f. Adjust Appropriations
- g. Approve Policy Revisions

The following policy was presented for first reading on April 26, 2016:

- 1) Policy JEC: School Admissions

The following policy was presented for first reading on May 24, 2016:

- 1) Policy JFCF - Hazing, Harassment, Intimidation, Menacing, Bullying, Cyberbullying, Teen Dating Violence, Domestic Violence – Student

11. ACTION ITEMS

- a. Adopt Resolutions to Adopt 2016-17 Budget, Appropriate 2016-17 Budget, and Impose 2016-17 Taxes and Categorize Tax Levy

Chief Financial Officer Adam Stewart presented the resolutions to adopt and appropriate the 2016-17 budget in the total amount of \$295,280,232; and to impose and categorize taxes at the rate of \$4.9749 per \$1,000 of assessed value for operations, and in the amount of \$32,604,207 for bonds. The 2016-17 Proposed Budget was presented and approved during the May 5, 2016, Budget Committee meeting.

Director Monte Akers MOVED to increase the 2016-17 expenditures for extracurricular activities by \$200,000, and reduce revenues by \$140K, by reducing the District's "pay to play" fees for activities. The MOTION FAILED for lack of a second.

Director Glenn Miller MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors adopt the Resolutions to Adopt the 2016-17 Budget, Appropriate the 2016-17 Budget, and Impose 2016-17 Taxes and Categorize the Levy as shown in the Board packet. The MOTION CARRIED (6-0).

- b. Approve Compensation for Non-Union Employees (2016-2018)

Chief Human Resources Officer Debbie Ashley presented recommendations regarding compensation for executive management, administrators, confidential, and supervisory-technical employees. These employees are not included in a bargaining unit, and their compensation is authorized by the Board of Directors, subsequent to performance review and approval of the planned budget, and after receiving recommendations from the Superintendent.

Chief Human Resources Officer Ashley explained that a two-year agreement is recommended for these employees, similar to the agreements reached with the licensed and classified employee groups, and that the recommendation reflects input received during the April 26 Board discussion of the initial proposal. Details of the recommendation are included in the Board packet.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors approve the 2016-2018 individual contracts with executive management, administrators, confidential, and supervisory-technical employees. The MOTION CARRIED (6-0).

c. Review Superintendent's Performance and Approve Performance Evaluation

Board Chair Wayne Clift stated that the Board has completed their annual review of Superintendent Mike Scott's performance. Board Chair Clift read the evaluation letter into the record. The letter is included in the Board meeting packet, and will be placed in Superintendent Scott's personnel file.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors commend the Superintendent for his leadership of the District, and direct that his evaluation letter be placed in his personnel file. The MOTION CARRIED (6-0).

d. Approve Extension of Superintendent's Contract

Director Kim Strelchun MOVED, SECONDED by Director Glenn Miller, that the Board of Directors approve the 2016-17 individual contract with the Superintendent, with a one-year extension through June 30, 2019.

Board Chair Wayne Clift explained that the contract was developed by the Board Chair and the District's legal counsel, based on the Board's direction, which included extending the District's recent efforts to develop competitive compensation packages for its various employee groups to include the Superintendent's position.

The MOTION CARRIED (6-0).

e. Approve Strategic Plan 2016-2021

Director Beth Graser presented the District's 2016-2021 Strategic Plan for approval. The new Strategic Plan encompasses three elements: 1) the overarching plan, which should remain consistent throughout the five years; 2) the annual Report of Student Achievement (Key Academic Achievement Indicators); and 3) annual work plans and SMART goals. Director Graser explained that, contingent upon Board approval, the plan will be effective July 1, 2016, and details regarding communication plans and progress reports will be established during a future meeting.

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board of Directors approve the HSD Strategic Plan for 2016-2021.

Director Monte Akers expressed his concern that the proposed Strategic Plan does not include a five-year vision statement. Superintendent Scott explained that the vision statement cannot be accurately developed until after the August retreat, when the Board is scheduled to make important decisions regarding possible bond and / or levy elections. Board Chair Clift said that the Board will establish measurements, based on the groundwork of the Strategic Plan, and in conjunction with the interrelated Superintendent / Board / District evaluation processes that the Board has been developing.

The MOTION CARRIED (5-1), with Director Monte Akers opposed.

f. Adopt District Long-Range Facility Plan

Chief Financial Officer Adam Stewart presented the District Long-Range Facility Plan for adoption. He explained that the plan was prepared by the District's Long-Range Planning Committee and the Angelo Group; that Mr. Frank Angelo discussed the plan with the Board during the work session; and that the plan is intended to be maintained as a living document, and used as a basis of planning for the District.

Director Monte Akers MOVED, SECONDED by Director Glenn Miller, that the Board adopt the District Long-Range Facility Plan, as presented. The MOTION CARRIED (6-0).

g. Approve 2016-17 Board Meeting Dates

Director Kim Strelchun MOVED, SECONDED by Director Janeen Sollman, that the Board approve the Board meeting schedule for the 2016-17 school year. The MOTION CARRIED (6-0). The schedule is included in the Board meeting packet.

12. NWRES D/HCU/HEA Reports

HCU President Devin Hunter expressed appreciation for a community that supports education, and Board members who demonstrate mutual respect, even when disagreeing. He also discussed the importance of ensuring that District and school leaders understand the changes in the classified bargaining agreement.

HEA President Maureen Barnhart commended the educators, partners, and community members who work together to enable students to succeed. She also announced that she will be moving into a fourth grade classroom at Lenox Elementary School in the fall.

13. Superintendent's Time

Superintendent Mike Scott thanked HEA President Maureen Barnhart for her years of service and collaboration; he thanked Assistant Superintendent Debbie Ashley for her years of service and accomplishments; he thanked the Board for his evaluation; and he expressed appreciation for the efforts of staff members throughout the District.

14. Board of Directors' Time

Board members discussed District events, programs, and processes, and provided brief summaries of their recent and upcoming activities. They also thanked Assistant Superintendent Debbie Ashley, Librarian Tim Carlisle, HEA President Maureen Barnhart, and retirees throughout the District for their service and contributions.

15. Follow-Up Items

Agenda Item / Request	Action
<ul style="list-style-type: none"> Several items requiring further discussion are being added to future Board meeting agendas 	

16. Adjourn

The meeting was adjourned at 8:49 PM.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends that the Board of Directors:

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

Alison Paulus

Assignment: Principal
Location: W. L. Henry Elementary School
Effective Date: June 30, 2016

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

Christine Begg

Assignment: 1.0 FTE 3rd Grade
Location: Brookwood Elementary School
Effective Date: June 17, 2016
Years of Service: 20 years

Mark Coleman

Assignment: 1.0 FTE Mathematics
Location: Hillsboro High School
Effective Date: June 17, 2016
Years of Service: 28 years

Kathy Crocker

Assignment: 1.0 FTE Child Development Specialist
Location: McKinney Elementary School
Effective Date: June 17, 2016
Years of Service: 19 years

Robin Davies

Assignment: 1.0 FTE 1st Grade
Location: Farmington View Elementary School
Effective Date: June 17, 2016
Years of Service: 29 years

Linda Sparks

Assignment: 0.5 FTE Elementary Resource Specialist
Location: Jackson Elementary School
Effective Date: June 17, 2016
Years of Service: 7 years

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

Karen Billette

Assignment: 0.5 FTE English Language Learners
0.5 FTE Counselor
Location: Groner K-8 School
Effective Date: June 17, 2016

Brian Buckner

Assignment: 1.0 FTE Alternative Education and Social Studies
Location: Liberty High School
Effective Date: June 17, 2016

Nina Casper

Assignment: 1.0 FTE Learning Resource Center
Location: Century High School
Effective Date: June 17, 2016

Moises Curiel

Assignment: 1.0 FTE Mathematics
Location: Hillsboro High School
Effective Date: June 17, 2016

Nathan Emmons

Assignment: 1.0 FTE Drama
Location: Hillsboro High School
Effective Date: July 5, 2016

Ezra Ereckson

Assignment: 1.0 FTE Art
Location: Glencoe High School
Effective Date: June 17, 2016

Katherine Fitzgerald

Assignment: 1.0 FTE 3rd Grade
Location: Witch Hazel Elementary School
Effective Date: June 17, 2016

Joel Fragoso

Assignment: 1.0 FTE Social Studies
Location: Liberty High School
Effective Date: June 17, 2016

Brittney Gantenbein

Assignment: 1.0 FTE 1st Grade
Location: Indian Hills Elementary School
Effective Date: June 17, 2016

Ben Goodwin

Assignment: 1.0 FTE Social Studies
Location: Hillsboro High School
Effective Date: June 17, 2016

Devon Julien

Assignment: 1.0 FTE English Language Learners
Location: Hillsboro High School
Effective Date: June 17, 2016

Melanie Kimple

Assignment: 0.8 FTE Physical Education
Location: Butternut Elementary School
Effective Date: June 17, 2016

Nancy Larson

Assignment: 1.0 FTE Autism/Support Specialist
Location: Student Services
Effective Date: June 17, 2016

Heidi Lohman

Assignment: 1.0 FTE Counselor
Location: Hillsboro High School
Effective Date: June 17, 2016

Reagan Mergen

Assignment: 1.0 FTE 6th Grade
Location: Lincoln Street Elementary School
Effective Date: June 17, 2016

Cali Nossaman

Assignment: 1.0 FTE Elementary Resource Specialist
Location: Witch Hazel Elementary School
Effective Date: June 17, 2016

Erin Shepherd

Assignment: 1.0 FTE 2nd Grade
Location: Rosedale Elementary School
Effective Date: June 17, 2016

Dardn Thomsen

Assignment: 1.0 FTE Language Arts
Location: Hillsboro High School
Effective Date: June 17, 2016

Eryn Van Horn

Assignment: 0.917 FTE Learning Resource Center

Location: Century High School

Effective Date: June 17, 2016

- D. Approve the employment of the following administrative personnel for the 2016-17 school year:

Kona Lew-Williams

Assignment: Chief Human Resources Officer

Location: Administration Center / Human Resources Department

Effective Date: July 1, 2016

Courtney Leonard

Assignment: Assistant Principal

Location: Hillsboro High School

Effective Date: July 1, 2016

Kelly Cox

Assignment: Assistant Principal

Location: Glencoe High School

Effective Date: July 1, 2016

O. J. Gulley

Assignment: Principal

Location: Evergreen Middle School

Effective Date: July 1, 2016

Rian Petrick

Assignment: Director of Extra-Curricular Programs and Community Outreach

Location: Administration Center

Effective Date: July 1, 2016

Danielle Johnson

Assignment: Coordinator of Student Services

Location: Administration Center / Student Services Department

Effective Date: July 1, 2016

- E. Approve the employment of the following supervisory/technical personnel:

Justin Wyatt

Assignment: Network Manager I

Location: Administration Center / Technology Services Department

Effective Date: June 20, 2016

- F. Approve the employment of the following licensed personnel in the 2016-17 school year:

Florence Aguirre

Education: BA – Central Washington University, Ellensburg, WA
Experience: 3 years
Assignment: 1.0 FTE 1st Grade Dual – Lincoln Street Elementary School

Patricia Amand

Education: MA – Rhode Island College, Providence, RI
Experience: 3 years
Assignment: 0.5 FTE School Psychologist – Student Services

Theresa Alexander

Education: MA – Pacific University, Forest Grove, OR
Experience: 24 years
Assignment: 1.0 FTE Technology/Engineering – Hillsboro High School

Jennifer Byrnes

Education: BA – Portland State University, Portland, OR
Experience: 2 years
Assignment: 1.0 FTE 4th Grade – Free Orchards Elementary School

Lindsay Clinebell

Education: MA – George Fox University, Newberg, OR
Experience: 2 years
Assignment: 1.0 FTE Kindergarten – Ladd Acres Elementary School

Kristina Grogan

Education: BA – Northern Arizona University, Flagstaff, AZ
Experience: 1 year
Assignment: 0.8 FTE Elementary Resource Specialist – Lenox Elementary School
0.2 FTE Elementary Resource Specialist – North Plains Elementary School

Kirsti Guidoux

Education: MA – Pacific University, Forest Grove, OR
Experience: 10 years
Assignment: 1.0 FTE Math – Brown Middle School

Samantha Harding

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE School Counselor – Ladd Acres Elementary School

Rachel Hay

Education: MA – Portland State University, Portland, OR
Experience: 5 years
Assignment: 1.0 FTE Kindergarten – Brookwood Elementary School

Mariah Jones

Education: BA – Linfield College, McMinnville, OR
Experience: 3 years
Assignment: 1.0 FTE Kindergarten – McKinney Elementary School

Kaleigh Kelchner

Education: MA – University of Northern Colorado, Greeley, CO
Experience: 5 years
Assignment: 1.0 FTE Social Communications Center – Butternut Creek Elementary School

Tin Kha

Education: MA – Vanguard University, Costa Mesa, CA
Experience: 18 years
Assignment: 1.0 FTE 6th Grade – Lenox Elementary School

Victoria Lipski

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Lincoln Street Elementary School

Sylvia Lopez

Education: MA – New Mexico State University, Las Cruces, NM
Experience: 16 years
Assignment: 1.0 FTE Speech Language Pathologist – Indian Hills Elementary School

Stephanie Manning

Education: MA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE 4th Grade – Ladd Acres Elementary School

Douglas Miles

Education: MA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE Language Arts – Century High School

James Montes

Education: MA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Life Skills – Liberty High School

Abigail Neville

Education: BA – University of Portland, Portland, OR
Experience: None
Assignment: 1.0 FTE Elementary Resource Specialist – Witch Hazel Elementary School

Nancy Nguyen

Education: MA – Pacific University, Forest Grove, OR
Experience: 2 years
Assignment: 1.0 FTE Elementary Resource Specialist – W. L. Henry Elementary School

Bradley Post

Education: MA – University of Phoenix, Tigard, OR
Experience: 1 year
Assignment: 1.0 FTE Social Learning Center – Century High School

Tia Semmelroth

Education: BA – University of Oregon, Eugene, OR
Experience: 11 years
Assignment: 1.0 FTE 1st Grade – Groner K-8 School

Heather Shumaker

Education: MA – Portland State University, Portland, OR
Experience: 4 years
Assignment: 1.0 FTE 1st Grade – McKinney Elementary School

Haley Sprecher

Education: BA – George Fox University, Newberg, OR
Experience: None
Assignment: 1.0 FTE 1st Grade – Orenco Elementary School

Elizabeth Teach

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

Adrienne Thomas

Education: MA – Portland State University, Portland, OR
Experience: 6 years
Assignment: 1.0 FTE Social Learning Center – West Union Elementary School

Audrey Trousdale

Education: BA – University of Colorado, Boulder, CO
Experience: 3 years
Assignment: 1.0 FTE 2nd Grade Dual – Witch Hazel Elementary School

Juana Valadez Alvarez

Education: MA – Portland State Universtiy, Portland, OR

Experience: None

Assignment: 0.9 FTE Spanish – Evergreen Middle School

Talysha Wickel

Education: BA – Utah Valley University, Orem, UT

Experience: 4 years

Assignment: 1.0 FTE 6th Grade – Brookwood Elementary School

Timothy Wright

Education: MA – Concordia University, Portland, OR

Experience: 1 year

Assignment: 1.0 FTE 6th Grade – Eastwood Elementary School

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
TUITION RATES FOR NONRESIDENT STUDENTS

SITUATION

Each year, students who are not residents of Hillsboro School District wish to enroll in Hillsboro schools. If an agreement is made with another Oregon school district, Hillsboro is allowed to include the student in Hillsboro School District's enrollment, and receive state formula funding. Occasionally, there is a student who does not qualify for state funding, and tuition is charged.

The cost of educating a student increases as the student progresses from the elementary to secondary level. The following calculations are based on actual 2015-16 expenditures and enrollment:

<u>COST CENTER</u>	<u>APPROPRIATIONS</u>	<u>ENROLLMENT FORECAST</u>	<u>BUDGET PER STUDENT</u>
Elementary	\$79,687,155	11,141	\$7,152
Secondary	\$67,167,619	9,399	\$7,146
Districtwide	\$47,128,574	20,540	\$2,294

The recommended tuition rates were calculated by adding the appropriate grade-level cost to the districtwide cost. The numbers were then rounded down to an even amount.

RECOMMENDATION

The Superintendent recommends the Board of Directors adopt the following tuition rates for non-resident students for whom the District does not receive state formula revenue:

Grade K - 6	\$9,446 per year
Grade 7 - 12	\$9,440 per year
Special needs students	Actual estimated cost

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
APPROVE ANNUAL DEPOSITORY, AUDITOR, LEGAL COUNSEL,
NEWSPAPER, AND AGENT DESIGNATIONS

SITUATION

Oregon Revised Statutes require an annual designation of Depository, Auditor, Legal Counsel, Newspaper of Record, and Agents of Record for Insurance.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the following designations:

TITLE:	DESIGNEE:
District Depository of Funds	U.S. Bank, Oregon State of Oregon Local Government Investment Pool
Legal Counsel	Brisbee and Stockton, LLC The Hungerford Law Firm, LLP
Bond Counsel	Hawkins Delafield & Wood LLP
Newspaper of Record	Washington County Argus Hillsboro Tribune
Insurance Agent of Record – Property / Liability / Casualty	Brown & Brown Northwest - Special Districts Association of Oregon
Insurance Agent of Record – Workers’ Compensation Insurance	Brown & Brown Northwest - Special Districts Association of Oregon
Insurance Agent of Record – Voluntary Student Accident Insurance	Myers-Stevens & Toohey & Co., Inc.
District Financial Auditor	Grove, Mueller & Swank, P.C.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
APPROVE ANNUAL CLERK / OFFICER DESIGNATIONS

SITUATION

Oregon Revised Statutes require an annual designation of District Clerk, Deputy Clerk, Budget Officer, Authorized Signers, Finance Officer, Custodian of Funds, and Surplus Property Authority.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the following designations:

TITLE:	DESIGNEE:
District Clerk	Mike Scott, Superintendent
Deputy Clerk	Adam Stewart, Chief Financial Officer
Budget Officer	Adam Stewart, Chief Financial Officer
Authorized Signers	Adam Stewart, Chief Financial Officer; Mike Scott, Superintendent Facsimile signatures are authorized.
Finance Officer	Adam Stewart, Chief Financial Officer
Custodian of Funds	Adam Stewart, Chief Financial Officer
Surplus Property Authority	Adam Stewart, Chief Financial Officer; Casey Waletich, Executive Director of Facilities, Safety, and Operations; Carol Hatfield, Director of Transportation

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
APPROVE CRIME POLICY COVERAGE LIMITS
TO COMPLY WITH ORS 332.525

SITUATION

Oregon Revised Statute 332.525 requires the District to annually establish fidelity-bond amounts for those authorized to handle District funds, and ensure that they are bonded by a surety company authorized in Oregon. The Oregon Secretary of State's office accepts the Special Districts Association of Oregon / Travelers Commercial Crime Policy as meeting this statutory requirement.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the following designation and limit:

Comprehensive Crime Policy	Coverage Limit
National Union Fire Insurance Company	\$1,000,000

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
READOPT POLICY DFAA: INVESTMENT POLICY – CAPITAL PROJECT FUND

SITUATION

District Policy DFAA provides for the investment of the Capital Project Fund. This fund receives the proceeds from bond sales, and makes the payments for the construction and purchases authorized at the bond election. The time period from a bond sale to completion of a project often extends over several years. This policy allows the District to make investments with maturities that match the planned expenditures over the extended time period. The policy requires annual readoption. Attached is a copy of the current policy.

RECOMMENDATION

The Superintendent recommends that the Board of Directors readopt Policy DFAA: Investment Policy - Capital Project Fund.

Hillsboro School District 1J

Code: DFAA
Adopted: 07/96
Revised: 04/08

Investment Policy – Capital Project Fund

Scope

This investment policy applies to activities of the Hillsboro School District with regard to investing the financial assets of the Capital Project Fund.

Funds will be invested in compliance with the provisions of ORS 294.035 through 294.048, ORS 294.125 through 294.155, ORS 294.155, ORS 294.810, and other applicable statutes.

Investments will be in accordance with these policies and written administrative procedures. Investment of tax-exempt borrowing proceeds will comply with the "arbitrage" restrictions of Section 148 of the Internal Revenue Code of 1986.

Objectives

The District's investment objectives are:

1. Preservation of capital and the protection of investment principal;
2. Conformance with federal, state, and other legal requirements;
3. Maintenance of sufficient liquidity to meet operating requirements.

Delegation of Authority

The Chief Financial Officer (CFO) is designated as the investment officer of the District and is responsible for investment decisions and activities, under the direction of the Superintendent.

Prudence

The standard of prudence to be used by the investment officer in the context of managing the overall portfolio shall be the prudent investor rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

Investment Diversification

The CFO will diversify the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions, or maturities.

Percent of Diversification by Instrument	Maximum Portfolio
US Treasury Obligations (Bills, notes, and bonds)	100%
US Government Agency Securities and Instrumentalities of Government- Sponsored Corporations	100%
Certificates of Deposit (CD) Commercial Banks	25%
Certificates of Deposit (CD) Savings and Loan Associations	10%
State of Oregon Investment Pool	100%

Diversification by Financial Institutions

Certificates of Deposit (CDs) - Commercial Banks
No more than 15 percent of the total portfolio with any one financial institution.

Certificates of Deposit (CDs) - Savings and Loan Associations
Amount per institution based on capital adequacy guidelines; in any case not to exceed 10 percent of the total portfolio with any one institution.

State of Oregon Investment Pool - State Pool
With the exception of pass-through funds (in and out within 10 days), no more than \$34 million total or 100 percent of the total portfolio.

Investment Maturity

Investment maturities for the Capital Project Fund shall be scheduled to coincide with projected cash flow needs. Investments which exceed 18 months shall be limited to US Treasury Obligations and US Government Agency Securities and Instrumentalities of Government Sponsored Corporations.

Qualified Institutions

The CFO shall maintain a list of all authorized dealers and financial institutions which are approved for investment purposes. Any firm is eligible to make an application to the investment officer and upon due consideration and approval will be added to the list. Additions or deletions to the list will be made at the director's discretion. At the request of the CFO the firms performing investment services for the District shall provide their most recent financial statements or Consolidated Report of Condition (call report) for review. At minimum, the CFO

shall conduct an annual evaluation of each firm's credit worthiness to determine whether it should be on the authorized list. Securities dealers not affiliated with a bank shall be required to have an office located in Oregon or Washington.

Safekeeping and Collateralization

Investment securities purchased by the District will be delivered by either book entry or physical delivery, and held in third-party safekeeping by a bank designated as primary agent. The trust department of the bank designated as primary agent will be considered to be a third party for the purposes of safekeeping of securities purchased from that bank. The purchase and sale of securities will be on a payment versus delivery basis. The primary agent shall issue a safekeeping receipt to the District listing a specific instrument, rate, maturity, and other pertinent information.

Deposit-type securities (e.g., certificates of deposit) shall be collateralized through the state collateral pool as required by ORS for any amount exceeding FDIC or FSLIC coverage, recognizing that ORS requires only 25 percent collateral. Other investments shall be collateralized by the actual security held in safekeeping by the primary agent.

Monitoring and Adjusting the Portfolio

The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative values of competing instruments and will adjust the portfolio accordingly.

Internal Controls

The investment officer shall maintain a system of written internal controls, which shall be reviewed annually by the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, or imprudent actions.

Accounting Method

Investments will be carried at amortized cost. Gains or losses from investments will be credited or charged to investment income at the time of sale. Premiums or discounts on securities shall be amortized / accreted over the life of the securities. The District shall comply with Generally Accepted Accounting Principles (GAAP).

Reporting Requirements

The investment officer shall generate daily and monthly reports for management purposes. In addition, the Board will be provided quarterly reports which will include data on investment instruments being held, as well as any narrative necessary for clarification.

Review and Adoption

This policy shall be reviewed not less than annually, and shall expire if not readopted annually.

END OF POLICY

Legal Reference(s):

ORS 294.135a

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
READOPT POLICY IGBC: TITLE I / PARENTAL INVOLVEMENT

SITUATION

District Policy IGBC provides for the involvement of parents in the District's Title I program. The policy requires annual review and readoption by the Board. The Superintendent recommends no changes to the policy at this time.

RECOMMENDATION

The Superintendent recommends that the Board of Directors readopt Policy IGBC: Title I / Parental Involvement.

Hillsboro School District 1J

Code: IGBC
Adopted: 07/96
Revised: 05/09

Title I/Parental Involvement**

The Board recognizes that parent involvement is vital to achieve maximum educational growth for students participating in the District's Title I program. Therefore, in compliance with federal law and Oregon Department of Education guidelines, the District shall meet with parents to provide information regarding their school's participation in the Title I program and its requirements.

The Superintendent shall ensure equivalence among schools in teachers, administration, and other staff, and in the provisions of curriculum materials and instructional supplies.

The Board directs the Superintendent to ensure that each of the District's schools participating in the Title I program meet annually. Parents of participating students shall be informed of their right to be involved in the development of the District's parental involvement policy, overall Title I plan, and school-parent compact.

The District shall, to the extent practicable, provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, parents of homeless students, and parents of migratory students. Information and school reports will be provided in a format and language parents understand.

In cooperation with parents, the District's policy, plan, and compact shall be reviewed annually and updated periodically to meet the changing needs of parents and the schools, and distributed to parents of participating students in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

The Superintendent shall develop administrative regulations, as necessary, to implement this policy and meet the requirements of the law.

END OF POLICY

Legal Reference(s):

[ORS 343.650](#)

[ORS 343.660](#)

[OAR 581-015-0750](#)

No Child Left Behind Act of 2001, 20 U.S.C. §§ 6311-6322 (2006).

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
ESTABLISH 2016-17 MILEAGE REIMBURSEMENT RATE

SITUATION

Board Policy DLC: Expense Reimbursement states that “approved mileage will be reimbursed at the IRS rate in effect July 1 for the July through June fiscal year. This rate will be renewed annually.”

As of July 1, 2016, the IRS mileage reimbursement rate is \$0.54 per mile.

RECOMMENDATION

The Superintendent recommends that the Board of Directors establish the District’s mileage reimbursement rate for the 2016-17 school year at \$0.54 per mile.

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
APPROVE RESOLUTION TO COVER VOLUNTEERS
UNDER WORKERS' COMPENSATION

SITUATION

Each July, the Board is asked to approve a resolution to provide Workers' Compensation coverage for volunteers. This coverage has been provided as part of the District's Workers' Compensation policy to cover volunteers, including Board members and student workers.

It is beneficial from a liability standpoint for the District to have these worker classes covered under Workers' Compensation, as it protects the District under Exclusive Remedy. This means that a volunteer, including a Board member or student worker, who is injured during the course and scope of their duties could not bring a lawsuit against the District outside of Workers' Compensation coverage, which has specific limits.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the resolution to cover volunteers under Workers' Compensation.

VOLUNTEER RESOLUTION

**A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO
VOLUNTEERS OF HILLSBORO SCHOOL DISTRICT**

WHEREAS the above district elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers as indicated below (checked "Applicable") and listed on the attached Volunteer Election Form(s).

Board Members Applicable Not Applicable
Public Officials on unpaid boards will be covered only for administrative and clerical functions while performing their authorized duties as elected officials.

Public Safety Volunteers Applicable Not Applicable
Public Safety Volunteers are covered at the assumed monthly wage indicated on the attached Volunteer Election Form(s).

Other Volunteers Applicable Not Applicable
Non-public safety volunteers and board members volunteering for duties other than administration and clerical functions will use the Volunteer Election Form(s) to keep track of their hours and have their assumed payroll reported in the correct Class Code for all their types of work using Oregon minimum wage.

A roster of active board members and volunteers will be kept monthly for reporting purposes and submitted to SDAO quarterly or more frequently upon request.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of HILLSBORO SCHOOL DISTRICT to provide workers' compensation coverage as indicated above.

ADOPTED by the Board of Directors of HILLSBORO SCHOOL DISTRICT on July 12, 2016.

_____, Chair, Board of Directors

Attested By: _____ Date: _____
Mike Scott, Superintendent

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
ACCEPT GIFTS AND DONATIONS
(as of June 21, 2016)

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 \$12,837.90 from Orenco Booster Club to Orenco Elementary School to be used for mounting classroom projectors.
- Donation of \$5,000 from Hillsboro Community Foundation on behalf of R. B. Siegel Foundation to Hillsboro School District for the Una Voz Mariachi Band program.
- Donation of \$5,000 from Sunrise Church to Butternut Creek Elementary School for the purchase of Chromebooks.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
APPROVE PARENT ORGANIZATION ACTIVITIES
FOR LIABILITY INSURANCE COVERAGE

SITUATION

In order for a parent organization, such as a Parent / Teacher Organization (PTO) or Booster Club, to be covered under the District's liability insurance policy, certain information must be submitted to the Board for approval during a regularly scheduled Board meeting. This information must include the name of the school, the name of the organization, a list of all events, and the time period covered by the event list. Activities that are not approved by the Board will not be covered by the District's liability insurance.

The Board is scheduled to receive information regarding parent organization activities on a quarterly basis. Additional activity information may be provided more often, if needed.

RECOMMENDATION

The Superintendent recommends the Board of Directors approve the list of parent organization activities to be covered under the District's liability insurance policy.

Parent Organization Activities
July 2016 - December 2016

School	Organization	Description of Activity
Butternut Creek Elementary School	PTC	Cookie Dough Fundraiser
		Bingo/Carnival Night
		Father/Daughter Dance
		Spring Fundraiser
		Bingo/Auction
Eastwood Elementary School	Boosters	Monthly Meetings
		Fall Festival
		Family Fun Night
		Holiday Craft Night
Farmington View Elementary School	Bobcat Boosters	Monthly Meetings
		Fall Fundraiser Assembly
		Family Movie Night
Imlay Elementary School	PTA	Walk-n-Roll Fundraiser
		Monthly PTA Meetings
		T-Shirt Sale
		Dine-Out Family Fundraisers
		Artist-in-Residence
		Ice Cream Social
		STEAM Festival
		Carnival
		Teacher Appreciation Week
		School Assemblies
		Backpack Program for Needy Families
		Yearbook Club
		Volunteer Appreciation
		6 th Grade Luau
		End-of-Year Staff Luncheon
		Field Trips
		Outdoor School Busing
Battle of the Books Sponsorship		
Art Literacy		
Ladd Acres Elementary School	PTA	Fun Run
		Carnival
		Ice Cream Social
		Monthly Meetings
		Family Fun Night - Spring 1 / Fall 1
		Holiday Bazaar
		Book Fair - Spring / Fall
		Oregon Battle of the Books

Parent Organization Activities
July 2016 - December 2016

School	Organization	Description of Activity
Lenox Elementary School	Boosters	Meet-and-Greet
		Monthly Meetings
		Boo Hoo Yahoo
		Back-to-School Night
		Lenox Laps
		Lenox Laps Rewards
		Book Fair
		Win-with-Reading Kick-Off
		Movie Night
		Bingo Night
		Used Book Sale
		Science Fair
		Teacher Appreciation Week
		Carnival
Clap Out		
Lincoln Street Elementary School	PTO	PTO Monthly Meetings
		Harvest Festival
		PTO Bazaar
		Movie Nights
		Tamale-Making
		Student Store
		Paw Pantry - Food Donations
		Family Game Nights
		Scholastic Book Fair
McKinney Elementary School	PTO	Back-to-School Night
		Fall Festival
		Fun Run
		Monthly Meetings
Mooberry Elementary School	Mooberry Community Corral	Monthly PTO Meetings
		Winter Bazaar
		Fall Carnival
North Plains Elementary School	PTO	Bingo Night
		Back-to-School Night
		Carnival
		Holiday Gift Shop
		Staff Appreciation Luncheon
		Curriculum Night
		6th Grade Celebration
		Conference Café
		Movie Night
		Spring Showcase
		Fun Run
Glow Golf Tournament		
Science Fair		

Parent Organization Activities
July 2016 - December 2016

School	Organization	Description of Activity
Orenco Elementary School	Orenco Booster Club	Sno-Cone Social
		Monthly Meetings
		Booster Open House
		Art Lit Training
		Donuts with Dads
		Family Fun Night - Bingo
		Muffins with Moms
		Penguin Patch Shopping
Patterson Elementary School	Booster Club	Panther Dash
		Dads-n-Donuts
		Movie Night
		Panther Splash Swim Night
		Family Social & Auction
		Restaurant Night
		Bingo Night
		Moms-n-Muffins
		Field Day
		Monthly Meetings
Quatama Elementary School	Coyote Community Club	Monthly Meetings
		BTS Ice Cream Social
		Bazaar/Book Fair
		Cookie Dough Pick-Up
		Limo Ride
		McTeacher Night
Rosedale Elementary School	Rosedale Parent Group	Back-to-School Luncheon
		Carnival
		Teacher Conference Luncheon
		Fall Movie Night
		Winter Movie Night
		Spring Bingo/Silent Auction
		Spring Teacher Luncheon
Tobias Elementary School	PTO	Monthly PTO Board Meetings
		Monthly PTO Meetings
		Yahoo Boo Hoo with Kindergarten Parents
		Bookworm Bash
		Tiger Trek Fun Run Fundraiser
		Fundraiser Fund Counting and Prize Prep
		Back-to-School Night
		Picture Day
		Harvest Carnival
		Hearing Screening
		Vision Screening
		Holiday Bazaar
		Fall Book Fair
Chess Tournament		

Parent Organization Activities
July 2016 - December 2016

School	Organization	Description of Activity
W. L. Henry Elementary School	PTO	Movie Nights
		Carnival
		Tamale Sale
		Monthly Meetings
		Walk-a-Thon
		McTeacher Nights
		Fill-the-Envelope Fundraiser
		Dance
		Talent Show
		Family Night
Groner K-8 School	Groner PTO	Monthly Meetings
		ASL After-School Program
		Accelerated Reader Lunch with the Principal
		Accelerated Reader Rock Wall Party
		Art Literacy
		Lego Robotics
		Dr. Seuss Breakfast
		Staff Luncheon
		Staff Appreciation Week
		Dine-Outs
		BINGO Night
		Family Fiesta Night
		Jog-a-Thon
Father/Daughter Dance		
Evergreen Middle School	Parent Club	Monthly Meetings
		Student Store
		Parent Fun Run
Century High School	Boosters	B2S Registration - Sell Spirit Gear
		Monthly Meetings
		Harvest Bazaar Event
		Home Football Games to Sell Spirit Gear
		Home Basketball Games to Sell Spirit Gear
Scholar Athlete Dinner		

Parent Organization Activities
July 2016 - December 2016

School	Organization	Description of Activity	
Glencoe High School	Band and Color Guard Booster Club	Volunteer Help with Youth Baseball Concessions	
		Board Meetings	
		Volunteer to Help with Hillsboro 4 th of July Parade – Water Carrier and Distribution	
		Volunteer Help with Can and Bottle Drive Fundraiser	
		Volunteer to Help with North Plains Garlic Festival Parade – Water Carrier and Distribution	
		Band Camp Snacks – Purchase and Distribute Pre-Packaged Snack Items During Band Camp	
		Annual Marching Band Showcase and Meeting	
		Volunteer Help with Home Football Games: Concession Stand, Equipment Moving, Chaperoning in the Stands	
		Purchase Materials and Build Props for the Marching Band Show	
		Volunteer Help for the Band Night-Out Fundraiser	
		Volunteer Help at Marching Band Contests	
		Annual Fall Band Awards Night and Meeting	
		PTO	Freshman Connection Night
			Tide Store to Football Games
	GHS Career Center		
	PTO Meetings		
	Back-to-School Envelope Stuffing		
	Schedule Change Days		
	Back-to-School Night		
	Homecoming Dance		
	Fall Conference Staff Dinner		
	Fall Conference Staff Breakfast		
	Academic Testing		
	Football Concessions		
	Tide Store to Evergreen Middle School		
	Tide Store Open House		
	GHS Grad Party Planning Meetings		
	First Week of School Registration / Locker Assignment		
	Parent Conferences		
	Basketball Concessions		

Parent Organization Activities
July 2016 - December 2016

School	Organization	Description of Activity
Hillsboro High School	HBBA (Hillsboro Band Boosters Association)	Band Camp
		Percussion Camp
		Home Football Games - Chaperoning
		Fall Marching Competitions
		Fall Marching Practices
		Parent Monthly Meetings
		Fall Band Concert
		Macy's Holiday Parade
		League Jazz Festival

HILLSBORO SCHOOL DISTRICT 1J
July 12, 2016
ELECT BOARD CHAIR AND VICE CHAIR

SITUATION

As part of its organizational meeting every year, the Board must elect a Chair and Vice Chair. The incumbent Chair will preside over the meeting until a successor is elected, whereupon the successor will assume the duties of Board Chair. Separate elections must be held for the Board Chair and Vice Chair positions.

RECOMMENDATION

The Superintendent recommends that Board Chair Wayne Clift accept nominations and conduct elections for Chair and Vice Chair offices for the 2016-17 school year.

HILLSBORO SCHOOL DISTRICT 1J
JULY 12, 2016
APPROVE PARTICIPATION IN SOUTH HILLSBORO
LOCAL IMPROVEMENT DISTRICT (LID)

SITUATION

Several large South Hillsboro property owners have petitioned the Hillsboro City Council to form a Local Improvement District (LID). The purpose of the LID is to help finance four transportation improvement projects with an estimated cost of \$24.8 million. The four projects include: the extension of Cornelius Pass Road south of Tualatin-Valley Highway into South Hillsboro; the widening of Cornelius Pass Road north of Tualatin-Valley Highway to Frances Street; the realignment of Kinnaman Road to 198th Avenue and the installation of a signal light; and the construction of a westbound right-turn lane at Cornelius Pass Road and Tualatin-Valley Highway. The Hillsboro School District (HSD), which owns 40 acres in this portion of the South Hillsboro development, has been asked to join this LID.

By participating in the LID, HSD District will be entitled to reduced system development charges. Newland Development, from whom HSD's 40-acre parcel was purchased, has agreed to pay all LID assessments levied against HSD's property, and that obligation will remain in place as the District splits up and distributes its 40 acres throughout the Reed's Crossing site.

HSD staff and HSD's realtor recently met with City of Hillsboro staff and representatives from Newland Development to discuss this matter, and all agreed that participating in the LID was in the best interest of Hillsboro School District.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the participation of the Hillsboro School District in the South Hillsboro Local Improvement District.